

Agenda Item #13.D.1.



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

Board of Vocational Nursing and Psychiatric Technicians
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DATE: May 1, 2014

TO: Board Members

FROM: *Pam Hanckley for*
Suellen Clayworth, M.N., R.N.
Nursing Education Consultant, Retired Annuitant

SUBJECT: Summit Career College, Colton, Vocational Nursing Program – Request to Admit Students (Director: Renee Sheehan, Colton, San Bernardino County, Private)

On February 28, 2014, the Board considered Summit Career College, Colton, Vocational Nursing Program's admissions and the program's request for approval to admit students. Specifically, the assigned consultant discovered that the program had admitted eighteen (18) classes without prior approval as required by the Board. Subsequent to that discovery, the director requested approval to admit a full - time class of 60 students commencing March 3, 2014, only, graduating March 2015, to **replace** students who graduated on January 7, 2014.

The Board issued a notice advising the program to refrain from unauthorized admissions. Further, the program was advised that future violations of the California Code of Regulations Section 2530 (k), as evidenced by the admission of classes without prior authorization by the Board, may result in placement of the program on provisional approval. The Board approved the program's request and continued to require the program to obtain Board approval prior the admission of each class.

On March 3, 2014, the program director submitted a request to admit a part-time class of 60 students on March 24, 2014. That class would **replace** the class graduating on March 23, 2014 and would complete on November 1, 2015. Based on the complexity of the issues, action on the request was deferred for consideration by the full Board.

When informed that all class requests would go to the full Board Meeting, the director submitted a request to modify the March request to admit a part-time class of 60 students on May 27, 2014 to **replace** students who graduated on March 23, 2014. That class would graduate in December 2015. Additionally, the director requested approval to admit a class of 60 students on June 9, 2014 to **replace** the class graduating on May 2, 2014. That class would graduate June 5, 2015.

History of Prior Board Actions

(See Attachment A, History of Prior Board Actions)

Enrollment

The program offers a 52-week full-time and a 66-week part-time class. **Prior Board approval is required for the admission of each class.** The pattern of admissions for current and projected classes is seen in the enrollment table below.

The following table represents **enrollment since August 2012 and projected** student enrollment based on current and proposed class starts and completions. The table indicates a **maximum enrollment of 389 students** for the period from **August 2012 through June 2014.**

ENROLLMENT DATA				
CLASS DATES		#Students Admitted	#Students Current or Completed	Total Enrolled
Start	Completed			
8/12 PT		94	78	78
1/13 FT		33	17	78 + 17 = 95
1/13 PT		57	51	95 + 51 = 146
5/13 FT		39	50	146 + 50 = 196
6/13 PT		1 (New Enrollee)	24 (23 Repeaters Added)	196 + 24 = 220
9/13 FT		51	61	220 + 61 = 281
10/13 PT		50	47	281 + 47 = 328
	1/14 (1/13 FT Class)		-17	328 - 17 = 311
3/14 FT		60		311 + 60 = 371
	3/14 (8/12 PT Class)		-78	371 - 78 = 293
5/14 PT		60 (Proposed)		293 + 60 = 353
	6/14 (6/13 Class)		-24	353 - 24 = 329
6/14 FT		60 (Proposed)		329 + 60 = 389

Licensing Examination Statistics

The following statistics, furnished by the Pearson Vue and published by the National Council of State Boards of Nursing as "Jurisdictional Summary of All First-Time Candidates Educated in Member Board Jurisdiction," for the period January 2012 through March 2014, specify the pass percentage rates for graduates of the Summit

Career College, Colton, Vocational Nursing Program on the National Council Licensure Examination for Practical (Vocational) Nurses (NCLEX-PN®).

NCLEX-PN® Licensure Examination Data							
Quarterly Statistics					Annual Statistics*		
Quarter	# Candidates	# Passed	% Passed	State Quarterly Pass Rate	Program Average Annual Pass Rate	State Average Annual Pass Rate [CCR §2530(l)]	Variance from the State Average Annual Pass Rate
Jan – Mar 2012	57	48	84%	77%	82%	74%	+8
Apr - Jun 2012	95	78	82%	72%	83%	74%	+9
Jul - Sep 2012	95	80	84%	74%	84%	74%	+10
Oct – Dec 2012	46	35	76%	70%	82%	74%	+8
Jan - Mar 2013	67	46	69%	75%	79%	73%	+6
Apr - Jun 2013	62	48	77%	78%	77%	73%	+4
Jul - Sep 2013	64	51	80%	75%	75%	74%	+1
Oct – Dec 2013	80	68	85%	76%	78%	76%	+2
Jan – Mar 2014	100	83	83%	74%	81%	76%	+5

*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 through March 2014), the program's average annual pass rate is 821%. The California average annual pass rate for graduates from approved vocational nursing programs who took the NCLEX-PN® for the first time during the same period is 76%. The average annual pass rate for the Summit Career College, Colton, Vocational Nursing Program is five (5) percentage points **above** the state average annual pass rate.

Faculty and Facilities

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

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

The total number of Board approved faculty is 40, including the program director. The director has 100% administrative duties. Of the total faculty, 36 are approved to teach in the clinical area.

Based on a maximum enrollment of 389 students, 26 instructors are needed. Therefore, the number of current faculty is **adequate** for the current and projected enrollment.

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

“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 has clinical facilities that 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

In December 2013, the Accrediting Council for Continuing Education (ACCET) rendered a decision limiting the program's admissions to no more than 120 students between December 23, 2013 and April 2014. (See Attachment B)

In January 2014, when the Board became aware of the action taken by the ACCET at its December 2013 Commission Meeting, Board staff researched the number of students that had been admitted to the Summit Career College, Colton, Vocational Nursing Program. It was discovered that the Board had required the program to obtain prior approval of every class admission; however, the program had not done so. During subsequent phone and email discussions, the director verified that since November 2010 the program had admitted eighteen (18) classes without prior Board approval resulting in the admission of a total of 1,257 students.

As noted previously, the Board addressed the program's violations on February 28, 2014. The Board issued a written notice to the program advising the program to refrain from unauthorized admissions. Further, the program was advised that future violations of California Code of Regulations Section 2530 (k) may result in placement of the program on provisional approval. The Board approved the program's request and continued to require the program to obtain Board approval prior to the admission of each class. The program subsequently delayed admission of that class to March 10, 2014.

On March 3, 2014, the Board received correspondence from the director requesting approval to admit 60 students to start on March 24, 2014 (see Attachment C). After considering the request, complexity of issues, prior Board decisions, and consultation with the Board President, the Executive Officer deferred action on the program's request to the full Board. Subsequently, the director changed the original requested start date from March 24, 2014 to May 27, 2014, and added another request to admit an additional full-time class of 60 students on June 9, 2014.

On March 4, 2014, the Board received electronic correspondence from Jay Murvine, owner, requesting a meeting. Subsequently, on March 19, 2014, the Board President (per teleconference), Executive Officer, and Supervising Nursing Education Consultant met with Mr. Murvine at the Board's office. Mr. Murvine expressed concern relative to the accuracy of information contained in an anonymous document that was presented as public comment during the February 28, 2014 Board meeting. Further, he related several allegations of concern relative to the program and actions of program administrators. He requested publication of his response to the anonymous document (see Attachment D).

After completion of the discussion with the Board President, Mr. Murvine requested reconsideration of the decision deferring to the full Board action on the request to admit an additional class on March 24, 2014, citing the financial impact on the program. The Executive Officer advised that his request for reconsideration would be forwarded to the Board President.

Subsequently, the Board received correspondence from Mr. Murvine reporting additional information and rationale relative to the program's submitted request for reconsideration. Specifically, he expressed disagreement with the decision to refer his request to the full Board (see Attachment E). The Executive Officer forwarded electronic correspondence advising that the Board President had denied the request and that the program's request would be placed on the Board's agenda for the May 16, 2014 meeting (see Attachment F).

On March 20, 2014, the Board received correspondence from Mr. Murvine expressing disagreement relative to the "decision to deny our request for a start on March 24, 2014" (see Attachment G).

On March 24, 2014, the Executive Officer forwarded electronic correspondence to Mr. Murvine advising of the following:

As stated in the Board's electronic correspondence of March 19, 2014, the request for reconsideration was denied by the Board President.

The President reaffirmed that decision.

The program's request would be considered by the Board on May 16, 2014.

(See Attachment H)

On March 27, 2014, the Executive Officer received electronic correspondence from Mr. Murvine confirming that the Board would consider requests to admit additional classes at the Anaheim campus at the May 16, 2014 Board meeting. On March 28, 2014, the Executive Officer responded to Mr. Murvine advising that additional class admissions had been discussed for the Colton campus only. (See Attachments I, J, K, and L)

On March 31, 2014, the Board received electronic correspondence from Mr. Murvine acknowledging that prior requests were submitted for the Colton campus only. Additionally, he stated that no further requests for class admissions would be submitted at this time due to ACCET's decision directing cessation of admissions for the Anaheim campus. (See Attachment M)

At the time of this writing the ACCET Commission actions taken relative to Summit Career College, Colton, during their April meeting have not been published.

Recommendations:

1. Approve Summit Career College, Colton, Vocational Nursing Program's request to admit a part – time class of 60 students commencing May 27, 2014, **only**, graduating December 2015. The requested class will **replace** the class that graduated on March 23, 2014.
2. Approve the program's request to admit a full – time class of 60 students commencing June 9, 2014, **only**, graduating June 5, 2015. The requested class will **replace** the class that graduated on May 2, 2014.
3. Continue to require the program to obtain full Board approval prior to the admission of each class.

Rationale: As previously noted, the program failed to comply with requirements specified in California Code of Regulations § 2530 (k) in admitting 18 classes without prior approval of the Board. The Board advised the program that further noncompliance may result in placement of the program on provisional approval.

It is also noted that the program's average annual pass rate has been compliant with regulatory requirements for 18 consecutive quarters. Based on statistics for Quarter 1 2014, the program's average annual pass rate is 81%. It is further noted that the program has demonstrated that it has sufficient faculty, facilities, and other necessary resources to support the current and proposed enrollment.

Therefore, approval of the program requests is recommended. However, given the program's history of noncompliance, continuation of the requirement to obtain approval by the full Board prior to the admission of each class is also recommended.

Board staff will continue to monitor the program by tracking its licensure examination pass rate quarterly, reviewing the program's Annual Reports, and performing approval surveys every four (4) years. Additionally, staff will continue to monitor decisions rendered by ACCET relative to the program.

- Attachment A: History of Prior Board Actions
- Attachment B: ACCET Correspondence to Summit College Dated December 23, 2013
- Attachment C: Program Correspondence Dated March 3, 2014; Received March 3, 2014
- Attachment D: Program Correspondence Received March 19, 2014
- Attachment E: Program Correspondence Dated March 19, 2014; Received March 19, 2014
- Attachment F: Board Correspondence Dated March 19, 2014
- Attachment G: Program Correspondence Dated March 20, 2014; Received March 20, 2014
- Attachment H: Board Correspondence Dated March 24, 2014
- Attachment I: Program Correspondence Dated March 27, 2014, 2:15 P.M.
- Attachment J: Board Correspondence Dated March 27, 2014, 3:46 P.M.
- Attachment K: Program Correspondence Dated March 27, 2014, 2:49 P.M.
- Attachment L: Board Correspondence Dated March 28, 2014, 6:22 A.M.
- Attachment M: Program Correspondence Dated March 31, 2014

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

SUMMIT CAREER COLLEGE, COLTON VOCATIONAL NURSING PROGRAM

History of Prior Board Actions

- In March 1995, the Board approved Summit Career College's request to commence a vocational nursing program on April 3, 1995. The initial class began with 57 students.
- On March 22, 1996, the Board approved full accreditation for the Summit Career College Vocational Nursing Program. Additionally, the Board approved the program's request to admit a class of 34 students on March 25, 1996, and May 27, 1996. Admissions were contingent upon approval of adequate clinical facilities.
- On May 24, 1996, the Board approved the program's request to admit a class of 34 students on September 23, 1996.
- On November 15, 1996, the Board approved the program's request to admit a class of 34 students on January 6, 1997. The program was directed to submit a plan to reduce attrition and improve the pass rates on the licensure examination.
- On April 4, 1997, the Board approved the program's request to admit a class of 34 students on April 7, 1997. The program was directed to submit a written report addressing faculty hires and terminations, student utilization of the remediation program for each class, an evaluation of students' ability to achieve objectives in the clinical facilities to which they are assigned, and attrition.
- On June 27, 1997, the Board approved the program's request to admit a class of 34 students on August 4, 1997. The program was directed to submit a written report addressing faculty hires and terminations and student utilization of the remediation program for each class for the period May 1997 through August 1997, an evaluation of students' ability to achieve objectives in the clinical facilities to which they are assigned, and attrition.

Additionally, the school was requested to submit a detailed explanation of how students who required remediation were identified and remediated (from March 1997 to the present). The school was asked to describe how student vocational nurses are assisted to proficiently and safely perform manual and technical skills within the standards of nursing practice and how student vocational nurses are assisted to safeguard patient/client health and safety.

- On September 19, 1997, the Board approved the program's request to admit a class of 48 students on November 3, 1997. The program was directed to submit a written report by October 3, 1997, addressing faculty hires and terminations for the period September 4, 1997, through October 3, 1997. The director was also requested to submit student attrition data to the Board to include attrition due to theory and clinical failure.
- On January 30, 1998, the Board approved the program's request to admit 48 students on February 16, 1998 only. A follow-up report on attrition and examination statistics was scheduled for presentation at the September 1998 Board meeting.
- On April 17, 1998, the Board approved the program's request to admit a class of 48 students on May 1, 1998. The program's request for an August 10, 1998, class was scheduled for consideration at the June 1998 Board meeting. The program's request for a November 2, 1998, class was scheduled for consideration at the September 1998 Board meeting.
- On June 26, 1998, the Board approved the program's request to admit 48 students on August 10, 1998.
- On August 17, 1998, the Board was notified by school administration that the director of the vocational nursing program was no longer employed by the school.
- **On August 20, 1998, a new program director was approved.**
- On September 11, 1998, the Board approved the program's request to admit 48 students on November 2, 1998.
- On January 22, 1999, the Board approved the program's request to admit 60 students on February 22, 1999, and ratified authorizations effective October 30, 1998, for revisions of the Grading, Attendance and Remediation Policies.
- On April 16, 1999, the Board approved the program's request to admit 60 students on May 24, 1999.
- On June 25, 1999, the Board approved the program's request to admit 60 students on August 23, 1999.
- On September 17, 1999, the Board approved the program's request to admit 60 students on November 22, 1999 only, with grave reservations. The Board directed the program to 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 to ensure improvement of examination pass rates by December 1, 1999.

