

## Agenda Item #12.B.6.



STATE AND LOCAL PROFESSIONAL AGENCIES • BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS  
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DATE: April 25, 2012

TO: Board Members

FROM: Pam Hinckley, R. N., M.S.N.  
Nursing Education Consultant

SUBJECT: Valley College of Medical Careers Vocational Nursing Program –  
Consideration of Request to Admit Students (Director: Ranbir Sedeora, West Hills,  
Santa Clara County, Private)

On November 10, 2011, the Board placed Valley College of Medical Careers Vocational Nursing Program on provisional approval<sup>1</sup> for the two-year period from November 10, 2011, through November 30, 2013 due to low licensure pass rates. Further, the Board rendered the following decisions.

- **Denied** the program's request to admit **30** full-time, evening students on November 14, 2011 and **approved** the program's admission of a class of **15** full-time, evening, students on November 14, 2011, graduating on February 24, 2013, only, to **replace** a class that graduated November 18, 2011; **and**
- **Denied** the program's request to admit **30** students to the full-time day class on January 16, 2012, graduating April 21, 2013 to **replace** students that graduated November 4, 2011, at this time.

The Board directed that the program admit no additional students unless approved by the full Board.

On February 24, 2012, the Board considered the program's request to admit a class of 30 full - time evening students on March 5, 2012, graduating on June 8, 2013, to **replace** the evening class that graduated November 18, 2011. The Board directed the program to submit a revised instructional plan **by February 29, 2012; and,**

- **Denied** the program's request to admit a class of 30 full-time, evening, students on March 5, 2012, graduating on June 8, 2013, to **replace** a class that graduated November 18, 2011; **and,**

<sup>1</sup> Prior to January 1, 2012, references in article 4 of the Vocational Nursing Practice Act and article 4 of the Psychiatric Technicians Law provided that the Board accredits all vocational nursing and psychiatric technicians programs. Pursuant to Business and Professions Code Sections 2883 and 4532 (Senate Bill 539, Chapter 338, Statutes of 2011), **accredit** was changed to **approve**. There was no change to the Board's authority or jurisdiction.

- Required the program to perform and submit a written analysis and report to address the program's rate of attrition **by February 29, 2012**. The report shall include the program's plans to decrease its rate of attrition and increase the number of graduates taking the licensure examination.

The program requests Board approval to admit a class of 15 full-time day students on May 14, 2012, graduating on September 30, 2013, to **replace** the day class that graduated November 6, 2011.

The program additionally requests approval to admit 15 full-time evening students on July 9, 2012, graduating December 16, 2013, to **replace** the evening class that graduated November 27, 2011.

### **History of Prior Board Actions**

- On July 2, 2008, the Executive Officer approved Valley College of Medical Careers' request to begin a vocational nursing program with an initial class of 30 students on July 7, 2008, only; **and** approved the program curriculum for 1,560 hours, including 580 theory, and 980 clinical hours.
- On May 5, 2009, the Executive Officer approved initial full accreditation for the Valley College of Medical Careers Vocational Nursing Program, West Hills, for the period May 5, 2009 through May 4, 2013, and directed staff to issue a certificate accordingly. Further information was requested relative to the program's request to admit additional students.
- On May 6, 2009, the Supervising Nursing Education Consultant and the assigned Nursing Education Consultant met with the Director of Education and Compliance to discuss the status of the program's requests. Based on the meeting, the program representative, in accord with the program director, amended the previous requests to include:
  1. Admission of a day class of 30 students commencing May 8, 2009, with a graduation date of July 27, 2010;
  2. Admission of an evening class of 30 students to begin May 8, 2009, with a graduation date of July 27, 2010; and
  3. Deferral of the request for ongoing admissions to a later date.
- On November 4, 2009, the Executive Officer approved Valley College of Medical Careers Vocational Nursing Program's request to admit a full-time class of 30 students to commence January 11, 2010 only, graduating March 31, 2011, to **replace** students who graduated October 6, 2009. The program's request for **ongoing admissions** of a class of 30 students every fifteen (15) weeks commencing May 2010, was **denied** at this time.

- On June 9, 2010, the Director and Campus Director appeared at Board headquarters requesting an immediate and unscheduled meeting to discuss program concerns relative to the Executive Officer's decision denying ongoing admissions.

The assigned consultant reviewed the following documents and information with program representatives.

- a. Board decisions and rationale for each decision from July 2, 2008 through November 4, 2009.
  - b. Program Pass Rates.
  - c. Current Program Request and Attachments.
  - d. Clinical Resources.
- On June 25, 2010, the director notified the Board that commencement of the January 11, 2010 class was delayed to February 1, 2010.
  - On July 20, 2010, the program was cited for two (2) violations, Sections 2882 of the Business and Professions Code and Section 2534 of the Vocational Nursing Rules and Regulations. Both violations were corrected.

Additionally, the Executive Officer approved Valley College of Medical Careers Vocational Nursing Program's request to admit 30 students into a full-time day class to commence July 26, 2010 only, graduating December 2, 2011; and, approved the program's request to admit 30 students into an evening class to commence August 23, 2010 only, to **replace** students scheduled to graduate August 18, 2011. Additionally, the program was required to obtain Board approval prior to the admission of all classes.

