

Agenda Item #13.C.1.



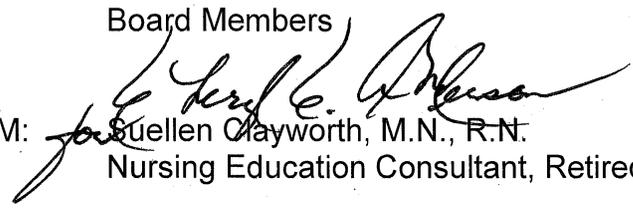
BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GOVERNOR EDMUND G. BROWN JR.

Board of Vocational Nursing and 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



DATE: May 1, 2014

TO: Board Members

FROM: 
Juellen Clayworth, M.N., R.N.
Nursing Education Consultant, Retired Annuitant

SUBJECT: Casa Loma College, Hawthorne, Vocational Nursing Program – Consideration of Request to Admit Students; Consideration of Report of Unannounced Program Survey Visit (Director: Billy Hutchison, Los Angeles, Los Angeles County - Private)

On November 9, 2012, Casa Loma College, Hawthorne, Vocational Nursing Program was placed on provisional approval for the two – year period from November 9, 2012, through November 30, 2014. Provisional approval was imposed due to the program's noncompliance with regulatory requirements relative to program pass rates. The Board specified that the program was required to demonstrate incremental progress in correcting its noncompliance. The program was also required to obtain approval by the full Board prior to the admission of additional students. Reconsideration of the program's status was scheduled for November 2014. At that time, the program's average annual pass rate was **61%, thirteen (13)** percentage points **below** the state average annual pass rate.

On February 28, 2014, the Board denied the program's request to admit students. At that time the program's average annual pass rate was **53%, twenty-three (23)** percentage points **below** the State average annual pass rate. The Board noted that the program had failed to demonstrate incremental progress in correcting its deficiencies, as specified in the Notice of Change in Approval Status.

On March 12, 2014, the Board received correspondence from the director requesting approval to admit 30 students into a full-time class that would commence on June 2, 2014, to **replace** the class scheduled to graduate on June 25, 2014. The requested class would graduate on June 17, 2015. Additionally, the director requests approval to admit 30 students into a full-time class on August 11, 2014, to **replace** the class graduating on August 26, 2014. That requested class would graduate on August 25, 2015.

History of Board Action

(See Attachment A, History of Prior Board Actions)

Enrollment

The Casa Loma College, Hawthorne, Vocational Nursing Program must obtain full Board approval prior to the admission of each class. The pattern of admissions for current classes is seen in the enrollment table below.

The following table represents **current and projected** student enrollment based on current and proposed class starts and completions. The table indicates a **maximum enrollment of 106 students** for the period **June 2013 through August 2014**.

ENROLLMENT DATA				
CLASS DATES		#Students Admitted	#Students Current or Completed	Total Enrolled
Start	Complete			
6/13		30	19	19 + 19 = 38
8/13		30	19	38 + 19 = 57
10/13		30	12	57 + 12 = 69
12/13		17	15	69 + 15 = 84
	6/14 (6/13 Class)		-19	84 - 19 = 65
6/14 (Proposed)		30		65 + 30 = 95
	8/14 (8/13 Class)		-19	95 - 19 = 76
8/14 (Proposed)		30		76 + 30 = 106

Licensing Examination Statistics

The following statistics, furnished by 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 2010 through March 2014, specify the pass percentage rates for graduates of the Casa Loma College, Hawthorne, Vocational Nursing Program on the National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN®), and the variance from state average annual pass rates.

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 [CCR §2530(l)]	Variance From State Average Annual Pass Rate
Oct – Dec 2010	32	13	41%	77%	62%	76%	-14
Jan – Mar 2011	50	37	74%	80%	66%	77%	-11
Apr – Jun 2011	26	13	50%	71%	61%	76%	-15
Jul – Sep 2011	25	12	48%	74%	56%	75%	-19
Oct – Dec 2011	12	9	75%	74%	63%	75%	-31
Jan – Mar 2012	39	26	67%	77%	59%	74%	-15
Apr – Jun 2012	26	15	58%	72%	61%	74%	-13

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 [CCR §2530(l)]	Variance From State Average Annual Pass Rate
Jul – Sep 2012	29	15	52%	74%	61%	74%	-13
Oct – Dec 2012	23	13	57%	70%	59%	74%	-15
Jan – Mar 2013	10	6	60%	75%	56%	73%	-19
Apr – Jun 2013	30	13	43%	78%	51%	73%	-22
Jul – Sep 2013	21	14	67%	75%	55%	74%	-19
Oct – Dec 2013	31	16	52%	76%	53%	76%	-23
Jan – Mar 2014	33	17	52%	74%	52%	76%	-24

*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.

California Code of Regulations §2530(l) 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 approved vocational nursing schools for the same period.”

Based on the most recent data available (January to March 2014), the program's average annual pass rate is **52%**. The California average annual pass rate for graduates from approved vocational nursing programs who took the NCLEX-PN® Licensure Examination for the first time during the same period is 76%. The average annual pass rate for the Casa Loma College, Hawthorne, Vocational Nursing Program is **24** percentage points **below** the state average annual pass rate. Published examination statistics substantiate the program's **non-compliance** with regulatory requirements for **fourteen (14) consecutive quarters**.

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 17, including the director. The director has 100% administrative responsibility. Thirteen (13) instructors are approved to teach clinical.

For a maximum enrollment of 106 students, eight (8) clinical instructors are needed. Therefore, the program's current number of faculty is adequate for the current and proposed enrollment.

Section 2534(b) of the Vocational Nursing Rules and Regulations states, in part:

“Schools shall have clinical facilities adequate as to number, type, and variety of patients treated, to provide clinical experience for all students in the areas specified by Section 2533. There must be available for student assignment, an adequate daily census of patients to afford a variety of clinical experiences consistent with competency-based objectives and theory being taught.”

The program’s clinical facilities are adequate as to type and variety of patients treated to enable current and proposed students to meet clinical objectives in accordance with Section 2534(b) of the Vocational Nursing Rules and Regulations.

Other Considerations

Official Board records substantiate that the Casa Loma College, Hawthorne, Vocational Nursing Program, also known as Casa Loma College, Los Angeles, Vocational Nursing Program, was initially placed on provisional approval for the two – year period from September 6, 2002 through September 5, 2004. At that time, the program had an average annual pass rate of 34% and had been noncompliant with regulatory requirements for eight (8) consecutive quarters.

On May 14, 2004, the Board extended the program’s provisional approval for the one - year period from May 14, 2004 through May 13, 2005. At that time, the program’s average annual pass rate was 68%.

On September 10, 2004, the Board granted full approval of the program for the four – year period from September 10, 2004, through September 9, 2008. At that time, the program’s average annual pass rate was 76%.

On November 9, 2012, the Board placed the Casa Loma College, Hawthorne, Vocational Nursing Program on provisional approval for the two – year period from November 9, 2012, through November 30, 2014. The program was required to obtain approval by the full Board prior to the admission of additional students.

Provisional approval was imposed due to the program’s noncompliance with regulatory requirements relative to program pass rates. Reconsideration of the program’s status was scheduled for November 2014. At that time, the program’s quarter pass rate was 52% and its average annual pass rate was 61%, 13 percentage points below the State average annual pass rate.

On November 12, 2012 a *Notice of Change in Approval Status* was sent to the director via certified mail. (See Attachment B)

On November 22, 2013, the Board approved the program’s request to admit 30 students into a full – time class commencing December 9, 2013, graduating January 8, 2015, to **replace** the class graduating on December 20, 2013. The Board continued the program’s requirement to admit no additional students unless specifically approved by the full Board.

On December 16, 2013, the Board received the “Updated Program Improvement Plan” from the director. In the report, the director indicated actions that were taken since the last report. (See Attachment C) The major change occurring since the last report was that the program will only allow students applying to the program to take the Test of Adult Basic Education (TABE) test a maximum of two (2) times to qualify for admission.

For the purpose of identifying if the program is making incremental progress towards meeting regulatory requirements regarding the licensure examination pass rates, the pass rate for each graduating class since January 2012 was reviewed. The results are seen in the table below.

Date of Graduation	% of Grads Who Tested	% of Test Takers Who Passed
1/9/12	96%	54%
3/12/12	85%	65%
5/18/12	96%	67%
8/6/12	91%	55%
10/29/12	70%	57%
12/12/12	50%	64%
2/26/13	69%	67%
5/10/13	55%	73%
7/22/13	38%	56%
10/7/13	40%	60%

It can be seen that no clear pattern of progress is evident. The pass rate of the classes has fluctuated, not shown steady improvement.

As noted previously, on February 28, 2014, the Board denied the program’s request to admit students. At that time the program’s average annual pass rate was **53%, twenty-three (23) percentage points below** the State average annual pass rate. The Board noted that the program’s average annual pass rate had **decreased eight (8) percentage points since placement on provisional approval**. As such, the program had failed to demonstrate incremental progress in correcting its deficiencies, as required.