- On November 19, 1999, the Board deferred action on the program's request to admit 60 full-time students on March 6, 2000, to the February 2000 Board meeting.
- On February 4, 2000, the Board approved the program's request to admit 60 students on March 6, 2000.
- On April 14, 2000, the Board approved the program's request to admit 60 students on May 22, 2000, and the program's request to exceed 50% evening hours for clinical experience. The Board requested the director to submit a written report to the Board which evaluates the program's utilization of more than 50% evening hours for clinical experience by July 15, 2000. The report was to include a comparison of patient census with the number of students per clinical day per facility, assessment of the adequacy of patient diagnosis as they relate to student clinical objectives for the specific clinical day per facility, and assessment of student attrition caused by failure in the clinical area.
- On June 16, 2000, the Board denied the program's request to admit 60 students on September 5, 2000, and directed that a subsequent request for admission of a class be considered at the September 2000 Board meeting. Subsequent to the meeting, the program director submitted a request to meet with the Board to discuss its decision to deny the program's request. The meeting was held at the Board's Sacramento office.
- On September 29, 2000, the Board approved the program's request to **replace** graduating students with 60 full-time students on October 2, 2000, one time only.
- On November 17, 2000, the Board approved the program's request to **replace** graduating students with 60 full-time students on December 4, 2000, only.
- On February 2, 2001, the Board approved the program's request to **replace** graduating students with 60 full-time students on March 12, 2001, only.
- On April 27, 2001, the Board approved the Summit Career College Vocational Nursing Program's request to admit 60 full-time students on May 21, 2001; and postponed consideration of the program's request to admit 60 full-time students on September 10, 2001, until the September 2001 Board meeting.
- On September 7, 2001, the Board approved the program's request to admit 60 full-time students on September 10, 2001 only.
- **On October 1, 2001, a new program director was approved.**
- On November 16, 2001, the Board approved the program's request to admit 60 full-time students on December 10, 2001, only.

- On February 8, 2002, the Board approved the program's request to admit 70 full-time students on March 25, 2002, only.
- On June 28, 2002, the Board ratified the Executive Officer's action to approve **replacement** of students who graduated June 17, 2002, with 70 students, commencing May 20, 2002.
- On September 6, 2002, the Board approved the program's request to admit 70 students on September 9, 2002 only, **replacing** the class that graduated on September 16, 2002; approved the program's request to begin a part-time weekend program with 70 students on October 2, 2002, only; and denied the program's request for ongoing admissions.
- On November 8, 2002, the Board approved the program's request to admit 70 full-time students on December 2, 2002 only, **replacing** students who graduated on December 16, 2002.
- On February 21, 2003, the Board approved continued full accreditation for the four-year period from February 21, 2003, through February 20, 2007, and issued a certificate accordingly; approved the program's request to admit 72 full-time students on March 10, 2003 only, **replacing** the class that graduated on March 31, 2003; and denied the program's request to begin a second part-time weekend class with 72 students on March 5, 2003.
- On April 11, 2003, the Board approved the program's request to admit 72 full-time students on June 9, 2003 only, **replacing** the class that graduated on June 16, 2003; and approved the program's request to begin a second part-time weekend class with 72 students on April 14, 2003 only, graduating on December 1, 2004.
- On June 20, 2003, the Board approved the program's request to admit 72 full-time students on September 8, 2003 only, **replacing** the class that graduated on September 15, 2003; directed Summit Career College Vocational Nursing Program to perform a detailed analysis of all program elements to determine the cause of declining student performance on the licensure examination; in addition, develop a plan identifying goals and a timeline for improving NCLEX-PN® licensure examination pass rates no later than October 3, 2003.
- On September 19, 2003, the Board denied the recommendation to permit the program to begin a third part-time class of 72 students commencing September 22, 2003, and graduating April 27, 2005. The Board directed the program to perform a detailed analysis pertaining to the discrepancy between the number of students admitted to each class and the number of students who take the NCLEX-PN® examination and to develop a plan identifying goals and a timeline for improving the number of students who take the NCLEX-PN® examination after completing the program. This information is to be added to the analysis requested by the Board at the June 20, 2003, Board meeting and shall be presented to the Board no later than

November 7, 2003. The Board directed the program to perform a review of all clinical objectives for relevancy and currency as well as establish a method by which the program will monitor how and when clinical objectives are being met; presenting this information to the Board no later than November 7, 2003.

- **On November 7, 2003, the program rehired its former director who was instrumental in delivering the program's higher pass rates over the period from April 2001 to October 2001. With the rehire of the former director, the current director assumed the position of assistant director.**
- On November 12, 2003, the Board received the requested detailed analysis and plan pertaining to the discrepancy between the number of students admitted to each class and the number of students who take the NCLEX-PN® examination after completing the program. The response also included a review of how, when and where the clinical objectives were being met. The response was reviewed and found to be comprehensive and complete.
- On November 19, 2003, the Executive Officer approved the admission of 72 full-time students on December 1, 2003, only, **replacing** students who graduated December 14, 2003. The Executive Officer also approved the program's request to begin a third part-time class of 72 students starting November 17, 2003 only, and graduating June 20, 2005. Admission of this class reflected an increase in frequency of admission.

After reviewing the detailed analysis response, the Board requested the Summit Career College, Colton, Vocational Nursing Program to submit progress reports from the quarterly curriculum review committee meetings and from the advisory Board meetings starting in March of 2004. The Board also requested the program to submit an evaluation of its strategic plan to increase number of test takers in March of 2005, after completion of the first class that receives instruction during an entire program cycle with the strategic plan in place.

- On February 20, 2004, the Board approved Summit Career College, Colton, Vocational Nursing Program's request to admit a full-time class of 72 students starting on March 8, 2004 only, **replacing** students who graduated March 15, 2004.
- **In April 2004, the Board was notified of a change of director.**
- On May 14, 2004, the Board approved Summit Career College, Colton, Vocational Nursing Program's request to admit 72 full-time students on June 7, 2004, **replacing** students who graduated on June 14, 2004.

The Board approved the program's request to admit 72 part-time students on May 24, 2004, **replacing** students who graduate on May 19, 2003.

The Board approved on-going admissions to **replace** graduating classes only, for the Summit Career College, Colton, Vocational Nursing Program 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 four full-time classes and four part-time classes per year. Each full-time and part-time class admits 72 students.

- On September 10, 2004, the Board approved continued full accreditation for the Summit Career College Vocational Nursing Program for the four-year period from February 21, 2003, through February 20, 2007, and issued a certificate accordingly.

The Board denied the program's request to admit 72 part-time students commencing on March 5, 2003 only, and graduating on October 13, 2004. This would result in an increased frequency of admissions in the part-time program.

- On February 4, 2005, the Board approved Summit Career College, Colton, Vocational Nursing Program's request to admit 72 students into an additional full-time class starting on March 14, 2005.

The Board also approved the program's request to admit 72 students into an additional part-time class starting February 22, 2005.

- On September 16, 2005, the Board approved the Summit Career College, Colton, Vocational Nursing Program's request to increase student enrollment in the full-time and part-time classes from **72 to 96** students per class.
- **On February 6, 2006, the Board was notified of a change of director.**
- On August 9, 2006, the Board granted continued full accreditation for the Summit Career College, Colton, Vocational Nursing Program for the four-year period from February 20, 2007, through February 19, 2011, and issued a certificate accordingly.
- On September 18, 2006, the Board notified Summit Career College, Colton, Vocational Nursing Program that their annual pass rate had fallen more than ten percentage points below the state annual average pass rate for the past four (4) quarters.
- **On September 26, 2006, the Summit Career College Vocational Nursing Program, Colton, notified the Board of a change in directors.**
- **On October 11, 2006, the Board was notified of a change of director.**

- On November 1, 2006, the director submitted a pass rate improvement/strategy plan.
 - On December 12, 2006, the Board notified Summit Career College, Colton, Vocational Nursing Program that their annual pass rate had fallen more than ten percentage points below the state annual average pass rate for the past five (5) quarters.
 - On February 16, 2007, the program submitted a revised plan of Improvement.
 - On March 21, 2007, the Board notified Summit Career College, Colton, Vocational Nursing Program that their annual pass rate had fallen more than ten percentage points below the state annual average pass rate for the past six (6) quarters.
 - On April 11, 2007, the director submitted an update to the plan of improvement for pass rates.
 - On May 31, 2007, the Board notified Summit Career College, Colton, Vocational Nursing Program that their annual pass rate had fallen more than ten percentage points below the state annual average pass rate for the past seven (7) quarters.
 - On August 8, 2007, the Board notified Summit Career College, Colton, Vocational Nursing Program that their annual pass rate had fallen more than ten percentage points below the state annual average pass rate for the past eight (8) quarters. Therefore, the program would be considered for provisional accreditation at the February 2008 Board meeting.
 - On December 3, 2007, the director submitted a report analyzing the improvement plan and summarizing what the director and faculty have observed to be successful.
 - **On December 17, 2007, the Academic Dean of the Summit Career College, Colton, Vocational Nursing Program requested Board approval of Sybil Damon for the position of director of the Summit Career College, Colton, Vocational Nursing Program. Dr. Damon was reinstated as Director on December 17, 2007.**
- a. On February 1, 2008, the Board placed the program on provisional accreditation for the two-year period from February 1, 2008 through January 31, 2010, and issued a notice to the program identifying specific areas of non-compliance and requirements for corrections referenced in Section 2526.1 of the California Code of Regulations.

The program was placed on the agenda for the September 2009 Board meeting for reconsideration of the program's accreditation status.

- On March 12, 2008, the Board issued the program a notice identifying areas of non-compliance and requirements for corrections. (See Attachment A)
- **On May 12, 2009, a new director was approved.**
- On June 3, 2009, the assigned consultant met with the campus director, new program director, and education specialist relative to the program's status.
- On June 24, 2009, the Board forwarded correspondence to the program advising that the Board would reconsider its accreditation status at the September 11, 2009 meeting. A comprehensive report was requested by July 17, 2009.
- On July 20, 2009, the Board received the program's comprehensive report.
- On October 7, 2009, the Board extended the provisional accreditation of Summit Career College, Colton, Vocational Nursing Program for the one-year period from September 17, 2009 through September 30, 2010, and issued a notice to the program to identify specific areas of noncompliance and requirements for correction as referenced in Section 2526.1 € of the California Code of Regulations (see Attachment A Draft). The program was required to show documented progress by submitting a follow-up report in 10 months. The report must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis:
 1. Current Student Enrollment.
 2. Admission Criteria.
 3. Screening and Selection Criteria.
 4. Terminal Objectives.
 5. Curriculum Objectives.
 6. Instructional Plan.
 7. Theory and Clinical Objectives for Each Course.
 - a. Lesson Plans for Each Course.
 - i. Textbooks.
 - Attendance Policy.
 - Remediation Policy.
 - Evaluations of Theory and Clinical Faculty.
 - Evaluations of Theory Presentations.
 - Evaluations of Clinical Rotations and Their Correlation to Theory Presentations.
 - Evaluation of Student Achievement.

Additionally, the Board rescinded approval of ongoing admissions for full-time and part-time classes effective immediately. The program must obtain prior Board

approval to admit future classes. The program must 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.

- **On October 29, 2009, a new director was approved.**

On November 4, 2009, the Executive Officer approved Summit Career College, Colton, Vocational Nursing Program's request to admit a full – time class of 96 students to commence November 9, 2009 only, graduating November 12, 2010, to **replace** students scheduled to graduate November 6, 2009. Additionally, the program's request to admit a part – time class of 96 students commencing December 23, 2009 only, and graduating July 22, 2011, to **replace** students scheduled to graduate December 6, 2009, was approved.

On March 1, 2010, the Executive Officer approved the program's request to admit a full – time class of 96 students to commence March 1, 2010 only, graduating March 4, 2011, to **replace** students who graduated February 5, 2010; and approved the program's request to admit a part – time class of 96 students commencing May 19, 2010 only, graduating December 17, 2011, to **replace** students scheduled to graduate May 7, 2010.

On July 8, 2010, the Executive Officer approved Summit Career College, Colton, Vocational Nursing Program's request to admit a full – time class of 96 students commencing June 30, 2010 only, graduating June 24, 2011, to **replace** students who graduated May 7, 2010; **and** approved the program's request to admit a full – time class of 96 students commencing August 9, 2010 only, graduating August 12, 2011, to **replace** students scheduled to graduate August 6, 2010; **and** approved the program's request to admit a part – time class of 96 students commencing October 12, 2010 only, graduating May 15, 2012, to **replace** students scheduled to graduate October 10, 2011; **and** continue to require the program to obtain Board approval prior to the admission of each class.

On September, 16, 2010, the full Board approved full accreditation of Summit Career College, Colton, Vocational Nursing Program for the four-year period from September 16, 2010 through September 15, 2014, and issued a certificate accordingly. Additionally, the Board continued the program's requirement to obtain Board approval prior to the admission of each class.

On January 24, 2014, the Executive Officer issued a Notice of Violation to Summit Career College, Colton, Vocational Nursing Program for noncompliance with California Code of Regulations Section 2530(k); **and** denied the program's request to admit a full – time class of 60 students commencing January 27, 2014, **only**, graduating January 23, 2015, to **replace** the class that graduated on January 7, 2014; **and** placed the program on the February 2014 Board Meeting Agenda for Consideration of Multiple Violations of the California Code of Regulations Section

2530(k) and Consideration of Request to Admit Students; **and** continued to require the program to obtain Board approval prior to the admission of each class.

