

# Agenda Item #6.B.2.



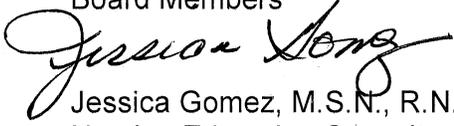
BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GOVERNOR EDMUND G. BROWN JR.

**Board of Vocational Nursing and Psychiatric Technicians**  
2535 Capitol Oaks Drive Suite 205, Sacramento, CA 95833-2945  
Phone 916-263-7800 Fax 916-263-7855 Web www.bvnpt.ca.gov



DATE: November 6, 2014

TO: Board Members

FROM:   
Jessica Gomez, M.S.N., R.N.  
Nursing Education Consultant

SUBJECT: WestMed College, San Jose, Vocational Nursing Program – Consideration of Placement on Provisional Approval<sup>1</sup> (Director: Marisol Manipol, San Jose, Santa Clara County, Private)

WestMed College - San Jose, Vocational Nursing Program, is presented to the Board for consideration of placement on provisional approval<sup>1</sup>.

In accordance with Section 2526.1(c) of the Vocational Nursing Rules and Regulations,

“The Board may place any program on provisional approval when a program does not meet all requirements as set forth in this chapter and in Section 2526...”

Section 2530(l) of the Vocational Nursing Rules and Regulations states:

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

## History of Prior Board Actions

(See Attachment A)

## Enrollment

The program is currently approved for ongoing class admissions of 30 students in February, April, and September of each year. The admission pattern for current classes is seen in the enrollment table below.

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

The following table represents **current and projected** student enrollment based on current and projected class starts and completions. The table indicates a **maximum enrollment of 120 students** during the period **January 2012 through October 2015**.

ENROLLMENT DATA				
CLASS DATES		#Students Admitted	#Students Current or Completed	Total Enrolled
Start	Complete			
1/12		30	29	29
5/12		30	25	29 + 25 = 54
8/12		30	30	54 + 30 = 84
	2/13 (1/12 Class)		-29	84 - 29 = 55
2/13		30		55 + 30 = 85
5/13		30		85 + 30 = 115
	6/13 (5/12 Class)		-25	115 - 25 = 90
8/13		30		90 + 30 = 120
	9/13 (8/12 Class)		-30	120 - 30 = 90
1/14	3/15	30	23	90 + 23 = 113
	3/14 (2/13 Class)		-30	113 - 30 = 83
5/14	6/15	18	15	83 + 15 = 98
	6/14 (5/13 Class)		-30	98 - 30 = 68
9/14	10/15	15	14	68 + 14 = 82
	9/14 (8/13 Class)		-30	82 - 30 = 52
1/15 Projected	3/16	20	15	52 + 15 = 67
	3/15 (1/14 Class)		-23	67 - 23 = 44
	6/15		-15	44 - 15 = 29
	10/15		-14	29 - 14 = 15

### Licensing Examination Statistics

The following statistics, furnished by the Pearson Vue 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 2011 through September 2014, specify

the pass percentage rates for graduates of the WestMed College, San Jose, 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 State Average Annual Pass Rate
Jan – Mar 2011	24	18	75%	80%	63%	77%	-14
Apr – Jun 2011	20	13	65%	71%	72%	76%	-4
Jul – Sep 2011	12	8	67%	74%	75%	75%	0
Oct – Dec 2011	7	2	29%	74%	67%	75%	-8
Jan – Mar 2012	9	7	78%	77%	65%	74%	-9
Apr – Jun 2012	17	12	71%	72%	64%	74%	-10
Jul – Sep 2012	8	5	63%	74%	63%	74%	-11
Oct – Dec 2012	10	8	80%	70%	73%	74%	-1
Jan – Mar 2013	16	10	63%	75%	69%	73%	-4
Apr – Jun 2013	8	3	38%	78%	62%	73%	-11
Jul – Sep 2013	20	12	60%	76%	61%	74%	-13
Oct – Dec 2013	13	9	69%	76%	60%	76%	-16
Jan – Mar 2014	27	13	48%	74%	54%	76%	-22
Apr – Jun 2014	11	5	45%	66%	55%	73%	-18
Jul – Sep 2014	7	4	57%	72%	53%	73%	-20

\*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 (Code) § 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.”

Published examination statistics substantiate the program’s noncompliance for eight (8) of the previous fifteen (15) quarters. For the most recent six (6) consecutive quarters, the program’s average annual pass rates have been noncompliant.

Based on the most current data available (July through September 2014), the program’s average annual pass rate is 53%. The California average annual pass rate for graduates from approved vocational nursing programs who took the NCLEX-PN® for the first time is 73%. The average annual pass rate for the WestMed College, San Jose, Vocational Nursing Program is **20** percentage point **below** the state average annual pass rate:

## Faculty and Facilities

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

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

The current number of Board-approved faculty totals eleven (11), including the program director and assistant director. The director has 70% administrative and 30% teaching duties. Of the total faculty, eleven (11) instructors teach clinical.

