

Agenda Item #12.A.8.



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

BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS

2535 Capitol Oaks Drive, Suite 205, Sacramento, CA 95833-2945

Phone (916) 263-7800 Fax (916) 263-7855 Web www.bvnpt.ca.gov



COVER SHEET

**SUBJECT: Sierra Pacific College Vocational Nursing Program –
Reconsideration of Provisional Approval; Consideration of Request
to Admit Students (Director: Bernadette Bautista, Redlands, San Bernardino
County, Private)**

The Sierra Pacific College Vocational Nursing Program is presented to the Board for reconsideration of provisional approval. Additionally, the program has requested approval to admit a class of 15 students on July 11, 2016, with a graduation date of July 28, 2017. Revocation of the program's approval is recommended.

Recommendations:

1. Revoke the Sierra Pacific College, Vocational Nursing Program.
2. Remove the program from the Board's *List of Approved Vocational Nursing Programs, effective immediately.*

Agenda Item #12.A.8.



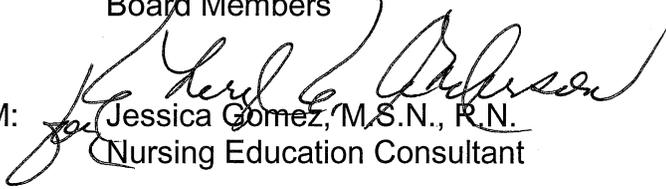
BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GOVERNOR EDMUND G. BROWN JR.

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: April 29, 2016

TO: Board Members

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

SUBJECT: Sierra Pacific College Vocational Nursing Program – Reconsideration of Provisional Approval; Consideration of Request to Admit Students (Director: Bernadette Bautista, Redlands, San Bernardino County, Private)

The Sierra Pacific College Vocational Nursing Program is presented to the Board for reconsideration of provisional approval. Additionally, the program has requested approval to admit a class of 15 students on July 11, 2016, with a graduation date of July 28, 2017. Revocation of the program's approval is recommended.

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

“A program placed on provisional approval shall receive written notification from the Board. The notification to the program shall include specific areas of noncompliance and requirements for correction. A program's failure to correct delineated areas of noncompliance is cause for revocation of provisional approval.”

The Board initially placed the program on provisional approval for the two-year period from May 11, 2012 through May 31, 2014. That action was taken due to the program's noncompliance with regulatory requirements relative to program pass rates. At that time, the program's average annual pass rate was 29%.

Subsequently, the Board received information regarding the program's noncompliance with specific requisites specified in the Education Code requiring the program to obtain approval from the Department of Consumer Affairs' Bureau for Private Postsecondary Education (Bureau) as a condition of operation.

On May 16, 2014, the Board extended the program's provisional approval through May 30, 2015. Further, the Board declined to consider any request to admit students until the program's submission of documentation substantiating that approval to operate had been granted by the Bureau.

On February 13, 2016, the Board denied the program's request to admit students on April 4, 2016, and placed the program on the May 2016 agenda. The Board required the director to analyze the program and curriculum and submit a report no later than March 1, 2016.

History of Prior Board Actions

(See Attachment A, History of Board Actions)

Enrollment

The program is approved by the Board to offer a 52-week full-time course of instruction. Board approval is required prior to the admission of each class.

The following table represents **past and proposed student** enrollment from February 2009 through June 2015. The table indicates a **maximum enrollment of 15** students for the period **February 2009 through April 2017**. The program’s last class of eight (8) students graduated February 2012. Currently, there are no students enrolled in the program.

ENROLLMENT DATA				
CLASS DATES		#Students Admitted	#Students Current or Completed	Total Enrolled
Start	Complete			
2/09		24	21	21
	2/10 (2/09 Class)		-21	21 – 21 = 0
6/10		10	10	0 + 10 = 10
	7/11 (6/10 Class)		-10	10 – 10 = 0
2/11		8	8	0 + 8 = 8
	2/12 (2/11 Class)		-8	8 – 8 = 0
6/12 Approved 5/12; (Not Admitted)		15	0	0 + 0 = 0
6/15 (Approved 5/15; Not Admitted)		15	0	0 + 0 = 0
7/16 (Proposed)	7/17	15		0 + 15 = 15

Licensing Examination Statistics

The following statistics, furnished by Pearson Vue, and published by the National Council of State Boards of Nursing as “Jurisdictional Summary of All First-Time Candidates Educated in Member Board Jurisdiction,” specify pass percentage rates for graduates of the Sierra Pacific College Vocational Nursing Program on the National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN®) for the period of July 2010 through March 2016, and variances from state average annual pass rates.

NCLEX-PN® Licensure Examination Data							
Quarterly Statistics					Annual Statistics*		
Quarter	# Candidates	# Passed	% Passed	State Quarterly Pass Rate	Program Average Annual Pass Rate	State Average Annual Pass Rate [CCR §2530(I)]	Variance from the State Average Annual Pass Rate
Jul – Sep 2010	1	1	100%	76%	100%	74%	+26
Oct – Dec 2010	5	2	40%	77%	50%	76%	-26
Jan – Mar 2011	8	1	12%	80%	27%	75%	-48
Apr – Jun 2011	4	0	0%	71%	22%	76%	-54
Jul – Sept 2011	No Candidates Tested			74%	18%	76%	-58
Oct – Dec 2011	No Candidates Tested			74%	8%	75%	-67
Jan – Mar 2012	3	2	67%	74%	29%	76%	-47
Apr – Jun 2012	1	0	0%	72%	50%	75%	-25
Jul – Sep 2012	8	3	38%	74%	42%	74%	-32
Oct – Dec 2012	1	1	100%	70%	46%	74%	-28
Jan – Mar 2013	No Candidates Tested			73%	40%	73%	-33
Apr – Jun 2013	No Candidates Tested			78%	44%	73%	-29
Jul – Sep 2013	1	0	0%	75%	50%	74%	-24
Oct – Dec 2013	No Candidates Tested			76%	0%	76%	-76
Jan – Mar 2014	No Candidates Tested			74%	0%	76%	-76
Apr – Jun 2014	No Candidates Tested			66%	0%	73%	-73
Jul – Sep 2014	No Candidates Tested			72%	N/A	73%	N/A
Oct – Dec 2014	No Candidates Tested			72%	N/A	72%	N/A
Jan – Mar 2015	No Candidates Tested			73%	N/A	71%	N/A
Apr – Jun 2015	No Candidates Tested			69%	N/A	73%	N/A
Jul – Sep 2015	No Candidates Tested			73%	N/A	72%	N/A
Oct – Dec 2015	No Candidates Tested			75%	N/A	72%	N/A
Jan – Mar 2016	No candidates Tested			73%	N/A	73%	N/A

*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 section 2530(I) 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 published examination statistics for the period October 2013 through March 2016, the program has had no graduates tested since Quarter 3 – 2013, where one student completed the NCLEX-PN® and failed.

Faculty and Facilities:

Section 2534(d) of the California Code of Regulations (Code) 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 four (4), including the program director. The director has 50% administrative and 50% teaching duties. Of the total faculty, four (4) instructors are approved to teach clinical.

Given the proposed enrollment of 15 students and the Board’s requirement of May 15, 2015, specifying that the program shall maintain a 1:10 instructor-to student ratio in all clinical classes, two (2) instructors are needed. Therefore, the number of current faculty is adequate for the current and proposed enrollment.

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

“Schools shall have clinical facilities adequate as to number, type, and variety of patients treated, to provide clinical experiences for all students in the area 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 **sufficient** clinical facilities to afford the number, type, and variety of patients that will provide clinical experiences that are consistent with competency-based objectives and theory taught and adequate for the proposed enrollment.

Other Considerations

As noted previously, the Board placed the Sierra Pacific College Vocational Nursing Program on provisional approval for the two – year period from May 11, 2012 through May 31, 2014, due to noncompliance with regulatory requirements relative to program pass rates on the licensure examination. At that time, the program’s average annual pass rate was **29%**. Additionally, the Board approved the program’s admission of a class of 15 students on June 11, 2012. Based on information submitted by the director, the program did not admit that class.

On April 16, 2014, the Board received information regarding actions taken by the Bureau relative to the program. As reported, the Bureau received a complaint on March 12, 2012, alleging the program’s refusal to provide an official transcript to a former student. Reportedly, the complainant had completed the program in March 2012. On April 11, 2012, the Bureau issued a notice directing the program to cease operation due to its lack of Bureau approval.