- On February 11, 2011, the Executive Officer **denied** Valley College of Medical Careers Vocational Nursing Program's request to admit 30 students into a full-time, day class to commence January 24, 2011 only, graduating April 20, 2012, and; required the program to submit a report by **March 31, 2011**. The report shall include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timelines for expected results, and the effectiveness of corrective actions taken to address the following elements:
  - a. Current Student Enrollment.
  - b. Admission Criteria.
  - c. Screening and Selection Criteria.
  - d. Terminal Objectives.
  - e. Curriculum Objectives.
  - f. Instructional Plan.
  - g. Theory and Clinical Objectives for Each Course.
  - h. Lesson Plans for Each Course.
  - i. Textbooks.
  - j. Attendance Policy.
  - k. Remediation Policy.
  - l. Evaluations of Theory and Clinical Faculty.
  - m. Evaluations of Theory Presentations.

- n. Evaluations of Clinical Rotations and Their Correlation to Theory Presentations.
- o. Evaluation of Student Achievement.

Additionally, the program was required to obtain Board approval prior to the admission of all classes.

- On February 28, 2011, the program submitted a written report regarding the requested comprehensive analysis.
- On April 21, 2011, the Executive Officer **denied** Valley College of Medical Careers Vocational Nursing Program's request to admit 30 students into a day class commencing April 25, 2011 and graduating August 5, 2012, to **replace** students that graduated on August 19, 2010; **and**, approved the program's admission of 20 students into the day class commencing April 25, 2011, only, graduating August 5, 2012, to **replace** students that graduated on August 19, 2010; **and**, required the program to perform an in-depth analysis of the instructional plan, textbooks, correlation of theory content to clinical application and submit a written report of findings by May 30, 2011.

The EO directed placement of the program on the November 2011 Board agenda, if the licensure pass rates do not improve by at least ten (10) percentage points (69%) by August 15, 2011; **and** required the program to continue obtaining Board approval prior to the admission of all classes.

- On May 28, 2011, the Board received the program's in-depth analysis. The assigned consultant notified the director that the analysis was incomplete as submitted.
- On August 3, 2011, the Board received a revised analysis from the assistant director. The assistant director was advised the analysis remained incomplete and was requested to have the director call the NEC.
- On August 8, 2011, the director telephoned the NEC. The director indicated she had **not** been involved in the revision of the plan submitted on August 3, 2011. The NEC advised the director she needed to be involved in the in-depth analysis of her program. Additionally, the NEC reviewed content areas the director should address in the report. A new due date of **August 26, 2011** was issued.
- On August 25, 2011, the Executive Officer **denied** Valley College of Medical Careers Vocational Nursing Program's request for approval to admit 30 students into a day class commencing September 12, 2011 and graduating August 19, 2012, to **replace** students that graduated on August 15, 2010; **and**, required the program to submit a written plan detailing the following by **September 16, 2011**:
  - a. Steps the program will take to encourage the 39 former graduates to take the licensure examination.
  - b. Steps the program will take to prevent a reoccurrence of graduates not taking the licensure examination in a timely fashion.

Additionally, the EO required the program to obtain Board approval prior to the admission of all classes; **and**, directed placement of the program on the November 10, 2011 Board agenda for consideration of placement on provisional accreditation.

- On October 7, 2011, the assigned consultant forwarded correspondence requesting submission of fifteen (15) copies of pertinent documents, plan, and subsequent actions taken to correct identified problems that they desire Board members to consider.
- On November 10, 2011, the Board placed Valley College of Medical Careers Vocational Nursing Program on provisional accreditation for the two-year period from November 10, 2011, through November 30, 2013, and issued a notice to the program to identify specific areas of noncompliance and requirements for correction as referenced in Section 2526.1 (e) of the California Code of Regulations; **and**, denied Valley College of Medical Careers Vocational Nursing Program's request approval to admit a class of 30 full-time, evening students on November 14, 2011 and approved the program's admission of a class of 15 full-time, evening, students on November 14, 2011, graduating on February 24, 2013, only, to **replace** a class that graduated November 18, 2011; **and**, denied the program's request to admit a class of 30 students to the full-time day class on January 16, 2012, graduating April 21, 2013 to **replace** students that graduated November 4, 2011, at this time; **and**, required the program to admit no additional students unless approved by the full Board.

The program was required to bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate; **and**, required the program to submit follow-up reports in 9 months, but no later than **August 1, 2012**, and 21 months, but no later than **August 1, 2013**. The reports must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.

- a. Admission Criteria.
- b. Screening and Selection Criteria.
- c. Terminal Objectives.
- d. Curriculum Objectives.
- e. Instructional Plan.
- f. Theory and Clinical Objectives for Each Course.
- g. Lesson Plans for Each Course.
- h. Textbooks.
- i. Attendance Policy.
- j. Remediation Policy.
- k. Evaluations of Theory and Clinical Faculty.
- l. Evaluations of Theory Presentations.
- m. Evaluations of Clinical Rotations and Their Correlation to Theory Presentations.
- n. Evaluation of Student Achievement.
- o. Current Enrollment.

The program was required to comply with all accreditation standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code

Section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526. The program was required to demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's accreditation.

The Board directed that the failure of the program to take any of these corrective actions may cause the full Board to revoke the program's accreditation. The Board placed the program on the **November 2013** Board agenda for reconsideration of provisional accreditation.