Based upon a maximum enrollment of 120 students, eight (8) instructors are required for clinical supervision. Therefore, the current number of faculty is adequate for the current 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.”

Board records substantiate **approval** of clinical facilities adequate as to number, type, and variety of patients treated to provide clinical experiences that are consistent with the approved curriculum for the enrolled population. However, information reported on the program’s 2013/2014 Annual Report specifies the absence of clinical facilities that provide clinical experience in Maternity Nursing. Given that information, the program currently **does not have** 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

The program completed a major curriculum revision that was approved in August 2011. The first class to complete that curriculum graduated in November 2012. Subsequent licensure examination results have consistently fallen. For the six (6) most recent reporting periods, the program’s average annual pass rates have been between 11 to 22 percentage points **below** state average annual pass rates for first time testers.

On August 11, 2014, the Board received the program’s 2013/2014 Annual Report from the director. As specified therein, the director reported that for the reporting period, July 1, 2014 through June 30, 2014, the college had no clinical facilities that provided clinical experiences in Maternity Nursing. As presented, **100%** of the clinical hours for Maternity Nursing were completed in the simulation lab. (See Attachment B).

On October 10, 2014, the director submitted the requested instructional calendar for all current and projected classes. The submitted instructional calendar confirmed that

students had been assigned to simulation lab for Maternity Nursing. At no time were the students assigned clinical rotations in Maternity Nursing. Such assignment is inconsistent with the program's approved instructional plan. Further, this change was made without prior Board approval.

On October 17, 2014, correspondence was forwarded to the director per certified mail advising of the program's placement on the Board's November 21, 2014 agenda for consideration of placement on provisional approval (see Attachment C).

Given the foregoing, the following violations are identified.

**Section 2533(f) of the Vocational Nursing Rules and Regulations states:**

"All curricular changes that significantly alter the program philosophy, conceptual framework, content objectives, or other written documentation as required in Section 2526, shall be approved by the Board prior to implementation..."

**Violation #1:** Based on submitted documents and materials, the program implemented significant changes to its approved instructional plan without prior approval by the Board. Specifically, the program assigned students solely to its simulation lab for completion of clinical experience in Maternity Nursing. Such assignment was noncompliant with the curriculum and clinical rotations approved by the Board.

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

**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..."

**Violation # 2:** Based on information included in the submitted 2013/2014 Annual Report and instructional calendar, the program **does not** have clinical facilities adequate as to number, type, and variety of patients treated, to provide clinical experiences in areas of the approved curriculum. Specifically, the program lacks clinical facilities that provide clinical experiences in Maternity Nursing for the enrolled student population.

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

**Section 2530(I) of the Vocational Nursing Rules and Regulations states:**

"The Board 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.

**Violation # 3:** Based on published examination statistics, the program's average annual pass rates have been greater than ten (10) percentage points **below** state average annual pass rates for eight (8) of the previous fifteen (15) quarters. For the most recent six (6) consecutive reporting periods, the program's average annual pass rates have been greater than ten (10) percentage points **below** state average annual pass rates.

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

**Recommendations:**

1. Place the WestMed College – San Jose, Vocational Nursing Program on provisional approval for the one – year period from November 21, 2014 to November 30, 2015, and issue a notice to the program to identify specific area of noncompliance and requirements for correction as referenced in Section 2526.1 (e) of the California Code of Regulations. (See Attachment D).
2. Rescind approval of the program's ongoing pattern of admissions effective immediately.
3. Deny approval of the program's projected class of 20 students scheduled to commence January 27, 2015 and graduate March 4, 2016.
4. Require the program to admit no additional classes without prior approval by the full Board.
5. Require the program to bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate.
6. Require the program to submit for Board approval applications for approval of clinical facilities sufficient to provide clinical experiences in Maternity Nursing for the enrolled students by **December 15, 2014**.
7. Require the program to submit an instructional calendar that substantiates theory and correlated clinical experience for enrolled students including clinical facilities to which students are assigned by **December 15, 2014**.
8. Require the program to submit a report to the Board no later than seven (7) months, but no later than **June 1, 2015**, and twenty – one (21) months, but no later than **August 1, 2016**. The report must include a comprehensive analysis of the program, specific

actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.