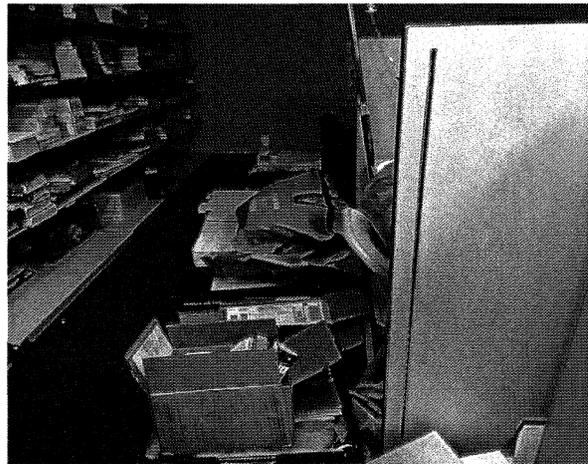
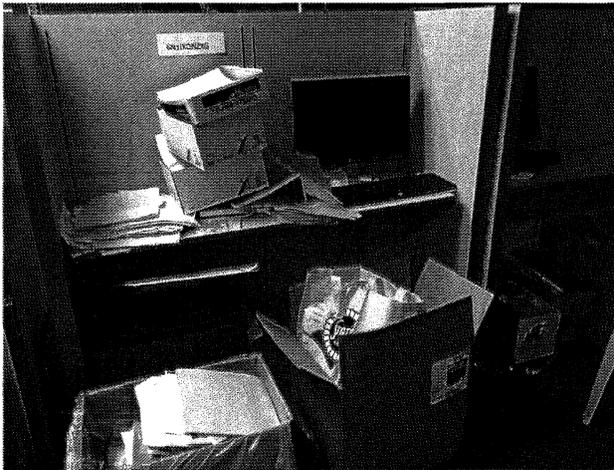
On February 9, 2015, the Board received a copy of the Bureau's approval of Sierra Pacific College to operate a non – degree granting vocational nursing program. The approval is dated January 22, 2015 (see Attachment B).

On May 15, 2015, the Board extended the program's provisional approval for a period of two (2) years from May 30, 2015, through May 29, 2017. Additionally, the Board approved a class of 15 students to commence on June 15, 2015, and graduating on July 1, 2016, and required the program to maintain an instructor-to-student ratio that does not exceed ten (10) students per instructor in all clinical courses (see Attachment C).

On September 9, 2015, the Director notified the Board via e-mail that no students had applied to attend the school and, was not sure when the program would be able to start the class approved to commence June 15, 2015 (see Attachment D).

On January 27, 2016, two (2) Board representatives conducted an unannounced inspection of the program. The program is located in two (2) adjacent store fronts in a small strip mall. One houses the administrative office, finance office, library, and the break-room. The second houses the skills lab and class room. The parking lot has adequate availability of parking spaces and lighting for student's safety.

Upon observation, staff identified that the campus was dirty, cluttered, and not student ready. The library had a variety of text books; however, a number of reference books were outdated. NCLEX review books were included in the library; however, their dates of publication are 2006 and earlier. There were eight (8) computer stations with a total of five (5) computers for student use. The classroom had adequate space and seating to accommodate 30 students. There was a white Board and capability for PowerPoint presentations.



Library / Computer Room

The skills lab had two (2) adult low fidelity mannequins, one high fidelity birthing mannequin with fetus, and one child mannequin, three (3) patient beds, a sink, medication cart with sample medications and dispensing supplies. The lab lacked sterile supplies and oxygen tubing and masks.



Skills Lab

Two (2) violations were identified during the campus inspection.

Violations

Section 2526 (a)(11) of the Vocational Nursing Rules and Regulations states:

“The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include. . .

(11) Evaluation Methodology for Clinical Facilities. . .”

Violation #1: The program has a board approved methodology for the evaluation of clinical facilities. No documentation of previous facility evaluations was provided. Forms provided by the program included student evaluations of the clinical experience regarding the faculty and the facility. No evidence of an instructor or the program director’s evaluation of clinical sites was provided.

Status #1: The violation is **not corrected**. On February, 29, 2016, the director submitted forms that the director or Board approved faculty member will use to evaluate the clinical sites.

The program’s last class of students graduated in February, 2012. While the director has been able to verify that the Board - approved clinical sites continue to have availability for the proposed class of students, no documentation was provided that confirms evaluations of the clinical facilities and their adequacy as to the number, type, and variety of patients that will provide clinical experiences consistent with competency-based objectives and theory taught and adequate for the proposed enrollment, since 2012.

Section 2526(a)(16) of the Vocational Nursing Rules and Regulations states:

“The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include. . .

(16) List of Resources for Provision of Counseling and Tutoring Services. . .”

Violation #2: While Board files contain documentation of the availability of tutoring resources, no evidence of a list of counseling resources was identified during the program inspection.

Status #2: The violation is **corrected**. The director submitted a revised student handbook which provides addresses and contact information for counseling and tutoring providers.

On January 31, 2016, the director submitted the required report regarding 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 program variables were addressed.

1. Admission Criteria.
2. Screening and Selection Criteria.
3. Terminal Objectives.
4. Curriculum Objectives.
5. Instructional Plan.
6. Theory and Clinical Objectives.
7. Lesson Plans.
8. Textbooks.
9. Attendance Policy.
10. Remediation Policy.
11. Evaluation of Theory and Clinical Faculty.
12. Evaluation of Correlation of Theory to Clinical Instruction.
13. Evaluation of Student Achievement.

However, the report failed to confirm the completion of a thorough analysis of all required program elements specified by the Board, and propose revisions that would ensure the development of a plan of instruction that results in program graduates able to pass the **current** licensure examination and provide safe and competent client care upon entry into **current** professional practice. Further, the report failed to include specific actions taken to improve pass rates of program graduates and the effect of employed interventions. For the majority of the reported elements, the submitted timeline specified a completion date of “... **March 1, 2016**, before next class start; and, ongoing until provisional status is removed.” (See Attachment E)

On February 5, 2016, the Board denied the program’s admission of a class and scheduled reconsideration of the program’s approval status for the May 2016 Board meeting. Additionally, the Board required the program to submit a detailed report regarding an analysis of the curriculum including the instructional plan, identification of areas requiring revision, and timeline for completion to ensure inclusion of all areas of the current NCLEX/PN® examination

outline no later than **March 1, 2016**. On February 10, 2016, the Board notified the program, via certified mail, of the Board's decisions (see Attachment F).

On March 1, 2016, as directed by the full Board, the director submitted an evaluation of the current instructional plan. After thorough analysis, the assigned consultant confirmed that the only change was the addition of new textbooks. In addition, it was identified that the clinical and skills lab experiences did not progress from basic to advanced nursing skills.

On April 1, 2016, the director submitted via email, the program's plan to complete an evaluation and revision of the curriculum that will be consistent with the 2014 NCLEX/PN® examination outline, and the program's philosophy and objectives by **May 30, 2016**, prior to the requested class start of July 28, 2015.

Serious concern is identified regarding the director's continued failure to submit documentation confirming the consistency of the curriculum with current professional practice. It is important to note that the program's current curriculum is based on an examination outline that is obsolete. Board records confirm the approval of the program curriculum on **January 14, 2009**. The current NCLEX/PN® examination outline was implemented **April 2014**. To date, the director has failed to submit documentation that confirms an analysis and revision of the existing curriculum to ensure the inclusion of all areas of the current NCLEX/PN® examination outline.

Published examination statistics confirm that 32 program graduates have completed the licensure examination since the program's inception. Of the total tested, **31.25%** or ten (10) program graduates **passed** on initial testing; **68.75%** or 22 program graduates **failed** on initial testing. The program's last class of eight (8) students graduated February 2012. The program has had no graduates tested since Quarter 3 – 2013, when one (1) student took the licensure examination and failed.

Recommendations:

1. Revoke the Sierra Pacific College, Vocational Nursing Program.
2. Remove the program from the Board's *List of Approved Vocational Nursing Programs*, effective immediately.

