



Executive Officer's Report

1. Board Member Update

- **New Appointments** – On July 12, 2013, Governor Brown appointed Andrew Moreno to the Board as a Public Member. Mr. Moreno has been a project manager at the Economic Vitality Corporation of San Luis Obispo County since 2012 and was a grants manager at RM Associates from 2005 to 2012. He holds a Master of Arts in Communication and Leadership Studies from Gonzaga University and a Master of Arts in Environmental Management and Sustainability from Harvard University.
- **Vacant Positions** – There are currently five vacant board member positions. The vacant positions are: two licensed vocational nurse members; one licensed psychiatric technician member; and two public members. The Department of Consumer Affairs (DCA) and the Governor's Appointment Secretary are aware of the Board's need for additional members. Anyone interested in serving on the Board is encouraged to contact the Governor's Appointment Secretary or go to the Governor's website at www.gov.ca.gov.

2. Consumer Protection Enforcement Initiative (CPEI)

- **Department of Finance (DOF) Review of CPEI's Impact** – At the direction of the Governor, the DOF is conducting a review of the impact of the CPEI as it relates to the enforcement process. Meetings with the various healing arts boards are being conducted so that DOF can gain an understanding of operations and practices.

On July 17, 2013, Teresa Bello-Jones, Executive Officer; Angelina Martin, Assistant Executive Officer; along with Tricia Yu, Supervising Special Investigator; Alice Delvey-Williams and Marilyn Kimble, Enforcement managers, met with Nathan Johnson, Budget Analyst, DOF; Mike Gomez, Deputy Director of Investigation and Enforcement Programs, DCA; Sandra Mayorga, Deputy Director, Office of Administrative Services, DCA; Janice Shintaku-Enkoji, Fiscal Officer, DCA; and Stephanie Whitley, Supervising Investigator, Division of Investigation, DCA. The discussion centered on a general review of the Board's workload, backlogs, procedures and operations.

Based on these meetings, the DOF developed a response survey for use by all of the healing arts boards. The purpose of the survey is to determine potential policy changes, identify where needed resources may be, examine workloads and the management of expenditures, and assess possible needs to further the goal of enhancing consumer protection. The survey was distributed September 3, 2013 and is due to DOF by September 25, 2013.

3. Education Division Update

➤ Vocational Nursing and Psychiatric Technician Programs

	VN Program	PT Program	Totals
# Approved Programs	183	16	199
# Pre-Approved Programs	5	1	6
Sub Total Programs:	188	17	205
# Proposed Programs	132	9	143
Total Approved, Pre-Approved, and Proposed Programs	320	26	346

➤ Summary of Programs on Provisional Approval, Current Status and Impact

Of the total 205 VN and PT approved programs, 25 VN programs remain on provisional approval. Of the total VN programs, 13.29% are currently on provisional approval, with quarter two 2013 NCLEX/PN® pass rates ranging from 0% to 100% for an average pass rate of 50.61% during quarter two. Average annual pass rates for those programs range from 25.00% to 88.24%, for an average annual pass rate of 52.99%.

The Education Division provides assistance to all programs with specified deficiencies to identify problems negatively impacting student comprehension and achievement. Strategies are recommended for effective resolution prior to program placement on provisional approval.

After placement on provisional approval, consultants continue to provide assistance and recommend strategies to maximize student achievement. Since May 5, 2013, consultants have completed a detailed analysis and evaluation of eleven comprehensive reports of programs on provisional approval. Those reports include the director's analysis, specific actions to correct program deficiencies, timeline for implementation, and the expected effectiveness of corrective actions.

Since 2010, the following programs have satisfactorily completed provisional approval and granted full approval by the Board.

1. Advanced College VN Program
2. Blake Austin College VN Program
3. Career Development Institute VN Program
4. Gurnick Academy of Medical Arts, Fresno VN Program
5. North West College, West Covina, VN Program
6. Professional Medical Careers VN Program
7. Summit Career College, Anaheim, VN Program
8. Summit Career College, Colton, VN Program

Quarter two 2013 NCLEX/PN® pass rates for those programs range from 0% to 97%; average annual pass rates range from 58% to 100%.

Since 2010, the Board has revoked or denied approval for 13 VN programs due to noncompliance with statutory and regulatory requirements for program approval. Additionally, two (2) VN programs have closed in lieu of revocation.

➤ **Annual Reports**

On July 11, 2013, the Board disseminated correspondence to all approved and preapproved VN and PT programs relative to the 2013 Annual Report. The report was due September 4, 2013. Programs are reminded that the period for which information should be reported is July 1, 2012 through June 30, 2013.