- a. Admission Criteria.
  - b. Screening and Selection Criteria.
  - c. Terminal Objectives.
  - d. Curriculum Objectives.
  - e. Instructional Plan.
  - f. Theory and Clinical Objectives for Each Course.
  - g. Lesson Plans for Each Course.
  - h. Textbooks.
  - i. Attendance Policy.
  - j. Remediation Policy.
  - k. Evaluations of Theory and Clinical Faculty.
  - l. Evaluations of Theory Presentations.
  - m. Evaluations of Clinical Rotations and Their Correlation to Theory Presentations.
  - n. Evaluation of Student Achievement.
  - o. Current Enrollment.
9. Require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526.
  10. Require the program to demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.
  11. Failure to take any of these corrective actions may cause the full Board to revoke the program's approval.
  12. Place the program on the **February 2015** Board agenda for reconsideration of provisional approval.
  13. Place the program on the **November 2015** Board agenda for reconsideration of provisional approval.

**Rationale:** The program's average annual pass rates have been **11 to 22** percentage points **below** state average annual average pass rates since Quarter 2,-2013. As such, the program has been noncompliant with regulatory requirements for six (6) consecutive quarters. The program's current average annual pass rate is **53%**, **20** percentage points **below** the state average annual pass rate.

Additionally, the program has been noncompliant with other regulatory requirements. Specifically, the program implemented significant changes to its curriculum without prior approval by the Board. Further, submitted documents and materials confirm that the program lacks clinical facilities

adequate as to number, type, and variety of patients to provide clinical experiences in Maternity Nursing for the enrolled student population.

Given the foregoing, rescission of the program's ongoing pattern of admissions and placement on provisional approval is recommended.

Attachment A: History of Prior Board Actions

Attachment B: Program's 2013/2014 Annual Report Received August 11, 2014.

Attachment C: Board Correspondence Re Consideration of Provisional Approval, dated October 17, 2014.

Attachment D: Draft Notice of Change in Approval Status

# Agenda Item #6.B.2., Attachment A

## WESTMED COLLEGE, SAN JOSE VOCATIONAL NURSING PROGRAM

### History of Prior Board Actions

- On February 20, 2004, the Board approved WestMed Training to begin a full-time vocational nursing program with an initial class of 30 students commencing March 15, 2004, with a projected date of graduation of January 27, 2005. Additionally, the Board approved the program's total curriculum for 1544 hours, including 590 theory and 954 clinical hours.
- On September 30, 2004, the Board was notified that the school's name had been changed from WestMed Training to WestMed College.
- On November 2, 2004, the Board approved initial accreditation of the WestMed College Vocational Nursing Program for the period February 4, 2005, through February 3, 2009, and issued a certificate accordingly. The Board approved the program's request to admit 30 students into a full-time class starting February 28, 2005, only, to **replace** the class graduating February 14, 2006. The class is projected to complete program requirements on December 17, 2005. Additionally, the Board approved the program's request to admit 30 students into a full-time evening class starting February 15, 2005 only, with a projected completion date of December 17, 2005.
- On August 17, 2005, the Board approved the program's request to admit a class of 30 students on February 13, 2006, to **replace** the part-time class graduating December 16, 2005, and to admit a class of 30 students February 27, 2006, to **replace** the full-time class graduating December 17, 2005. The program postponed commencement of the February 27, 2006 class to April 17, 2006, with a completion date of February 23, 2007.

Additionally, the Board approved the program's request to admit 30 students to a part-time class starting on September 26, 2005, with a projected completion date of September 27, 2006.

- On August 25, 2006, the program was cited for two (2) violations that were generated from numerous student complaints. The students alleged the school had failed to maintain standards set by the Board related to final exam scores; students were not dropped according to policy; school administered multiple final exams; and students were required to take mandatory refresher courses until they passed the final exam before being released from the school. The school submitted and implemented a plan of correction. The identified violations were corrected. The Board requested a follow-up presentation at the February 2007 Board meetings.

- On September 8, 2006, the Board approved the admission of 30 students on September 25, 2006, to **replace** the students graduating September 27, 2006, contingent upon the program's compliance with Article 5 of the Vocational Nursing Rules and Regulations.
- In February 2007, the Board accepted a follow-up report relative to the program's correction of identified violations. The Board approved the program's request to admit 30 students February 26, 2007, to **replace** the class graduating December 14, 2007, and approved the admission of 30 students on April 16, 2007, to **replace** the class graduating February 21, 2007. Further, the Board approved the program's request for **ongoing** admissions based on the current pattern of admissions that includes three (3) classes per year admitted every February, April, and September.
- **On June 1, 2007, a new program director was approved.**
- **On April 18, 2008, a new program director was approved.**
- On December 15, 2008, the program submitted its Program Records Survey for continued accreditation.
- **On December 16, 2008**, the Board received notification that the current program director would be reassigned as Assistant Director, effective December 22, 2008. A **new program director** was designated.
- On February 4, 2009, the program was reviewed to determine compliance with Article 5 of the Vocational Nursing Rules and Regulations. Six (6) violations were identified. Three (3) were subsequently corrected. Three (3) will be analyzed by the director with a plan of correction to be submitted by March 10, 2009. A follow-up report will be presented to the Executive Officer relative to the status of the program and specific actions taken to correct the identified violations by March 31, 2009, and;

The Executive Officer approved continued full accreditation for the WestMed College, San Jose, Vocational Nursing Program for a four-year period from February 4, 2009 through February 3, 2013, and directed staff to issue a certificate accordingly.