Rationale: The program was placed on provisional approval on May 11, 2012, the program's average annual pass rate was **29%**, **45** percentage points below the state average annual pass rate. Subsequent to the program being placed on provisional approval, the program's average annual pass rate rose to **a high of 50% during Quarter 2 - 2012 and Quarter 3 - 2013**. Since Quarter 3 - 2013, the program has had no graduates completing the licensure examination.

The program's last class graduated February 2012. Submitted enrollment statistics indicate that the program did not admit classes approved to start in June of 2012 or June of 2015. Of the total program graduates tested to date, **68.75% have failed the NCLEX/PN® on initial testing; 31.25% passed.**

The program's extensive history of noncompliance with regulatory requirements is a critical concern. Further, the program has failed to comply with previously reported timelines for revision of the curriculum. To date, the director has failed to submit documentation confirming the evaluation of the curriculum and completion of revisions required to ensure consistency with current professional practice.

The director has failed to submit documentation that confirms evaluation of the curriculum against the current NCLEX/PN® examination outline. Board records confirm that the program's curriculum was developed and approved April 2009. However, the current NCLEX/PN® examination outline was implemented effective April 2014. Therefore, the program's curriculum is based on an obsolete examination outline.

On April 1, 2016, electronic correspondence was received from the director specifying a completion date of May 30, 2016 for the required curriculum revision. However, it must be noted that the program has previously proposed such deadlines and yet failed to comply.

Given the foregoing, revocation of the program's provisional approval is recommended.

- Attachment A: History of Prior Board Actions
- Attachment B: Program Correspondence Dated February 4, 2015; Received February 9, 2015
- Attachment C: Board Correspondence Dated May 20, 2015
- Attachment D: Program Correspondence Dated September 9, 2015
- Attachment E: Program Correspondence, BVNPT Received January 1, 2016
- Attachment F: Notice of Board Decisions February 10, 2016

Agenda Item #12.A.8., Attachment A

SIERRA PACIFIC COLLEGE VOCATIONAL NURSING PROGRAM

History of Prior Board Actions

- On January 14, 2009, the Executive Officer approved Sierra Pacific College, Redlands, to begin a vocational nursing program with an initial class of 24 students on January 19, 2009 only, with a projected graduation date of February 5, 2010; **and**, approved the program curriculum for 1578 hours, including 596 theory and 982 clinical hours.
- On April 21, 2010 an initial site visit was completed by the Nursing Education Consultant.
- On June 3, 2010, the Executive Officer **approved** initial **full accreditation** for Sierra Pacific College, Redlands, Vocational Nursing Program for the four (4) year period from June 3, 2010 through June 2, 2014, **and**; directed staff to issue a certificate accordingly, **and**; approved the programs request admit 30 students on June 7, 2010 graduating on of July 10, 2011; **and**, required the program to submit revised admission criteria and procedures to include entrance testing for incoming students by June 25, 2010; **and**, required the program to obtain Board approval prior to the admission of each class.
- On January 25, 2011, the Executive Officer **approved** the program to **admit** a full-time class of 30 students commencing on January 31, 2011 and graduating on January 27, 2012; **and**, **denied** the program's request to admit a class of 30 students commencing on July 11, 2011 and graduating July 27, 2012 to **replace** students graduating on June 17, 2011; **and**, board staff will continue to monitor the program by tracking its licensure examination pass rate quarterly.
- On March 15, 2012, the program was notified that its average **annual pass rates** had fallen more than **ten (10) percentage points below** the **state average annual pass rates** for the past **five (5) consecutive quarters** and the Board was scheduled to **consider** placement of the program on **provisional approval** at the May 2012 Board meeting. The following information was requested by March 23, 2012.
- On March 23, 2012, the program was notified that its average annual pass rate had **fallen** more than **ten (10) percentage points below** the **state average** annual pass rates for the past six (6) quarters, per **verbal communication**.
- On March 28, 2012, the Board received the program's plan to increase the licensure pass rates and related forms.
- On April 4, 2012, the assigned consultant forwarded correspondence requesting submission of eighteen (18) copies of pertinent documents for Board consideration to include, but not be limited to, its plan to correct its noncompliant pass rates, and the effect of subsequent corrective action taken to correct identified deficiencies.

- On May 11, 2012, the Board **placed** Sierra Pacific College, Vocational Nursing Program, on **provisional approval** for the two-year period from May 11, 2012, through May 31, 2014; **and**, issued a notice to the program to identify specific area of non-compliance and requirements for correction as references in Section 2526.1 of the California Code of Regulations; **and** required the program to bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate; **and**, Required the program to submit follow-up reports in nine months, but no later than **February 1, 2013**, and 21 months, but no later than **February 1, 2014**. The reports must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis:
 - a. Admission Criteria
 - b. Screening and Selection Criteria
 - c. Terminal Objectives.
 - d. Curriculum Objectives.
 - e. Instructional Plan.
 - f. Theory and Clinical Objectives for Each Course.
 - g. Lesson Plans for Each Course
 - h. Textbooks
 - i. Attendance Policy
 - j. Remediation Policy.
 - k. Evaluation of Theory and Clinical Faculty.
 - l. Evaluation of Theory Presentations.
 - m. Evaluation of Clinical Rotations and Their Correlation to Theory Presentations.
 - n. Evaluation of Student Achievement.
 - o. Current Enrollment; **and**,

Required the program to **comply** with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professional Code Section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526; **and**, required the program to demonstrate incremental progress in correcting the violation. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval; **and**, advised the program that failure to take any of these corrective actions may cause the full Board to revoke the program's approval; **and, approved** Sierra Pacific College, Vocational Nursing Program's request **to admit 15 students** commencing on June 11, 2012 and graduating on June 28, 2013 to **replace** students who graduated on February 8, 2012; **and**, required the program to admit no additional students without prior approval by the full Board; **and**, Placed the program on the **May 2014** Board agenda for reconsideration of provisional approval.

- On February 18, 2014, the Nursing Education Consultant notified Sierra Pacific College, Vocational Nursing Director and requested the follow-up report that was due on February 1, 2014.
- On March 6, 2014, the required follow-up report was submitted to the Nursing Education Consultant.

- On May 13, 2014, the Board extended provisional approval for the Sierra Pacific College, Redlands, Vocational Nursing Program for one year from May 16, 2014 to May 30, 2015, and issued 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; **and** denied the program's request to admit a class of 15 full-time students on June 16, 2014 only, graduating on June 26, 2015; **and** declined to consider any request to admit students until the program obtains and submits documentation substantiating approval to operate by the Department of Consumer Affairs' Bureau for Private Postsecondary Education; **and** required the program to admit no additional students unless approved by the full board, including any previously approved classes that were not admitted; **and** required the program to submit a follow-up report in six (6) months after admission of the next class. 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 report must address all elements as identified in the comprehensive analysis submitted September 2013. The following elements must be addressed in the analysis.

- a. Admission Criteria
- b. Screening and Selection Criteria
- c. Terminal Objectives
- d. Curriculum Objectives
- e. Curriculum Evaluation
- 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. Evaluation of Theory and Clinical Faculty
- m. Evaluations of Theory Presentations
- n. Evaluations of Clinical Rotations and Their Correlation to Theory Presentation.
- o. Evaluations of Student Achievement
- p. Current Enrollment; and

Further, the Board required the program to bring its average pass rate to no more than ten (10) percentage points below the state annual pass rate; **and** required 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; **and** required 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. The Board specified that failure by the program to take any of these corrective actions may cause the full Board to revoke the program's approval; **and** placed the program on the **May 2015** Board agenda for reconsideration of provisional approval.

- On February 4, 2015, the Board received a copy of the Bureau for Private Postsecondary Education's approval for Sierra Pacific College, dated January 22, 2015.

- On May 15, 2015 the Board **extended** provisional approval of the Sierra Pacific College Vocational Nursing Program for the two (2) year period from May 30, 2015, through May 29, 2017, 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; and, **required** the program to bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate; and, **approved** the program's request to admit a class of 15 students commencing June 15, 2015 and graduating on July 1, 2016, **only; and, required** the program to maintain instructor to student ratio that does not exceed ten (10) students for each instructor in during clinical experience, and, **required** the program director to submit, under penalty of perjury, the names of all enrolled students, date of admission, placement in the curriculum, and expected date of graduation by **July 1, 2015; and, continued** the program's requirement to obtain approval by the full Board prior to the admission of future classes. Additionally, the Board required the program to submit follow-up reports in nine months, but no later than **February 1, 2016**, and 22 months, but no later than **February 1, 2017**. The reports must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis:

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

required the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professional Code Section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526; and, **required** the program to demonstrate incremental progress in correcting the violation. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval. Failure of the program to take any of these corrective actions may cause the full Board to revoke the program's approval. The Board placed the program on the Board's May 2017, agenda for reconsideration of provisional approval.