- On November 22, 2011, the Board forwarded to the director the Notice of Change in Accreditation Status.
- On December 7, 2011, the Board received the program's signed Acknowledgement of Change in Accreditation Status. The document was signed by the program director on December 5, 2011.
- On January 19, 2012, the assigned consultant forwarded correspondence requesting submission of fifteen (15) copies of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider.
- On January 24, 2012, the Board received the program's in-depth program analysis to support its request to admit students.
- On February 24, 2012, the Board **denied** the program's request to admit a class of 30 full-time evening students on March 5, 2012, graduating on June 8, 2013, to **replace** a class that graduated November 18, 2011; **and**, required the program to perform and submit a written analysis and report to address the program's rate of attrition by **February 29, 2012**. The report shall include the program's plans to decrease its rate of attrition and increase the number of graduates taking the licensure examination. The Board also required the program to submit a revised instructional plan **by February 29, 2012**.
- On February 29, 2012, the Board received the program's revised curriculum and plan to decrease attrition rates.
- On April 4, 2012 the assigned consultant forwarded correspondence requesting submission of eighteen (18) copies of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider.
- On April 12, 2012, the Board received correspondence from the program director and eighteen (18) copies of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider.

## Enrollment

Each class admission to the 60-week, full-time program must have prior Board approval. The pattern of admissions for current classes is seen in the enrollment table below.

The following table represents **current and proposed** student enrollment based on the current and proposed class start dates. The table indicates a **maximum enrollment of 115** students for the period **July 2008 through March 2013**.

ENROLLMENT DATA				
CLASS DATES		#Students Admitted	#Students Current or Completed	Total Enrolled
Start	Completed			
7/08 (FT) AM		33	24	<b>24</b>
5/09 (FT – AM)		30	24	24 + 24 = <b>48</b>
5/09 (FT – PM)		30	26	48 + 26 = <b>74</b>
2/10 (FT-AM)		30	27	74 + 27 = <b>101</b>
7/10 (FT-AM)		17	14	101 + 14 = <b>115</b>
	10/09 (7/08 FT - AM Class)		-24	115 – 24 = <b>91</b>
	8/10 (5/09 FT – AM)		-24	91 – 24 = <b>67</b>
	8/10 (5/09 FT – PM)		-26	67 – 26 = <b>41</b>
8/10 (FT-PM)		30	24	41 + 24 = <b>65</b>
	4/11 (2/10 FT-AM)		-27	65 – 27 = <b>38</b>
4/11 (FT-AM)		20	17	38 + 17 = <b>55</b>
	11/11 (7/10 FT-AM)		-14	55 – 14 = <b>41</b>
	11/11 (8/10 FT-PM)		-24	41 – 24 = <b>17</b>
11/11 (FT-PM)		15	15	17 + 15 = <b>32</b>
5/12 (FT-AM) <b>Proposed</b>	9/13	15		32 + 15 = <b>47</b>
7/12 (FT-AM) <b>Proposed</b>	12/13	15		47 + 15 = <b>62</b>
	8/12 (4/11 FT-AM)		-17	62 – 17 = <b>45</b>
	3/13 (11/11 FT- PM)		-15	45 – 15 = <b>30</b>

## Licensing Examination Statistics

The following statistics, furnished by the Pearson Vue and published by the National Council of State Boards of Nursing as "Jurisdictional Summary of All First-Time Candidates Educated in Member Board Jurisdiction," for the period October 2009 through March 2012, specify the pass percentage rate for graduates of the Valley College of Medical Careers Vocational Nursing Program on the National Council Licensure Examination for Practical (Vocational) Nurses (NCLEX-PN®).

NCLEX-PN® Licensure Examination Data						
Quarterly Statistics					Annual Statistics*	
Quarter	# Candidates	# Passed	% Passed	State Quarterly Pass Rate	Program Average Annual Pass Rate	State Average Annual Pass Rate
Oct - Dec 2009	2	1	50%	76%	50%	73%
Jan – Mar 2010	13	6	46%	76%	47%	74%
Apr - Jun 2010	7	4	57%	74%	50%	75%
Jul - Sep 2010	2	0	0%	76%	46%	75%
Oct - Dec 2010	15	10	67%	77%	54%	76%
Jan – Mar 2011	15	9	60%	80%	59%	77%
Apr – Jun 2011	8	6	75%	71%	63%	76%
Jul – Sep 2011	7	3	43%	74%	62%	76%
Oct- Dec 2011	6	1	17%	74%	53%	75%
Jan – Mar 2012	10	4	40%	77%	45%	74%

\*The Annual Pass Rate changes every quarter. It is calculated by dividing the number of candidates who passed during the current and previous three quarters by the number of candidates who tested during the same period. If no data is available for the relevant period, the statistic is carried over from the last quarter for which data is available.

Based on the most current data available (January to March 2012), the program's average annual pass rate is **45%**. The California average annual pass rate for graduates from accredited vocational nursing programs who took the NCLEX-PN® for the first time is 74%. The average annual pass rate for the Valley College of Medical Careers Vocational Nursing program is **29 percentage points below** the state average annual pass rate.

## Faculty and Facilities

Section 2534(d) of the Vocational Nursing Rules and Regulations states:

"For supervision of clinical experience, there shall be a maximum of 15 students for each instructor."