On February 28, 2014, the Board approved the following recommendations:

Approve Summit Career College, Colton, Vocational Nursing Program's request to admit a full – time class of 60 students commencing March 3, 2014, **only**, graduating March 2015. The requested class will **replace** the class that graduated on January 7, 2014.

Issue a written notice to the program stating that future violations of California Code of Regulations Section 2530(k), as evidenced by the admission of classes without prior authorization by the Board, may result in placement of the program on provisional approval.

Continue to require the program to obtain Board approval prior to the admission of each class.

On March 3, 2014, the Board received correspondence from the director requesting approval to admit 60 students on March 24, 2014. Subsequently, the director changed the original requested start date from March 24, 2014 to May 27, 2014, and added another request to admit an additional full – time class of 60 students on June 9, 2014.

On March 19, 2014, the Board President (per teleconference), Executive Officer, and Supervising Nursing Education Consultant met with Jay Murvine, owner, Summit Career Colleges, relative to his concerns regarding the accuracy of information contained in an anonymous document that was presented as public comment during the February 28, 2014 Board meeting. Additionally, Mr. Murvine requested reconsideration of the decision to defer to the full Board action on the program's request to admit additional students.

Following the meeting, the Board received correspondence from Mr. Murvine requesting reconsideration of the Board President's decision to defer to the full Board action on the program's request to admit additional students.

On March 20, 2014, the Board received correspondence from Mr. Murvine expressing disagreement relative to the "decision to deny our request for a start on March 24, 2014."

On March 24, 2014, the Executive Officer forwarded electronic correspondence to Mr. Murvine advising of the following:

1. As stated in the Board's electronic correspondence of March 19, 2014, the request for reconsideration was denied by the Board President.
2. The President reaffirmed that decision.

3. The program's request would be considered by the Board on May 16, 2014.

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



ACCREDITING COUNCIL FOR CONTINUING EDUCATION & TRAINING
1722 M Street, N.W., Washington, D.C. 20036
Telephone: (202) 962-1112 Fax: (202) 962-1118
http://www.accet.org

December 23, 2013

VIA EMAIL

(Gaylene.Jones@summitcollege.edu)

Ms. Gaylene Jones
Corporate Executive Assistant
Summit College
1461 S Cooley Dr., Suite 270
Colton, CA 92324

Updated and Modified from December 13, 2013 Notification

*Re: Reaccreditation Granted (3 years);
Vacate Institutional Show Cause;
Issue PSC - LPN (Colton);
Cease Enrollment - LPN (Arnhem);
PAF- Legal Administrative Assistant (in teach-out);
Enrollment Limitations - LPN (IIS @ Colton);
Final Program Approval - Welding
Interim Report Reviewed;
Additional Interim Report Required;
ACCET ID #0865*

Dear Ms. Jones:

At its December 7, 2013 meeting, the Accrediting Commission of the Accrediting Council for Continuing Education & Training (ACCET) voted to continue the accreditation of Summit College, located in Colton, California for a period of three (3) years from the original expiration date of the institution's previous grant, until April 15, 2016.

This grant of accreditation includes the following sites and programs:

Main Campus: Summit College
1461 S Cooley Dr., Suite 270
Colton, CA 92324
(909) 954-3270
(Gaylene.Jones@summitcollege.edu)

Programs Offered at the Main Campus:

Accounting Assistant

44 Quarter Credit Hours
(680 Clock Hours)

Business Information Assistant	44 Quarter Credit Hours (680 Clock Hours)
Certified Nurse Assistant	14 Quarter Credit Hours (220 Clock Hours)
Dental Assistant	52 Quarter Credit Hours (800 Clock Hours)
Electronic Health Records	57 Quarter Credit Hours (860 Clock Hours)
Licensed Vocational Nurse	95 Quarter Credit Hours (1586 Clock Hours)
Medical Assistant – Administrative and Clinical	43 Quarter Credit Hours (800 Clock Hours)
Medical Billing and Coding	53 Quarter Credit Hours (800 Clock Hours)
Optical Dispensing Technician	66 Quarter Credit Hours (960 Clock Hours)
Surgical Technician	63 Quarter Credit Hours (980 Clock Hours)
Welding	42 Quarter Credit Hours (740 Clock Hours)
Stand-alone Courses:	
Cardiopulmonary Resuscitation	(8 Clock Hours)
Coronal Polishing Certificate	(16 Clock Hours)
IV Therapy/Blood Withdrawal	(36 Clock Hours)

Branch Campus: Summit College
 1360 South Anaheim Blvd.
 Anaheim CA 92801

Programs Offered at the Branch Campus:

Certified Nurse Assistant	14 Quarter Credit Hours (220 Clock Hours)
Electronic Health Records	57 Quarter Credit Hours (860 Clock Hours)
Medical Assistant – Administrative and Clinical	43 Quarter Credit Hours (800 Clock Hours)
Medical Billing and Coding	53 Quarter Credit Hours (800 Clock Hours)
Surgical Technician	63 Quarter Credit Hours (980 Clock Hours)
Stand-alone Courses:	
Cardiopulmonary Resuscitation	(8 Clock Hours)
Coronal Polishing Certificate	(16 Clock Hours)
IV Therapy/Blood Withdrawal	(36 Clock Hours)

Licensed Vocational Nurse

95 Quarter Credit Hours
(1586 Clock Hours)

Auxiliary Classroom: Summit College
965 South Mt. Vernon
Colton CA 92324

Programs Offered at the Auxiliary Classroom:

Welding

42 Quarter Credit Hours
(740 Clock Hours)

Type of Institution/Organization: Vocational/Title IV

It is noted for the record that the Commission originally considered the institution's application for reaccreditation at its April 2013 meeting at which time, after reviewing the on-site visit team reports (visits conducted February 11-14, 2013), and the institution's responses to those reports, received March 26 and 27, 2013, the Commission voted to continue the Institutional Show issued in December 2012, resulting from below benchmark placement rates from the 2012 annual report, limit enrollments in the Licensed Vocational Nursing Programs at both Colton and Anaheim and deferred further consideration until the August 2013 Commission meeting. At the August 2013 meeting the Commission voted to continue the Institutional Show Cause directive and the enrollment limitations, as well as defer further consideration of reaccreditation until the December 2013 meeting and directed the institution to submit an interim report to include the following two items: 1) A policy and procedure for its admissions staff that ensures LVN candidates are well informed of the delays consistent with the characterizations as precisely represented to ACCET in the previous interim report. It was to provide signed notifications for all new enrollments from September 1 through October 25, 2013 that they were aware of the licensure lag times and the effect it will have on their employment; 2) A narrative report and updated Documents 28.1s - Completion and Placement Statistics, for the calendar year 2012 and the period January 1 to June 30, 2013, for the full-time/day LVN (Colton and Anaheim campuses), part-time/evening LVN (Colton and Anaheim campuses), Medical Assistant - Administrative & Clerical (Colton campus), Legal Administrative Assistant (Colton campus), and Medical Billing/Coding (Colton and Anaheim campuses) programs, together with full supporting documentation for all placements and waivers referenced to completed copies of the attached On-site Sampling Verification: Completion, Placement, and Academic Data form. The supporting documentation was to include an updated sortable MS Excel spreadsheet listing all 2012 and 2013 LVN graduates by name, their dates of graduation, and, as applicable, their dates of licensure test, dates of licensure receipt, placement status, and dates of final placement verification. Further, the narrative report was to include current enrollment figures for all programs at all campuses, with specific reference to the LVN programs; a narrative response with supporting documentation that addressed the decrease in NCLEX pass rates for 2013 LVN graduates enrolled at the Anaheim campus; and a detailed narrative update on the measures taken by the institution demonstrating systematic and effective implementation in practice over time of procedures that ensure the timely and efficient processing for graduates of the LVN program in registering for licensure.

At the December 2013 meeting, upon its review of the institution's interim report and subsequent updates, received October 25, and November 22, 2013, the Commission voted to grant reaccreditation for three years and vacate the Institutional Show Cause directive. The Commission also voted to grant final approval for the institution's new Welding program after reviewing the institution's on-site visit team report (program visit conducted October 8th, 2013), and the institution's responses to that report, received November 1, 2013.

However, the Commission voted to issue a Programmatic Show Cause for the Licensed Vocational Nursing program at the Colton campus as the 2012 placement rates are still below benchmark for the part-time program (39.29% (34 eligible / 33 placed) and full-time program (60% (210 eligible / 125 placed), and voted to continue the enrollment limitations at the Colton campus increasing new enrollment to 120 between the time of receipt of this letter and the April 2014 Commission meeting. The Commission further voted to maintain program approvals in place for currently enrolled students, but withdraw program approval for Licensed Vocational Nursing program at the Anaheim branch campus. In subsequent action, the Commission's Executive Committee voted to maintain program approval but to cease new enrollments in that program until future review at the April 2014 Commission meeting. Therefore, the institution may not enroll any new students in the LVN program at Anaheim except those with a signed enrollment agreement executed on or prior to December 13, 2013.

The Commission noted that this program has been on programmatic show cause and contributed to its Institutional Show Cause since July of 2012, when it was placed on Programmatic Show Cause because of low placement rates demonstrated in the institution's annual report for 2011 data. This program has been on a show cause status for more than 12 months and the most recent rates provided by the institution demonstrate continued low placement rates for 2012 and 2013 for both the full-time and part-time program:

2012 Anaheim LVN (FT)	Placement = 39.47% (76 eligible/ 30 placed)
2013 Anaheim LVN (FT)	Placement = 13.16% (38 eligible/ 5 placed)
2012 Anaheim LVN (PT)	Placement = 32.07% (53 eligible/17 placed)
2013 Anaheim LVN (PT)	Placement = 4.88% (41 eligible /2 placed)

The Commission noted that California licensure delays are a contributing factor in the institution's placements rates and recognizes that of those 2012 Anaheim graduates who took and passed the NCLEX exam and received their license, 81% are working as licensed vocational nurses (58 received license, 3 graduates waived placement assistance, 45 are placed). However, the Commission identified 151 graduates from the Anaheim campus (full-time and part-time combined), noting that 62 students have not taken the NLEX test, and that 27 graduates took the test, but did not pass. Further, 33 graduates from 2012 are still not scheduled to take the test. Noting that the majority of students from the 2012 cohort do not have a vocational nursing license (59% - 151 graduates/89 without a license), and that the placements rates for this program at this campus have been in show cause range since reporting of 2011 outcomes, the Commission voted to remove approval for this program. It is noted that the Executive Committee reviewed additional information and supporting documentation, received on December 19, 2013, that indicated while thirty-three graduates were not scheduled to test, all had submitted applications to test, per Summit's graduation process.

The Commission also voted to withdraw program approval for the Legal Administrative Assistant program for which the institution indicated that it had ceased enrolling and is in the process of teaching-out.

The Accrediting Commission recognizes the institution for its efforts toward meeting the Standards for Accreditation reflected in the on-site evaluation team reports, and for the progress demonstrated by corrective actions presented in the institution's responses and subsequent interim reports. The Commission, therefore, expresses its confidence that the institution will continue to review, monitor, and revise its operations in order to ensure the high quality of education and training toward which we all strive.

Toward that end, the Commission directed the institution to submit an interim report to include the following six specific items:

- 1) A detailed narrative update on the measures taken by the institution demonstrating systematic and effective implementation in practice over time of procedures that ensure the timely and efficient processing for graduates of the LVN program at both campuses in registering for licensure.
- 2) Updated Documents 28.1s – Completion and Placement Statistics, for the calendar year 2012 and the period January 1 to October 31, 2013, for the full-time/day and part-time/evening LVN programs (Colton and Anaheim campuses), Medical Billing and Coding (Colton and Anaheim campuses), Legal Administrative Assistant and the Medical Assistant – Administrative and Clinical program (Colton Campus) together with full supporting documentation for all placements and waivers referenced to completed copies of the attached On-site Sampling Verification: Completion, Placement, and Academic Data form for each Scheduled to Graduate (column 3) cohort on the respective 28.1s since the previous interim report submission. The supporting documentation is to include an updated sortable MS Excel spreadsheet listing all 2012 and 2013 (January – October) LVN graduates by name, their dates of graduation, and, as applicable, their dates of licensure test, dates of licensure receipt, placement status, and dates of final placement verification. With further explanation for each student who passed the NCLEX but is listed as NA in either license received and/or placement status.
- 3) Update on current enrollment figures for all programs at all campuses, with specific reference to the LVN programs.
- 4) A narrative update relative to the status of the institution's Medical Billing and Coding program. The institution indicated in its follow-up response that student were no longer enrolling in this program. The narrative must explain if enrollment has been suspended temporarily, or if this program is being taught-out.
- 5) Additional information relative to the support given to students who fail the NCLEX exam.
- 6) The institution must also provide a teach-out plan for the Legal Administrative Assistant program at the Colton campus (currently in teach-out) following the guidelines of ACCET Document 32 – Teach-out/Closure Policy.

Summit College
December 23, 2013
Page 6 of 6

A copy of this report, including the attached interim report cover sheet, must be emailed to interimreports@accet.org no later than February 28, 2014.

As a reminder, please be advised that late submission and receipt of documents and reports are subject to significant late fees in accordance with Commission policy. These fees are outlined in ACCET Document 10, which can be found at www.accet.org.

Please be reminded that a one-day Quality Assurance Visit will be conducted sometime during the institution's current grant of accreditation, in accordance with longstanding Commission policy. The team's review will include an assessment of any areas cited as weaknesses during the last reaccreditation visit in order to validate that corrective actions have been systematically and effectively implemented to ensure a positive impact on the institution's operations.

The appropriate federal and state education officials will be notified of the Commission's decision to continue the institution's accreditation by copy of this letter. The institution is advised to visit the ACCET website at www.accet.org for timely updates and for downloading the most current information, policy documents, and forms. Should you have any questions or need further assistance regarding this letter, please contact the ACCET office at your earliest opportunity.

Your continued commitment in support of the institution's accredited status is appreciated. ACCET accreditation represents *A Partnership for Quality*® that is unique and important, and we trust that your ongoing accomplishments will continue to reflect a determined regard for and commitment to these values.