- On February 4, 2016 the Full Board **required** the Sierra Pacific College Vocational Nursing Program to submit a detailed report that includes an analysis of the curriculum including the instructional plan, identification of areas requiring revision, and timeline

for completion to ensure inclusion of all areas of the current NCLEX/PN® no later than **March 1, 2016**; **and, placed** the program on the **May 2016** Board agenda; **and, denied** the program's request to admit a class of 15 students commencing April 4, 2015 and graduating on April 28, 2017, only; **and, continued** the program's requirement to maintain an instructor-to-student ratio that does not exceed ten (10) students for each instructor in during clinical experience.

Additionally the Full Board **continued** the program director's requirement to submit, under penalty of perjury, the names of all enrolled students, date of admission, placement in the curriculum, and expected date of graduation within 15 days of the commencement of a class; **and, continued** the program's requirement to obtain approval by the full Board prior to the admission of future classes; **and, continued** the program's requirement to submit follow-up reports no later than **February 1, 2016**, and **February 1, 2017**. The reports must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis:

- A. Admission Criteria
- B. Screening and Selection Criteria
- C. Terminal Objectives.
- D. Curriculum Objectives.
- E. Instructional Plan.
- F. Theory and Clinical Objectives for Each Course.
- G. Lesson Plans for Each Course.
- H. Textbooks.
- I. Attendance Policy.
- J. Remediation Policy.
- K. Evaluation of Theory and Clinical Faculty.
- L. Evaluation of Theory Presentations.
- M. Evaluation of Clinical Rotations and Their Correlation to Theory Presentations.
- N. Evaluation of Student Achievement.
- O. Current Enrollment, and,

Required the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professional Code Section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526; **and, required** the program to demonstrate incremental progress in correcting the violation. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.

Agenda Item #12.A.8., Attachment B



Sierra Pacific College

2015 FEB -9 PM 1:19

EXEMPT Reciever Edu
on 2/4/15
JA

Wednesday, February 04, 2015

Jessica Gomez MSN, RN
Nursing Education Consultant
Board of Vocational Nursing & Psychiatric Technicians
2535 Capitol Oaks Drive, Suite 205
Sacramento, CA 95833
916-263-7839

Dear Jessica:

After years of waiting, enclosed is the approval from Bureau for Private Postsecondary Education (BPPE). The agency requires a copy of the BPPE approval sent to you.

The school requests to start class on April 20, 2015 and program completion on April 29, 2016.

The school main concern at this time is regarding the Provisional status which is about to expire on May, 2015. Please inform the school regarding the Provisional status and what to do from here on.

Thanks for your kind consideration on this matter.

Sincerely,

Bernadette N. Bautista, RN, MSN
Director of Nursing
Sierra Pacific College



Agenda Item #16.C.2., Attachment B

Business, Consumer Services, and Housing Agency - Edmund G. Brown Jr., Governor
Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833
P.O. Box 980818, West Sacramento, CA 95798-0818



Approved Educational Program List

In accordance with the provisions of California Education Code 94866 or 94890, the Bureau for Private Postsecondary Education approves:

Sierra Pacific College

*1200 Arizona St. Ste. A-2
Redlands, CA 92374*

*School Code #: 90919988
Site Type: Main*

to offer the following program(s)/course(s):

<u>Program Name</u>	<u>Length of Instruction</u>	<u>Program Approved</u>	<u>Program Type</u>	<u>Distance Learning</u>
LVN 79 Units	1,578.00 Hours	01/22/2015	Non-Degree	No

Non-Degree (Vocational) Programs/Courses: 1
Total Programs/Courses: 1

The program list above represents all currently approved educational programs for this institution. The Main, Branch, or Satellite locations of this institution may offer any subset of this list.

Leeza Rifredi, Manager

This document is valid if all fees are current. Subject to earlier termination in accordance with the law.



Agenda Item #12.A.8., Attachment C.

STATE AND CONSUMER SERVICES AGENCY • GOVERNOR EDMUND G. BROWN JR.

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



May 20, 2015

Bernadette Bautista
Director, Vocational Nursing Program
Sierra Pacific College
1200 Arizona St., Unit A-2
Redlands, CA. 92374

Subject: Notice of Board Decision, Reconsideration of Provisional Approval and Consideration of Request to Admit Students

Dear Ms. Bautista:

On May 15 2015, the full Board of Vocational Nursing and Psychiatric Technicians (Board) considered the consultant's report relative to the ***Sierra Pacific College, Vocational Nursing Program – Reconsideration of Provisional Approval and Consideration of Request to Admit Students.***

The following decisions were rendered.

1. Extend provisional approval of the Sierra Pacific College Vocational Nursing Program for the two (2) year period from May 30, 2015, through May 29, 2017, 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.
2. Require the program to bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate.
3. Approve the program's request to admit a class of 15 students commencing June 15, 2015 and graduating on July 1, 2016, **only**.
4. Require the program to maintain to maintain and instructor to student ratio that does not exceed ten (10) students for each instructor in during clinical experience.
5. Require the program director to submit, under penalty of perjury, the names of all enrolled students, date of admission, placement in the curriculum, and expected date of graduation by **July 1, 2015**.
6. Continue the program's requirement to obtain approval by the full Board prior to the admission of future classes.
7. Require the program to submit follow-up reports in nine months, but no later than **February 1, 2016**, and 22 months, but no later than **February 1, 2017**. The reports

Notice of Board Decision

May 20, 2015

Page 2 of 3

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. Evaluation of Theory and Clinical Faculty.
 - l. Evaluation of Theory Presentations.
 - m. Evaluation of Clinical Rotations and Their Correlation to Theory Presentations.
 - n. Evaluation of Student Achievement.
 - o. Current Enrollment; **and**,
8. Require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professional Code Section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526.
 9. Require the program to demonstrate incremental progress in correcting the violation. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.
 10. Failure of the program to take any of these corrective actions may cause the full Board to revoke the program's approval.
 11. Place the program on the Board's May 2016 agenda for reconsideration of provisional approval.

Rationale: The program was placed on provisional approval on May 11, 2012, the program's average annual pass rate was **29%**, **45** percentage points below the state average annual pass rate. Subsequent to the program being placed on provisional approval, the program's average annual pass rate rose to a high of 50% during Quarter 2 - 2012 and Quarter 3 - 2013. Since Quarter 3 - 2013, the program has had no graduates completing the licensure examination.

As stated previously, on May 16, 2014 the Board extended the program's provisional approval for one year through May 30, 2015. Additionally, the Board declined to consider any request to admit students until the program

Notice of Board Decision

May 20, 2015

Page 3 of 3

obtains and submits documentation substantiating approval to operate by the Department of Consumer Affairs' Bureau for Private Postsecondary Education (Bureau). On February 4, 2015, the Board received a copy of the Bureau's approval for Sierra Pacific College to operate a non – degree granting vocational nursing program. That approval was dated January 22, 2015.

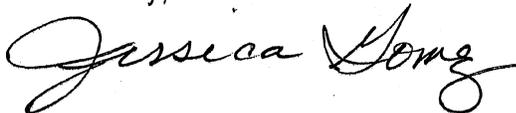
The adequacy of program resources to provide instruction for the proposed students has been verified. Those resources include Board - approved faculty, and clinical facilities adequate as to number, type, and variety of patients treated, to provide clinical experiences consistent with the curriculum and of like character and quality for the proposed enrollment.

Given the foregoing, it is prudent to extend the program's provisional approval for two (2) years. Currently, no students are enrolled in the program. Approving the requested class will allow the implementation of the curriculum and corrective actions required to improve student comprehension and the program's pass rates on the licensure examination.

Board staff will continue to monitor the program's effectiveness by tracking class admissions, resources, and the program's quarterly pass rates.

Please contact the Board should further clarification be needed.