Program Survey Visit

The assigned nursing education consultant performed an unannounced site visit to the Casa Loma College, Hawthorne campus on April 9th and 10th 2014. For the purposes of orientation, two (2) new nursing education consultants accompanied the assigned consultant.

During the two-day visit, the consultants assessed the physical resources for the program, reviewed records for newly graduated and currently-enrolled students, and facilitated discussions with the program director and other staff members.

Assessment of program resources is as follows:

Classroom Space:

A classroom is assigned to each of the five (5) levels of the program. The classrooms have adequate space, but have poor lighting. One class was in session during the visit. The assigned consultant observed the instructor’s lecture with a Power Point presentation. The classroom lacked a screen. The presentation slides were projected on a white board by a projector attached to a laptop computer. That white board reflected light from the projector, making visualization of the presentation difficult. The images projected were also too small to be easily seen by the students; however, the projector lacked a power cord of sufficient length to allow adjustment of the projector to correct the problem. Additionally, the consultant observed that the classrooms lacked commonly used instructional aides (sensory objects or images used to reinforce learning) such as anatomical models, charts, posters, etc.

Skills Laboratory (Lab):

Two (2) skills labs were observed. One is a smaller room with scant equipment that is used for specific skills. That lab is stocked at the time of use. The main skills lab is contains six (6) patient care units arranged to address specific levels of students and associated skills. Each patient care unit has a hospital bed and bedside stand. Five (5) of the beds contained adult manikins. Each manikin is able to be reconfigured for the tasks associated with the specific level of student. Several baby manikins are also available. An overhead projector was being used as a simulated bilirubin light set-up.

It was difficult to assess the adequacy of disposable equipment for lab experience. A lab coordinator was in the midst of rearranging how equipment is stored, so boxes were not sorted and not all equipment had been unpacked. The coordinator explained that each student purchases a lab bag that contains the basic skills lab equipment needed, e.g. blood pressure cuff, foley catheter kit. The lab itself has additional equipment stocked, e.g. additional catheters and catheter kits, respiratory equipment, gait belts and medication administration equipment.

Specific elements of the lab and equipment were of particular concern. The lab contained no sink, therefore the students had no mechanism for learning and demonstrating proficiency in hand washing, a basic nursing skill required by nursing care procedures and included in the Board – approved objectives for all levels of the curriculum. The lighting in the lab is very dim and does not support good visualization during skills lab activities. (See Violation #2)

Computer Laboratory and Hard Copy Library:

Consultants observed a large computer laboratory equipped with 31 computers. The students have access to several virtual libraries, Assessment Technology Institute (ATI) Nursing Education support documents and additional internet resources. Additionally, several large bookcases filled with resource hard-copy books are available in the computer lab area.

Faculty

The number of faculty appears to be adequate for current student enrollment; however, there are concerns related to faculty effectiveness as described below.

The program director has been appointed by Casa Loma College administration as the Regional Director of Nursing over both the Van Nuys and Hawthorne vocational nursing programs. He is currently the only Board-approved director for the Hawthorne campus. As reported, the director spends two (2) to three (3) days on the Hawthorne campus. The director's lack of day-to-day presence was evidenced by his lack of knowledge about the classrooms and demonstrated minimal knowledge about the skills labs during the tour, e.g. he had difficulty locating light switches for the rooms and the lab coordinator was called in to explain how the skills lab was used. (See Violation #1)

The director's lack of active program administration is also evidenced in faculty behavior. Two (2) active classrooms were visited when the consultants arrived on campus. In each class room test preparation or review was taking place. In the first classroom the instructor asked the consultant "How much would it take to get you to approve accreditation? I need this job." The consultants informed the director of this incident.

In addition to the issues identified in the classroom, consultants identified a lack of faculty follow-through during an analysis of student records. Students were given assignments as part of individual remediation plans; however, the instructors failed to document any review or analysis of students completed remediation work. Further, the student records contained no documentation of feedback given to students about that work.

The same lack of documentation was noted in the instructors' evaluations of students in the clinical area. Checkboxes on evaluation forms were utilized, but there was no additional written feedback specific to each student regarding their clinical proficiency or lack thereof. Given that there were some opportunities for student development, the absence of additional written notations was significant and necessary should subsequent instructors need to continue instruction. (See Violation #1, 3)

Student Records

Based on documentation in student records, it appears that the program is following its admission policy. Initially, students met the admission requirements, however, some students were readmitted after failing out of the program without clear documentation of the reason they were being allowed to return to the program.

As mentioned above, consultants identified a lack of remediation documentation in the records and a lack of written feedback for students at the time of clinical evaluation.

In addition, consultants observed that the program's credit granting form contained information in conflict with regulatory requirements. The information indicated that the program tests to determine if transfer credit is given. As such, the program's actions were in violation of California Code of Regulations Section 2535 (a). When the program's noncompliance was pointed out to the director, he responded that he was unaware that testing was not allowed to determine transfer credit. (See Violation #1, 4)

Subsequent to the site visit the Board received an email communication on April 17, 2014, from Sharon Dugan, Casa Loma College Director of Compliance, who was not present during the program survey visit. In the letter she advocates for approval of the requested June and August class starts. This letter is attached for Board Member review. (See Attachment D for complete email.) Additional correspondence from Ms. Dugan was received on April 23, 2014. That document and the Board's response are attached. (See Attachments E and F).

Violations

Based upon the foregoing information, the following violations of the California Code of Regulations were identified:

Section 2529(b) of the California Code of Regulations states:

“Each vocational nursing program shall have one faculty member, designated as director who meets the requirements of subsection (c)(1) herein, who shall actively administer the program. The director is responsible for compliance with all regulations in Chapter 1, Article 5 (commencing with Section 2525 et seq.)”

Violation #1:

Based on findings during the survey, the program lacks active administration by a director, as evidenced by the following:

- 1) The director's lack of knowledge about the classrooms and skills labs, including supplies and equipment;
- 2) The director's lack of knowledge and lack of program compliance with regulatory requirements for granting credit for prior education.
- 3) Failure to effectively address weaknesses in student instruction as indicated by the lack of consistent faculty feedback to students and the faculty failure to complete student evaluation and remediation plans.

Plan of Correction #1: This violation is **not corrected**.

Section 2530(a) of the California Code of Regulations states:

"The program shall have sufficient resources, faculty, clinical facilities, library, staff and support services, physical space, skills laboratory and equipment to achieve the program's objectives."

Violation #2:

Based on information and observations during the visit, the program lacks sufficient resources to achieve the program's objectives. The Skills Lab does not provide adequate resources to support students in their clinical activities, including, but not limited to the following:

- No sink.
- Inadequate lighting.

In addition, program lacks commonly used instructional aides and equipment to assist in the achievement of the program's objectives.

Plan of Correction #2: This violation is **not corrected**.

Section 2530(i) of the California Code of Regulations states:

"The school shall evaluate student performance to determine the need for remediation or removal from the program."

Violation #3:

Based on an analysis of student files, the program fails to evaluate students' performances to determine correction of identified deficits in academic achievement, need for further remediation, or termination.

Remediation work is assigned based on deficits in academic achievement as identified by ATI. However, files lack documentation or other evidence of faculty review and analysis of the completed work to ensure that students correctly understand the critical concepts. Further, files lack evidence of instructor feedback given to students in remediation.

Plan of Correction #3: This violation is **not corrected**.

Section 2535(a) of the California Code of Regulations states:

“Transfer credit shall be given for related previous education completed within the last five years. This includes the following courses:

- (1) Accredited vocational or practical nursing courses.**
- (2) Accredited registered nursing courses.**
- (3) Accredited psychiatric technician courses.**
- (4) Armed services nursing courses.**
- (5) Certified nurse assistant courses.**
- (6) Other courses the school determines are equivalent to courses in the program.”**

Violation #4: The program failed to follow regulatory requirements for granting credit. According to the program’s credit granting form, the program allowed student to test to receive transfer credit.

Per existing regulation, students cannot be tested to determine whether or not transfer credit will be granted. Credit must be granted based on transcript and course description information.

Plan of Correction #4: This violation is **not corrected**.

Recommendations:

1. Deny the Casa Loma College, Hawthorne, Vocational Nursing Program’s request to admit 30 students into a full-time class that would commence on June 2, 2014, to **replace** the class graduating on June 25, 2014. The requested class would graduate on June 17 2015.
2. Deny the Casa Loma College, Hawthorne, Vocational Nursing Program’s request to admit 30 students into a full-time class on August 11, 2014, to **replace** the class graduating on August 26, 2014. That requested class would graduate on August 25, 2015.
3. Issue a supplemental Notice identifying specific areas of noncompliance referenced in Violations 1 through 4 and requirements for correction, as referenced in Section 2526.1 of the California Code of Regulations.
4. Require the program to submit a plan of correction related to the violations noted in this report no later than **June 13, 2014**.
5. Require the program to include a progress report regarding the status of actions taken as specified in the supplemental notice in the comprehensive analysis of the program that is due to the Board on **August 1, 2014**.
6. Continue to require the program to comply with all corrections specified in the Notice of Change of Approval Status issued on November 12, 2012. (See Attachment B)

Rationale: The program was placed on provisional approval at the November 2012 Board Meeting due to low licensure examination pass rates. **At that time, the**

program's average annual pass rate was 61%, 13 percentage points below the State average annual pass rate. Two of the requirements at the time the program was placed on provisional approval were:

1. Require the program to bring its average annual pass rate to no more than ten (10) percentage points below the state average annual pass rates.
2. Require the program to demonstrate incremental progress in correcting the violation. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.