The number of Board-approved faculty totals 26, including the director. The director has 90% administrative and 10% teaching duties. Of the total faculty, 23 instructors and director are approved to teach clinical.

Based on a maximum enrollment of 115 students, eight (8) instructors are needed. Therefore, the number of current faculty is adequate for the current and proposed enrollment.

### **Other Considerations**

As noted previously, on November 10, 2011, the Board placed Valley College of Medical Careers on provisional approval for the two-year period from November 10, 2011, through November 30, 2013, due to noncompliance with regulatory requirements relative to program pass rates.

Specifically, the program's average annual pass rates had been more than ten (10) percentage points below State average annual pass rates for eight (8) consecutive quarters. Further, the Board rendered the following decisions.

- **Denied** the program's request to admit a **30** full-time, evening students on November 14, 2011 and **approved** the program's admission of a class of **15** full-time, evening, students on November 14, 2011, graduating on February 24, 2013, only, to **replace** a class that graduated November 18, 2011; **and**
- **Denied** the program's request to admit a class of **30** students to the full-time day class on January 16, 2012, graduating April 21, 2013 to **replace** students that graduated November 4, 2011, at this time.

The Board directed that the program admit no additional students unless approved by the full Board. **At that time, the program's average annual pass rate was 62%.**

On November 22, 2011, the Board forwarded to the director the Notice of Change in Accreditation Status (see Attachment A). On December 7, 2011, the Board received the program's signed Acknowledgement of Change in Accreditation Status. The document was signed by the program director on December 5, 2011.

On February 24, 2012, the Board **denied** the program's request to admit a class of 30 full-time students into an evening class on March 5, 2012, graduating on June 8, 2013, to **replace** a class that graduated November 18, 2011; **and** required the program to submit the revised instructional plan by **February 29, 2012; and** required the program to perform and submit a written analysis and report to address the program's rate of attrition by **February 29, 2012**. The report shall include the program's plans to decrease its rate of attrition and increase the number of graduates taking the licensure examination.

Published program performance statistics for the most recent reporting period (January – March 2012) substantiate that the program's **current average annual pass rate is 54%**. Based on this data, the program's average annual licensure pass rate is **29 percentage points below** the state average annual licensure pass rate.

On February 29, 2012, the program submitted a revised instructional plan and plan to decrease attrition rates as required. Included in the plan was a telephone campaign to

contact former graduates and offer them free of charge to come in and take the NCLEX review class, HESI predictor exams and ATI NCLEX test.

On April 4, 2012, the assigned consultant forwarded correspondence requesting submission of eighteen (18) copies of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider. (See Attachment B)

On April 12, 2012, the Board received correspondence from the program director and eighteen (18) copies of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider (see Attachment C). Included in the program's documents were the following elements:

### **Plan to Increase Pass Rates**

- Continue to incorporate all previously submitted interventions.
- Add HESI predictor examinations, **pending** review by administration.
- Add a voluntary three (3) day intensive NCLEX review for students who are within three (3) days of taking the scheduled licensure examination.
- Replaced two (2) textbooks with preferred editions.
- Initialized a consulting relationship with Summit Career College. Based on this relationship with Summit the following policies have been revised.
  - a. Created a student academic contract identifying the student's responsibilities and the school's expectations.
  - b. Creation of a "Learning Academy". The Learning Academy will identify each student's progress and initiate interventions to assist the student to achieve their goal.
  - c. Plan to hire an NCLEX coordinator. This person would provide NCLEX review sessions, learning academies, tutorial programs, and ensure that all application paperwork is processed quickly.

### **Plan to Decrease Rate of Attrition**

- Increased admission testing scores in an attempt to increase student success in the program.
- Implemented immediate tutoring when a student receives a low test score.

### **Recommendation:**

1. Approve the Valley College of Medical Career's request to admit a class of 15 full-time, day students on May 14, 2012, graduating on September 30, 2013, to **replace** a class that graduated November 6, 2011.
2. Deny the program's request to admit a class of 15 full-time, evening, students on July 9, 2012, graduating on December 16, 2013, to **replace** the day class that graduated November 27, 2011.

3. Continue to obtain approval by the full Board prior to the admission of additional classes.

**Rationale:** Since the first class began July 7, 2008, the program has enrolled a total of 205 students. Of the total enrolled, 139 students have graduated. Thirty – two (32) students currently remain in classes. Seventeen (17) of the 32 students, are scheduled to graduate August 15, 2012 and the remaining 16 students are scheduled to graduate March 17, 2013. The **addition of the proposed two (2) classes, with 15 students per class**, would give the program a total of **62** students.

At the time of placement on provisional approval, the program's **quarterly** pass rate was **43%** and the average **annual** pass rate was **62%**. Currently, the program's **quarterly** pass rate is **40%** and the average **annual** pass rate is **45%**. As such, the program's **quarterly** pass rate has **decreased three (3) percentage points** and its average **annual** pass rate **decreased 17 percentage points since placement on provisional approval**.

The program's performance statistics **do not** support approval of the requested two (2) classes of 15 students each. Approval of one (1) class of 15 students will give the program the opportunity to implement their recently revised curriculum, apply measures identified to increase pass rates, and carefully track student's performance.