Sincerely,



William V. Larkin, Ed.D.
Executive Director

WVL/ao

Attachments: Certificates of Accreditation
Interim Report Cover Sheet
Verification Form
On-site Sampling Verification: Completion, Placement, and Academic Data form

c: Ms. Kay Glücher, Director, Accreditation Division, USDE (aslrecordsmanager@ed.gov)
Ms. Martina Fernandez-Rosario, USDE San Francisco/ Seattle Area Case Director
(martina.fernandez-rosario@ed.gov)
Mr. Ron Bennett, Director, School Eligibility Service Group, USDE (ron.bennett@ed.gov)
Ms. Joanne Wenzel, Deputy Bureau Chief, California BPPE (joanne_wenzel@dca.ca.gov)
ACCET Commission Executive Committee: T. Loveman, R. Helfer, D. Wice, D. Wilson

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

BVNPT Received **EDU**
on 3/3/14 with DG



SUMMIT CAREER
COLLEGE

March 3, 2014

Suellen Clayworth, M.N., R.N.
Nursing Education Consultant, Retired Annuitant
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833

Subject: Request for Replacement Class

Dear Ms. Clayworth:

In accordance with the Board of Vocational Nursing & Psychiatric Technicians, Summit College-Colton campus is requesting to submit the following documents for approval of our:

Replacement class for Part Time; Start: August 13, 2012 Graduating: March 23, 2014.

Request class start for Part Time Start: March 24, 2014 Graduating: November 1, 2015.

Summit would like to request to start 60 students.

Summit intends to fully comply with the ACCET Commission decision dated December 23, 2013. ACCET voted to continue enrollment and limit new enrollments to 120 between Dec. and April 2014 Commission meeting. With this limitation Summit will not enroll more than the total allowed of 120.

Attachments include

- 1) Enrollment Data
- 2) Faculty/Student Clinical Assignments for Full time and part time Classes
- 3) Maternity and Pediatric Tracking Form-Full Time and Part Time

Should any further information be needed, please do not hesitate to contact me at (909) 954-3208

Renee Sheehan RN
Sincerely,

Renee Sheehan RN MSN/Ed
Director of Nursing
1360 S. Anaheim Blvd.
P(909) 954-3208
F(909) 514-1219
Renee.Sheehan@summitcollege.edu

Main Campus: 851 S. Cooley Drive, Colton, CA 92324 • (909) 422-8950 • (888) 416-3456
Anaheim Branch: 1360 South Anaheim Blvd. Anaheim, CA. 92805 • (714) 635-6232 • (877) 786-6485

The Answer to Vocational Training
www.SummitCollege.com

ENROLLMENT DATA				
Class Dates		#Students Admitted	#Students Current or Completed	Total Enrolled
Start	Complete			
3/10/2014	3/6/2015	60 Proposed		
1/7/2013	1/7/2014	33	17	0
9/16/2013	9/12/2014	51	61	61
5/6/2013	5/2/2014	39	50	50+61=111
3/24/2014	11/1/2015	60 Proposed		
8/13/2012	3/23/2014	94	78	111+78=189
1/7/2013	8/7/2014	57	51	189+51=240
6/3/2013	1/11/2015	1	24	240+24=264
10/28/2013	6/7/2015	50	47	264+47=311
			Total Students	311

Faculty/Student Clinical Assignments

Complete for all currently enrolled and all proposed students.

Use data for your faculty and facilities that will accurately document the status on the first clinical day for your proposed students.

School: **Summit College Colton Campus Full Time**

Faculty name	Assigned facility	# of Students Allowed/Instructor	# of Students Actually in Group	Level of students being taught	Days of Clinical Experience	Time of Clinical Experience	Pre-conference Time	Post-conference Time
	Centinela Grand	15	60	Term 1	Thurs, Fri	0630-1530	0630-0700	1500-1530
	Heritage Gardens	15	60	Term 1	Thurs, Fri	0630-1530	0630-0700	1500-1530
	Extended Care	15	60	Term 1	Thurs, Fri	0630-1530	0630-0700	1500-1530
	Linda Valley	15	60	Term 1	Mc Th Montes Fri	0630-1530	0630-0700	1500-1530
	Plott Nursing	13	57	Term 2	Thurs, Fri	0630-1530	0630-0700	1500-1530
	Cherry Valley	14	57	Term 2	Thurs, Fri	0630-1530	0630-0700	1500-1530
	Linda Valley	14	57	Term 2	Thurs, Fri	0630-1530	0630-0700	1500-1530
	Redlands Health Care	15	57	Term 2	Thurs, Fri	0630-1530	0630-0700	1500-1530
	Redlands health Care			Term 3	Mon, Tues, Wed	0630-1530	0630-0700	1500-1530
	Linda Valley			Term 3	Mon, Tues, Wed	0630-1530	0630-0700	1500-1530
	Patton State Hospital			Term 3	Mon, Tues, Wed	0630-1530	0630-0700	1500-1530
	Community Hospital of San Bernardino BH			Term 3	Mon, Tues, Wed	1300-2200	1300-1330	2130-2200
	CHSB OB/Peds	11	48	Term 4	Mon, Tues, Wed	1300-2200	1300-1330	2130-2200
	Peds Sub Acute	11	48	Term 4	Mon, Tues, Wed	1300-2200	1300-1330	2130-2200

Faculty/Student Clinical Assignments

Complete for all currently enrolled and all proposed students.

Use data for your faculty and facilities that will accurately document the status on the first clinical day for your proposed students.

School: **Summit College Colton Campus Part Time**

Faculty name	Assigned facility	# of Students Allowed/Instructor	# of Students Actually in Group	Level of students being taught	Days of Clinical Experience	Time of Clinical Experience	Pre-conference Time	Post-conference Time
	Redlands Health	18	49	Term 1	Sat	1300-2200	1300-1330	2130-2200
	Vista Cove Rialto	15	49	Term 1	Sat	0630-1530	0630-0700	1500-1530
	Centinela Grand	15	49	Term 1	Sat	0630-1530	0630-0700	1500-1530
	Redlands Health	9	19	Term 2	Sat	0630-1530	0630-0700	1500-1530
	Ontario Health Care	10	19	Term 2	Sat	0630-1530	0630-0700	1500-1530
	Redlands Health	9	19	Term 2	Tues	1600-2200	1600-1615	2130-2200
	Vista Cove Rialto	10	19	Term 2	Tues	1600-2200	1600-1615	2130-2200
	Redlands Health	12	56	Term 3	Wed	1600-2200	1600-1615	2130-2200
	San G Banning	12	56	Term 3	Sat	0630-1530	0630-0700	1500-1530
	Linda Valley Care	17	56	Term 3	Wed	1600-2200	1600-1615	2130-2200
	Linda Valley Care	17	56	Term 3	Sat	0630-1530	0630-0700	1500-1530
	Vista Cove Rialto	15	56	Term 3	Sat Wed	0630-1530 1600-2200	0630-0700 1600-1615	1500-1530 2130-2200
	CHSB NCU/ BHS	12	56	Term 3	O Neil Sat Nilo Wed	0630-1530 1600-2200	0630-0700 1600-1615	1500-1530 2130-2200

Faculty/Student Clinical Assignments

Complete for all currently enrolled and all proposed students.

Use data for your faculty and facilities that will accurately document the status on the first clinical day for your proposed students.

School: **Summit College Colton Campus Part Time**

Faculty name	Assigned facility	# of Students Allowed/ Instructor	# of Students Actually in Group	Level of students being taught	Days of Clinical Experience	Time of Clinical Experience	Pre-conference Time	Post-conference Time
	Community Hospital San Bernardino OB	11	78	Term 4	Sun Thurs	0630-1530 1600-2200	0630-0700 1600-1615	1500-1530 2130-2200
	Community Hospital San Bernardino Peds	11	78	Term 4	Sat Thurs	0630-1530 1600-2200	0630-0700 1600-1615	1500-1530 2130-2200
	San Gorgonio Memorial Hospital	12	78	Term 4	Ramos Sun Graves Th	0630-1530 1600-2200	0630-0700 1600-1615	1500-1530 2130-2200
	Mont Clair Hospital OB/Peds	7	78	Term 4	Mon	1600-2200	1600-1615	2130-2200
	Mont Clair Hospital OB/Peds	8	78	Term 4	Tues	1600-2200	1600-1615	2130-2200
	Linda Valley Care Leadership 24 hours	17	78	Term 4	Ezeigwe s ONeil Th	0630-1530 1600-2200	0630-0700 1600-1615	1500-1530 2130-2200
	Community Hospital San B Peds/ sims lab	12	78	Term 4	CHSB Sun S. Lab Th	0630-1530 1600-2200	0630-0700 1600-1615	1500-1530 2130-2200

Maternity and Pediatric Tracking Form

Summit Career College - Colton

The Purpose of this form is to delineate the program's presentation of theory instruction and clinical experience in Maternity Nursing and Pediatric Nursing to enrolled students and to ensure that every student receives the number of hours of theory instruction and clinical training consistent with the Board – approved curriculum.

List each student assignment for Maternity Nursing and Pediatric Nursing. Include both theory instruction and clinical experience, according to the program's instructional plan. Fill in the corresponding week of theory instruction and clinical experience from the program's instructional plan (IP). Modify the form as needed to show the number of students you are requesting and the number of weeks in your terms.

San Gregornio Hospital – Group A – Part Time

Student #	IP WK #1	IP WK #2	IP WK #3	IP WK #4	IP WK #5	IP WK #6	IP WK #7	IP WK #8	IP WK #9	IP WK #10	IP WK #11	IP WK #12	IP WK #13
1	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
2	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
3	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
4	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
5	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
6	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
7	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
8	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
9	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
10	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
11	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
12	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
13	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
14	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
15	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD

KEY:

- Post Partum = PP
- Labor & Delivery = LD
- New Born Nursery = NN
- Peds Sub acute – PS
- Peds = PD

San Gregorio Hospital - Group A – Part Time

Student	IP WL #14	IP WL #15	IP WL #16	IP WL #17	IP WL #18	IP WL #19	IP WL #20	IP WL #21
1	PD, PD							
2	PD, PD							
3	PD, PD							
4	PD, PD							
5	PD, PD							
6	PD, PD							
7	PD, PD							
8	PD, PD							
9	PD, PD							
10	PD, PD							
11	PD, PD							
12	PD, PD							
13	PD, PD							
14	PD, PD							
15	PD, PD							

Maternity and Pediatric Tracking Form

Summit Career College - Colton

The Purpose of this form is to delineate the program's presentation of theory instruction and clinical experience in Maternity Nursing and Pediatric Nursing to enrolled students and to ensure that every student receives the number of hours of theory instruction and clinical training consistent with the Board – approved curriculum.

List each student assignment for Maternity Nursing and Pediatric Nursing. Include both theory instruction and clinical experience, according to the program's instructional plan. Fill in the corresponding week of theory instruction and clinical experience from the program's instructional plan (IP). Modify the form as needed to show the number of students you are requesting and the number of weeks in your terms.

San Gredornio Hospital – Group B – Part Time

Student #	IP WK #1	IP WK #2	IP WK #3	IP WK #4	IP WK #5	IP WK #6	IP WK #7	IP WK #8	IP WK #9	IP WK #10	IP WK #11	IP WK #12	IP WK #13	
1	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
2	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
3	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN									
4	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
5	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
6	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN									
7	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
8	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
9	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN									
10	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
11	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
12	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN									
13	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
14	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
15	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN									

KEY:

- Post Partum = PP
- Labor & Delivery = LD
- New Born Nursery = NN
- Peds Sub acute – PS
- Peds = PD

San Gregorio Hospital – Group B – Part Time

Student	IP WK #14	IP WK #15	IP WK #16	IP WK #17	IP WK #18	LP WK #19	LP WK #20	LP WK #21
PP, PP	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	LD, LD
NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	NN, NN
PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PP, PP
LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	LD, LD
NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	NN, NN
PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PP, PP
LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	LD, LD
NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	NN, NN
PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PP, PP
LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	LD, LD
NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	NN, NN
PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PP, PP
LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	LD, LD
NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	NN, NN
PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PP, PP

Maternity and Pediatric Tracking Form

Summit Career College - Colton

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List each student assignment for Maternity Nursing and Pediatric Nursing. Include both theory instruction and clinical experience, according to the program's instructional plan. Fill in the corresponding week of theory instruction and clinical experience from the program's instructional plan (IP). Modify the form as needed to show the number of students you are requesting and the number of weeks in your terms.

San Bernardino Community Hospital – Group C – Part Time

Student #	IP WK #1	IP WK #2	IP WK #3	IP WK #4	IP WK #5	IP WK #6	IP WK #7	IP WK #8	IP WK #9	IP WK #10	IP WK #11	IP WK #12	IP WK #13
1	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
2	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
3	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
4	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
5	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
6	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
7	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
8	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
9	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
10	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
11	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
12	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
13	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
14	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
15	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD

KEY:

- Post Partum = PP
- Labor & Delivery = LD
- New Born Nursery = NN
- Peds Sub acute – PS
- Peds = PD

San Bernardino Community Hospital - Group C - Part Time

Std Unit	IB WK #14	IB WK #15	IB WK #16	IB WK #17	IB WK #18	IB WK #19	IB WK #20	IB WK #21
1	PD, PD							
2	PD, PD							
3	PD, PD							
4	PD, PD							
5	PD, PD							
6	PD, PD							
7	PD, PD							
8	PD, PD							
9	PD, PD							
10	PD, PD							
11	PD, PD							
12	PD, PD							
13	PD, PD							
14	PD, PD							
15	PD, PD							

Maternity and Pediatric Tracking Form

Summit Career College - Colton

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List each student assignment for Maternity Nursing and Pediatric Nursing. Include both theory instruction and clinical experience, according to the program's instructional plan. Fill in the corresponding week of theory instruction and clinical experience from the program's instructional plan (IP). Modify the form as needed to show the number of students you are requesting and the number of weeks in your terms.