The licensure examination data improved during Quarter 3 2013 and it seemed that incremental progress was being made. Since that time, however, graduates did not do as well and **the average annual pass rate has dropped to 52%, twenty-four (24) percentage points below the state average annual pass rate.** As a result, the program has not met either of the requirements listed above.

Based on the most recent enrollment data submitted by the program director, denying the requested class admissions will result in 65 total students remaining in the four (4) classes left in the program. The program director and faculty will be able to concentrate their efforts on these students to assure that the students are adequately prepared to pass the licensure examination.

The Board is scheduled to reconsider the program's provisional status in November 2014. Again, based on the most recent data submitted by the program director, 224 students have graduated from the program since January 2012. Of those graduates 156 have taken the licensure examination. Sixty-eight (68) of the program graduates who graduated in 2012 or 2013 have not yet taken the licensure examination. There have been an additional 32 students that have graduated so far in 2014. In the time before the November 2014 Board Meeting the program can work with students who have not yet graduated to assist them in preparing for the examination. Additionally, Board staff will carefully monitor licensure examination results to look for incremental progress in the program's annual average pass rate.

Attachment A: History of Prior Board Actions

Attachment B: Notice of Change in Approval Status – Dated November 12, 2012

Attachment C: Updated Program Improvement Plan - Dated August 1, 2013

Attachment D: Email Correspondence from Sharon Dugan - Dated April 17, 2014

Attachment E: Email Correspondence from Sharon Dugan – Dated April 23, 2014

Attachment F: Board Correspondence to Sharon Dugan Dated April 29, 2014

Agenda Item #13.C.1., Attachment A

CASA LOMA COLLEGE, HAWTHORNE VOCATIONAL NURSING PROGRAM

History of Prior Board Actions

- In March 1972, the Casa Loma College, Lake View Terrace, Vocational Nursing Program was granted initial accreditation. The initial class commenced in October 1971.
- The program was approved for 1531 hours, including 577 theory and 954 clinical hours.
- On July 15, 1988, the Board granted approval to start a satellite full-time program in Los Angeles for two classes per year, with a maximum of 30 students per class.
- On January 24, 1997, the Board denied the Casa Loma College Vocational Nursing Program's request to admit classes on a continuous basis; approved the admission of 24 full-time students on January 25, 1997, and April 1997 only, and elected to consider the program's request to admit additional classes at its June 1997 meeting. In addition, the Board requested that the new director and assigned nursing education consultant meet at the Board's Sacramento office to review and evaluate prior attrition reports, and discuss methods to reduce attrition. This meeting was accomplished on March 27, 1997. The Board also requested that a follow-up report on attrition and examination statistics be presented at its June 1997 meeting.
- **In May 1997, a new program director was approved.**
- On June 27, 1997, the Board approved the Casa Loma College Vocational Nursing Program's request to admit 24 students in the full-time program at the Los Angeles campus on June 29, 1997. Consideration of the program's request to admit 24 students at the Los Angeles campus on October 1, 1997, was scheduled for the September 1997 meeting. The Board also requested that a follow-up report on attrition, examination statistics and faculty be presented at its September 1997 meeting.
- On August 12, 1997, the current program director was no longer affiliated with the College.
- **On August 28, 1997, a new program director (interim) was approved.**
- On September 19, 1997, the Board approved the program's request to admit 24 full-time students on September 29, 1997, at its Los Angeles campus.
- On November 7, 1997, the Board requested a follow-up report on attrition and examination statistics be presented at the April 1998 Board Meeting.
- **On January 15, 1998, a new program director was approved.**

- On January 30, 1998, the Board denied the program's request to admit a class of 24 students on February 24, 1998, and April 1, 1998. The program's request to admit 24 students on June 21, 1998, and August 9, 1998, was scheduled for consideration at the Board's June 1998 meeting, and the program's request to admit 24 students on November 29, 1998, was scheduled for consideration at the Board's meeting in September 1998.
- On April 17, 1998, the Board granted approval to admit a class of 24 students on April 23, 1998. The program's request to admit 24 students on July 13, 1998, was scheduled for consideration at the Board's June 26, 1998, meeting. The program's request to admit 24 students on September 24, 1998, was scheduled for consideration at the September 18, 1998, Board meeting. The program's request to admit 24 students on December 3, 1998, was scheduled for consideration at the Board's November 20, 1998, meeting. The program's request to admit 24 students on February 8, 1999, was scheduled for consideration at the January 1999 Board meeting. The program's request to admit five full-time classes each year on a continuous basis was denied.
- On June 26, 1998, the Board granted approval to admit a class of 24 students on July 17, 1998.
- On September 11, 1998, the Board granted approval to admit a class of 24 students on September 24, 1998. Following the Board meeting the program changed the admission date to October 5, 1998.
- On November 20, 1998, the Board granted approval to admit a class of 24 students on December 3, 1998.
- On January 22, 1999, the Board granted approval to admit a class of 24 students on March 31, 1999.
- On April 16, 1999, the Board granted approval to admit a class of 24 students on June 17, 1999.
- On June 25, 1999, the Board granted approval to admit a class of 24 students on September 17, 1999.
- On September 17, 1999, the Board granted approval to admit a class of 24 students on November 23, 1999, only.
- **On November 2, 1999, a new program director was approved.**
- On November 19, 1999, the Board granted approval to admit a class of 24 students on February 29, 2000, only.
- On April 14, 2000, the Board granted approval to admit a class of 24 students on May 17, 2000, and requested the program perform a detailed analysis of all program elements to determine causes of poor student performance on the licensure examination and identify written solutions, goals and timelines for the purpose of improving examination pass rates. The written report of this analysis was to be submitted to the Board by July 15,

2000. Information from this report will be taken into consideration for determining the admission of future classes.

- On June 29, 2000, the program director of the Van Nuys campus (formerly Lake View Terrace and Sylmar) assumed the role of interim director.
- **On July 18, 2000, a new program director was approved.**
- On September 29, 2000, the Board approved the Casa Loma College, Los Angeles, Vocational Nursing Program's request to admit a class of 24 full-time students on October 9, 2000.
- On November 17, 2000, the Board approved the Casa Loma College, Los Angeles, Vocational Nursing Program's request to admit a class of 24 full-time students on January 19, 2001.
- On February 2, 2001, the Board approved Casa Loma College, Los Angeles Vocational Nursing Program's request to admit a full-time class of 24 students on April 9, 2001, only, replacing the class that graduates March 9, 2001. A follow-up report is to be presented at the September 2002 Board meeting on the program's analysis of its plan to improve student pass rates which was implemented in January 2001.
- On April 27, 2001, the Board approved Casa Loma College, Los Angeles, Vocational Nursing Program's request to admit a class of 24 full-time students on June 26, 2001, only, replacing the class that graduates May 25, 2001. Additionally, the Board requested an interim report on the program's analysis of its plan to improve student pass rates be presented at the September 2001 Board meeting.
- On September 7, 2001, the Board approved Casa Loma College, Los Angeles, Vocational Nursing Program's request to admit a class of 24 full-time students on September 26, 2001, only, replacing the class that graduates October 25, 2001, with the provision licensure examination pass rates will improve with the fourth quarter reporting period.
- On November 16, 2001, the Board approved Casa Loma College, Los Angeles, Vocational Nursing Program's request to admit a class of 24 full-time students on December 3, 2001, only. The Board would continue to monitor licensure exam pass rates. If licensure examination scores did not improve, the Board would seriously consider restricting or denying future admissions.
- On February 8, 2002, the Board approved Casa Loma College, Los Angeles, Vocational Nursing Program's request to admit a class of 24 full-time students on February 19, 2002, only, replacing the class that graduated on February 1, 2002. The Board would continue to closely monitor licensure exam pass rates. If licensure examination scores did not improve, the Board would seriously consider restricting or denying future admissions.
- On April 12, 2002, the Board denied Casa Loma College, Los Angeles, Vocational Nursing Program's request to admit a class of 24 full-time students on May 6, 2002, only, replacing the class that graduated on April 19, 2002.