➤ **Program Requests**

Since May 6, 2013, consultants have processed 47 requests from VN and PT programs. Those requests include, but are not limited to, continued program approvals, major curriculum revisions, approval to admit students, approval to alter class size, approval to alter the frequency of admissions, and other critical program elements. Each request was analyzed and evaluated relative to regulatory compliance, consistency with the Board – approved curriculum, adequacy of resources, consistency with knowledge of the profession, and established professional standards. Agenda Item #7.B., Summary of Executive Officer Decisions, provides a summation of those requests and subsequent decisions rendered.

During the same period, the Education Division has also processed 465 requests for approval of new faculty and clinical facility resources for VN and PT programs. Of that total, 384 requests were for approval of new faculty and 81 requests were for approval of new clinical facilities from VN and PT programs. Each request was analyzed and evaluated relative to regulatory compliance, consistency with the Board – approved curriculum, and adequacy for the enrolled and projected student populations.

➤ **Meetings with Program Representatives**

Since May 6, 2013, consultants have conducted meetings and teleconferences as follows with representatives of existing and proposed programs to facilitate resolution of program issues:

1. May 28, 2013: Premiere College VN Program.
2. May 30, 2013: Advanced Medical College VN Program (Proposed).
3. June 12, 2013: Charles A. Jones Skills & Business Education Center VN Program.
4. June 20, 2013: Central Nursing College VN Program.
5. June 24, 2013: Sierra Pacific College VN Program.
6. July 11, 2013: Central Nursing College VN Program.
7. July 17, 2013: Solano College of Nursing VN Program.
8. July 18, 2013: Franklin Career College VN Program

New Programs Approved

Since May 6, 2013, the following programs have been approved for commencement of an initial class:

1. Charter College, Long Beach, VN Program, Long Beach, CA.
2. Kern River Valley College Center VN Program, Bishop, CA

These programs have demonstrated compliance with statutory and regulatory requirements for program commencement.

➤ **Review of New Program Proposals**

Since May 6, 2013, consultants have completed a comprehensive analysis of the following proposals for commencement of new VN and PT programs.

1. Proposed Advanced Medical College VN Program.
2. Proposed Charter College, Long Beach, Vocational Nursing Program.
3. Proposed InterCoast College Vocational Nursing Program.
4. Proposed Kern River Valley College Center Vocational Nursing Program.
5. Proposed National Career College Vocational Nursing Program.
6. Proposed Technology Training Institute Vocational Nursing Program.

Detailed documentation advising of identified deficiencies and required corrections has been forwarded to the submitting director.

The Board asks for your continued cooperation when submitting new proposals and other materials to your consultant. Due to the high vacancy rate of consultant staff, the Board cannot project the length of time necessary to review new proposals. Please work with the supervising nursing education consultant. The Board thanks you for your continued understanding and patience.

➤ **New Program Database**

The Education Division has completed establishment of a new electronic database for approved and preapproved vocational nursing and psychiatric technician programs. This database will allow more effective tracking of program information. Further, the database will allow staff to collate data from individual programs to identify effective program improvement strategies that maximize student achievement. Additionally, the database will facilitate the development of reports for governmental and public agencies relative to VN and PT programs.

4. Examination Update

➤ **Examination Statistics – 2013 Calendar Year (1/1/13 to 8/30/13)**

The table below shows a total of 7,742 candidates sat for the VN Licensure Examination. The pass percentage rate for **first-time candidates was 72%**. The NCLEX-PN® examination statistics are as follows:

VN Applicants	VN Candidates Tested	# Pass	% Pass	# Fail	% Fail
First-time Candidates	5,194	3,718	72%	1,476	28%
Repeat Applicants	2,548	617	24%	1,931	76%
Overall Totals	7,742	4,435	57%	3,407	44%

The table below shows a total of 473 candidates sat for the PT Licensure Examination. The pass percentage rate for **first-time candidates was 86%**. PT examination statistics are as follows:

PT Applicants	PT Candidates Tested	# Pass	% Pass	# Fail	% Fail
First-time Candidates	354	303	86%	51	14%
Repeat Applicants	119	41	34%	78	66%
Overall Totals	473	344	73%	129	27%