Sincerely,

A handwritten signature in black ink that reads "Jessica Gomez". The signature is written in a cursive, flowing style.

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



DECLARATION OF SERVICE BY MAIL

Program Name: Sierra Pacific College, Vocational Nursing Program

Provider Name: Bernadette Bautista

Fax #: _____

Email Address: _____

Address: 1200 Arizona St., Unit A-2, Redlands, CA. 92374

I declare:

I am employed in the County of Sacramento, California, I am over the age of 18, and not a party to the within action. My business address is 2535 Capitol Oaks Drive, Suite 205, Sacramento, California 95833-2945.

On May 20, 2015, I served the following document(s) described as:

Certified Mail: Bernadette Bautista, Sierra Pacific College, Vocational Nursing Program
RE: Notice of Board Decision, Reconsideration of Provisional Approval and Consideration of Request to Admit Students

By causing to be delivered a true and correct copy thereof to the addressee(s) as follows:

VIA U.S. MAIL:

By placing a copy in each of two separate sealed envelopes with postage thereon fully prepaid and causing them to be deposited in the mail at Sacramento, California for delivery by way of Certified Mail and First Class Mail.

Certified Mail Number:

VIA PERSONAL SERVICE:

I myself, or a designated courier, delivered such document(s) by hand to the offices of the addressee.

VIA FACSIMILE:

Such document(s) were transmitted to the facsimile number(s) listed above. The facsimile machine I used was in working order and no communication or delivery error was reported by the machine.

VIA ELECTRONIC TRANSMISSION:

I caused the documents to be sent to the persons at the e-mail address listed above. I did not receive, within a reasonable time after the transmission, any electronic message or other indication that my transmission was unsuccessful.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. This declaration was executed at Sacramento, California on May 20, 2015.

Jessica Gomez
(Typed Staff Name)

Jessica Gomez
(Staff Signature)

Agenda Item #12.A.8., Attachment D.

Wed 9/9/2015 10:58 AM

Bernadette Bautista [REDACTED]

Re: Board Meeting

Dear Jessica,

I am writing to you to update you what is going on with our school. We received the letter from the Board regarding the approval to admit students and extension of our provisional status in the middle of June. We started to advertise that we are open for enrollment after we received the letter. We requested to start the class June, 2015, but unfortunately due to the delay in the advertisement, we are not able to start the class on time as we requested.

We have few inquiries but no one registered or enrolled up to this time. I did not call you or had a chance to e mail you because me and my daughter had a car accident last July, 2015. I am currently having treatment and therapy and could not do much at this time. We are still advertising and responds to all inquiries, but still no one wanted to enroll yet. I cannot set a permanent start class date at this time until we have a registered or enrolled student.

I will keep in touch with you after two weeks to see where we at that time.

Bernadette Bautista, RN, MSN
Director of Nursing
Sierra Pacific College
1200 Arizona St. Unit A-2
Redlands, CA 92374

[REDACTED]

Agenda Item 12.A.8.Attachment E

Sierra Pacific College Vocational Nursing Program

BVNPT RECD 1.31.16

Via E-mail JG

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
A) Admission Criteria	Director of Nursing Admission/ Registrar	1) The school did not provide new students a thorough orientation to emphasize the importance of the program. 2) No clear communication was established on what student's expectation throughout the program. Example: Attendance Policy 3) Less emphasis provided regarding the content in the student's handout and catalogue.	1) Provide new students thorough orientation to emphasize the rigor of the program 2) Establish clear communication to students of the expectation throughout the program 3) Review/Revise policies available to students (Student Handbook/ School Catalogue/Brochure a. Revision done last January 2016. b. Updated student handbook/ School	1. Greater than > 80% increase retention rate - Adherence of students to program plan schedule 2. 100% of students understands and identify expectation of the program 3. Greater than >80% will graduate within 12 months (length of program)	Immediately and to be completed by March 1, 2016 before the next class start and on going until provisional status uplifted.

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
		<p>4) a. A GPA of 1.5 for admission criteria sets a very low standard to the program.</p> <p>b. Test and quizzes with a GPA of 75% sets a very low standard to the program.</p> <p>5) The school did not complete a study on the attrition rate of the students</p>	<p>Catalogue/Brochure with new tentative date before the next class start.</p> <p>c. Revised student handbook with added revision on the attendance policy on the part of clinical make up for absences.</p> <p>4) Revise the grading scale or policy</p> <p>a. All students in the program are required to maintain a minimum GPA of 2.75 each Term. (Previously 1.5)</p> <p>b. All students in the program must acquire 80% GPA (previously 75%) between test and</p>	<p>4. Greater than >80% of the students in the program will pass the licensure exam in the first take</p>	<p>To be completed by March 1, 2016 before the next start class.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
		<p>who completed the program.</p> <p>6) The school did not compose a post graduation survey to both graduates and employer to provide feedback regarding the program.</p>	<p>quizzes in all four terms.</p> <p>5) Review of attrition, length of time to complete program</p> <p>6) Compose a graduation satisfaction survey six months after completion of the program.</p>	<p>5. At least 90% of the graduates will indicate employment in nursing practice within six months after graduation.</p> <p>6. Greater than > 80% of the students will indicate satisfaction of the program</p>	

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE

Agenda Item X.XX.X., Attachment E

Sierra Pacific College Vocational Nursing Program

BVNPT RECD 1.31.16
Via E-mail JG

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
A) Admission Criteria	Director of Nursing Admission/ Registrar	<ol style="list-style-type: none"> 1) The school did not provide new students a thorough orientation to emphasize the importance of the program. 2) No clear communication was established on what student's expectation throughout the program. Example: Attendance Policy 3) Less emphasis provided regarding the content in the student's handout and catalogue. 	<ol style="list-style-type: none"> 1) Provide new students thorough orientation to emphasize the rigor of the program 2) Establish clear communication to students of the expectation throughout the program 3) Review/Revise policies available to students (Student Handbook/ School Catalogue/Brochure <ol style="list-style-type: none"> a. Revision done last January 2016. b. Updated student handbook/ School 	<ol style="list-style-type: none"> 1. Greater than > 80% increase retention rate <ul style="list-style-type: none"> - Adherence of students to program plan schedule 2. 100% of students understands and identify expectation of the program 3. Greater than >80% will graduate within 12 months (length of program) 	Immediately and to be completed by March 1, 2016 before the next class start and on going until provisional status uplifted.

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
		<p>4) a. A GPA of 1.5 for admission criteria sets a very low standard to the program.</p> <p>b. Test and quizzes with a GPA of 75% sets a very low standard to the program.</p> <p>5) The school did not complete a study on the attrition rate of the students who completed the program.</p>	<p>Catalogue/Brochure with new tentative date before the next class start.</p> <p>c. Revised student handbook with added revision on the attendance policy on the part of clinical make up for absences.</p> <p>4) Revise the grading scale or policy</p> <p>a. All students in the program are required to maintain a minimum GPA of 2.75 each Term. (Previously 1.5)</p> <p>b. All students in the program must acquire 80% GPA (previously 75%) between test and quizzes in all four</p>	<p>4. Greater than >80% of the students in the program will pass the licensure exam in the first take</p>	<p>To be completed by March 1, 2016 before the next start class.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
		<p>6) The school did not compose a post graduation survey to both graduates and employer to provide feedback regarding the program.</p>	<p>terms.</p> <p>5) Review of attrition, length of time to complete program</p> <p>6) Compose a graduation satisfaction survey six months after completion of the program.</p>	<p>5. At least 90% of the graduates will indicate employment in nursing practice within six months after graduation.</p> <p>6. Greater than > 80% of the students will indicate satisfaction of the program</p>	

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
B) Screening and Selection Criteria	Director of Nursing Admission/ Registrar	<ol style="list-style-type: none"> 1. Poor selection of students. 2. Admission personnel failed to enforce entrance requirements to prospective students by passing the minimum score. 3. Entrance examination of 75% score is too low that sets a low standard in passing the program. 	<ol style="list-style-type: none"> 1. Enhance entrance requirements <ol style="list-style-type: none"> a. Require prospective students to take the new Sierra Pacific College generated entrance test covering Math, Reading Comprehension, Science and English with a score of at least 85% or above (previously 75%) and will write an admission essay. b. Provide a GPA of >2.75 in a 4.0 scale in High School transcript. 	<ol style="list-style-type: none"> 1. Greater than > 80% of students passing the entrance exam will increase the chances of passing the program 2. To track admission trends and compare to national averages 3. To ensure the most qualified students entering the program. 4. Measure numbers of inquiries and number of completed applications 	Immediately and to be completed by March 1, 2016 before the next class start and on going until provisional status uplifted.