- On June 28, 2002, the Board approved Casa Loma College, Los Angeles, Vocational Nursing Program's request to admit a class of 24 full-time students on July 23, 2002, only.
- On September 6, 2002, the Board placed the Casa Loma College, Los Angeles, Vocational Nursing Program on provisional accreditation for the period from September 6, 2002, through September 5, 2004. In addition, the Board approved the program's request to admit a class of 24 full-time students on October 7, 2002, only, replacing the class that graduated on September 27, 2002.
- On November 8, 2002, the Board approved Casa Loma College, Los Angeles, Vocational Nursing Program's request to admit a class of 24 full-time students on January 13, 2003, only, replacing the class that graduated on December 20, 2002.
- On February 21, 2003, the Board approved Casa Loma College, Los Angeles, Vocational Nursing Program's request to admit a class of 24 full-time students on March 3, 2003, only, replacing the class that graduated on February 21, 2003.
- On April 11, 2003, the Board approved Casa Loma College, Los Angeles, Vocational Nursing Program's request to admit a class of 24 full-time students on May 19, 2003, only, replacing the class that graduated on May 6, 2003.
- On June 20, 2003, the Board approved Casa Loma College, Los Angeles, Vocational Nursing Program's request to admit a class of 24 full-time students on August 5, 2003, only, replacing the class that graduated on July 25, 2003.
- On September 19, 2003, the Board approved Casa Loma College, Los Angeles, Vocational Nursing Program's request to admit a class of 24 full-time students commencing October 20, 2003, only, to replace students who graduate on October 10, 2003.
- On November 14, 2003, the Board approved the program's request to admit a class of 24 full-time students commencing February 2, 2004, only, to replace students who graduate on February 13, 2004.
- On February 2, 2004, the Executive Officer approved the program's request to admit a class of 24 full-time students commencing April 19, 2004, only, to replace students who graduate on March 26, 2004.
- On May 14, 2004, the Board approved extension of provisional accreditation for a period of one year for the program for the period from May 14, 2004, through May 13, 2005, and approved ongoing admissions to replace graduating classes, only, with the stipulation that no additional classes are to be added to the program's current pattern of admissions without prior Board approval. The program's current pattern of admissions includes five full-time classes of 24 students admitted each calendar year.
- On September 10, 2004, the Board reinstated full accreditation for the Casa Loma College, Los Angeles, Vocational Nursing Program for the four-year period from September 10, 2004, through September 9, 2008, and issued a certificate accordingly.

- On January 12, 2005, the Board approved the Casa Loma College, Los Angeles, Vocational Nursing Program's request to increase the size of all five full-time classes admitted each year from 24 to 30 students starting with the April 18, 2005, class.
- On March 10, 2008, Casa Loma Director of Compliance, Sharon Dugan, requested a change in school name from Casa Loma College, Los Angeles, to Casa Loma College, Hawthorne.
- On June 4, 2008, the Executive Officer approved continued full accreditation of the Casa Loma College, Hawthorne, Vocational Nursing Program for a four-year period, from September 9, 2008, through September 8, 2012, and the Board issued a certificate accordingly.
- **On October 24, 2008, Rochelle Eaton was approved as director of the Casa Loma College, Hawthorne, Vocational Nursing Program.**
- On February 22, 2012, the program was notified that its average annual pass rates had fallen more than ten (10) percentage points below state average annual pass rates for five (5) quarters. The program was asked to provide a written plan for improving the pass rates by March 9, 2012.
- On March 16, 2012, the plan for improvement was received by the Board.
- On May 7, 2012, the program was notified that its average annual pass rates had fallen more than ten (10) percentage points below state average annual pass rates for six (6) quarters. The program was asked to provide documentation regarding the implementation of its plan for improvement and copies of the faculty's daily lesson plans by June 7, 2012.
- On July 10, 2012, the Board received the report including the status of the implementation of the plan for improvement and received copies of the faculty's daily lesson plans.
- On August 2, 2012, the program was notified that its average annual pass rates had fallen more than ten (10) percentage points below state average annual pass rates for seven (7) quarters. The program was notified that the program may be considered for placement on provisional approval at the November 2012 Board Meeting and was asked to provide the following information by August 31, 2012:
 1. Current enrollment information.
 2. Current faculty and facility information.
 3. Documentation demonstrating the clinical rotation schedules for all current classes.
 4. An analysis of your program's correctional plan submitted **July 10, 2012**, indicating the elements that have been effective and those that have not. Describe alterations that you will make in the plan based on this analysis.
 5. Any other pertinent information to be considered by the Board. (Note: Information submitted after the deadline may not receive due consideration by the Board.)
- **On August 24, 2012, Janet Nishina was approved as director of the Casa Loma College, Hawthorne, Vocational Nursing Program.**

- **On September 17, 2012, Jayne Grint was approved as director of the Casa Loma College, Hawthorne, Vocational Nursing Program and subsequently completed New Director Orientation.**
- On October 3, 2012, the assigned consultant forward correspondence to the director requesting documents for dissemination to Board Members.
- On November 9, 2012, the Board approved the following recommendations:
 1. Place the Casa Loma College, Hawthorne, Vocational Nursing Program on provisional approval for the two – year period from November 9, 2012, through November 30, 2014, and issue 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. (See Attachment E for draft of Notice)
 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 rates.
 3. Approve the admission of the class of 30 students projected to start on December 17, 2012.
 4. Rescind the program’s approval for ongoing admissions and require the program to obtain approval by the full Board prior to the admission of additional students.
 5. Approve the program’s proposed curriculum revision to include 680 theory hours and 976 clinical hours for a total of 1656 program hours.
 6. Require the program to submit follow-up reports in nine (9) months, but no later than **August 1, 2013**, and 21 months, but no later than **August 1, 2014**. The reports must include a comprehensive analysis of the program, specific actions to improve program pass rates, timeline for implementation, and expected outcomes. 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.
 7. Require the program to comply with all approval 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.

8. Require the program to demonstrate incremental progress in correcting the violation. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.
 9. Failure to take any of these corrective actions may cause the full Board to revoke the program's approval.
 10. Place the program on the **November 2014** Board agenda for reconsideration of provisional approval.
- On December 26, 2012, the assigned consultant forwarded correspondence requesting submission of eighteen (18) copies of pertinent documents, plan, and subsequent actions taken to correct identified problems that they desire Board members to consider.
 - On January 2, 2013, the Board received correspondence from the program director and eighteen (18) copies of pertinent documents that they desire the Board members to consider.
 - On February 22, 2013, the Board approved the Casa Loma College Vocational Nursing Program's request to admit 30 students to a class on March 11, 2013, to **replace** the class graduating on February 25, 2013, and graduating on April 1, 2014; and admit 30 students to a class on June 3, 2013, to **replace** the class graduating on May 10, 2013, and graduating on June 10, 2014; **and** continued to require the program to admit no additional students unless specifically approved by the full Board.
 - On March 28, 2013, the Board received the Updated Program Improvement Plan from the director.
 - On May 10, 2013, the Board approved the Casa Loma College Vocational Nursing Program's request to admit 30 students to a class on August 5, 2013, to **replace** the class graduating on July 22, 2013, and graduating on August 19, 2014; and admit 30 students to a class on October 21, 2013, to **replace** the class graduating on October 7, 2013, and graduating on November 4, 2014; **and** continued to require the program to admit no additional students unless specifically approved by the full Board.
 - **On September 25, 2013, Billy Hutchison was approved as program director.**
 - On November 22, 2013, the Board approved the program's request to admit 30 students into a full – time class commencing December 9, 2013, graduating January 8, 2015, to **replace** the class graduating on December 20, 2013; **and** continued the program's requirement to admit no additional students unless specifically approved by the full Board.
 - On February 28, 2014, the full Board approved the following recommendations:
 1. Deny the Casa Loma College Vocational Nursing Program's request to admit 30 students into a full-time class that would commence on March 24, 2014, to **replace** the class graduating on March 28, 2014.
 2. Continue to require the program to admit no additional students unless specifically approved by the full Board.

Agenda Item #13.C.1., Attachment B



STATE AND CONSUMER SERVICES AGENCY • GOVERNOR EDWARD S. BREWSTER JR.
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.bvnpl.ca.gov



CERTIFIED MAIL

November 12, 2012

Jayne Grint, Director
Casa Loma College, Hawthorne
Vocational Nursing Program
12540 South Crenshaw Blvd.
Hawthorne, CA 90250

Subject: Notice of Change in Approval Status

Dear Ms. Grint:

Pursuant to the action of the Board of Vocational Nursing and Psychiatric Technicians (Board) on November 10, 2011, the approval status of the Casa Loma College, Hawthorne, Vocational Nursing Program has been changed from full approval to provisional approval for the two-year period from November 9, 2012, through November 30, 2014. The purpose of this letter is to explain the areas of non-compliance found and the corrections required of your program to avoid losing approval completely.

Once you have reviewed this letter, please sign and return the enclosed "Acknowledgement of Change in Approval Status" form by Friday, November 30, 2012.

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 accreditation¹ 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.

¹ 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.