San Bernardino Community Hospital and San Gregornio Hospital – Group E – Part Time

Student #	IP WK #1	IP WK #2	IP WK #3	IP WK #4	IP WK #5	IP WK #6	IP WK #7	IP WK #8	IP WK #9	IP WK #10	IP WK #11	IP WK #12	IP WK #13	
1	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
2	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
3	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN									
4	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
5	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
6	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN									
7	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
8	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
9														
10														
11														
12														
13														
14														
15														

KEY:

- Post Partum = PP
- Labor & Delivery = LD
- New Born Nursery = NN
- Peds Sub acute – PS
- Peds = PD

San Bernardino Community and San Gregorio Hospital – Group E – Part Time

Student	IP WL # 14	IP WL # 15	IP WL # 16	IP WL # 17	IP WL # 18	LP WL # 19	LP WL # 20	LP WL # 21
1	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
2	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
3	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
4	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
5	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
6	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
7	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
8								
9								
10								
11								
12								
13								
14								
15								

Maternity and Pediatric Tracking Form

Summit Career College - Colton

The Purpose of this form is to delineate the program's presentation of theory instruction and clinical experience in Maternity Nursing and Pediatric Nursing to enrolled students and to ensure that every student receives the number of hours of theory instruction and clinical training consistent with the Board – approved curriculum.

List each student assignment for Maternity Nursing and Pediatric Nursing. Include both theory instruction and clinical experience, according to the program's instructional plan. Fill in the corresponding week of theory instruction and clinical experience from the program's instructional plan (IP). Modify the form as needed to show the number of students you are requesting and the number of weeks in your terms.

San Bernardino Community Hospital – Group D – Part Time

Students	IP WK #1	IP WK #2	IP WK #3	IP WK #4	IP WK #5	IP WK #6	IP WK #7	IP WK #8	IP WK #9	IP WK #10	IP WK #11	IP WK #12	IP WK #13
1	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
2	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
3	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
4	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
5	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
6	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
7	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
8	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
9	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
10	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
11	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
12	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
13	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
14	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
15	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								

KEY:

- Post Partum = PP
- Labor & Delivery = LD
- New Born Nursery = NN
- Peds Sub acute – PS
- Peds = PD

San Bernardino Community – Group D – Part Time

Students	IP WK 7/14	IP WK 7/15	IP WK 7/16	IP WK 7/17	IP WK 7/18	LP WK 7/19	LP WK 7/20	LP WK 7/21
1	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
2	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
3	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
4	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
5	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
6	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
7	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
8	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
9	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
10	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
11	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
12	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
13	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
14	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
15	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD

Maternity and Pediatric Tracking Form

Summit Career College - Colton

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List each student assignment for Maternity Nursing and Pediatric Nursing. Include both theory instruction and clinical experience, according to the program's instructional plan. Fill in the corresponding week of theory instruction and clinical experience from the program's instructional plan (IP). Modify the form as needed to show the number of students you are requesting and the number of weeks in your terms.

Montclair - Doctor's Hospital – Group F – Part Time

Students	IP WK #1	IP WK #2	IP WK #3	IP WK #4	IP WK #5	IP WK #6	IP WK #7	IP WK #8	IP WK #9	IP WK #10	IP WK #11	IP WK #12	IP WK #13	
1	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
2	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
3	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN									
4	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
5	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
6	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN									
7	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
8	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
9	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN									
10	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
11	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
12	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN									
13	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
14	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
15	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN									

KEY:

- Post Partum = PP
- Labor & Delivery = LD
- New Born Nursery = NN
- Peds Sub acute – PS
- Peds = PD

Montclair - Doctor's Hospital - Group F - Part Time

Student #	IP WI 1-14	IP WI 15	IP WI 16	IP WI 17	IP WI 18	LE WI 19	LE WI 20	LE WI 21
1	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
2	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
3	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
4	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
5	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
6	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
7	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
8	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
9	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
10	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
11	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
12	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
13	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
14	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
15	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD

Maternity and Pediatric Tracking Form

Summit Career College - Colton

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List each student assignment for Maternity Nursing and Pediatric Nursing. Include both theory instruction and clinical experience, according to the program's instructional plan. Fill in the corresponding week of theory instruction and clinical experience from the program's instructional plan (IP). Modify the form as needed to show the number of students you are requesting and the number of weeks in your terms.

Montclair - Doctor's Hospital – Group G – Part Time

Student	IP WK 1/1	IP WK 2/2	IP WK 3/3	IP WK 4/4	IP WK 5/5	IP WK 6/6	IP WK 7/7	IP WK 8/8	IP WK 9/9	IP WK 10/10	IP WK 11/11	IP WK 12/12	IP WK 13/13
1	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
2	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
3	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
4	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
5	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
6	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
7	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
8	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
9	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
10	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
11	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
12	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
13	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
14	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
15	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD

KEY:

- Post Partum = PP
- Labor & Delivery = LD
- New Born Nursery = NN
- Peds Sub acute – PS
- Peds = PD

Montclair - Doctor's Hospital - Group G - Part Time

Student #	IP WK #14	IP WK #15	IP WK #16	IP WK #17	IP WK #18	LP WK #19	LP WK #20	LP WK #21
1	PD, PD							
2	PD, PD							
3	PD, PD							
4	PD, PD							
5	PD, PD							
6	PD, PD							
7	PD, PD							
8	PD, PD							
9	PD, PD							
10	PD, PD							
11	PD, PD							
12	PD, PD							
13	PD, PD							
14	PD, PD							
15	PD, PD							

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

Response to Public Comment, BVNPT meeting 2/28/14

BVNPT

2014 MAR 19 AM 11:25

During the most recent BVNPT meeting of February 28, 2014, Summit College was presented with an anonymous public comment. The comment and charges made in this document are completely false and part of a larger campaign to discredit me personally and Summit College.

What's most evident to me is this document was not authored by someone who understands accrediting agencies processes or its numerous regulations and in some case the process and procedures of the Board of Vocational Nurses (BVNPT).

Although not asked to do so, I would very much like to address the allegations made. Throughout the rambling inconsistencies of the public comment complaint and the repetition of the accusations, I will attempt to address them in a cohesive manner. I would be extremely shocked to find a College President, CEO, owner or Director of Nursing actually authored this document due to the many inaccuracies and inconsistencies of what is being stated.

Anonymous Author Stated:

Much has been reported to the board during public meetings by a few LVN program representatives that they are being penalized by their accrediting agency because of the board's inability to process the authorization to test and license applications in a timely and reasonable timeframe.

This allegation seems to indicate that all schools are representing that their accrediting agencies are penalizing them because of the timeframe and because the board cannot process authorizations to test and license applications in a timely and reasonable manner.

Response:

I believe that I may be one of the few Colleges' that have been sanctioned by Summit Colleges' accrediting agency, ACCET, due to our inability to license and place a graduate as an LVN in 120 days. Many of the other Colleges have different accrediting bodies that do not have this requirement and therefore have little if any concern with the amount of time it takes for a graduate to obtain licensure.

Although numerous schools have made public comments concerning the processing time from graduation to licensure, their concern is identical to that of the BVNPT which has always stated:

"the sooner a student can take the test, the more likely they are to pass", a philosophy we share as well.

Anonymous Author Stated:

The most vocal program representative is Jay Murvine, the CEO of Summit College. The CEO reported to the BVNPT board members at the September 2013 and other meetings that his accrediting agency has sanctioned his college because not being able to place LVN Graduates due to the 9 to 12 months application process delays.

Response:

Summit College had and continues to have a drastic cut imposed by ACCET in the number of Vocational Nurse students that can enroll. This directive by ACCET is again due to our inability to place a graduate within 120 days of graduation. I think we can all agree that this is not possible due to the time it takes from application processing, testing, and licensure. Once licensed, Summit College is able to meet the placement benchmark required by ACCET.

Anonymous Author Stated:

The comment "that this is the first time in the colleges history that we have suffered any sanctions by any agency as well as the college had a ninety-six percent job placement rate prior to BVNPT cited problems".

Response:

Summit College has been given many directives by ACCET over a 20 plus years partnership; however, Vocational Nursing is not the only program ACCET oversees. In reference to the 96% job placement rate, I was referring to a specific cohort that indicated; once a graduate received a physical license, 96% were employed as LVN's within 120 days.

Anonymous Author Stated:

I reviewed the progress agenda and matter-of-factly speaking it was on provisional in March of two thousand eight. Public documents reveal Summit College was also placed on institutional show cause by the college accrediting agency in December 2007 for low state exam pass rate and low job placement rates. Currently LVN Colton program is on

programmatic show cause due to low placement rates and the Anaheim program is closed for the same reason.

Response:

I find it interesting that this individual is referring to actions directed by ACCET six or seven years ago. The LVN program in Colton was placed on programmatic show cause due to below benchmark job placement rates in December 2013. This is a direct result of the processing times from graduation to licensure as stated above. Our most recent correspondence to the board reveals a seventy one percent placement rate for full-time LVN and a sixty-eight percent for the part-time LVN. Summit Colton also has an expected first quarter NCLEX pass rate of approximately 85%, well above the average.

The Anaheim LVN program has not been closed nor had the program withdrawn by ACCET, but has ceased enrollment per ACCET's, most recent directive.

Anonymous Author Stated:

Interestingly, the same CEO the November 2013 board meeting invited several program directors out to lunch and attempted to convince them including my program director to register complaints to the Department of consumer affairs and to write letters to BVNTP board members about the supposed 9 to 12 months processing time of his college graduates that is causing everyone problems with the accrediting agency.

My college has no complaints as to the processing times and we sent anywhere from 25 to 30 applicants per quarter. My director reports that many others at the lunch sponsored by the CEO did not have any complaint about processing time.

Response:

None of us can confirm her supposedly success since no one knows who she is!

This allegation is absolutely the most blatant attempt that I've ever seen to misconstrue the truth and promote mistrust with the board.

During a prior BVNPT meeting, while waiting for a table for lunch, I was conversing with a group of school members when a table became available where we all sat together.

While it probably is true that I had lunch and may have been with program directors, it would be ridiculous on my part to instigate any type of concerted effort to discredit the board in any way.

I really do not recall the conversation, and would not be surprised if the licensing delay was in fact part of the conversation. The notion that I would encourage anyone to contact the Department of Consumer Affairs and write letters to the board members is just ridiculous.

I have heard directly from board members and had in fact witnessed members admonish individuals who have tried to contact them directly to discuss board business. It is wrong and will not be tolerated.

I would never put myself in the position of supporting anyone to contact the Department of Consumer Affairs. I have no reason to do so.

Anonymous Author Stated:

"My college has no complaints and we sent anywhere between twenty-five and thirty applicants per quarter". The *anonymous author* further states: My DON reports that many others at the lunch didn't have any complaints about processing time.

Response:

I am delighted to see that the *author's* school has no problem or complaints relating to processing times. I think we would all benefit from his/her knowledge and perhaps he/she would be willing to show us how to get this done within my required timeframe. It's astounding to me that this school owner is the only person that does not have the same problem with processing time that many other schools report.

Anonymous Author Stated:

This is the same college that shared a tutoring program with all the other schools which he/she found very valuable.

Response:

It's interesting to note that the author made the statement that Summit College presented very valuable information at a prior BVNPT Director's meeting that details the process of documenting the same procedure that he/she stated is not in place at Summit College.

The tracking procedure for LVN's was developed by Summit College and shared with a number of other schools. Per their request, and in the hopes of assisting Colleges' in documenting their graduates timeline from graduation to licensure the tracking logs documented the multi tiered assistance rendered to graduates while awaiting a test date.

The idea that Summit College would only allow a student to test if they scored eighty-eight on the predictor test is ridiculous. Everyone involved knows the process for test taking; including the scheduling of NCLEX, is applicant driven. During the wait period from application to test date, Summit College does in fact provide ongoing support in the way of continuing tutorials, simulated exams and NCLEX reviews.

Summit College does in fact inform the graduate that if they can achieve an eighty-eight percent during NCLEX reviews, they would have an excellent chance of passing the NCLEX on their first attempt.

Anonymous Author Stated:

The timeframe to process applications is a “supposed” problem.

Response:

The Executive Director of the BVNPT had in fact been kind enough to provide a letter to ACCET that outlines the time frames needed to obtain licensure.

This letter states a 22 week, best case scenario, from application to licensure and that it could take up to fifteen months as this an applicant driven process. I would hardly call that a “supposed” barrier.

There again I would welcome him/her to share with us her secret for obtaining licensure quicker than the board documents it can be done.

Anonymous Author Stated:

Many others at my “sponsored” lunch had no complaints about processing times.

Response:

I think we would all agree that the processing time conversation has been a reoccurring theme at numerous meetings, and for this individual to state that this is a “supposed” problem is ridiculous. It has been a challenge for many.

Respectfully, I would like to remind the board that at a recent meeting, Dr. Sybil Damon, representing the Southern California Nursing Directors approached the board as a representative of a number of schools to voice their concerns about the length of time it takes to obtain licensure. She also repeated the statement made by numerous board members that the sooner a student can take the test the better the chance of passing. I believe it was Dr. Damon’s concern that the issue of time frames is a formidable barrier and has a direct impact on the student ability to pass the NCLEX.

I don't think the board will deny that this is an ongoing theme from many individuals as it has been presented to the board numerous times during the public comment portion of the meetings.

Anonymous Author States:

When the board has speakers who are complaining during the meeting of the delayed application and licensing times, they should ask for documentation to support these allegations.

Response:

The Director of Nursing for Summit College was in fact asked by the board for these documents at which time it was immediately supplied to Summit's Nursing Consultant. I would be more than happy to forward any additional supporting documentation that the board would like to review.

Please find attached a spreadsheet that we have used over the last several years. As you will see, it tracks the timeline relating to application and licensure.

Anonymous author stated:

That he/she never heard of a board member requesting a program representative to supply this information.

Summit would be delighted to share Summit's tracking sheet and any other information they would like to view.

Anonymous Author States:

"I am not sure how the BVNPT is blamed for the following job placement problems"

Response:

There has never been a statement by Summit College that the board is somehow to blame. In fact, we've stated just the opposite. In recognizing how budget cuts have affected the Department of Consumer Affairs and the BVNPT, Summit College, in an open forum stated our issue at hand regarding processing times has absolutely nothing to do with the board itself.

The *author's* comments regarding job placement of graduates' shows a total lack of understanding on his/her part regarding the process that is used for defining eligible graduates and the number of graduates placed in employment. Graduates cannot be placed for employment until a physical license is received.