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
		<p>4. Not able to monitor and review the completeness of the admission applications including phone numbers and reference numbers of each students.</p>	<p>c. Provide a GED and completion of Certified Nurse Aid Training.</p> <p>2. Review all admission and enrollment figures and numbers of completed applications.</p> <p>3. Review of recruitment plans.</p> <p>4. Reviewed all Admission packets and application forms for completeness with the Admission Department and re-evaluate for the next class start pending approval from the BVNPT to admit students.</p>	<p>5. Evaluate demographic profile of applicants and entering the Sierra Pacific College Program</p> <p>6. Complete admission application will track post graduate students and able to get feedback regarding the program.</p>	<p>To be completed by March 1, 2016 for the next class start.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
C) Terminal Objectives	Director of Nursing	<ol style="list-style-type: none"> 1. There is a need to monitor student's achievement after completing the program by reviewing Terminal Objectives to detect or assess problems. 2. The students were not encouraged to take NCLEX immediately after graduation while knowledge and information are still relevant. 	<ol style="list-style-type: none"> 1) Review of terminal objectives to be in consistent with Sierra Pacific College goals and write up a plan for changes as needed. 2) Encourage students to take NCLEX early 3) Terminal Objectives reviewed in consistent with Sierra Pacific College goals and re-evaluate plans as needed before the next class start. 	<p>Clear link exists between terminal objectives and graduate characteristics such as:</p> <ol style="list-style-type: none"> a. 100% of the students use critical thinking skills when contributing to the nursing process while providing nursing care. b. Practice within the ethical and legal framework of practical nursing c. Display a commitment to professional development <p>Increase the chance of passing the NCLEX Board Exam on the first take.</p>	<p>Immediately and to be completed by March 1, 2016 before the next class start and on going until provisional status uplifted.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
D) Curriculum Objectives	Director of Nursing /Faculty	<ol style="list-style-type: none"> 1. There is a need to monitor students achievement after completing the program by reviewing the Curriculum Objectives to identify and assess problems. 2. The Director of Nursing unable to make constant/regular classroom visits to evaluate faculty's implementation of comprehensive examination incorporating NCLEX/PN. 	<ol style="list-style-type: none"> 1) Review of Nursing Curriculum in consistent with the nursing program's, mission, philosophy and desired outcomes and implement revisions needed. 2) Identify and utilize effective practices in implementing curriculum content that accommodate the diverse learning needs of all students. 	<p>Appropriate concentration across curricula of learning activities for each graduates</p> <p>Clear link between curriculum objectives and characteristics of graduates</p> <p>100 % compliance with State Board and Standard of Professional Association.</p> <p>Increase retention course content and knowledge of students.</p>	<p>Immediately and to be completed by March 1, 2016 before the next class start and on going until provisional status uplifted.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
		<p>3. DON needs to assess curriculum content appropriateness to targeted student's group. (ie) diverse learning needs of the students whether is aligned to curriculum standards and integrated with the unit of study.</p> <p>4. The faculty did not provide more practice on test taking skills in an NCLEX/PN format since majority of the student's admitted were foreign born and English is the second language.</p>	<p>3) Assess curriculum content for compliance with accreditation and State Board standards.</p> <p>4) Rigor implementation by faculty the comprehensive examination and the NCLEX –PN review at the end of each term (already in the curriculum).</p> <p>5) Continue offering NCLEX PN review sessions at the end of the program to increase critical thinking skills and learns strategies and test taking.</p>	<p>Increase and develop test-taking skills in a NCLEX- PN question format</p>	

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			<ul style="list-style-type: none"> 6) Meet with faculty every week. <ul style="list-style-type: none"> a. To review curriculum and implement revisions. b. Identify and implement curriculum content that accommodate the diverse learning needs of all students. c. Faculty to implement comprehensive exam and NCLEX/PN review at the end of each Term. 		<p>To be completed by March 1, 2016 and ongoing before the next start class.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			d. Updated all NCLEX/PN and comprehensive exam to increase critical thinking skills and test taking.		To be completed by March 1, 2016 and ongoing before the next start class.

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
E) Instructional Plan	Director of Nursing/Faculty	<ol style="list-style-type: none"> 1. Upon review of the instructional plan by DON in collaboration with the faculty, the instructional plan should gear to student's learning abilities and academic needs. 2. Faculty and the school failed to recognize that majority of the students enrolled in the program were foreign born and English is the second language. 3. The findings are specific to each course content: <ol style="list-style-type: none"> a. Fundamentals <ul style="list-style-type: none"> -Lack of practice exercise in Medical Terminology -Lack of instructional aids by faculty 	<ol style="list-style-type: none"> 1) Review Instructional plan and revise in consistent to students learning needs. Instructional plans must include: <ol style="list-style-type: none"> a. Measurable and explicit goals aligned to state content standards b. Activities, materials and assessment are aligned to state standards and sequenced from basic to complex and provide time for student work, student reflection and lesson and unit closure. 	<p>Compliance with State Board requirements and Standards of Professional Associations such as concentration of hours nursing courses</p> <p>Update instructional aids, digital technology availability and integration into all instruction will provide support in teaching and learning to students, and faculty and staff</p> <ol style="list-style-type: none"> a. Improve students learning through technology 	<p>Immediately and to be completed by March 1, 2016 before the next class start and on going until provisional status uplifted.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
		<p>-Lack of Fundamental Lab training skills to prepare novice student before entering the real life situation in the clinical facility.</p> <p>-No clinical skills competency testing provided to DON by faculty at the end of fundamentals to evaluate skills of each students.</p> <p>b. Pharmacology:</p> <p>-Faculty failed to provide increase in practice exercises/ reviews on drug calculation during class hours.</p>	<p>c. Evidence that the plan provide regular opportunities to accommodate individual student needs</p> <p>d. Identify if instructional plan include assignments that require students to interpret information rather than reproduce it, draw conclusion and support them through writing and connect what they are learning to prior learning and some life experiences.</p>	<p>b. Improve staff knowledge and skills to integrate technology into instruction.</p> <p>c. Faculty, staff and students satisfied with resources</p> <p>3. The instructional goal and objectives are well written</p> <p>4. The instructional plan addresses all required elements and adhere to assignment instructions.</p>	

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
		<p>-Faculty did not emphasize medication actions and side effects thoroughly both in theory and clinical.</p> <p>c. Medical/Surgical:</p> <p>-DON needs to collaborate with faculty at least weekly to ensure delivery of effective instruction for students.</p> <p>-Faculty and DON needs to review if instructional plan addresses or required elements and assignment instructions. (ie) Anatomy and Physiology in relation to disease process.</p>	<p>e. Actions must be enforced for identified findings for each course content such as Fundamentals:</p> <p>-Increase in practice in Medical Terminology.</p> <p>-Increase in Fundamental lab training skill.</p> <p>-Develop Clinical competency skills checklist</p> <p>Pharmacology:</p> <p>-Increase in practice exercise and reviews in drug calculation.</p>	<p>5. Improve in memory of students' concept and knowledge by learning and doing method.</p>	

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
		<p>4. Resources are not enforced/ or encouraged to be used by students to aid in their learning needs. (ie) use of library, computer, skills lab to enhance their clinical skills, etc.</p>	<p>-Instructor's emphasis on medication action side effects in both theory and clinical settings.</p> <p>Medical/Surgical:</p> <p>-DON will meet with faculty every week to evaluate instructional plan and write up a plan for improvement if needed.</p> <p>2) Continue to collaborate with faculty to evaluate all aspects of the program</p>		

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			<p>3) Provide use of updated instructional aids, technology, software, hardware and technical support that will adequately meet the program needs.</p> <p>4) Emphasize to faculty the “Learning by Doing” instruction to provide the highest probability of achieving learning goals of instruction for training</p> <p>5) Meet with faculty for: a. Instructional plans review and revision in consistent to students learning needs. b. Identified effectiveness of instructional plans.</p>		<p>To be completed by March 1, 2016 and ongoing before the next start class.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			<ul style="list-style-type: none"> c. Updated all course content and practice skills exercises/test for medical terminology, pharmacology and Med-surg. d. DON to continue to collaborate with faculty to re-evaluate the program. 		