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

Section 2533(f) of the California Code of Regulations states:

"All curricular changes that significantly alter the program philosophy, conceptual framework, content, objectives, or other written documentation as required in Section 2526, shall be approved by the Board prior to implementation. Proposed curricular changes must be submitted to the Board in final form by the fifteenth day of the second month preceding the month preceding the month of the Board meeting at which the changes will be considered. Revisions should include:

- (1) Explanation of changes;
- (2) Rationale for proposed revision;
- (3) Description of revised curriculum materials; and
- (4) Changes to behavioral objectives, if applicable."

Program pass rates of the Casa Loma College, Hawthorne, Vocational Nursing Program for the past fifteen (19) quarters are set forth in the following table.

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	Variance From State Average Annual Pass Rate
Oct-Dec 2010	32	13	41%	77%	62%	76%	-14
Jan-Mar 2011	50	37	74%	80%	66%	77%	-11
Apr-Jun 2011	26	13	50%	71%	61%	76%	-15
Jul-Sep 2011	25	12	48%	74%	56%	75%	-19
Oct-Dec 2011	12	9	75%	74%	63%	75%	-31
Jan-Mar 2012	39	26	67%	77%	59%	74%	-15
Apr-Jun 2012	28	15	58%	72%	61%	74%	-13
Jul-Sep 2012	29	15	52%	74%	61%	74%	-13

*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 this data, the program failed to comply with the annual average pass rate requirement.

ADOPTED BOARD DECISIONS

1. The Casa Loma College, Hawthorne Vocational Nursing Program shall show documented progress satisfactory to the Board, to improve the effectiveness of instruction and program pass rates on the NCLEX/PN® by November 1, 2014. If no progress has been shown by then, the Board may revoke the program's approval completely.
2. The program shall admit no additional students unless specifically approved by the full Board.
3. The program shall submit follow-up reports in three (3) months, but no later than February 1, 2013, and nine (9) months, but no later than August 1, 2013, and twenty – one (21) months, but no later than August 1, 2014.. The report must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timelines for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis:
 - a. Current 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.

The program shall notify all enrolled students of actions taken by the Board relative to the program's accreditation status, and expected time for resolution.

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 its violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.
6. Failure to take any of these corrective actions may cause the full Board to revoke the program's approval.

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

FUTURE BOARD ACTION

Your program will be placed on the November 2014 Board Meeting agenda, at which point the Board may revoke or extend the program's approval. 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 the 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 approval, 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.

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

California Code of Regulations
Title 16
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.



CERTIFIED

November 13, 2012

Jayne Grint
Vocational Nursing Program Director
Casa Loma College, Hawthorne
12540 S. Crenshaw Boulevard
Hawthorne, CA 90250

Subject: Board Meeting Follow – Up

Dear Ms. Grint:

The Board of Vocational Nursing and Psychiatric Technicians considered the consultant's report relative to *Casa Loma College, Hawthorne, Nursing Program – Consideration of Placement on Provisional Approval; Consideration of Major Curriculum Revision*.

Pursuant to Business and Professions Code, section 2883, decisions rendered by the Board relative to *the Consideration of Program Placement on Provisional Approval* are specified in the Notice of Provisional Approval dated November 9, 2012 (see enclosure). Additionally, the following decisions were rendered relative to the program's *Major Curriculum Revision and Request to Admit Students*:

1. Approve the admission of the class of 30 students projected to start on December 17, 2012.
2. Rescind the program's approval for ongoing admissions and require the program to obtain approval by the full Board prior to the admission of additional students.
3. Approve the program's proposed curriculum revision to include 680 theory hours and 976 clinical hours for a total of 1656 program hours.

Rationale: The Board has serious concerns relative to the program's performance as reported under *Other Considerations*. The demonstrated noncompliance with regulatory requirements supports the recommendation to place the program on provisional approval. The program has proposed several actions to address the lack of student achievement and improve program pass rate; however, the results have thus far been minimal. More time is needed to ascertain whether these measures will ultimately be successful.

The program has demonstrated that it has sufficient resources, including faculty and facilities, to support the current and proposed enrollment. Board staff will continue to monitor the program's effectiveness by tracking class admissions, the effectiveness of employed interventions, and the program's licensure examination pass rates each quarter.

Please contact me if further clarification is needed.

Sincerely,

Pam Hinckley, R.N., M.S.N. 

Pam Hinckley, RN, MSN
Nursing Education Consultant



DATE: November 12, 2012
TO: Education Division
FROM: Casa Loma College, Hawthorne, Vocational Nursing Program
SUBJECT: *Acknowledgement of Receipt of Board Meeting Follow-up Materials*

I, hereby acknowledge receipt of the following documents with attachments memorializing Board decisions rendered at the November 9, 2012 Board Meeting.

- **Casa Loma College, Hawthorne, Vocational Nursing Program.**
 1. Correspondence Documenting Board Decisions.
 2. *Notice of Provisional Approval.*
 3. California Code of Regulations Excerpt Section 2526.1 Provisional Approval.
 4. *Certificate of Provisional Approval.*

Please sign and fax the *Acknowledgement of Receipt of Board Meeting Materials* to the Board at (916) 263-7866 by Friday, November 30, 2012.

(Signature, Director)

(Date)

Name of Program: _____

***Please complete this form and fax to the Board at:
(916) 263-7866 by Friday, November 30, 2012.***

Agenda Item #13.C.1., Attachment C

CASA LOMA COLLEGE HAWTHORNE CAMPUS

DEPARTMENTAL OPERATIONAL PLAN

DEPARTMENT: NATIONAL COUNCIL LICENSURE EXAMINATION-PRACTICAL NURSING (NCLEX-PN) IMPROVEMENT PLAN

UPDATE TO REPORT OCTOBER 5, 2012; DUE FEBRUARY 1, 2013

UPDATE TO REPORT DATED NOVEMBER 12, 2012; DUE AUGUST 1, 2013

UPDATE TO REPORT DATED DECEMBER 15, 2013

Date: November 12, 2012

Prepared by: Jayne Grint RN, PHN/Ed, PHN, Director of Nursing

Component (a)				
Current enrollment				
(Attachment)				
Date	Specific Actions to Improve Pass Rates	Timelines	Responsible Party	Effect of Employed Interventions
01/07/13	Adjust Grading matrix for Weights of exams. Homework and quizzes.	Throughout program 10/1/12-12/21/12	DON/Tutor	Reduce action of padding grades for all nursing students. Increase knowledge retention.
12/01/13	Continue remediation and support	Ongoing	DON/Tutor	
10/01/12	Students report to DON for every failed exam and are sent to remediation		Twice weekly Twice weekly +	DON/ADON/faculty
11/01/12	Interview students and faculty to identify specific areas of need	DON		
11/01/12	Encouragement to strong class		DON	Improved test scores with individual remediation projects Motivated to excel. Scores up. Motivated to excel. Scores high. 3/2013 1210B class scores up. Attrition rate down.
12/01/12	Encouragement to very strong class			

Analysis: Students come to school better-prepared and more motivated when they believe that they have resources for successful learning.
3/2013 UPDATE: The 1210B class was the first to participate in the new remediation program as fundamental students. They are still showing signs of strong test scores and have all passed their Level 2 requirements. 26/30 will move on to Level 3.
8/2013 UPDATE: All classes showing more motivation to excel as evidenced by attendance to remediation and tutoring sessions.
12/2013 No Changes, Students expressing remarkable self motivation and participating in remediation and available tutoring.

Component (b) (c)

Admission Criteria

Screening and Selection Criteria

(Attachments)

Date	Specific Actions to Improve Pass Rates	Timelines	Responsible Party	Effect of Employed Interventions
Ongoing	Ensure qualifications are met/Pass TABE test. Fills out student questionnaire. Scores to DON	Prior to admission	Admissions Reps	12/13 Only students who pass the TABE test on First or Second attempt will be admitted to the program to assure effective learning abilities for the higher level of curriculum. Ensures readiness to work at the level to successfully complete the program. Scores integrity and motivation to finish program. Permanent status for student with pass rates.
Ongoing	Interviews each prospective student	Prior to admission	DON	
Ongoing	Acceptance of alternative students	Until beginning of clinical rotation	DON	

Analysis: Serious concerns about the integrity of those being accepted into the program prompted the DON to become more involved in the selection and admission process. The Level 1 class that started in October has remained at 26/30 student starts. Attrition rates are down.
8/2013 Update: Director of Nursing continues to interview new students into the program after acceptance by Admissions Dept.
12/2013. No students who cannot score the set TABE entrance exam after 2nd attempt.