The *author* lacks the understanding of how a cohort works within the reporting cycle. The fact that there are 241 students, who passed the test, doesn't imply they're in the same cohort. As the board is aware, students who take a test in one calendar year may have graduated from another calendar year.

Anonymous Author Stated:

There should be some type of coordinated effort between the BVNPT and the Colleges' accrediting agency.

I am aware the BVNPT or its representatives had numerous conversations/communications with ACCET regarding Summit Colleges' current directives from ACCET, enrollment restrictions and possible future directives.

I don't know what the *author's* reason is, or the need to, remain anonymous. If the author actually is a school owner what does it benefit him/her to remain anonymous?

Anonymous Author States:

The board has always been available to his/her school. We consider the BVNPT a partner in our students' education and my school success. We also think that the BVNPT is one of the better run state bureaus and will always go out of their way to be helpful, especially Cheryl Anderson, Teresa Bello-Jones and Mark Eado.

Response:

The *author's* need to placate the board is an embarrassment to his or herself and believes that by praising these individuals he/she could placate them and show himself/herself to be a strong supporter of the board.

Anonymous Author Stated:

Speaking in public is not something that I think is helpful.

Response:

I disagree, it may not be helpful to him/her but it is helpful to me. At least there would be an opportunity to confront my accuser.

His/her need to remain anonymous is more driven by fear of presenting himself or herself as the author of these false and slanderous accusations.

In closing, I would like to thank you for this opportunity to address this pathetic attempt to discredit others and to purposely try to put Summit College in a position of defending its great name.

Jay Murvine

CEO
Summit College

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



March 19, 2014

BVNPT Received EDU
on 3/19/14 with TB-J to DG

Theresa Bello-Jones
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive Ste. 205
Sacramento, CA 95833-2945

Dear Ms. Bello-Jones:

This letter is to provide supplemental information and documentation regarding the timeline to request a part-time class start for March 24, 2014. In addition, this summary will provide a rationale for the College's request for the class being routed through the Nursing Education Consultant (NEC).

On February 11, 2014, in anticipation of placing the part-time March 24, 2014 class start on the agenda, Ms. Sheehan sent an email to Suellen to request the start. See **Exhibit 1, February 11th email**. Suellen responded that we must "wait until the February Board Meeting and see what decisions the board makes at that time. If the Board decided that you will be allowed to continue to request classes from the Executive Officer then you could request a part-time class after the Board meeting." Resultant to the Full Board's decision to approve the recommendations of the NEC, Ms. Sheehan sent the same part-time request the following Monday on March 3, 2014. See **Exhibit 2, March 3, 2014 email**. After some confusion about the request and which campus was requesting the start, on March 7, 2014, Suellen indicated in an email that she was waiting for an "Executive Officer review session to be scheduled". See **Exhibit 3 Correspondence between March 7, 2014-March 14, 2014**. In addition, Suellen also responded to Renee's email on March 14, 2014 requesting a status on a decision, indicated that "No, the Executive Officer has not rendered a decision yet." See **Exhibit 4 Email on March 14, 2014 Requesting a Status Update**.

In addition to the response from the NEC that a decision needed to be rendered by the "Executive Officer" for the part-time start, the Formal Decision by the board indicated that "the Full Board **continued** its requirement that the program obtain Board Approval prior to the admission of each class". The word continued implies that the preceding requirement that was in place since September 16, 2010 to seek Board approval through the NEC, would be the practice which we would need to "continue". See **Exhibit 5 Final Decision from BVNPT**. As interpreted, we submitted the documents on February 11th and March 3rd (after the Board approved our start). The documentation above, as well as, the reference by our NEC that the Executive Officer would render a decision led us to believe that the decision of the Board was to

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Anaheim Branch: 1360 South Anaheim Blvd. Anaheim, CA. 92805 • (714) 635-6232 • (877) 786-6485

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continue to require Summit College to request Board approval through the authority given to the Executive Officer.

We hope that this letter and documentation clears up any confusion and we thank the Board and Executive Officer for assisting us through this process.

Sincerely,

Jay Murvine

CEO Summit College

EXHIBIT 1

Crystal Nasio

From: Renee Sheehan
Sent: Tuesday, February 11, 2014 4:13 PM
To: Crystal Nasio
Subject: FW: Summit Colton Request for Replacement Class..

Dr. Nasio

Below is the response for the request class from the NEC.

From: Clayworth, Suellen@DCA [mailto:Suellen.Clayworth@dca.ca.gov]
Sent: Tuesday, February 11, 2014 4:10 PM
To: Renee Sheehan
Subject: RE: Summit Colton Request for Replacement Class..

Renee, your Board Report with your request for a "a full – time class of 60 students commencing March 3, 2014, **only**, graduating March 2015. The requested class will **replace** the class that graduated on January 7, 2014" has already been finalized and gone through legal review. No further additions can be made.

You will have to wait until after the February Board Meeting and see what decisions the Board makes at that time. If the Board decides that you will be allowed to continue to request classes from the Executive Officer then you could request a part-time class after the Board Meeting, but you cannot make any further requests until after the Board Meeting.

Suellen

Suellen Clayworth, M.N., R.N.
Nursing Education Consultant, Retired Annuitant
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833
Phone: 916-263-7826
Fax: 916-263-7866
Email: suellen.clayworth@dca.ca.gov

Please note: I work only 20 hours per week and my hours per day and days per week vary. I will not always be readily available to you. If you leave me a message I will get back to you as soon as possible.

From: Renee Sheehan [mailto:Renee.Sheehan@summitcollege.edu]
Sent: Tuesday, February 11, 2014 3:14 PM
To: Clayworth, Suellen@DCA
Cc: Joe Vickary; Dino Guadamuz; Crystal Nasio
Subject: Summit Colton Request for Replacement Class..

Suellen Clayworth, M.N., R.N.
Nursing Education Consultant, Retired Annuitant
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833

Subject: Request for Replacement Class

Dear Ms. Clayworth:

In accordance with the Board of Vocational Nursing & Psychiatric Technicians, Summit College-Colton campus is requesting to submit the following documents for approval of our:

Replacement class for Part Time: Start: August 13, 2012 Graduating: March 23, 2014.

Request class start for Part Time Start: March 24, 2014 Graduating: November 1, 2015.

Summit would like to request to start 70 students.

Summit intends to fully comply with the ACCET Commission decision dated December 23, 2013. ACCET voted to continue enrollment and limit new enrollments to 120 between Dec. and April 2014 Commission meeting. With this limitation Summit will not enroll more than the total allowed of 120.

Attachments include

1. Letter of Request
2. Enrollment Data
3. Faculty/Student Clinical Assignments for Full time and part time Classes
4. Maternity and Pediatric Tracking Form-Full Time and Part Time

Should any further information be needed, please do not hesitate to contact me at (909) 954-3208

Renee Sheehan RN MSN/Ed.

Director of Nursing
Vocational Nursing
Nursing Assistant Programs
Summit Career College
851 South Cooley Drive
Colton Ca. 92324
Ph: 909-954-3208
Fx: 909-514-1219
Renee.Sheehan@summitcollege.edu
www.summitcollege.edu

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EXHIBIT 2

Crystal Nasio

From: Renee Sheehan
Sent: Monday, March 03, 2014 12:22 PM
To: 'Clayworth, Suellen@DCA'
Cc: Dino Guadamuz; Joe Vickary; Crystal Nasio
Subject: Summit Colton Campus Requesting replacement class 3.24.2014
Attachments: 3.24.2014 BVNPT Request.pdf

Suellen Clayworth, M.N., R.N.
Nursing Education Consultant, Retired Annuitant
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833

Subject: Request for Replacement Class

Dear Ms. Clayworth:

Good Morning,

In accordance with the Board of Vocational Nursing & Psychiatric Technicians, Summit College-Colton campus is requested to submit the following documents for approval of our:

Replacement class for Part Time: Start: August 13, 2012 Graduating: March 23, 2014.

Request class start for Part Time Start: March 24, 2014 Graduating: November 1, 2015.

Summit would like to request to start 60 students for the part time program.

Summit intends to fully comply with the ACCET Commission's decision dated December 13, 2013. At this time ACCET voted to continue future enrollments, but limit new enrollments to 120 students between the periods of December 13th 2013 and next Commission meeting scheduled on April 1st, 2013. Therefore, we have scheduled our pre requisite class for March 17, 2014 in preparation for an official start day of March 24, 2014, or one week prior to the ACCET Commissions mandated deadline.

With adherence to these guidelines set-forth from both the BVNPT and ACCET, Summit College is hopeful the BVNPT will grant the proposed date and allow the Summit College to communicate with those students anticipating to attend both the pre-requisite session and official first day of class.

Attachments include:

1. Letter of Request
2. Enrollment Data
3. Faculty/Student Clinical Assignments for Full time and part time Classes
4. Maternity and Pediatric Tracking Form- Part Time.

Thank you for your continued support for Summit College. Should any further information be needed, please do not hesitate to contact me at (909) 954-3208.

Renee Sheehan RN MSN/Ed.

Director of Nursing
Vocational Nursing
Nursing Assistant Programs

Summit Career College

851 South Cooley Drive
Colton Ca. 92324

Ph: 909-954-3208

Fx: 909-514-1219

Renee.Sheehan@summitcollege.edu

www.summitcollege.edu

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EXHIBIT 3

Crystal Nasio

From: Renee Sheehan
Sent: Friday, March 14, 2014 2:04 PM
To: Joe Vickary; Crystal Nasio; Dino Guadamuz
Subject: FW: Summit College

Renee Sheehan RN MSN/Ed.

Director of Nursing
Vocational Nursing
Nursing Assistant Programs

Summit Career College

851 South Cooley Drive

Colton Ca. 92324

Ph: 909-954-3208

Fx: 909-514-1219

Renee.Sheehan@summitcollege.edu

www.summitcollege.edu

From: Clayworth, Suellen@DCA [mailto:Suellen.Clayworth@dca.ca.gov]
Sent: Friday, March 14, 2014 1:54 PM
To: Renee Sheehan
Subject: RE: Summit College

No, the Executive Officer has not rendered a decision yet.

Suellen

Suellen Clayworth, M.N., R.N.
Nursing Education Consultant, Retired Annuitant
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833
Phone: 916-263-7826
Fax: 916-263-7866
Email: suellen.clayworth@dca.ca.gov

Please note: I work only 20 hours per week and my hours per day and days per week vary. I will not always be readily available to you. If you leave me a message I will get back to you as soon as possible.

From: Renee Sheehan [mailto:Renee.Sheehan@summitcollege.edu]
Sent: Friday, March 14, 2014 1:45 PM
To: Clayworth, Suellen@DCA
Cc: Joe Vickary; Dino Guadamuz; Crystal Nasio
Subject: Summit College

Ms. Suellen,

I hope you are having a great Friday. I was wondering if the Executive Officer review session has rendered a decision on our requested start. Currently I'm attempting to communicate accordingly with all individuals involved.

As always, I appreciate all your assistance.

Renee Sheehan RN MSN/Ed.

Director of Nursing
Vocational Nursing
Nursing Assistant Programs
Summit Career College
851 South Cooley Drive
Colton Ca. 92324
Ph: 909-954-3208
Fx: 909-514-1219
Renee.Sheehan@summitcollege.edu
www.summitcollege.edu

From: Clayworth, Suellen@DCA [<mailto:Suellen.Clayworth@dca.ca.gov>]

Sent: Friday, March 07, 2014 11:06 AM

To: Renee Sheehan

Subject: Formal notification re Board Decisions for Summit, Colton at the February 2014 Board Meeting

Please see attached letter.

Additionally, I have completed the report for your requested class to start later this month at Colton. I am just waiting for an Executive Officer review session to be scheduled.

Suellen

Suellen Clayworth, M.N., R.N.
Nursing Education Consultant, Retired Annuitant
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833
Phone: 916-263-7826
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EXHIBIT 4

Crystal Nasio

From: Renee Sheehan
Sent: Friday, March 07, 2014 12:04 PM
To: Crystal Nasio; Dino Guadamuz; Joe Vickary
Subject: FW: Formal notification re Board Decisions for Summit, Colton at the February 2014 Board Meeting
Attachments: Letter Informing Director of Summit Career College, Colton, VN Program of February 2014 Board Decision.03-07-14.docx

Good Afternoon,
Attached is the response from the BVNPT.

Renee Sheehan RN MSN/Ed.

Director of Nursing
Vocational Nursing
Nursing Assistant Programs
Summit Career College
851 South Cooley Drive
Colton Ca. 92324
Ph: 909-954-3208
Fx: 909-514-1219
Renee.Sheehan@summitcollege.edu
www.summitcollege.edu

From: Clayworth, Suellen@DCA [mailto:Suellen.Clayworth@dca.ca.gov]
Sent: Friday, March 07, 2014 11:06 AM
To: Renee Sheehan
Subject: Formal notification re Board Decisions for Summit, Colton at the February 2014 Board Meeting

Please see attached letter.

Additionally, I have completed the report for your requested class to start later this month at Colton. I am just waiting for an Executive Officer review session to be scheduled.

Suellen

Suellen Clayworth, M.N., R.N.
Nursing Education Consultant, Retired Annuitant
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833
Phone: 916-263-7826
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EXHIBIT 5



March 7, 2014

Renee Sheehan, Director
Vocational Nursing Program
Summit Career College, Colton
851 South Cooley Drive
Colton CA. 92324

Dear Ms. Sheehan:

On February 28, 2014, the Board approved the following recommendations for your program:

Recommendations:

1. Approve Summit Career College, Colton, Vocational Nursing Program's request to admit a full – time class of 60 students commencing March 3, 2014, **only**, graduating March 2015. The requested class will **replace** the class that graduated on January 7, 2014.
2. Issue a written notice to the program stating that future violations of California Code of Regulations Section 2530(k), as evidenced by the admission of classes without prior authorization by the Board, may result in placement of the program on provisional approval.
3. Continue to require the program to obtain Board approval prior to the admission of each class.

Rationale: Although the program has demonstrated that it has sufficient faculty, facilities, and other necessary resources to support the current and proposed enrollment, the egregious violations of the California Code of Regulations must be addressed.