Board staff will continue to closely monitor the program's effectiveness by tracking class admissions, the effectiveness of employed interventions, and the program's licensure examination pass rates quarterly, analyzing Annual Reports submitted by the program, and performing accreditation surveys every four (4) years.

Attachment A: Notice of Change in Accreditation Status, Dated November 22, 2011.

Attachment B: Board Correspondence Dated April 4, 2012.

Attachment C: Program Correspondence and Documents Dated April 11, 2012, Received April 12, 2012.

# Agenda Item #12.B.6. Attachment A



STATE OF CALIFORNIA DEPARTMENT OF CONSUMER AFFAIRS • GOVERNMENT EDUCATIONAL BOARD OF  
**BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS**  
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## **CERTIFIED MAIL**

November 22, 2011

Ranbir Sadeora  
Director, Vocational Nursing Program  
Valley College of Medical Careers  
8399 Topanga Canyon Boulevard, Suite 200  
West Hills, CA 91304

**Subject: Notice of Change in Accreditation Status**

Dear Ms. Sadeora :

Pursuant to the action of the Board of Vocational Nursing and Psychiatric Technicians (Board) on November 10, 2011, the provisional accreditation status of the Valley College of Medical Careers Vocational Nursing Program has been changed from full accreditation to provisional accreditation for the two – year period from November 10, 2011 through November 30, 2013. The purpose of this letter is to explain the areas of non-compliance found and the corrections required of your program to avoid losing accreditation completely.

Once you have reviewed this letter, please sign and return the enclosed "Acknowledgement of Change in Accreditation Status" form by **Friday, December 2, 2011**.

### **AREAS OF NON-COMPLIANCE [VIOLATION(S)]**

In accordance with Section 2526.1(c) of title 16 of the California Code of Regulations,

"The Board may place any program on provisional accreditation when that program does not meet all requirements as set forth in this chapter and in Section 2526..."

Section 2530(l) of title 16 of the California Code of Regulations states:

"The program shall maintain a yearly average minimum pass rate on the licensure examination that does not fall below 10 percentage points of the state average pass rate for first time candidates of accredited vocational nursing schools for the same period.

- (l) Failure to maintain the required yearly average minimum pass rate for two years or eight consecutive quarters may be cause to place a program on provisional accreditation."

The program pass rates of the Valley College of Medical Careers Vocational Nursing Program for the past eight (8) quarters are set forth in the following table.

NCLEX-PN® Licensure Examination Pass Rates			
Quarter	State Annual Average Pass Rate	Program Annual Average Pass Rate	Variance from State Annual Average Pass Rate
Oct – Dec 2009	73%	50%	-23
Jan – Mar 2010	74%	47%	-27
Apr – Jun 2010	75%	50%	-25
Jul – Sep 2010	75%	46%	-29
Oct – Dec 2010	76%	54%	-22
Jan – Mar 2011	77%	59%	-18
Apr – Jun 2011	76%	63%	-13
Jul – Sep 2011	76%	62%	-14

Based on this data, the program failed to comply with regulatory requirements relative to the admission of students. Further, the program failed to maintain the annual average pass rate requirement.

#### REQUIRED CORRECTION(S)

1. The Valley College of Medical Careers, Vocational Nursing Program shall obtain full Board approval prior to the admission of additional students.
2. Require the program to bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate by **September 1, 2013**.
3. The program shall submit a follow-up report in 9 months, but no later than **August 1, 2012**, and 21 months, but no later than **August 1, 2013**. The report must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis:
  - a. Admission Criteria.
  - b. Screening and Selection Criteria.
  - c. Terminal Objectives.
  - d. Curriculum Objectives.
  - e. Instructional Plan.
  - f. Theory and Clinical Objectives for Each Course.
  - g. Lesson Plans for Each Course.
  - h. Textbooks.
  - i. Attendance Policy.
  - j. Remediation Policy.
  - k. Evaluations of Theory and Clinical Faculty.
  - l. Evaluations of Theory Presentations.

- m. Evaluations of Clinical Rotations and Their Correlation to Theory Presentations.
  - n. Evaluation of Student Achievement.
  - o. Current Student Enrollment.
4. The program shall comply with all accreditation standards in article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code section 2880, and article 5 of the Board's regulations, commencing at California Code of Regulations, title 16, section 2526.
  5. The program shall demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's accreditation.
  6. Failure to take any of these corrective actions may cause the full Board to revoke the program's accreditation.

In the event additional violations of the accreditation standards are identified, such violations may result in further corrective action or revocation of provisional accreditation.

#### FUTURE BOARD ACTION

Your program will be placed on the **November 2013** Board Meeting agenda, at which point the Board may revoke or extend the program's accreditation. If you have additional information that you wish considered beyond the required corrections listed on page 3 and 4, you must submit this documentation by the fifteenth day of the second month prior to that Board meeting.

#### OTHER IMPORTANT INFORMATION

Please be advised that, pursuant to the Board's regulations, the program will not be authorized to admit new classes beyond the established pattern of admissions previously approved by the Board. The established pattern of admissions approved by the Board is as follows: **Based on the above corrections, the full Board's permission will be required for each future class admission.**

In the event your program is required to submit any report(s) as a corrective action pursuant to this notice, such reports are required in addition to any other reports required pursuant to 2527 of the Board's regulations.

The program may no longer advertise that it has full accreditation, and should take steps to correct any ongoing advertisements or publications in that regard.