Component (d)				
Terminal Objectives				
(Attachment)				
Date	Specific Actions to Improve Pass Rates	Timelines	Responsible Party	Effect of Employed Interventions
Ongoing	Inform students of on-campus resources to find employment after graduation through interviews, resume writing and networking	Ongoing	Career Services	12/13: Currently employed a private NCLEX review expert for new and previous grads. Statics provided by the company shows a 94% pass rate for VN participants, NCELX review started in November 2013 and has been completed X2, with student readiness for NCLEX At 88%. *Graduates are receiving their ATTs at a much earlier rate as close as 6 weeks after graduation. Encourages students to stay focused and work hard to achieve goals knowing there will be assistance for them to find jobs.
End of Program	Encourage students to test soon after graduation	After graduation	Faculty	

				3/2013 70% Placement rate reported by Career Services. Knowledge base is fresh for NCLEX PN exam.
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Component (e)				
Curriculum/Program Objectives/Syllabi				
Unchanged from 2012 college catalogue				
<ol style="list-style-type: none"> 1. Offer students a well-balanced program integrating theory, practical experience and personal and professional development. 2. Evaluate and direct those students who, based on their educational and technical skills, have the capability to successfully complete the program. 3. Provide students with a supportive atmosphere that encourages personal and professional growth. 4. Assist students in attaining knowledge, mastering skills and developing critical thinking and effective communication skills. 5. Instill appropriate attitudes and values needed in providing care and responding to patients' needs. 6. Provide students with a competitive edge by being equipped with a high level of knowledge, skills and competencies. 7. Offer and consistently reevaluate the program and curriculum in order to meet industry standards. 				
Date	Specific Actions to Improve Pass Rates	Timelines	Responsible Party	Effect of Employed Interventions

11/2012	Increase communication with faculty to ensure objectives are being met	Ongoing	DON	Faculty receptive to suggestions and changes within program to help students succeed.
1/02/2013	Utilize approved increase in hours from 1531 to 1656 reflected in curriculum objectives	Ongoing	Faculty/DON	To be determined in 3/2013
Ongoing	Increase communication with students to ensure objectives are being met	Ongoing	DON	Increase in skills lab time beneficial to student learning. Student input considered in program development. 8/2013 continuous work on curriculum to ensure students have the most updated presentation of material based on evidence based practice.

Analysis: Since September 10th, the program has shown great promise to meet the goal of increasing NCLEX-PN pass rates. The atmosphere is calm and supportive to ensure the optimum in student learning.

Component (f)

(Attachments)				
Unchanged from College Catalogue 2012; Do not need revision				
Date	Specific Actions to Improve Pass Rates	Timelines	Responsible Party	Effect of Employed Interventions
1/02/2013	Increase number of ATI practice tests	12/2013 Ongoing	Faculty	<p>12/13: Previous ATI policy included that provides students with complete practice and accountability to exams before and after specialized Proctored exams.</p> <p>Students' improved comfort level with material and computer testing</p> <p>3/2013 Compliance and increased self-confidence. Will reevaluate in 6/2013.</p> <p>Improved communication between theory and clinical instructors. Students excel.</p> <p>6/2013 Objectives review with new faculty to ensure compliance.</p>
11/2012	Visits to clinical sites to ensure clinical experiences reflect theory topics for specific Level.	11/2012 Ongoing	DON/ADON	

Component (h)				
Lesson Plans for each course				
Available upon request				
Do not need revision				
Date	Specific Actions to Improve Pass Rates	Timelines	Responsible Party	Effect of Employed Interventions
Component (i)				
Textbooks				
Changes				
(Attachments)				
Date	Specific Actions to Improve Pass Rates	Timelines	Responsible Party	Effect of Employed Interventions
1/2/2013	Review and reevaluate textbooks in use to determine those effective in meeting course objectives, readability and VN appropriate materials.	11/2012	DON/Faculty	<p>Choices made meet course objectives. Faculty report resources more VN appropriate to better allow for improved student comprehension</p> <p>3/2013 Fundamentals book change with positive student response as being more user friendly. Med/Surg book change</p>

				with positive student and faculty response as being more appropriate for the VN student.
Component (j)				
Attendance Policy				
(Attachment)				
Date	Specific Actions to Improve Pass Rates	Timelines	Responsible Party	Effect of Employed Interventions
1/2/2013	Attendance is mandatory. Students are expected to attend all classes. Enforce attendance policy.	Ongoing	Faculty Jayne Grint	Number of absences and make up days significantly decreased after strict adherence to tardy/attendance policies mandated by DON. 5/2013 zero terminations for non-compliance with absence policy. 8/2013 students make up all hours missed for absences and tardy days.
Component (k)				
Remediation Policy				
(Attachments)				

Date	Specific Actions to Improve Pass Rates	Timelines	Responsible Party	Effect of Employed Interventions
12/4/2012	Increase use of ATI Comprehensive Assessment and Remediation Program (CARP) in each course to ensure students have the knowledge base to successfully pass the NCLEX-PN.	Ongoing	Faculty	Remediation plan created for each student based on areas of weakness and strengths. 3/2013
9/2012	Hired faculty NCLEX-PN content expert for remediation and NCLEX-PN review	Ongoing. 3 days/wk	ATI Coordinator Linda Thierry	Improved test scores in those students that attend remediation. Mandatory focused reviews prepare students for success. 3/2013
3/2013 to 4/2013	Mass mailing to graduates who had not taken NCLEX-PN. Invitation to join NCLEX-PN review course.	Ongoing	Linda Thierry	More students testing Level 1 and above on ATI exams. Overwhelming success. Students attend. Exam scores up 5% overall. 4/2013 13 1202B graduates passed the ATI exit exam and 8 were remediated for their second attempt. After completing the remediation program, all 8 students passed with scores that indicated a 90% to 99% chance of passing the NCLEX-PN on the first attempt. A total of 25 students graduated.
				Increase in pass rates to 60% for 1 st quarter (3% increase) 8/2013 ATI scores continue to improve with higher % of students passing the first attempt.

Analysis: ATI representative in service held to ensure that faculty is using the ATI resources to the fullest extent for student success. Extra practice exams purchased. Comprehensive exit exam was passed by 98% of the students participating in December 2012.

Component (I)				
Evaluations of Theory and Clinical Faculty				
(Attachments)				
Date	Specific Actions to Improve Pass Rates	Timelines	Responsible Party	Effect of Employed Interventions
1/9/2013	Observation of faculty in the classroom and in clinical facility to ensure objectives are met, student performance is satisfactory and faculty provides optimum learning opportunities.	11/2012 – 1/2013	DON	Students are passing clinical rotations and report clinical faculty are very effective in their learning. Faculty performance improved in theory, clinical and remediation.
3/2013	Re evaluation of theory instructors for A & P and intermediate medical/surgical classes through observation in classroom. Unsatisfactory performance noted.	Ongoing classroom evaluations	Jayne Grint, DON	<p>4/2013 Hired new faculty to replace ineffective instructors in A & P and intermediate medical/surgical classes.</p> <p>5/2013 Re evaluation of faculty in the classroom and in the clinical settings. Excellent performance noted.</p> <p>8/2013 Faculty evals completed. Excellent scores and comments.</p>

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Component (m)

Evaluations of Clinical Rotations and Their Correlation to Theory Presentations

Narrative

Level	Clinical Rotation	Objectives	Effective	Correlation to Theory Presentations
One	Skilled nursing facilities with total patient care	ADLs, positioning, feeding, specimen collection, enemas, heat and cold applications, I &O, complete assessments, VS, foley catheter insertion, wound care and dressing changes. Prioritization.	yes	Provide students with fundamental principles of health and illness. Emphasis is placed on the application of behavior in caring for the hospitalized patient.

Component (m)

Evaluations of Clinical Rotations and Their Correlation to Theory Presentations

Narrative

Level	Clinical Rotation	Objectives	Effective	Correlation to Theory Presentations
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Two	Rehab Centers with total to intermediate care	Hospital or clinic admissions, lab report analysis, fluid and electrolyte imbalance recognition, identification of diagnosis and definition, safe medication administration, caring for an isolation patient, dietary needs, communication, patient teaching, bedside glucose monitoring, monitor IV or blood products spirituality, adapts needs per client diagnosis and S/S, tracheostomy care, suctioning and professionalism of LVN, time management, problem-solving.	Yes	An introduction to medical-surgical nursing. Emphasis is on the more acutely ill patient with common nursing and therapeutic dietary needs. Additional emphasis is on the application of knowledge and nursing care concerned with the surgical, the diabetic, the oncology, and the geriatric patient, AIDS/immunity, death and dying, pain control, sleep, oxygen therapy and tracheotomy care, fluids and electrolytes, intravenous and blood therapy, mental health and patient teaching. Methods of problem solving based on the nursing process are utilized.
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Component (m)

Evaluations of Clinical Rotations and Their Correlation to Theory Presentations

Narrative

Level	Clinical Rotation	Objectives	Effective	Correlation to Theory Presentations
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Three	Skilled nursing facilities and rehabilitation centers	Focused assessments, safe administration of medication with documentation, comparison of lab results for normal or specific to disease process, nursing care plans, measures to prevent post op complications, oxygen therapy, utilization of nursing process for GI, GU, Resp, Cardio and Endocrine disorders, care for hemodialysis client, AIDS client, care of colostomy, NG tube care, nursing techniques for chest tubes, JPs, client teaching, discharging clients, transcribing MD orders with Instructor, cultural sensitivity demonstration, example positive adaptive behavior.	Yes	A continuation and progression in medical-surgical nursing, integrated with the disease processes and principles of diet therapy and psychosocial relationships. Emphasis is on the utilization of the nursing process in identifying priorities and in interpreting the effectiveness of nursing care. Areas of concentration are: Gastrointestinal, Urinary, Respiratory, Cardiovascular, and Endocrine.
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Component (m)