- **On December 29, 2009, a new program director was approved.**
- **On April 27, 2011, a new program director was approved.**
- On August 26, 2011, the program was cited for three (3) violations, 2530(k), 2527(c) and 2533(f). Required **response due September 8, 2011**. Additionally, the program was notified they had been removed from the September Board agenda, since their licensure pass rates raised to 74% after eight (8) quarters of significantly low licensure pass rates.

Additionally, the Executive Officer:

1. Approved the programs curriculum revision as follows:

- a. Decrease overall program hours from 1544 to 1539.
  - b. Decrease theory hours from 590 to 579.
  - c. Increase clinical hours from 954 to 960.
2. Required the program to submit a new Instructional Plan by **September 30, 2011**.
- On January 22, 2013 the Executive Officer **continued** approval of the WestMed College, San Jose, Vocational Nursing Program for the four-year period from February 4, 2013, through February 3, 2017, and issue a certificate accordingly; **and**, continued approval of the program's ongoing admission of three classes per year to **replace** graduating classes **only**, with the following stipulations:
    - a. No additional classes are added to the program's current pattern of admissions without prior Board approval. The program's current pattern of admissions includes three full-time classes of 30 students each year.
    - b. The director documents that adequate resources, i.e. faculty and facilities are available to support each admitted class of students; **and**,
    - c. The program's average annual pass rates remain no more than ten (10) percentage points below state average annual pass rates.
  - **On June 20, 2013, the Board approved a new director.**
  - On August 11, 2014, the Board received the program's 2013/2014 Annual Report.
  - On October 17, 2014, correspondence was forwarded per certified mail advising the program of its placement on the Board's November 21, 2014 agenda for consideration of placement on provisional approval.



# Agenda Item #6.B.2., Attachment B

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



## ANNUAL REPORT

July 1, 2013 – June 30, 2014

BVNPT RECD EDU  
ON 8/11/14 WITH Dg

Vocational Nursing Program  Psychiatric Technician

**DUE DATE**  
**SEPTEMBER 5, 2014**

**PLEASE PROVIDE ALL REQUESTED INFORMATION.**

### PROGRAM APPROVAL

**SCHOOL/CAMPUS NAME:** WestMed College- San Jose Branch 04-291

Full-Time  Part-Time

Check Appropriate Box(es):  Community College  Adult School  R.O.P.  Private  Hospital – Based  Other

Official Mailing Address: 3031 Tischway Suite 8 PW, San Jose CA 95128

Program Director: Marisol Manipol Assistant Director (If Any): Christy Bill

Director's Office Telephone: (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_

**BVNPT Approval Dates:** Initial Approval: \_\_\_\_\_ Last Approval: 02/04/2013 Expiration: 02/03/2017

Full-Time  Part-Time

**Bureau of Private Postsecondary Education Approval:**  Yes  No Date: 7-17-2014 Expiration: 2-28-2018

**Other Accreditations:**  Yes (Please specify): ABHES  No Date: 2-10-2014 Expiration: 2-28-2017

**Other Accreditations:**  Yes (Please specify): ACCSC  No Date: 12-4-2014 Expiration: Sept 2017

### CLASS DATA

1. **Board - approved # of students/class:** Full-Time: 30 Date: 8/2011 Part-Time: \_\_\_\_\_ Date: \_\_\_\_\_

2. **Approved frequency of admissions:** Full-Time: 3 Date: 8/2011 Part-Time: \_\_\_\_\_ Date: \_\_\_\_\_

3. Was an increase in class size or frequency requested during this reporting period?  Yes  No

If yes, please provide the following information:

- ◆ Date of Request: \_\_\_\_\_ Amount Requested: \_\_\_\_\_
- ◆ Date of Approval: \_\_\_\_\_ Amount Approved: \_\_\_\_\_

4. Does the program conduct classes year round? Full-Time:  Yes  No Part-Time:  Yes  No

5. For the period **July 1, 2013 through June 30, 2014**, please provide the following information per class.

◆ # Applications Received:	<u>Class #1</u>	<u>Class #2</u>	<u>Class #3</u>	<u>TOTAL</u>
1) Full-Time	_____	_____	_____	_____
2) Part-Time	_____	_____	_____	_____
◆ # Students Admitted	<u>Class #1</u>	<u>Class #2</u>	<u>Class #3</u>	<u>TOTAL</u>
List the <u>months</u> and <u>#</u> of students				
1) Full-Time	_____	_____	_____	_____
2) Part-Time	_____	_____	_____	_____
◆ # Students Graduated:	<u>Class #1</u>	<u>Class #2</u>	<u>Class #3</u>	<u>TOTAL</u>
List the <u>months</u> and <u>#</u> of students				
1) Full-Time	_____	_____	_____	_____
2) Part-Time	_____	_____	_____	_____

6. When did you graduate your last class? \_\_\_\_\_ When is the next class admission? \_\_\_\_\_

IF ADDITIONAL SPACE IS NEEDED, PLEASE PROVIDE INFORMATION ON A SEPARATE PAGE.