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
F) Theory and Clinical Objective for Each Course.	Director of Nursing/Faculty	<ol style="list-style-type: none"> 1. The DON in collaboration with the faculty needs to review the clinical objectives for each course if objectives are obtainable and measurable for each student. 2. DON needs ongoing review to maintain both theory/clinical objective hours in compliance with the State Board. 3. Continue to monitor and follow up lab skill practice activity by faculty in preparing students for safe entry practice with clinical competence and provide feedback if necessary. 	<ol style="list-style-type: none"> 1) Review & revise as appropriate theory objectives for each course to clearly state and reference to what the students will know and will be able to do and how they will demonstrate what they know and are able to do and under what circumstances the learning will take place. 2) Review and revise as appropriate the clinical objectives for each course to clearly state and reference to what the students will know and will be able to do and how they will demonstrate what they know and are 	<p>Theory course objectives clearly state with reference to what the student will know and will be able to do and how they will demonstrate what they know and are able to do under what circumstances the learning will take place.</p> <p>Clinical course objective clearly state with reference to what the student will know and will be able to do and how they will demonstrate what they know and are able to do under what circumstances the learning will take place.</p>	Immediately and to be completed by March 1, 2016 before the next class start and on going until provisional status uplifted.

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
		<p>4. Need to compose and develop assessment tools/or checklist to measure student learning outcomes aligned with theory/clinical course objectives.</p>	<p>able to do and under what circumstances the learning will take place.</p> <p>3) Review of theory and clinical course grids showing how objectives and teaching methods that lead to characteristics of graduates.</p> <p>4) Maintain theory/ clinical objective hours in compliance with State Board requirements.</p> <p>5) Implement a lab skill practice activity by faculty to prepare students for safe entry level practice with clinical competence.</p>	<p>There is clear link between course objectives and characteristic of the graduates</p> <p>The objectives are clearly stated, obtainable and measurable in the appropriate format.</p> <p>Theory/Clinical Objective hours are in compliance with State Board requirements.</p> <p>Assessment of student learning outcomes align with theory/ clinical course objectives and instructional goals</p> <p>Increase students self esteem and competence in providing care for clients in various health care setting.</p>	

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			<p>6) a. DON and faculty updated and developed all assessment tools/checklists appropriate for theory and clinical objectives.</p> <p>b. Re-evaluate theory and clinical objectives for next class start.</p>		<p>To be completed by March 1, 2016 before the next start class and ongoing until provisional status uplifted.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
G) Lesson Plans for Each Course.	Director of Nursing /Faculty	<ol style="list-style-type: none"> 1. Lesson Plans needs ongoing review and modify components if updating is needed. 2. DON unable to perform classroom visit and meet with faculty. 3. No feedback obtained from students to evaluate the effectiveness of the lesson plan. 	<ol style="list-style-type: none"> 1) Review lesson plan for each course and modify if needed the following lesson plan components: <ol style="list-style-type: none"> a. Alignment of lesson plan with State Standards b. Objectives of the lesson. c. Materials and resources d. Task and lesson procedures e. Environment and evidence of learning f. Assessment tools 2) Implement and perform classroom visits every week. 3) Meet with each instructor within a week of the class visit. 	<p>Lesson plan standards are stated in appropriate and guided the development of lesson procedures and assessment.</p> <p>Lesson plan provides a clear and realistic list of what students will be able to do at the end of the lesson.</p> <p>All needed materials are listed, in corporate multi media and technology in learning.</p> <p>Procedures are clear and detail including amount of time allocated for activity, key question to be asked to the students and suggested ways to monitor students learning.</p>	<p>Immediately and to be completed by March 1, 2016 before the next class start and on going until provisional status uplifted.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			<ul style="list-style-type: none"> 4) Develop and administer midterm students survey. 5) Develop lesson plan materials that is easy to follow by a replacement faculty on any emergent situation to guide replacement faculty clear understanding of the objectives for the day. 6) Meet with faculty regarding: <ul style="list-style-type: none"> a. Updates and revisions of lesson plans. b. Discussion of new materials to implement for the next class. 	<p>Lesson plan includes instruction and student activities that address multiple learning styles and multiple ways for student to provide evidence of understanding</p> <p>Lesson plan materials are clear and easier to follow by any replacement faculty for any emergent situation.</p> <p>Assessment tools are used to monitor student growth provide feedback, or differentiate content or instruction</p>	<p>To be completed by March 1, 2016 and ongoing before the next start class.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			c. Re-evaluate effectiveness of the modified lesson plans.	Mid Term Students survey results provide evidence of student learning and to modify the lesson to meet the needs of students.	

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
H) Textbooks.	Director of Nursing/ Faculty/Staff	<ol style="list-style-type: none"> 1. Textbooks used from the first class to the last class were not updated. 2. The only book that was changed was the Math book due to its simplicity and more practice exercises at the end of the chapter. 3. Multiple NCLEX/PN review books were not utilized during these years. 	<ol style="list-style-type: none"> 1) Initiate textbooks selection to update old ones. 2) Review of textbooks, students and teachers manual between faculty and staff. 3) Selection of textbooks to incorporate with the course content and appropriate for the curriculum. 4) Review and edit course content in alignment with textbooks selected. 5) NCLEX Review books selection to incorporate in testing at the end of the each term. 	<p>Updated textbooks meet the course competencies</p> <p>Students gain new knowledge in relevance to new technology (audio visual) and information.</p>	<p>Immediately and to be completed by March 1, 2016 before the next class start and on going until provisional status uplifted.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			<p>6) Evaluate textbooks including NCLEX Review books in promoting and facilitating critical thinking from exercises.</p> <p>7) Acquired updated textbooks, NCLEX/ PN review books and incorporated in the lesson plans and instructional materials, term exams and NCLEX testings.</p>		<p>To be completed by March 1, 2016 and ongoing before the next start class.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
D) Attendance Policy	Director of Nursing /Faculty/ Admission	<ol style="list-style-type: none"> 1. Upon reviewing the attendance records majority of the student's in the first class has a poor attendance on both theory and clinical. 2. Faculty/Instructor failed to report to the DON the student's records on absenteeism/or days missed for both theory and clinical. 3. DON and Admission unable to review and monitor attendance carefully. 	<ol style="list-style-type: none"> 1) Enforce a rigid attendance policy by requiring all students to attend all theory and clinical classes. 2) Review all students attendance records both theory and clinical 3) Careful monitoring of attendance data. 4) Assess factors contributing to students absenteeism that affects the teaching learning environment (ie) class environment, instructors lesson delivery, quality of teaching. 	<p>Students' attendance serve as effective predictors of future academic achievement.</p> <p>Good attendance contribute to student success.</p> <p>Identifies and accommodates individualized student learning needs (ie) skills, cultural background, interest and ability</p> <p>Missing classes or arriving late affects the chance of student success.</p> <p>Greater > 90% of students will complete the program and graduate.</p>	<p>Immediately and to be completed by March 1, 2016 before the next class start and on going until provisional status uplifted.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
		<p>4. DON, Faculty and Admission unable to assess the barriers and needs of students with poor attendance and no proper intervention provided.</p>	<p>5) Remove barriers to school attendance (ie) putting time into a job to earn money, believing school doesn't offer interesting challenging and rewarding classes, falling behind others and skipping classes when not doing well.</p> <p>6) Assess the needs of each student and provide appropriate intervention.</p> <p>7) Focus on rewarding good attendance not punishing poor attendance.</p> <p>8) a.Nursing faculty and admission discussed regarding careful monitoring and</p>	<p>Greater > 90% of students satisfied with the aspect of the program.</p>	<p>To be completed by March 1, 2016 and ongoing before the next start class.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			<p>recording of attendance every week in both theory and clinical.</p> <p>b. To review and re-evaluate all student's attendants records both theory and clinical.</p> <p>c. Revised student handbook with added revision on attendance policy on the part of clinical make up for absences.</p>		

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
J) Remediation Policy	Director of Nursing/ Faculty	<ol style="list-style-type: none"> 1. Failure of the faculty to communicate to the DON at risk students so assistance can be provided immediately. 2. DON unable to monitor remediation policy after the first class that causes delay in implementing revision to improve the program. 	<ol style="list-style-type: none"> 1) Review remediation policy and implement plan on how to improve the program. 2) Identify remedial/instructional strategies. 3) Remedial plan includes: Creating a focus review: <ul style="list-style-type: none"> – Clearly identify course content. – Clear time line for completing the objectives of each course 	<p>Identify at risk areas of content that the student may not fully comprehend</p> <p>Student explores the course content further and clarifying areas in which knowledge is lacking</p> <p>Students develop problem solving skills necessary to succeed in the program</p> <p>Students develop conceptual understanding of appropriate course content.</p> <p>Increase study skills, organizational and test taking skills.</p>	<p>Immediately and to be completed by March 1, 2016 before the next class start and on going until provisional status uplifted.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			<ul style="list-style-type: none"> <li data-bbox="1045 435 1352 703">– Identify most appropriate method to help the student obtain clinical skills competency, on line practice test and complete program requirements. <li data-bbox="999 740 1352 1114">4) Design updated NCLEX PN style questions review to help students breakdown NCLEX style question and correctly identify what the question is asking as well as critical thinking elements to eliminate answers and strategies to assist with prioritizing. 		