Evaluations of Clinical Rotations and Their Correlation to Theory Presentations

Narrative

Level	Clinical Rotation	Objectives	Effective	Correlation to Theory Presentations
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Four	Rehabilitation centers, specialty clinics and geriatric rehabilitation	Demonstrate proficiency in diagnostic procedures and medication administration, professionalism, perform safety measures, demonstrate cultural sensitivity, assist in scheduling follow up appointments, assessments, client-centered care, client teaching for health promotion, documentation, assist with procedures in specialty clinics, apply nursing process in each aspect of patient care, assume leadership role, discuss nursing interventions related to disabilities, bladder and bowel training and deformity, Demonstrate nursing techniques implemented to restore maximum functional abilities.	Yes	A continuation and progression of advanced knowledge and skills in medical-surgical nursing. Included will be the theory, practice, and application of knowledge and nursing care techniques to meet the physiological, psychosocial, cultural and social aspects of the long-term care patient, which includes the developmentally disabled, the aged, and the rehabilitative patient. The clinical experience approximates the entry level expectations of the graduating vocational nurse, including leadership/supervision roles. The theoretical and clinical knowledge acquired during the year is incorporated into a realistic work experience.
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Component (m)				
Evaluations of Clinical Rotations and Their Correlation to Theory Presentations				
Narrative				
Level	Clinical Rotation	Objectives	Effective	Correlation to Theory Presentations

Five	Acute care mother/baby unit (OB) Maternity clinics	Utilizing the nursing process in the care of women in labor, demonstrate ability to count fetal heart tones, direct care of a laboring mother Stages I and II, identify the placenta for vessels of the cord, amniotic sac and fetal and maternal sides, assist in the immediate care of the newborn including birth weight, prevention of heat loss, proper ID, maintaining an airway, participate in recovery of mother, VS, implement teaching regarding infant care with demonstration, bathing, feeding, phenylketonuria test and VS on NB, assess NB reflexes, NB assessment, discharge of mother and NB.	Yes	This course is designed to provide the student with an opportunity to study the normal reproductive process and the application of the nursing process in the care of the mother and infant during the prenatal, delivery, and postpartum periods.
Five	Pediatrics unit; Pediatrics day care for ages infant through 5 years of age	Using play person guidelines describe behavior of the child, select an age appropriate play activity and engage, identify goals for play (distraction, bonding, creating trust, comforting measures), describe and evaluate the result, participate in mealtimes, pediatric teaching to age appropriate	Yes	This course is designed to provide the student with an opportunity to observe and interact with the pediatric population ages infant through 5 years of age using the application of the nursing process for child development staging through play and entertainment.

		ateness (safety, hand washing), prepare an evaluation each shift on observations.		
Component (n) 12/13: Request sent to have grading matrix changes approved. 12/13/13.				
Evaluation of Student Achievement				
Date	Specific Actions to Improve Pass Rates	Timelines	Responsible Party	Effect of Employed Interventions
1/2/2013	Minimum grade of 75% for each course Adjustment from 78% to align with 90% of schools surveyed on grading policy	Ongoing	DON	Anticipate higher test scores, better class pass rates and lower attrition rates
1/2/2013	Analysis of student evaluations on clinical experience	Ongoing at the end of each rotation	DON	Course evals show high scores for clinical experiences meeting theory content.
1/2/2013	Analysis of student evaluations on clinical facility	Ongoing at the end of each rotation	DON	Clinical grids showed positive work environment except for one SNF that received low scores for unfriendly staff. Investigated.
1/2/2013	Analysis of student evaluations on clinical and theory faculty	Ongoing at the end of each rotation	DON	2/2013 Spoke with administration at facility to resolve issue. Students will stay until another facil-

1/2/2013	Analysis of student evaluations on classroom presentations	Ongoing at the end of each rotation	DON	<p>ity can be found. Faculty more involved with student interaction with staff.</p> <p>6/2013 Replaced one SNF with another facility for student clinical rotations.</p> <p>8/2013 New clinical sites obtained</p>
1/2/2013	Regular classroom visits by the DON	Ongoing since 9/10/12	DON	<p>Faculty grids showed high scores (based on a rubric of 1-5) from 3.8 to 4.8. One faculty member was reassigned due to very low evaluation scores with evidence that the teaching style was ineffective for learning.</p> <p>2/2013 Faculty member replaced. Students report 100% improvement for learning.</p> <p>Classroom presentation grids showed satisfaction to very satisfied with theory experiences. Allows students to voice concerns, opportunity for encouragement and prevents confusion concerning school policy.</p> <p>3/2013 Campus continues to be calm. Student voice appreciation for administration involvement with their learning.</p> <p>6/2013 New faculty competent and motivated to teach.</p>

1/2/2013	Notify Career Services of possible job openings for graduates who have passed NCLEX-PN.	Ongoing		
1/2/2013	Offer assistance as needed to ensure students have the opportunity to write resumes and practice interviewing for prospective employers	Toward the end of Level 5	<p>Career Services</p> <p>DON</p> <p>Career Services</p> <p>Faculty</p>	<p>Placement grids show about 70% of graduates are placed through the college.</p> <p>Builds confidence and self-esteem, prepares students for working environment</p> <p>5/2013 Working with Career Services Specialists to determine which students have graduated and not taken the NCLEXP. Attempt to motivate those students to an NCLEXP review class and then to test.</p>



Agenda Item #13.C.1., Attachment D

Email Correspondence from Sharon Dugan to Suellen Clayworth dated April 17, 2014:

From: Sharon Dugan [mailto:sharon.dugan@casalomacollege.edu]
Sent: Thursday, April 17, 2014 2:12 PM
To: Clayworth, Suellen@DCA
Subject: Casa Loma College
Importance: High

Dear Ms. Clayworth,

I was sorry I was not in town to meet you when you paid a visit to our Hawthorne Campus. I have heard your name associated with the BVNPT since my mother Ms. Norma Jones was the President of the College.

I understand by talking with Mr. Malone and Mr. Hutchison that although the visit was satisfactory, there were standards you felt were below what they should have been. I know you are mindful of the history of the Hawthorne Campus and the difficulties it has endured over the past couple of years in our attempt to employ a competent and professional Director of Nursing; and as you are aware, we have gone through several ... Ms. Eaton, Ms. Grint, and Mr. Hamani. With each one of these we entrusted the nursing program to. And as results would show, this was something we should not have done. There is nothing we can do about those three any longer; they were all terminated for inept service and behavior towards the nursing students and faculty. But this does not mean that the students enrolled under these three people are a lost cause or no longer of our concern.

I am neither a nurse nor an educator but Director of Compliance for the college. I do not profess to know about nursing, but I do know about the college. I have been with the college since 1989. Ms. Norma Jones, my mother was President and Director of Nursing until she left in 1996. Casa Loma College has graduated thousands of nurses and provided the communities we serve with competent and professional nurses. Our clinical affiliates and employers of our graduates will tell you Casa Loma College graduates many of their best nurses. The college is proud of this and the respect and reputation it has built in the communities. Without Casa Loma College nurse graduates in the communities, not only will the employers lose but more importantly the patients.

You stated to Mr. Malone and Mr. Hutchison that it is not of concern to the BVNPT if a college is forced to close its doors due to the denial of class starts. But this should be of great concern to the Board. Casa Loma College has been in existence since 1966 with its nursing program in existence since 1972. The years alone should speak for the solid reputation we have built. Our staff and faculty did not come to the college because of the salaries we pay – that would by far be the least reason of the reasons to work at the college. Casa Loma College is a not-for-profit school. This means something to our employees and to our students. We are here, in existence, to serve our students. We teach them, we care about them, we prepare them and we employ them. That is what we do and we do it well. If the College does well financially, no one benefits except the students. The money is put right back into the school.

Yet this will cease to exist soon because the BVNPT has denied the Hawthorne Campus Vocational Nurse program a class start in June and August. This denial will put a long standing college with a solid reputation out of business. And this should mean something to the board; it should matter.

With the new direction in Hawthorne of Mr. Hutchison and his proven track record in Van Nuys – as a longtime employee of the college and a true believer in what we do for our students, I ask that you please reconsider a June start – as you know the campus will be relocating to Anaheim, and the applicant pool will be of a different population. In addition, Mr. Hutchison has implemented all of his Van Nuys Program strategies at Hawthorne; is working diligently with the current faculty and intends on hiring a more qualified faculty pool once the campus is relocated. As well, with the graduates we not only have hired Dr. Domingo of Health Science Institute to teach the NCLEX Review classes (free to our graduates) and at her recommendations will soon be starting a nursing review program for those graduates who have been out longer than one year without taking and/or passing the NCLEX. All of these changes will make a positive impact on our current students, graduates and NCLEX pass rates.