**CURRICULUM INFORMATION**

Please specify the nursing theory on which your program's conceptual framework is based, e.g. Maslow, Orem.  
**MASLOW**

Please specify the format of your curriculum.  Block  Integrated  Other (Please specify): \_\_\_\_\_

Please provide the number of **Board – approved** hours/units for **every content area** below and the date of Board approval. Integrated content should be reflected by enclosing the hours in parentheses. **Total program hours** should include the sum of all **theory and clinical hours**. Please use an asterisk (\*) to indicate prerequisite hours/units.

Date of Approval: **6/1/2012**

Vocational Nursing Programs Only:	Hours/Units	
	Theory	Clinical
A. Anatomy & Physiology	50	
B. Nutrition	2 & in MS	
C. Psychology	30	
D. Normal Growth & Development	12	
E. Nursing Fundamentals	81	240
F. Nursing Process	4	
G. Communication	28.5	
H. Patient Education	In MS	
I. Pharmacology	57	
J. Medical-Surgical Nursing	147.5	546
K. Communicable Diseases	10	
L. Gerontological Nursing	25.5	
M. Rehabilitation Nursing	8	
N. Maternity Nursing	39	100
O. Pediatric Nursing	23	56
P. Leadership	4.5	7
Q. Supervision	4.5	11
R. Ethics & Unethical Conduct	11.5	
S. Critical Thinking	32	
T. Culturally Congruent Care	5 & in MS	
U. End-of Life Care	1	
<b>TOTAL HOURS/UNITS</b>	<b>576</b>	<b>960</b>
<b>TOTAL PROGRAM HOURS/UNITS:1536</b>		

Date of Approval: \_\_\_\_\_

Psychiatric Technician Programs Only:	Hours/Units	
	Theory	Clinical
A. Anatomy & Physiology		
B. Nutrition		
C. Psychology		
D. Normal Growth & Development		
E. Nursing Process		
F. Communication		
G. Nursing Science:		
1. Nursing Fundamentals		
2. Med/Surg Nursing		
3. Communicable Diseases		
4. Gerontological Nursing		
H. Patient Education		
I. Pharmacology		
J. Classifications of Developmental Disabilities		
K. Classifications of Mental Disorders		
L. Leadership		
M. Supervision		
N. Ethics & Unethical Conduct		
O. Critical Thinking		
P. Culturally Congruent Care		
Q. End-of Life Care		
<b>TOTAL HOURS/UNITS</b>		
<b>TOTAL PROGRAM HOURS/UNITS:</b>		

- ◆ Does your curriculum include courses that are taught **online**?  Yes  No
- ◆ Does your curriculum include **self – guided learning modules**?  Yes  No
- ◆ Do your courses include **clinical simulation**?  Yes  No

**ON A SEPARATE PAGE IN A TABLE FORMAT, PLEASE PROVIDE THE NAMES OF ALL COURSES TAUGHT ONLINE, NAME OF INSTITUTION PROVIDING THE COURSE, NUMER OF HOURS ONLINE, NAMES OF SELF – GUIDED LEARNING MODULES, AND NUMBER OF HOURS OF CLINICAL SIMULATION PER COURSE.**

### TIME BASE

Please indicate type (FT=Full-Time, PT=Part-Time, D=Day, E=Evening, or WE=Weekend) and length of all classes offered.

Type: FT D How is the program divided?  Quarters  Semesters  Modules  Other (Please specify): TERMS

# Weeks per Quarter/Semester/Module: 6-12 Total Length of Program: 52 Weeks/Quarters/Semesters

Is a **Preceptorship** included?  Yes  No Number of Hours: \_\_\_\_\_ Date of Board Approval: \_\_\_\_\_

Type: FT E How is the program divided?  Quarters  Semesters  Modules  Other (Please specify): Terms

# Weeks per Quarter/Semester/Module: 6-12 Total Length of Program: 52 Weeks/Quarters/Semesters

Is a **Preceptorship** included?  Yes  No Number of Hours: \_\_\_\_\_ Date of Board Approval: \_\_\_\_\_