A copy of title 16, California Code of Regulations, section 2526.1, regarding provisional accreditation is attached for your reference. A complete copy of the Board's laws and regulations can be found on the Board's web site at [www.bvnpt.ca.gov](http://www.bvnpt.ca.gov).

Should you have questions, please do not hesitate to contact the Board.

Sincerely,

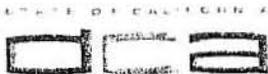


**TERESA BELLO-JONES, J.D., M.S.N., R.N.**  
Executive Officer

Enclosures

cc: Board Members

TBJ:cca

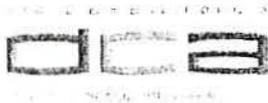


## TITLE 16 CALIFORNIA CODE OF REGULATIONS

### Section 2526.1

#### 2526.1. Provisional Accreditation.

- (a) Provisional accreditation means a program has not met all requirements as set forth in this chapter and in Chapter 6.5, Division 2 of the Business and Professions Code.
- (b) Provisional accreditation shall be granted for a period determined by the Board.
- (c) The Board may place any program on provisional accreditation when that program does not meet all requirements as set forth in this chapter and in Section 2526. If the program has not met all requirements at the end of the initial provisional accreditation period, provisional accreditation may be extended if the program demonstrates to the satisfaction of the Board a good faith effort to correct all deficiencies.
- (d) Any program holding provisional accreditation may not admit "new" classes beyond the established pattern of admissions previously approved by the Board. The admission pattern is defined by the number of students per class and the frequency of admissions for the six class admissions that immediately precede the Board action to consider provisional accreditation.
- (e) A program placed on provisional accreditation shall receive written notification from the Board. The notification to the program shall include specific areas of noncompliance and requirements for correction. A program's failure to correct delineated areas of noncompliance is cause for revocation of provisional accreditation.
- (f) A material misrepresentation of fact by a vocational nursing program in any information submitted to the Board is cause for revocation of provisional accreditation.
- (g) A program whose provisional accreditation has been revoked shall be removed from the Board's list of accredited programs. The status of students as potential applicants for licensure will be determined by the Board.
- (h) A program that is removed from the Board's list of accredited programs subsequent to Board action based on the program's non-compliance with applicable regulations shall not reapply to establish a vocational nursing program for a minimum period of one calendar year.



BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS  
2535 Capitol Oaks Drive, Suite 205, Sacramento, CA 95833-2945  
Phone (916) 263-7800 Fax (916) 263-7859 Web www.bvnpt.ca.gov



**Acknowledgement of Change in Accreditation Status**

I, Ranbir Sedeora, director of Valley College of Medical College Vocational  
Director's Name) Name of Program)

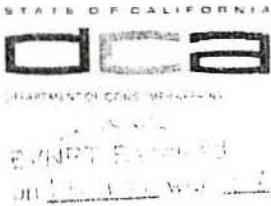
Nursing Program, hereby acknowledge that this program's status has been changed from full accreditation to provisional accreditation. I understand that in accordance with Section 2526.1 (f) of the Vocational Nursing Rules and Regulations and Section 2581.1 (f) of the Psychiatric Technician Rules and Regulations, the Board will consider any advertisement of full accreditation while on provisional accreditation as "material misrepresentation of fact". "Material misrepresentation of fact" may lead to revocation of the program's accreditation. Further, I understand the program's provisional accreditation status will be reflected on the Board's internet website.

Please complete and return this form to the Board by December 2, 2011.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

\_\_\_\_\_  
(Signature of Director)

\_\_\_\_\_  
(Date)



STATE OF CALIFORNIA  
**BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS**  
 2535 Capitol Oaks Drive, Suite 205, Sacramento, CA 95833-2946  
 Phone (916) 263-7800 Fax (916) 263-7859 Web www.bvnpt.ca.gov



2011 DEC -7 PM 1:46

**Acknowledgement of Change in Accreditation Status**

I, Ranbir Sedeora, director of Valley College of Medical College Vocational  
 (Director's Name) (Name of Program)

**Nursing Program**, hereby acknowledge that this program's status has been changed from full accreditation to provisional accreditation. I understand that in accordance with Section 2526.1 (f) of the Vocational Nursing Rules and Regulations and Section 2581.1 (f) of the Psychiatric Technician Rules and Regulations, the Board will consider any advertisement of full accreditation while on provisional accreditation as "material misrepresentation of fact". "Material misrepresentation of fact" may lead to revocation of the program's accreditation. Further, I understand the program's provisional accreditation status will be reflected on the Board's internet website.

Please complete and return this form to the Board by **December 2, 2011**.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Ranbir Sedeora, RN, MSW, FNP-BC  
 (Signature of Director)

12/5/2011  
 (Date)

# Agenda Item # 12.B.6. Attachment B



STATE AND LOCAL GOVERNMENT SERVICES AGENCY • GOVERNMENT CONTRACTS DIVISION

**BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS**  
2535 Capitol Oaks Drive, Suite 205, Sacramento, CA 95833-2945  
Phone (916) 263-7800 Fax (916) 263-7855 Web [www.bvnpt.ca.gov](http://www.bvnpt.ca.gov)



## CERTIFIED MAIL

April 4, 2012

Ranbir Sedeora  
Valley College of Medical Careers  
Vocational Nursing Program  
8399 Topanga Canyon, Suite 200  
West Hills, CA 91304

### Re: Request to Admit Students

Dear Ms. Sedeora:

The Board is scheduled to consider **Valley College of Medical Careers, Vocational Nursing Program's** relative to consideration of request to admit students at its meeting scheduled May 11, 2012. That meeting will be held at the Embassy Suites Milpitas – Silicon Valley, in Milpitas, California.