And I am asking for reconsideration for the Hawthorne class start in June. Mr. Malone stated that you do not give provisional approvals for class starts, but I plead with you to make an exception and give the College Hawthorne Program a chance with the new direction. If we do not bring the rates up by June 30th, then deny the August start. But without this start, Casa Loma College will be forced to shut their doors. I cannot imagine the college no longer in existence.

Casa Loma College has made a difference in the lives of all the students and graduates we have served. We want to continue this service.

I appreciate the time in reading this letter and would deeply appreciate your reconsideration of the June class start. I look forward to hearing from you soon.

Regards,



Sharon Dugan
Director of Compliance

Sharon Dugan

Agenda Item #13.C.1., Attachment E

Director of Compliance | Casa Loma College - Van Nuys Campus
6725 Kester Ave. Van Nuys, CA. 91405-4523 | (818) 785-2726 - ext. 615

From: Sharon Dugan [<mailto:sharon.dugan@casalomacollege.edu>]

Sent: Wednesday, April 23, 2014 7:20 AM

To: Anderson, Cheryl@DCA

Subject: URGENT Casa Loma College

Dear Ms. Anderson,

I had written an email to Ms. Clayworth early last week and received no reply. I was instructed that by emailing you, I would only irritate you and the Board – that is not at all my intention. My intention in writing this email to you is to save Casa Loma College. You are probably wondering why I, as Director of Compliance are writing this email to you. Norma Jones was President of the College for many years until her retirement in 1996. She is my mother. I know you know her and have for quite some time. She is currently the Director of Nursing at Valley School of Allied Health; and I know that she has a very reputable standing with the Board. She has worked for many years with Mr. Pedraja at Valley School of Allied Health. Although Norma is no longer with Casa Loma College, she remains very fond of the memories and does not wish to see it closed. She has stated and we have agreed, that she would consult with Mr. Hutchison regarding the vocational nursing program. I know the Board does not have much experience with Mr. Hutchison, and you do with Ms. Jones, and are aware of her reputation within the community. If this would any way help you to reconsider, the consulting would begin immediately.

As I am sure you are aware the Board denied our class starts in March, June and August, and as a business woman I know you can calculate the numbers and know that this type of denial of classes has put Casa Loma College out of business. Unless a recommendation can come from you or Ms. Clayworth to allow a start at our Hawthorne Campus in June – our doors will close by the end of the week. We were told by Ms. Clayworth that it is not the Boards concern if a college closes – but it should be. Casa Loma College has been in existence since 1966 and training competent quality nurses since 1972. We have an outstanding reputation in the community, and for the Board to say it is of no concern to them – how can it not be? It is the Boards responsibility to ensure that schools are graduating competent nurses – Casa Loma College does do this. And we have done it successfully for 42 years. The years alone should speak for the solid reputation we have built. Our staff and faculty did not come to the college because of the salaries we pay – that would by far be the least reason of the reasons to work at the college. Casa Loma College is a not-for-profit school. This means something to our employees and to our students. We are here, in existence, to serve our students. We teach them, we care about them, we prepare them and we employ them. That is what we do and we do it well. If the College does well financially, no one benefits except the students. The money is put right back into the school. If our doors close 180 potential nurses will be without a school as will an additional 292 students in our other programs.

There is not time for another College to take over, as we are non-profit and it takes a longer process – if we are denied all of these starts are doors close. That is over 45 years of training nurses. Not only will the communities we serve lose out, but also the patients our nurses take care of. I have been with the college since 1989. Casa Loma College has graduated thousands of nurses and provided the communities we serve with competent and professional nurses. Our clinical affiliates and employers of our graduates will tell you Casa Loma College graduates many of

their best nurses. The college is proud of this and the respect and reputation it has built in the communities.

I know you are mindful of the history of the Hawthorne Campus and the difficulties it has endured over the past couple of years in our attempt to employ a competent and professional Director of Nursing; and as you are aware, we have gone through several ... Ms. Eaton and Ms. Grint. With each one of these we entrusted the nursing program to. And as results would show, this was something we should not have done. There is nothing we can do about those two any longer; they were all terminated for inept service and behavior towards the nursing students and faculty. But this does not mean that the students enrolled under these three people are a lost cause or no longer of our concern. They are of great concern to us – both current students and graduates. Yet this will cease to exist soon because the BVNPT has denied the Hawthorne Campus Vocational Nurse program a class start in June and August. This denial will put a long standing college with a solid reputation out of business. And this should mean something to the board; it should matter.

With the new direction in Hawthorne of Mr. Hutchison and his proven track record in Van Nuys – as a longtime employee of the college and a true believer in what we do for our students, I ask that you please reconsider a June start – as you know the campus will be relocating to Anaheim, and the applicant pool will be of a different population. In addition, Mr. Hutchison has implemented all of his Van Nuys Program strategies at Hawthorne; is working diligently with the current faculty and intends on hiring a more qualified faculty pool once the campus is relocated. As well, with the graduates we not only have hired Dr. Domingo of Health Science Institute to teach the NCLEX Review classes (free to our graduates) and at her recommendations will soon be starting a nursing review program for those graduates who have been out longer than one year without taking and/or passing the NCLEX. All of these changes will make a positive impact on our current students, graduates and NCLEX pass rates.

I am asking for reconsideration for the Hawthorne class start in June. Mr. Malone stated that you do not give provisional approvals for class starts, but I plead with you to make an exception and give the College Hawthorne Program a chance with the new direction. But without this reconsidered start, Casa Loma College will be forced to shut their doors. I cannot imagine the college no longer in existence.

Casa Loma College has made a difference in the lives of all the students and graduates we have served. We want to continue this service.

I appreciate the time in reading this letter and would deeply appreciate your reconsideration of the June class start. I look forward to hearing from you soon.

Regards,



Sharon Dugan
Director of Compliance

Sharon Dugan

Director of Compliance | Casa Loma College - Van Nuys Campus
6725 Kester Ave. Van Nuys, CA. 91405-4523 | (818) 785-2726 - ext. 615

Agenda Item #13.C.1., Attachment F



BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GOVERNOR EDMUND G. BROWN JR.

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



April 29, 2014

Sharon Dugan, Director of Compliance
Casa Loma College - Van Nuys Campus
6725 Kester Avenue
Van Nuys, CA 91405-4523

Subject: *Casa Loma College, Hawthorne, Vocational Nursing Program*

Dear Ms. Dugan:

The Board of Vocational Nursing and Psychiatric Technicians (Board) acknowledges receipt of your electronic correspondence of April 23, 2014. Specifically, you state the purpose of your correspondence is "to save Casa Loma College." You state that the Board denied the program's request to admit classes in March, June, and August and that the Board's decision has "put Casa Loma College out of business....Unless a recommendation can come from [me] or Ms. Clayworth to allow a start at our Hawthorne Campus in June - our doors will close by the end of the week." Further, you state that you were previously informed that by forwarding your email, "...I would only irritate you and the Board."

Your comments are of concern. First and foremost, please know that your correspondence is always welcome. It does not "irritate" the Board, the Executive Officer, nor staff. Even if we cannot provide the result requested, we always consider such requests, even if timely responses cannot be provided.

Addressing your underlying concerns, Board records substantiate placement of the Casa Loma College, Hawthorne, Vocational Nursing Program on provisional approval for the two - year period from November 9, 2012, through November 30, 2014. Additionally, the Board rescinded the program's approval for ongoing admissions and required the program to obtain approval by the full Board prior to the admission of additional students. At that time, the program's average annual pass rate was 61%.

On November 22, 2013, the Board approved the program's request to admit 30 students on December 9, 2013. At that time, the program's average annual pass rate was 55%.

On February 28, 2014, the Board denied the program's request to admit 30 students into a full-time class on March 24, 2014, graduating on March 7, 2015, to **replace** the class graduating on March 28, 2014. Additionally, the Board continued the program's requirement to admit no additional students unless specifically approved by the full Board. At that time, the program's average annual pass rate was 53%.

On March 12, 2014, Board staff received correspondence from the director requesting approval to admit the 30 students into a full-time class commencing June 2, 2014,

Sharon Dugan
April 29, 2014
Page 2 of 2

graduating June 17, 2015, to **replace** the class scheduled to graduate on June 25, 2014. Additionally, the director requested approval to admit 30 students into a full-time class on August 11, 2014, graduating August 25, 2015, to **replace** the class graduating on August 26, 2014.

The full Board is scheduled to consider those requests at its meeting on May 16, 2014. As you have undoubtedly heard from Board members and staff alike, the Board's role, above all else, is public protection. (Bus. & Prof. Code, §§ 2841.1, 4501.1.) The Nursing Education Consultant's recommendations have not yet been finalized, so I cannot share them with you at this point in time. The Nursing Education Consultant's report with recommendations should be mailed to the program on May 1, 2014.

Please do not hesitate to contact the Board should further information be needed.

Sincerely,



CHERYL C. ANDERSON, M.S., R.N.
Supervising Nursing Education Consultant