5. Liaison Activity Update

- May 23, 2013: The Executive Officer (EO) attended the Executive Officer and Bureau Chief Quarterly Meeting with the DCA Administrative Staff.
- July 19, 2013: The EO and Cheryl Anderson, Supervising Nursing Education Consultant (SNEC), met with Awet Kidane, DCA Chief Deputy Director, to discuss the Board's shortage of staff, difficulties experienced in securing new nursing education consultants, and the impact of the prolonged shortage of NECs on the consumer as well as existing staff. Director Brown and Deputy Director Kidane confirmed the Department's continued support and assistance.
- August 29, 2013: The EO and Cheryl Anderson, SNEC, met with James Goldstene, Undersecretary of the Business, Consumer Services and Housing Agency (BCSH), Leslie Lopez, Deputy Secretary of BCSH, Denise Brown, DCA Director, Awet Kidane, DCA Chief Deputy Director, Sandra Mayorga, DCA Deputy Director of Administrative Services, and Christine Lally, DCA Deputy Director of Board and Bureau Relations, to discuss recruitment and retention of NECs and Board vacancies.
- September 5, 2013: The EO, Angelina Martin, Assistant Executive Officer, and Cheryl Anderson, SNEC, met with Denise Brown, DCA Director, Awet Kidane, DCA Chief Deputy Director, Sandra Mayorga, DCA Deputy Director of Administrative Services, Jeff Sears, DCA Personnel Officer, and Christine Lally, DCA Deputy Director of Board and Bureau Relations, to discuss Board vacancies and recruitment. The Director and Deputy Director Kidane confirmed the Department's continued support and assistance.

7. Personnel Update

- CalHR Desk Audit of Special Investigator Positions – The California Department of Human Resources (CalHR) is conducting an audit of classifications and duties approved through the Consumer Protection Enforcement Initiative (CPEI). Specifically, they are looking at the use of the Special Investigator (SI) classification by healing arts boards. While this audit is pending, any recruitment efforts to fill SI positions are on hold.

- **Recruitment of Nursing Education Consultants** – The Board continuously recruits to fill the NEC vacancies. On September 6, 2013, Cheryl Anderson, SNEC, will meet with DCA Human Resources representatives to review NEC applications to determine eligibility.
- **Board Vacancies** – The Board currently has 18 positions vacant for a 26% vacancy rate (i.e., 18 vacant positions out of 68.5 total positions). The vacant positions are in the following Divisions:
 - 5 Enforcement Division.
 - 8 Licensing Division.
 - 5 Education Division.

Recruitment to fill these vacancies is currently underway.

<u>New Hire</u>	<u>Date</u>
Jennifer Almanza	July 31, 2013
Carol Northrup	August 22, 2013

➤ **Overtime**

Board staff have volunteered to work overtime on a regular basis to attempt to reduce backlogs. Approximately 7,161 hours of overtime were worked during fiscal year 2012/13 as shown below:

Licensing Division: 3,037
 Enforcement Division: 3,940
 Other Divisions: 184

8. BreEZe Update

- As reported in previous meetings, the Board is included in Release 2 of the DCA's conversion to BreEZe. Release 1 conversion was delayed once again to approximately October 2013. Therefore, the current estimated rollout date for the Board (Release 2) is also delayed and the date is yet to be determined.

On May 24, 2013, the Board received approval to hire 5 retired annuitants (RA) to assist staff who are designated Subject Matter Experts for BreEZe development and implementation. The 5 classifications approved are: 1 Associate Information Systems Analyst, 2 Associate Governmental Program Analysts (1 for the Licensing Division and 1 for the Enforcement Division), and 2 Staff Services Analysts (1 for the Licensing Division and 1 for the Enforcement Division). Approval of the RAs expires December 31, 2014

Many staff members have received basic training on the system and additional training will be made available to all staff once a firm conversion date is established.

The Board must prepare to enter another phase of the system development requiring 2-3 additional Subject Matter Experts (SMEs) to assist with data conversion. These SMEs cannot be the same SMEs who are helping with business requirements and processes.

This new phase is comprised of three parts: data mapping; data conversion; and data verification. Data mapping will require approximately 45-60% SME involvement spanning 1-2 months. Data conversion will require approximately 5-10% SME involvement spanning 4 or more months and data verification will require approximately 60-75% SME involvement spanning 4 or more months. Meetings to begin this new phase have not been scheduled.

The final stage of the system development will be the User Acceptance Testing (UAT). This phase will begin after the data conversion is complete.

9. Other Important Issues

- **National Council of State Boards of Nursing (NCSBN) Nursys e-Notify** - The NCSBN has developed a new nurse licensure notification system for use by nurse employers. It will alert users when any of the following changes are made to a nurse's record: license status, expiration date and/or publicly available disciplinary actions. The information provided to the employer is based on the licensure and disciplinary data that is entered into the Nursys database by boards of nursing. The system debuted on December 3, 2012, and as of June 28, 2013, sixty-nine facilities based in California have registered to use the program.
- **Customer Service Surveys** – The Board distributes a “Customer Service Survey” to solicit feedback regarding how the Board is accomplishing its mission and goals. The information is used to develop the Board's Strategic Plan and is included in our Sunset Review Reports. Please complete the survey form and leave it on the table at the back of the room. We are very interested in obtaining any recommendations you make regarding improving effectiveness.

(9/5/13)