To ensure dissemination and review by individual Board members and relevant staff for timely consideration prior to the May Board meeting, please submit the following written information by **Wednesday, April 11, 2012:**

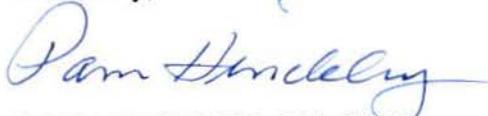
- Eighteen (18) copies of pertinent documents related to subsequent actions taken by the program to correct identified problems ***that you desire Board members to consider***. Please remember existing statutes require that any document considered by the Board will become a public record. Accordingly, please redact all names of students.
- In addition, please provide information on a compact disc (CD) for Board use. Again, please remember to redact any student names prior to copying information onto the CD.

Although the primary purpose of this letter is to convey the Board's need for the copies, please be assured that, if timely submitted, any correspondence and attachments will be reviewed and, if appropriate, information submitted may be included in the report of the assigned consultant.

The Board strongly recommends that you plan to attend the meeting and be prepared to respond to questions from Board members relative to your program.

Please contact the Board at (916) 263-7843 should further clarification be needed.

Sincerely,

A handwritten signature in blue ink that reads "Pam Hinckley". The signature is written in a cursive style with a large initial "P" and a long, sweeping underline.

**PAM HINCKLEY, RN, MSN**  
Nursing Education Consultant  
Board of Vocational Nursing and Psychiatric Technicians  
2535 Capitol Oaks Drive, Suite 205  
Sacramento, CA 95833  
(916) 263-7843 Phone  
(916) 263-7866 Fax  
[Pam\\_hinckley@dca.ca.gov](mailto:Pam_hinckley@dca.ca.gov)

# Agenda Item #12.B.6. Attachment C

BVNPT Received *edu*  
on 4/12/12 with mc.

Valley College of Medical Careers  
8399 Topanga Canyon, Blvd., Suite 200  
West Hills, CA 91304  
Tel: 818-883-9002 Fax: 818-883-9003

VCMC



VALLEY COLLEGE OF MEDICAL CAREERS

Ms. Pamela Hinckley, RN, MSN  
Nursing Education Consultant  
Board of Vocational Nursing and Psychiatric Technicians  
2535 Capitol Oaks Drive Suit # 205  
Sacramento, CA 95833

April 11, 2012

Dear Ms. Hinckley:

I am submitting the information regarding the subsequent actions taken by Valley College of Medical Careers to raise the NCLEX scores and lower the attrition rate of Vocational Nursing students.

The revised curriculum, with changes, has been submitted to the Board. The changes are designed to strengthen the curriculum and provide the students with an education that reflects both the NCLEX test plan, the LVN scope of practice and the realities of LVN practice in today's healthcare environment.

## 1. NCLEX Review

NCLEX Review classes have been scheduled year round. Students are able to come to the campus and attend review classes at no charge. Our years round NCLEX Review sessions are taught by expert NCLEX instructors from a well-established program. The six-hour sessions are held regularly and have been well attended. We expect a higher pass rate for this current quarter.

## 2. Increasing the Number of Students who Take their NCLEX Examinations

- HESI Predictive Examinations
- Scheduling NCLEX Testing
- The Three -Day Practice Session
  
- HESI Predictive Examinations: These examinations are offered to graduates free of charge. Upon completion of the examination, the Director of Nursing counsels the student and creates a plan to remedy any shortcomings.

- Scheduling NCLEX Testing: Valley College of Medical Careers encourages the students to take the NCLEX test as soon as possible after the ATT (Authorization to Test) is provided.
- The Three-Day Practice Session: When a student is within a week of their examination date, we ask them to come in for three separate intensive review sessions. These sessions cover the range of test categories, format and styles used for the updated NCLEX examination of 2011. The Three Day Practice Session is offered as a complement to the other assistance we offer and is not meant as the sole review activity in which we want the student to participate.

### **3. Improving the Current Attrition Rate**

- Improved, Upgraded Admissions Procedures: Our goal at Valley College of Medical Careers is to recruit quality candidates dedicated to completing the course and obtaining a successful career. We have raised the minimum test scores required for admission into the program.
- Tutoring: Students can often become discouraged by poor class performance. Unfortunately, this can lead to students dropping out of the program. When students suffer their first low-scoring test, we immediately put them into a remediation program and ensure they undergo tutoring. By doing this, we keep the student while addressing the underlying academic shortcoming.

### **4. Instructional Plan –Ongoing Improvements & Revisions Submitted in 2012**

The revised Instructional Plan for Valley College of Medical Careers was submitted on 2/29/2012. We are waiting for feedback from the Nursing Education Consultant.