As noted previously, the full Board approved full accreditation of Summit Career College, Colton, Vocational Nursing Program for the four-year period from September 16, 2010 through September 15, 2014. Additionally, **the full Board continued its requirement that the program obtain Board approval prior to the admission of each class.** From November 2010 through October 2013, the program did not obtain Board approval prior to the admission of 18 classes with a combined enrollment totaling 1,257.

The Board appreciates the school's detailed investigation and reporting of this issue. In the final analysis, however, the fact remains that the program did not have approval by the Board prior to the admission of the eighteen (18) classes in question. For that reason, it is appropriate to continue the prior requirement specifying that the program shall obtain approval from the Board prior to the admission of every class admission.

Board staff will continue to monitor the program by tracking its licensure examination pass rate quarterly, reviewing the program's Annual Reports, and performing approval surveys every four (4) years. Additionally, staff will continue to monitor decisions rendered by ACCET relative to the program.

The notice regarding future violations will be sent to you via postal mail.

If you have questions, please contact me.

Sincerely,

Suellen Clayworth

SUELLEN CLAYWORTH, M.N., R.N.
Nursing Education Consultant, Retired Annuitant



SUMMIT CAREER COLLEGE

March 3, 2014

Suellen Clayworth, M.N., R.N.
Nursing Education Consultant, Retired Annuitant
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833

Subject: Request for Replacement Class

Dear Ms. Clayworth:

In accordance with the Board of Vocational Nursing & Psychiatric Technicians, Summit College-Colton campus is requesting to submit the following documents for approval of our:

Replacement class for Part Time: Start: August 13, 2012 Graduating: March 23, 2014.

Request class start for Part Time Start: March 24, 2014 Graduating: November 1, 2015.

Summit would like to request to start 60 students.

Summit intends to fully comply with the ACCET Commission decision dated December 23, 2013. ACCET voted to continue enrollment and limit new enrollments to 120 between Dec. and April 2014 Commission meeting. With this limitation Summit will not enroll more than the total allowed of 120.

Attachments include

- 1) Enrollment Data
- 2) Faculty/Student Clinical Assignments for Full time and part time Classes
- 3) Maternity and Pediatric Tracking Form-Full Time and Part Time

Should any further information be needed, please do not hesitate to contact me at (909) 954-3208

Renee Sheehan RN
Sincerely,

Renee Sheehan RN MSN/Ed
Director of Nursing
1360 S. Anaheim Blvd.
P(909) 954-3208
F(909) 514-1219
Renee.Sheehan@summitcollege.edu

Faculty/Student Clinical Assignments

Complete for all currently enrolled and all proposed students.

Use data for your faculty and facilities that will accurately document the status on the first clinical day for your proposed students.

School: **Summit College Colton Campus Full Time**

Faculty name	Assigned facility	# of Students Allowed/Instructor	# of Students Actually in Group	Level of students being taught	Days of Clinical Experience	Time of Clinical Experience	Pre-conference Time	Post-conference Time
	Centinela Grand	15	60	Term 1	Thurs, Fri	0630-1530	0630-0700	1500-1530
	Heritage Gardens	15	60	Term 1	Thurs, Fri	0630-1530	0630-0700	1500-1530
	Extended Care	15	60	Term 1	Thurs, Fri	0630-1530	0630-0700	1500-1530
1	Linda Valley	15	60	Term 1	Mc Th Montes Fri	0630-1530	0630-0700	1500-1530
	Plott Nursing	13	57	Term 2	Thurs, Fri	0630-1530	0630-0700	1500-1530
	Cherry Valley	14	57	Term 2	Thurs, Fri	0630-1530	0630-0700	1500-1530
	Linda Valley	14	57	Term 2	Thurs, Fri	0630-1530	0630-0700	1500-1530
	Redlands Health Care	15	57	Term 2	Thurs, Fri	0630-1530	0630-0700	1500-1530
	Redlands health Care			Term 3	Mon, Tues, Wed	0630-1530	0630-0700	1500-1530
	Linda Valley			Term 3	Mon, Tues, Wed	0630-1530	0630-0700	1500-1530
	Patton State Hospital			Term 3	Mon, Tues, Wed	0630-1530	0630-0700	1500-1530
	Community Hospital of San Bernardino BH			Term 3	Mon, Tues, Wed	1300-2200	1300-1330	2130-2200
	CHSB OB/Peds	11	48	Term 4	Mon, Tues, Wed	1300-2200	1300-1330	2130-2200
	Peds Sub Acute	11	48	Term 4	Mon, Tues, Wed	1300-2200	1300-1330	2130-2200

Faculty/Student Clinical Assignments

Complete for all currently enrolled and all proposed students.

Use data for your faculty and facilities that will accurately document the status on the first clinical day for your proposed students.

School: **Summit College Colton Campus Part Time**

Faculty name	Assigned facility	# of Students Allowed/Instructor	# of Students Actually in Group	Level of students being taught	Days of Clinical Experience	Time of Clinical Experience	Pre-conference Time	Post-conference Time
	Redlands Health	18	49	Term 1	Sat	1300-2200	1300-1330	2130-2200
	Vista Cove Rialto	15	49	Term 1	Sat	0630-1530	0630-0700	1500-1530
	Centinela Grand	15	49	Term 1	Sat	0630-1530	0630-0700	1500-1530
	Redlands Health	9	19	Term 2	Sat	0630-1530	0630-0700	1500-1530
	Ontario Health Care	10	19	Term 2	Sat	0630-1530	0630-0700	1500-1530
	Redlands Health	9	19	Term 2	Tues	1600-2200	1600-1615	2130-2200
	Vista Cove Rialto	10	19	Term 2	Tues	1600-2200	1600-1615	2130-2200
	Redlands Health	12	56	Term 3	Wed	1600-2200	1600-1615	2130-2200
	San G Banning	12	56	Term 3	Sat	0630-1530	0630-0700	1500-1530
	Linda Valley Care	17	56	Term 3	Wed	1600-2200	1600-1615	2130-2200
	Linda Valley Care	17	56	Term 3	Sat	0630-1530	0630-0700	1500-1530
	Vista Cove Rialto	15	56	Term 3	Sat Wed	0630-1530 1600-2200	0630-0700 1600-1615	1500-1530 2130-2200
	CHSB NCU/ BHS	12	56	Term 3	O Neil Sat Nilo Wed	0630-1530 1600-2200	0630-0700 1600-1615	1500-1530 2130-2200

Maternity and Pediatric Tracking Form

Summit Career College - Colton

The Purpose of this form is to delineate the program's presentation of theory instruction and clinical experience in Maternity Nursing and Pediatric Nursing to enrolled students and to ensure that every student receives the number of hours of theory instruction and clinical training consistent with the Board – approved curriculum.

List each student assignment for Maternity Nursing and Pediatric Nursing. Include both theory instruction and clinical experience, according to the program's instructional plan. Fill in the corresponding week of theory instruction and clinical experience from the program's instructional plan (IP). Modify the form as needed to show the number of students you are requesting and the number of weeks in your terms.

San Gregornio Hospital – Group A – Part Time

Students	IP WK #1	IP WK #2	IP WK #3	IP WK #4	IP WK #5	IP WK #6	IP WK #7	IP WK #8	IP WK #9	IP WK #10	IP WK #11	IP WK #12	IP WK #13
1	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
2	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
3	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
4	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
5	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
6	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
7	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
8	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
9	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
10	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
11	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
12	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
13	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
14	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
15	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD

KEY:

- Post Partum = PP
- Labor & Delivery = LD
- New Born Nursery = NN
- Peds Sub acute – PS
- Peds = PD

Maternity and Pediatric Tracking Form

Summit Career College - Colton

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List each student assignment for Maternity Nursing and Pediatric Nursing. Include both theory instruction and clinical experience, according to the program's instructional plan. Fill in the corresponding week of theory instruction and clinical experience from the program's instructional plan (IP). Modify the form as needed to show the number of students you are requesting and the number of weeks in your terms.

San Gredornio Hospital – Group B – Part Time

Students	IP WK #1	IP WK #2	IP WK #3	IP WK #4	IP WK #5	IP WK #6	IP WK #7	IP WK #8	IP WK #9	IP WK #10	IP WK #11	IP WK #12	IP WK #13
1	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
2	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
3	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
4	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
5	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
6	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
7	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
8	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
9	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
10	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
11	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
12	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
13	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
14	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
15	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								

KEY:

- Post Partum = PP
- Labor & Delivery = LD
- New Born Nursery = NN
- Peds Sub acute – PS
- Peds = PD

San Gregorio Hospital – Group B – Part Time

Student	IP WK #14	IP WK #15	IP WK #16	IP WK #17	IP WK #18	IP WK #19	IP WK #20	IP WK #21
LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	LD, LD
PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	LD, LD
NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	NN, NN
PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PP, PP
LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	LD, LD
NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	NN, NN
PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PP, PP
LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	LD, LD
NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	NN, NN
PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PP, PP
LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	LD, LD
NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	NN, NN
PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PP, PP

Maternity and Pediatric Tracking Form

Summit Career College - Colton

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List each student assignment for Maternity Nursing and Pediatric Nursing. Include both theory instruction and clinical experience, according to the program's instructional plan. Fill in the corresponding week of theory instruction and clinical experience from the program's instructional plan (IP). Modify the form as needed to show the number of students you are requesting and the number of weeks in your terms.

San Bernardino Community Hospital – Group C – Part Time

Students	IP WK #1	IP WK #2	IP WK #3	IP WK #4	IP WK #5	IP WK #6	IP WK #7	IP WK #8	IP WK #9	IP WK #10	IP WK #11	IP WK #12	IP WK #13
1	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
2	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
3	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
4	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
5	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
6	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
7	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
8	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
9	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
10	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
11	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
12	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
13	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
14	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
15	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD

KEY:

- Post Partum = PP
- Labor & Delivery = LD
- New Born Nursery = NN
- Peds Sub acute – PS
- Peds = PD

Maternity and Pediatric Tracking Form

Summit Career College - Colton

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San Bernardino Community Hospital and San Gregornio Hospital – Group E – Part Time

Student	IP WK 1	IP WK 2	IP WK 3	IP WK 4	IP WK 5	IP WK 6	IP WK 7	IP WK 8	IP WK 9	IP WK 10	IP WK 11	IP WK 12	IP WK 13	
1	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
2	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
3	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN									
4	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
5	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
6	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN									
7	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP									
8	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD									
9														
10														
11														
12														
13														
14														
15														

KEY:

- Post Partum = PP
- Labor & Delivery = LD
- New Born Nursery = NN
- Peds Sub acute – PS
- Peds = PD

Maternity and Pediatric Tracking Form

Summit Career College - Colton

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List each student assignment for Maternity Nursing and Pediatric Nursing. Include both theory instruction and clinical experience, according to the program's instructional plan. Fill in the corresponding week of theory instruction and clinical experience from the program's instructional plan (IP). Modify the form as needed to show the number of students you are requesting and the number of weeks in your terms.

San Bernardino Community Hospital – Group D – Part Time

Students	IP WK #1	IP WK #2	IP WK #3	IP WK #4	IP WK #5	IP WK #6	IP WK #7	IP WK #8	IP WK #9	IP WK #10	IP WK #11	IP WK #12	IP WK #13
1	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
2	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
3	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
4	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
5	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
6	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
7	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
8	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
9	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
10	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
11	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
12	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
13	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
14	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
15	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								

KEY:

- Post Partum = PP
- Labor & Delivery = LD
- New Born Nursery = NN
- Peds Sub acute – PS
- Peds = PD

San Bernardino Community – Group D – Part Time

Student	IP WK #14	IP WK #15	IP WK #16	IP WK #17	IP WK #18	LP WK #19	LP WK #20	LP WK #21
1	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
2	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
3	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
4	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
5	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
6	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
7	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
8	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
9	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
10	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
11	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
12	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
13	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
14	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
15	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD

Maternity and Pediatric Tracking Form

Summit Career College - Colton

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Montclair - Doctor's Hospital – Group F – Part Time

Students	IP WK #1	IP WK #2	IP WK #3	IP WK #4	IP WK #5	IP WK #6	IP WK #7	IP WK #8	IP WK #9	IP WK #10	LP WK #11	LP WK #12	LP WK #13
1	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
2	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
3	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
4	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
5	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
6	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
7	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
8	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
9	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
10	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
11	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
12	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								
13	PD, PD	PP, PP	LD, LD	NN, NN	PP, PP								
14	PD, PD	LD, LD	NN, NN	PP, PP	LD, LD								
15	PD, PD	NN, NN	PP, PP	LD, LD	NN, NN								

KEY:

- Post Partum = PP
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- New Born Nursery = NN
- Peds Sub acute – PS
- Peds = PD

Montclair - Doctor's Hospital - Group F - Part Time

Student#	IF WK #1	IF WK #2	IF WK #3	IF WK #4	IF WK #5	IF WK #6	IF WK #7	IF WK #8	IF WK #9	IF WK #10
1	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	NN, NN
2	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PP, PP
3	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
4	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
5	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
6	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
7	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
8	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
9	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
10	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
11	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
12	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP
13	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD
14	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN
15	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP

Maternity and Pediatric Tracking Form

Summit Career College - Colton

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Montclair - Doctor's Hospital – Group G – Part Time

Student	IP WK												
1	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
2	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
3	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
4	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
5	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
6	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
7	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
8	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
9	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
10	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
11	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
12	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD
13	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PD, PD	PD, PD	PD, PD	PD, PD
14	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	PD, PD	PD, PD	PD, PD	PD, PD
15	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	NN, NN	PP, PP	LD, LD	PD, PD	PD, PD	PD, PD	PD, PD

KEY:

- Post Partum = PP
- Labor & Delivery = LD
- New Born Nursery = NN
- Peds Sub acute – PS
- Peds = PD

Clayworth, Suellen@DCA

From: Renee Sheehan <Renee.Sheehan@summitcollege.edu>
Sent: Thursday, January 16, 2014 4:40 PM
To: Clayworth, Suellen@DCA
Cc: Joe Vickary; Crystal Nasio
Subject: Replacement Class Colton Campus
Attachments: Enrollment Data 1.16.2014.pdf; Maternal Peds Clinical tracking form.pdf; Faculty Clinical 1.doc; Faculty Clinical 1b.doc; Faculty Clinical pt1.doc; Faculty Clinical pt2.doc; Replacement request 1.2014.docx

Suellen Clayworth, M.N., R.N.
Nursing Education Consultant, Retired Annuitant
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833

SUBJECT: Request for Replacement Class

Dear Ms. Clayworth:

In accordance with the Board of Vocational Nursing & Psychiatric Technicians, Summit College-Colton campus was requested to submit the following documents for approval of our Replacement class for: Full Time start: January 27, 2014 graduating January 23, 2015

Attachments include

- 1) Enrollment Data
- 2) Faculty/Student Clinical Assignments for Full time and part time Classes
- 3) Maternity and Pediatric Tracking Form-Full Time and Part Time

Should any further information be needed, please do not hesitate to contact me at (909) 954-3208

Renee Sheehan RN MSN/Ed.