Type: \_\_\_\_\_ How is the program divided?  Quarters  Semesters  Modules  Other (Please specify): \_\_\_\_\_

# Weeks per Quarter/Semester/Module: \_\_\_\_\_ Total Length of Program: \_\_\_\_\_ Weeks/Quarters/Semesters

Is a **Preceptorship** included?  Yes  No Number of Hours: \_\_\_\_\_ Date of Board Approval: \_\_\_\_\_

**IF ADDITIONAL SPACE IS NEEDED, PLEASE PROVIDE INFORMATION ON A SEPARATE PAGE.**

### ADMISSION, SCREENING & SELECTION PROCESS

1. Please check all **admission criteria** applicable to your program.

12<sup>th</sup> Grade Completion or Equivalent. Is documented proof required prior to admission?  Yes  No

Completion of specific admissions test?  Yes (Please specify): \_\_\_\_\_  No

Certification (check all applicable):  HHA  CNA  CPR  Other (Please specify): \_\_\_\_\_

Course prerequisites in addition to those listed on Page 2. (Please specify): \_\_\_\_\_

Are applicants required to demonstrate proficiency in the following?

Mathematics

Medical Terminology

Language Proficiency

2. Please check all **screening and selection criteria** applicable to your program.

**ASSESSMENT TESTS**

[Empty box for Assessment Tests]

**EXAMINATION REVIEW COURSES**

[Empty box for Examination Review Courses]

**CAREER MOBILITY**

Relative to career mobility, please check **all types** of nursing and related programs offered.

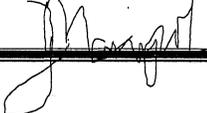
- CNA to LVN    LVN to PT    PT to LVN    LVN to ADN    Other (Please specify): \_\_\_\_\_

FACULTY MEETINGS

[Empty box for content]

*I HEREBY CERTIFY under penalty of perjury under the laws of the State of California that the information contained in this Annual Report is true and correct.*

Program Director's Name: (Print): MARISOL MANIPOL

Program Director's Signature:  Date: 08/11/2014

**DUE DATE: SEPTEMBER 5, 2014**

## CULTURAL DIVERSITY OF STUDENT POPULATION (OPTIONAL)

Given the crisis in health care and nursing shortage, the Board is frequently asked by the Legislature and the Governor's office to provide data regarding the cultural diversity of California's workforce. For that reason, the following data is requested. **Please note, that only aggregate data will be reported, individual programs will not be identified.**

Please complete the table below by listing the number of students in each category for all enrolled classes starting or graduating during the reporting period **July 1, 2013 through June 30, 2014.**

Class Start Date	Projected Graduation Date	African-American	African	Asian/Pacific Islander	Caucasian	Hispanic	Native American	Other

## Attachment A: Faculty Information

**Attachment A** should reflect all Board-approved faculty for your program. Please mark through the names of faculty who no longer teach for your program or who vacated the position within the period of this report. The legend for Attachment A is as follows:

**\*\* Degree:**            **A** = Associate Degree; **B** = Bachelors Degree; **M** = Masters Degree;  
                                 **D** = Doctoral Degree

**\*\*\* Position Codes:**    **D** = Director; **AD** = Asst. Director; **I** = Instructor or Substitute (nursing);  
                                 **AF** = Additional Faculty; **TA** = Teacher Assistant

**\*\*\*\* Work Schedule:**    **FT** = Full-Time      **PT** = Part-Time      **S** = Substitute

## Attachment B: Clinical Facility Information

**Attachment B** should reflect all Board-approved clinical facilities in which you have indicated that your program's students received clinical experience during the last 24 months. Facilities not utilized within that period will be deleted from your program's list of approved clinical facilities. Future use will necessitate the completion of a new Clinical Facility Approval Application. Please mark through any names of facilities you stopped using during this reporting period. The legend for Attachment B is as follows:

**\* Non-Use:**            Please place a check in this column if the designated facility was not utilized for clinical experience during the last 24 months.

**\*\* Facility Codes:**    **AC** = Acute Care; **AS** = Ambulatory Surgery; **COM** = Community Care;  
**COR** = Corrections; **DC** = Day Care; **GH** = Group Homes;  
**HH** = Home Health; **IC** = Intermediate Care; **LTC** = Long Term Care;  
**OP** = Outpatient; **PO** = Physician's Office; **P** = Preschool;  
**R** = Rehabilitation; **SNF** = Skilled Nursing Facility; **STP** = Specialty  
Treatment Programs; **SS** = Special Schools; **TC** = Transitional Care;  
**O** = Other (*Please specify*).