### **5. Textbooks – Updated 2012**

- **Mosby's Drug Guide for Nurses, with 2012 Update, has replaced Davis's Drug Guide for Nurses ; 9th Ed by Linda Skidmore-Roth.**
- **Tabor's Cyclopedia Medical Dictionary has been replaced by Mosby's Dictionary of Medicine Nursing & Health Professions: 8<sup>th</sup> Ed by St. Louis: Mosby Inc.**

We believe these changes more closely reflect the nursing process, and perspectives, in nursing practice.

### **6.Previous Improvements Still in Place**

- New Course Offered: Success in Nursing (2011-2012): All students who completed the admission process were encouraged and advised to take this Nursing Orientation Course. The course uses a new textbook titled: Success in

Practical/Vocational Nursing: From Student to Leader (2009) 6<sup>th</sup> ed. by Hill & Howlett, published by Saunders Elsevier. This course meets three times per week for four hours per class over a four-week period. The course includes nearly 46 hours of instructional time.

- Orientation Syllabus for VN class: Textbook: "Success in Practical/Vocational Nursing": From Student to Leader Textbooks will be distributed to students on Day 1 of Week 2.
- Module Coursework Assignments: Each Module contains weekly reading and homework assignments. Additional coursework, individual or and group projects may be assigned at the discretion of the theory & clinical nursing instructors.

### **7. Admission Criteria (8/25/2011)**

Vocational Nursing Prospective Student Applicants Must:

- Be at least 17 years of age;
- Have proof of 12<sup>th</sup> grade education or evidence of completion of the equivalent thereof: diploma, GED, CA high School Proficiency Exam. Foreign transcripts must be formally evaluated and deemed equivalent to 12<sup>th</sup> grade education in the U.S.
- Obtain a minimum score of 20 on the Wonderlic Scholastic Level Exam;
- Obtain a minimum Reading score of 70% and Math score of 60% on the TEAS exam
- Take the ATI's Critical Thinking exam to demonstrate ability to think critically;
- Provide a Written Essay to be evaluated by the DON and ADON and/or admissions committee;
- Participate in an interview with the DON and/or ADON or a designated representative;
- Provide a basic physical exam demonstration a medical health clearance;
- Provide a record of a TB and Hepatitis B tests, and other immunizations as necessary;
- Provide results of a background check showing inclusion of:
  - Seven Years History
  - Address Verification
  - Sex Offender Search
  - Child and Adult Abuse Search
  - Social Security # Verification
  - Covering 2 counties including Los Angeles County

A student may be unable to attend clinical practice at some facilities for the following issues:

Murder, Felony assault, Sexual offenses/ sexual assault, Felony possession and furnishing (without a certificate of rehabilitation), Drug or alcohol offenses (without certificate of rehabilitation), any conviction of child or elder abuse, Class B and Class A misdemeanor, Theft, Felony Theft, & Fraud.

The above requirements and costs associated are the responsibility of the student.

Applicants must submit a copy of their high school diploma or the equivalency to the admissions department as they are going through their enrollment process and prior to the start of class. Transfer credit requests must be initiated during the admissions process. It is the responsibility of the student to submit all the required documents to the Nursing department or designated administrators 7 calendar days prior to the official start of the first class.

The background check and the immunization information mentioned in the admissions criteria must be submitted to the Nursing department during the admissions process and no later than the first day of the official start date of the class. Clinical rotations start after week eight of level one. Students must be aware that any issues that could prohibit them from attending clinical rotations may be cause for termination from the program.

Not being able to attend clinical practice is automatically a cause for withdrawal from the program as clinical and theory must be taken together. The Admissions Committee, chaired by the Director of the VN Program, will make the final decision for admission of the student into the program. All students must participate in the mandatory orientation outside of class time.

#### **8. Cooperation with Summit College**

Valley College of Medical Careers has initialized a consulting relationship with Brian Chisholm and the staff at Summit College in Colton, California. Summit has a successful history of driving high NCLEX pass rates for their students. Additionally, they have consulted with struggling colleges and offered them the opportunity to benefit from Summit's past failures and successes.

Summit has provided Valley College of Medical Careers with a wealth of information and potential improvements. The following are the policies we are revamping to better prepare our students for successful completion of their NCLEX examinations:

- **Instituting an Academic Contract.** The first step in working with students towards success is having them affirm their commitment to their own success. Valley College of Medical Careers is developing an Academic Contract in which we ask each student to commit to attending all review sessions and participating in all NCLEX preparation activity. The contract clearly lists the extensive resources available to students in helping them achieve a first-time pass on their board examinations.
- **Learning Academy.** The creation of a "learning academy" for NCLEX preparation is by far one of the biggest innovations we will be instituting. This academy will record individual student progress and their activities in preparing for the NCLEX examination. More importantly, Summit has given us a system of

categorization that will allow us to classify each student and allow us to better address his or her needs based on that category.

- NCLEX Coordinator. Valley College of Medical Careers is in the process of hiring someone into the role of NCLEX Coordinator. This person will be tasked with coordinating NCLEX review sessions, learning academies, tutorial programs, and with ensuring that all application paperwork is processed as quickly as possible.

Additional meetings between Valley College of Medical Careers and Summit College are scheduled in April in whom logistics, opportunities, and challenges will be discussed in greater detail.

We believe these changes will help our program to get stronger and help our students to achieve greater success. We thank you for your continued support and feedback.

Thank you.

Yours Sincerely,

Ranbir Sadeora, RN, MSN, FNP-BC  
Director Vocational Nursing Program