Director of Nursing
Vocational Nursing
Nursing Assistant Programs
Summit Career College
851 South Cooley Drive
Colton Ca. 92324
Ph: 909-954-3208
Fx: 909-514-1219
Renee.Sheehan@summitcollege.edu
www.summitcollege.edu

Please complete the following Enrollment Data Table for all classes currently enrolled and for those that are proposed.

ENROLLMENT DATA			
CLASS DATES		#Students Admitted at time of class start	#Students who are still in the class
Date class started or will start	Date class will Complete		
11/8/10	11/11/11	95	62 grads
2/7/11	2/3/12	86	58 grads
3/28/11	11/4/12	80	44 grads
5/23/11	5/18/12	80	62 grads
8/22/11	8/17/12	84	58 grads
9/19/11	4/28/13	95	48 grads
12/12/11	12/7/12	77	55 grads
3/19/12	10/27/13	97	32 grads

Please complete the following Enrollment Data Table for all classes currently enrolled and for those that are proposed.

ENROLLMENT DATA			
CLASS DATES		#Students Admitted at time of class start	#Students who are still in the class
Date class started or will start	Date class will Complete		
4/19/12	4/5/13	84	44 grads
7/9/12	7/5/13	89	53 grads
8/13/12	3/23/14	94	75
10/9/12	10/4/13	65	31 grads
1/7/13	1/7/14	33	17 grads
1/7/13	8/17/14	57	47
5/6/13	5/2/14	39	27
6/3/13	1/11/15	1	1

Please complete the following Enrollment Data Table for all classes currently enrolled and for those that are proposed.

ENROLLMENT DATA			
CLASS DATES		#Students Admitted at time of class start	#Students who are still in the class
Date class started or will start	Date class will Complete		
9/18/13	9/12/14	51	46
10/28/13	6/7/15	50	49
1/27/14	1/26/15	Request for 60	

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

From: Bello-Jones, Teresa@DCA
Sent: Wednesday, March 19, 2014 5:26 PM
To: Jay A. Murvine
Cc: Anderson, Cheryl@DCA
Subject: Request for Board President's Reconsideration of Decision to Place Summit Career College, Colton, Vocational Nursing Program on the May 16, 2014 Board Meeting Agenda

Dear Mr. Murvine:

Todd D'Braunstein, Board President denied the request. Summit Career College, Colton, Vocational Nursing Program will be on the Board's agenda for the May 16, 2014 meeting.

Sincerely,

TERESA BELLO-JONES, J.D., M.S.N., R.N.
Executive Officer
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833
Tel: (916) 263-7845
Fax: (916) 263-7859

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



BVNPT RECD - EDU

ON 3/20/14 WITH TB-J TO Dg

March 20, 2014

Ms. Theresa Bello-Jones
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive Ste. 205
Sacramento, CA 95833-2945

Dear Ms. Bello-Jones,

I would like to take this opportunity to thank you and your staff for allowing me the time to meet with you yesterday. Your guidance and support has always been appreciated and I know we share a mutual objective of providing quality education to all LVN students.

I am in receipt of your email dated March 20, 2014 and I am confused and attempting to understand the basis of the decision to deny our request for a start on March 24, 2014.

Summit was directed to appear before the **Full Board** on February 28, 2014, at which time it rendered the following decision:

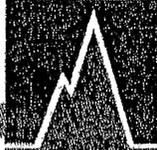
*"the **Full Board** continued its requirement that the program obtain **Board Approval** prior to the admission of each class".*

I'd like to summarize: over the past 5 weeks and 2 days we had numerous communications with our Nurse Education Consultant (NEC). Over this time, Summit was never directed to seek **Full Board** approval prior to admitting a class.

Main Campus: 851 S. Cooley Drive, Colton, CA 92324 • (909) 422-8950 • (888) 416-3456
Anaheim Branch: 1360 South Anaheim Blvd. Anaheim, CA. 92805 • (714) 635-6232 • (877) 786-6485

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COLLEGE**

In addition, Summit received a response from the NEC that a decision needed to be rendered by the "Executive Officer" for the part-time start again indicating **Full Board** approval was not required. The word "continued" implies that the preceding requirement that was in place since our October 2009 and October 2010 notice from the BVNPT (**Exhibit 1 and 2**) to seek Board approval through the NEC, would be the practice which we would need to "continue". During the period 2009 and 2010, Summit College was not required to appear before the **Full Board** to request approval of each class admission but to submit and seek approval through our NEC. The directive at the February 2014 **Full Board (Exhibit 3)** meeting is identical to the directives provided previously in October 2009 and October 2010, which was: Summit would be required to seek **Board** approval prior to the admission of each start, which is not the **Full Board**.

As interpreted, we submitted the documents on February 11th and March 3rd for the March 24, 2014 start. The exhibits above, as well as the reference by our NEC that the Executive Officer would render a decision, furthered our belief that the decision of the **Board** was to continue to require Summit College to request **Board** approval through the authority given to the Executive Officer.

Summit's recent communications with the NEC are outlined below:

- 2/11/14 email to Suellen for 3/24/14 start
- 2/28/14 attend Full Board Meeting
- 3/3/14 same request to Suellen for 3/24/14 start
- 3/7/2014 Suellen via email indicated she was waiting for an Executive Officer session to be scheduled
- 3/14/14 Email to Suellen requesting status update at which time Suellen responded: "No, the Executive Officer has not rendered a decision yet."

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We respectfully request your consideration to review the decision outlined on March 20, 2014 to request Full Board approval prior to admitting our March 24th class. As clearly noted, requiring board approval and Full Board approval are two separate and distinct directives of which the BVNPT has always deferred to board approval through our NEC.

I thank you for your time and consideration, and look forward to hearing from you shortly.

Jay Murvine

CEO

Summit College

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- On June 3, 2009, the assigned consultant met with the campus director, program director, and education specialist relative to the program's status.
- On June 24, 2009, the Board forwarded correspondence to the program advising that the Board would reconsider its accreditation status at the September 14, 2009 meeting. A comprehensive report was requested by July 17, 2009.
- On July 29, 2009, the Board received the program's comprehensive report.

- ✶ On October 7, 2009, the Board extended the provisional accreditation of Summit Career College, Corton, Vocational Nursing Program for the one-year period from September 17, 2009 through September 30, 2010, and issued a notice to the program to identify specific areas of noncompliance and requirements for correction as referenced in Section 2520.1 of the California Code of Regulations (see Attachment A Draft). The program was required to show documented progress by submitting a follow-up report in 10 months. The report must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employee interventions. The following elements must be addressed in the analysis:

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

✶ Additionally, the Board rescinded approval of ongoing admissions for full-time and part-time classes effective immediately. The program must obtain prior Board approval to admit future classes. The program must 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.

- On October 29, 2009, a new director was approved.



BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS
2535 Capitol Oaks Drive, Suite 205 Sacramento, CA 95833-2946
Phone (916) 263-7800 Fax (916) 263-7866 | Web www.bvnpt.ca.gov

OCT 08 2010

2

CERTIFIED MAIL

October 2, 2010

Dyan Renee Batres, B.S. R.N., Director
Vocational Nursing Program
Summit Career College, Colton
851 South Colley Drive
Colton, CA 92324

Subject: Board Meeting Follow – Up

Dear Ms. Batres:

The Board of Vocational Nursing and Psychiatric Technicians (Board) considered the consultant's report relative to *Summit Career College, Colton, Vocational Nursing Program – Reconsideration of Provisional Accreditation*, at its September 16, 2010 meeting.

The following decisions were rendered by the Board.

1. Approve full accreditation of Summit Career College, Colton, Vocational Nursing Program for the four-year period from September 16, 2010, through September 15, 2014, and issue a certificate accordingly.
2. Continue to require the program to obtain Board approval prior to the admission of each class.

A copy of your program's Certificate of Accreditation is enclosed.

Please contact the Board should further clarification be needed.

Sincerely,

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

Enclosure

Must Stop

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

From: Bello-Jones, Teresa@DCA
Sent: Monday, March 24, 2014 3:35 PM
To: Jay A. Murvine
Cc: Anderson, Cheryl@DCA
Subject: Request for Class Approval

Mr. Murvine:

All of the information in emails you sent to the Board on March 19, 20 and today were sent to Mr. Todd D'Braunstein, Board President.

The Board email of March 19, 2014, informed you that Summit Career College, Colton, Vocational Nursing Program was to be placed on the May 16, 2014 Board Meeting agenda as directed by Mr. D'Braunstein. Mr. D'Braunstein reaffirmed his decision today. Also, in the March 19, 2014 email you were informed that he denied your request to reconsider this decision. Mr. D'Braunstein reaffirmed his decision today. Therefore, any requests from the program will be considered and decided by the full Board on May 16, 2014.

Sincerely,

Teresa Bello-Jones

TERESA BELLO-JONES, J.D., M.S.N., R.N.
Executive Officer
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833
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From: Jay A. Murvine [mailto:Jay.Murvine@summitcollege.edu]
Sent: Monday, March 24, 2014 2:17 PM
To: Bello-Jones, Teresa@DCA
Subject: FW:
Importance: High

Dear Teresa,

I believe my correspondence of March 20th, 2014, supplies additional information to support an approval to Summits' request to start the LVN class in Colton. The documentation back and forth suggests what I believe to be true, that an approval should come directly from you. I respectfully requested Mr. D'Braunstein review the supporting additional documentation of March 19, 2014 and March 20, 2014, and based on the forwarded information, support Summits' request.

Each enrollee for this upcoming LVN start was informed that we were waiting BVNPT approval, and in anticipation several of them have made adjustments to be able to attend. A Number of students have quit their jobs and numerous others have adjusted their working hours as the process of enrolling usually entails months. The prospective students have made arrangements for childcare with family and friends, adjusting their schedules to accommodate the student's school schedule. I will be happy to appear before the Full Board in the future if so directed, but for this class, I am asking for a reversal for the requirement to appear before the Full Board on this specific request.

I understand you have more schools than Summit to review and I know I've taken a lot of your time, but I would sincerely appreciate your support.

I sincerely hope your review of the aforementioned information will allow you to support this class start.

Thank you for your time and consideration.

Sincerely,

Jay Murvine

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

From: Jay A. Murvine [mailto:Jay.Murvine@summitcollege.edu]
Sent: Thursday, March 27, 2014 2:15 PM
To: Bello-Jones, Teresa@DCA
Subject: Summit College
Importance: High

Dear Ms. Bello-Jones,

Thank you for taking the time to speak with me today and as a follow up to our telephone conversation, our DON will be submitting a request for a May 27th PT start and a June 9 FT start at the May 16th BVNPT meeting. I am confirming that this is the direction as discussed.

Thanks again,
Jay

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

From: Bello-Jones, Teresa@DCA
Sent: Thursday, March 27, 2014 3:46 PM
To: Jay A. Murvine
Cc: Anderson, Cheryl@DCA
Subject: RE: Summit College

Dear Mr. Murvine:

The program requests will be considered by the full Board at the May 16, 2014 Board Meeting.

Sincerely,

Teresa Bello-Jones

TERESA BELLO-JONES, J.D., M.S.N., R.N.
Executive Officer
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Agenda Item #13.D.1., Attachment K

----- Original message -----

From: "Jay A. Murvine"

Date: 03/27/2014 2:49 PM (GMT-08:00)

To: "Bello-Jones, Teresa@DCA"

Subject:

Teresa

Thank you for the time you spent with me on the phone. I know you're rushed. I want to make sure I'm following your direction. Yesterday our director of nursing in conversation with her educational consultant was informed that only one program would be heard at the board meeting. It was explained that we had missed the submission deadline.

My request to you was to allow us to submit both programs..

Your direction to me today was to submit any start request at the next board meeting. With that in mind and if that was your direction I will inform my director to submit the necessary paperwork for the requested start. If I am mistaken please let me know and I will immediately stop the submission.

Teresa please forgive my numerous questions and inquiries I'm honestly only trying to do my best in supporting my students and staff.

Thank you

Jay

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

From: Bello-Jones, Teresa@DCA
Sent: Friday, March 28, 2014 6:22 AM
To: Jay A. Murvine
Cc: Anderson, Cheryl@DCA; Martin, Angelina@DCA
Subject: Your request for class starts

Dear Mr. Murvine:

Thank you for the clarification. My understanding was your request for more class starts only applied to the Colton program as it is already on the agenda. Also, there was no mention of the Anaheim program. My statements only applied to the Colton program.

I will speak to the program's consultant to determine if the request for your other program was not timely and cannot be on the agenda.

My return to the office will be Tuesday, April 1st. I will inform you of my decision for the Anaheim program after I speak to your consultant when she returns to the office.

Sent from my Verizon Wireless 4G LTE smartphone

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

From: Jay A. Murvine [<mailto:Jay.Murvine@summitcollege.edu>]

Sent: Monday, March 31, 2014 12:28 PM

To: Bello-Jones, Teresa@DCA

Subject: FW: Your request for class starts

Dear Teresa

Thank you for your response. You are correct, our request is strictly for the Colton campus. The program approval for the Anaheim campus remains in place, however, ACCET's direction is to cease enrollment and therefore there will be no request for starts at this time.

Thank you for your reply and look forward to seeing you at the next board meeting.

Sincerely

Jay Murvine