**PT Programs Only** - **CDU** = Chemical Dependency Unit;  
**MHC** = Mental Health Clinics; **PH** = Psychiatric Hospitals;  
**VE** = Vocational Education & Training Centers;

**\*\*\* Clinical Use Codes:**    **Fun** = Fundamentals/Nursing Science; **M/S** = Medical/Surgical;  
**C Dis** = Communicable Diseases; **Geron** = Gerontological  
Nursing; **Rehab** = Rehabilitation Nursing; **Matern** = Maternity  
Nursing; **Ped** = Pediatric Nursing; **L/S** = Leadership &  
Supervision.

**PT Programs Only** - **MD** = Mental Disorders

Clinical Simulation Hours per Course

Course	Hours
Nursing 2/Pharm 2	Variable based on clinical assignments Does not exceed 80 hours
Nursing 3/Pharm 3	Variable based on clinical assignments Does not exceed 80 hours
Nursing 4/Pharm 4	Variable based on clinical assignments Does not exceed 80 hours

ATTACHMENT A

Board of Vocational Nursing & Psychiatric Technicians  
**ANNUAL REPORT - SCHOOL FACULTY**  
 Vocational Nursing    Psychiatric Technician Program

TEACHING LOAD- SAN JOSE CAMPUS

School Name	Faculty Name	Type of License			Degree				Tchg. Cred./ Equiv.		Position Code						FT; PT; Substitute			Teaches Theory and or Clinical			Board Approval Date	Employee Termination Date (If Applicable)	
		RN	VN	PT	A	B	M	D	C	E	D	AD	I	TA	AF	FT	PT	S	(T)	(C)	Both				
WestMed College (San Jose)		x					X			x	x						x					x		7/8/2013	
WestMed College (San Jose)		x				x				x		x					x					x		9/17/2013	
WestMed College (San Jose)		x			x					x		x					x					x		06/08/2012	
WestMed College (San Jose)		X				x				x		x					x					x		7/8/2013	
WestMed College (San Jose)		x			x					x		x					x					x		5/04/2010	
WestMed College (San Jose)			x		x					x			x				x					x		7/10/2013	
WestMed College (San Jose)		x				x				x		x					x					x		8/26/2009	
WestMed College (San Jose)		x					x			x		x					x					x		4/19/2011	06/28/14
WestMed College (San Jose)		x			x					x		x					x					x		5/7/2009	
WestMed College (San Jose)		x				x				x		x					x					x		7/22/2013	
WestMed College (San Jose)		x				x				x		x					x					x		7/31/2013	
WestMed College (San Jose)		x					x			x		x					x					x		8/27/2013	
WestMed College (San Jose)		x				x				x		x					x					x		8/30/2013	
WestMed College (San Jose)		x			x					x		x					x					x		11/14/2013	5/23/2013



# Agenda Item #6.B.2., Attachment C



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

**Board of Vocational Nursing and Psychiatric Technicians**  
2535 Capitol Oaks Drive Suite 205, Sacramento, CA 95833-2945  
Phone 916-263-7800 Fax 916-263-7855 Web [www.bvnpt.ca.gov](http://www.bvnpt.ca.gov)



## CERTIFIED MAIL

October 17, 2014

Marisol Manipol  
Director, Vocational Nursing Program  
WestMed San Jose  
3031 Tisch Way, Suite 8PW  
San Jose, CA 95029

***Subject: Program Approval Status***

Dear Ms. Manipol,

The Board of Vocational Nursing and Psychiatric Technicians (Board) is scheduled to consider the following elements relative to the WestMed College - San Jose, Vocational Nursing Program on **November 21, 2014.**

- Consideration of Placement on Provisional Approval

Thank you for supplying the previously required information requested on October 3, 2014, which will assist in the preparation for the meeting.

*Should you have questions, please do not hesitate to contact me at (916) 263-7839.*

Sincerely,

*Jessica Gomez*

Jessica Gomez, MSN, RN  
Nursing Education Consultant  
[Jessica.Gomez@dca.ca.gov](mailto:Jessica.Gomez@dca.ca.gov)  
916-263-7839

U.S. Postal Service™  
**CERTIFIED MAIL™ RECEIPT**  
(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at [www.usps.com](http://www.usps.com)

OFFICIAL USE

4862 9440 E000 0101 2102

Postage	Manual Manual	Postmark Here
Certified Fee	10/20/14	
Return Receipt Fee (Endorsement Required)		
Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$	

Sent To: WestMed College, San Jose  
Street, Apt. No. or PO Box No.: 3031 Troch Way Ste 8PW  
City, State, ZIP+4: San Jose CA 95029

# Agenda Item # 6.B.2. , Attachment D



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

**Board of Vocational Nursing and Psychiatric Technicians**  
2535 Capitol Oaks Drive Suite 205, Sacramento, CA 95833-2945  
Phone 916-263-7800 Fax 916-263-7855 Web www.bvnpt.ca.gov



## CERTIFIED MAIL

November X, 2014

Marisol Manipol  
Director, Vocational Nursing Program  
WestMed San Jose  
3031 Tisch Way, Suite 8PW  
San Jose, CA 95029

### ***Subject: Notice of Change in Approval Status***

Dear Ms. Manipol,

Pursuant to the action of the Board of Vocational Nursing and Psychiatric Technicians (Board) on November 21, 2014, WestMed College San-Jose, Vocational Nursing Program was placed on provisional approval for the two year period from November 21, 2014, through November 30, 2016.

The purpose of this letter is to explain the areas of non-compliance found and the corrections required of your program to avoid losing approval completely.

Once you have reviewed this letter, please sign and return the enclosed "Acknowledgement of Change in Approval Status" form by **Friday, December 12, 2014**.

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

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

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

Section 2533(f) of the Vocational Nursing Rules and Regulations states:

"All curricular changes that significantly alter the program philosophy, conceptual framework, content objectives, or other written documentation as required in Section 2526, shall be approved by the Board prior to implementation..."

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...”

Section 2530(l) of the Vocational Nursing Rules and Regulations states:

“The Board 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.

The program pass rates of the WestMed College, Vocational Nursing Program for the past fifteen (15) quarters are set forth in the following table.

NCLEX-PN® Licensure Examination Pass Rates			
Quarter	State Annual Average Pass Rate	Program Annual Average Pass Rate	Variance from State Annual Average Pass Rate
Jan – Mar 2011	77%	63%	-14
Apr – Jun 2011	76%	72%	-4
Jul – Sep 2011	75%	75%	0
Oct – Dec 2011	75%	67%	-8
Jan – Mar 2012	74%	65%	-9
Apr - Jun 2012	74%	64%	-10
Jul – Sep 2012	74%	63%	-11
Oct – Dec 2012	74%	73%	-1
Jan – Mar 2013	73%	69%	-4
Apr – Jun 2013	73%	62%	-11
Jul – Sep 2013	74%	61%	-13
Oct – Dec 2013	76%	60%	-16
Jan – Mar 2014	76%	54%	-22
Apr – Jun 2014	73%	55%	-18
Jul – Sep 2014	73%	53%	-20

Based on this data, the program failed to comply with regulatory requirements relative to average annual pass rates for eight (8) of the previous fifteen (15) reporting periods. Further, noncompliance is substantiated for the previous six (6) consecutive reporting periods

**REQUIRED CORRECTION(S)**

1. The WestMed College, San Jose, Vocational Nursing Program shall admit no additional classes without prior approval by the full Board.

2. The program shall bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate.
3. The program shall submit for Board approval applications for approval of clinical facilities sufficient to provide clinical experiences in Maternity Nursing for the enrolled students by **December 15, 2014**.
4. The program shall submit an instructional calendar that substantiates theory and correlated clinical experience for enrolled students including clinical facilities to which students are assigned by **December 15, 2014**.
5. The program shall submit a report to the Board no later than seven (7) months, but no later than **June 1, 2015**, and twenty – one (21) months, but no later than **August 1, 2016**. The report must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.
  - a. Admission Criteria.
  - b. Screening and Selection Criteria.
  - c. Terminal Objectives.
  - d. Curriculum Objectives.
  - e. Instructional Plan.
  - f. Theory and Clinical Objectives for Each Course.
  - g. Lesson Plans for Each Course.
  - h. Textbooks.
  - i. Attendance Policy.
  - j. Remediation Policy.
  - k. Evaluations of Theory and Clinical Faculty.
  - l. Evaluations of Theory Presentations.
  - m. Evaluations of Clinical Rotations and Their Correlation to Theory Presentations.
  - n. Evaluation of Student Achievement.
  - o. Current Enrollment.
6. The program shall comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526.
7. The program shall demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.
8. Failure to take any of these corrective actions may cause the full Board to revoke the program's approval.

Notice of Change in Approval Status  
WestMed College - San Jose  
Vocational Nursing Program  
November X, 2014  
Page 4 of 4

### **FUTURE BOARD ACTION**

Your program will be placed on the **February 2015 and November 2015** Board Meeting agendas, at which point the Board may revoke or extend the program's approval. If you have additional information that you wish considered beyond the required corrections listed on page 2 through 3, you must submit this documentation by the fifteenth day of the second month prior to the Board meeting.

### **OTHER IMPORTANT INFORMATION**

Please be advised that, pursuant to the Board's regulations, the program will not be authorized to admit new classes beyond the established pattern of admissions previously approved by the Board. The established pattern of admissions approved by the Board is as follows: **Prior approval by the full Board is required to admit classes.**

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

The program may not advertise that it has full approval, and should take steps to correct any ongoing advertisements or publications in that regard.

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

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

Sincerely,

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

Enclosures

cc: Board Members

TBJ:cca