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			<p>5) Monitor early warning signs for at risk students and intervene immediately (Early Warning Form being produce and will be implemented in the program.)</p> <p>6)</p> <ul style="list-style-type: none"> a. Remediation policy updated and modified b. Revised remediation forms completed. c. Re-evaluate revised remediation policy and forms for effectiveness for the next class start. 		<p>To be completed by March 1, 2016 and ongoing before the next start class.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
K) Evaluation of Theory and Clinical Faculty	Director of Nursing /Faculty	<ol style="list-style-type: none"> 1. DON unable to perform classroom visit oftenly and failed to meet with each instructor to evaluate and communicate findings if improvement needed. 2. DON put too much confidence to the faculty in both theory and clinical and their teaching effectiveness and ability was not placed in high priority. 	<ol style="list-style-type: none"> 1) Review all faculty qualification (both theory and clinical) upon hiring and yearly in annual performance reviews. 2) Evaluate teaching effectiveness by using the following components: <ul style="list-style-type: none"> - Samples of teaching materials such as course syllabi, laboratory assignments and video tapes of classroom teaching. - Samples of students learning such as exams, paper project etc. 	<p>Faculty are academically and professionally qualified. Evidence of the following: current RN license, current certification, Work experiences, peer recognition</p> <p>Provide and stimulate students attention by incorporating variety of resources, multimedia and technology .</p> <p>Effective teaching leads to successful outcome of student learning by greater than 85% exam result.</p>	<p>Immediately and to be completed by March 1, 2016 before the next class start and on going until provisional status uplifted.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
		<p>3. No feedback obtained from students to evaluate instructor's teaching effectiveness on both theory and clinical.</p>	<ul style="list-style-type: none"> - Faculty's expectation and knowledge of students - Faculty's management of students behavior 3) Implement classroom visit every second week of each term 4) Perform clinical visit in the 3rd week of clinical rotation of each term 5) Meet with each instructor (theory or clinical) within a week of the classroom or clinical evaluation to communicate findings and write up a plan of improvement as needed. 	<p>Faculty sets high and demanding academic expectation for every student; optimizes instructors time, teaches more material and demands better performance from every student.</p> <p>Display understanding of each students anticipated learning difficulties.</p> <p>Display extensive content knowledge of all the subjects she or he teaches.</p> <p>Classroom visit and clinical rotation visit allow consistency and follow through faculty's performance and improve what is needed to provide quality of teaching.</p>	

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			6) a. Faculty roster updated. b. All faculty credentials updated. c. Meet with faculty and encourage feedback regarding improving and updating curriculum, lesson plans and teaching presentation.		To be completed by March 1, 2016 and ongoing before the next start class.

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
L) Evaluation of Theory Presentation	Director of Nursing /Faculty	<ol style="list-style-type: none"> 1. DON failed to perform classroom visits to monitor theory presentation. 2. No evaluation of theory presentation submitted. 3. No student feedback obtained if there are improvements to be made. 	<ol style="list-style-type: none"> 1) Perform classroom visit each term. 2) Evaluate theory presentation after classroom visit one week after each term 3) Monitor and compile theory presentation evaluation through student feedback after visit and communicate with instructor and write-up plan for improvement as needed within a week. 4) a. Meet with faculty and discuss regarding classroom visits and frequent evaluation for theory and clinical presentation. 	<p>Theory presentation includes:</p> <ul style="list-style-type: none"> - Visuals that establish the purpose of the lesson and include summaries of the lesson - Modeling by the instructor to demonstrate his or her performance expectations. - Concise communication - All essential information - No irrelevant and confusing information 	<p>Immediately and to be completed by March 1, 2016 before the next class start and on going until provisional status uplifted.</p> <p>To be completed by March 1, 2016 and ongoing before the next start class.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			<p>b.Re-evaluate theory and clinical presentation and performance by faculty.</p>	<p>- No instructional time is lost during presentation.</p> <p>Feedback from students regularly use to monitor and adjust instruction.</p>	

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
M) Evaluation of Clinical Rotations and Their Correlation to Theory Presentations	Director of Nursing/Faculty	<ol style="list-style-type: none"> 1. Less communication between faculty and DON during clinical rotation. 2. Clinical assignment was not reviewed in timely manner. 3. Need to update and review clinical facility affiliation that can provide diverse training skills to increase student's clinical competence. 	<ol style="list-style-type: none"> 1) Review of clinical assignment by faculty during clinical rotation. 2) Monitor clinical rotation assignment as it correlates to theory presentation ie) Respiratory system module, instructor should be assigning students to respiratory patients during clinical rotation. 3) Review the quality of clinical facility/or setting by adherence to affiliation agreements 	<p>Students have clear direction for clinical assignment</p> <p>Relates theory content to the clinical setting</p> <p>Faculty, staff and students satisfaction with resources from student clinical evaluation and facility clinical evaluation</p> <p>Up -to-date affiliation agreements</p> <p>Facility provides training skills for students learning experience</p> <p>Plan for improvement as needed after a week of evaluation</p>	<p>Immediately and to be completed by March 1, 2016 before the next class start and on going until provisional status uplifted.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			<p>4) Monitor affiliated clinical facility that will enhance and promote clinical education training skills to students</p> <p>5) Perform clinical on site visit once a week each term.</p> <p>6) a. Reviewed contract and updated clinical facilities affiliation last December 2015 and submitted to BVNPT Nurse Consultant Jessica Gomez, RN.</p>		<p>To be submitted again by March 1,2016 and ongoing before the next start class.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			b. DON and faculty perform clinical on site visit to evaluate clinical facilities in providing training skills for students and meeting the program's clinical objectives.		

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
N) Evaluation of Student Achievement	Director of Nursing/Faculty	<ol style="list-style-type: none"> 1. Failure by faculty to communicate each student's achievement as they progress with the program. 2. Demographic profiles of students are not updated. 3. Student's learning outcome was not identified by DON due to lack of communication by faculty regarding student's competency, clinical skills and etc. 	<ol style="list-style-type: none"> 1) Collect information on student achievement and implement plan as needed (ie) students progress through the institution <p>Collection of data includes:</p> <ul style="list-style-type: none"> - Student demographics - Student preparedness for college including performance in Sierra Pacific College entrance test. - Data on student progression to the next course/next level of course. - Data on student graduation rates 	<ol style="list-style-type: none"> 1. Student gain understanding and comprehension of the learning materials on above average level. 2. Course materials and training coincides with instructional goals and performance objective 3. Student competence and comprehension matches with instructional goals. 4. Student able to follow procedures when complying feedback information 	<p>Immediately before the next class start and on going until provisional status uplifted.</p> <p>Six Months after graduation</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
		<p>4. Student's at risk were not identified and remedial support was not given to assist students with difficulties.</p> <p>5. DON unable to review thoroughly each student's progress throughout the program.</p> <p>6. The school failed to develop or compose a post graduate surveys regarding the program to make improvement if needed</p>	<ul style="list-style-type: none"> - Data on licensure exams (scores, past rates) - Data on student job placement <p>2) Gather and collect information on student learning outcomes (ie) student mastery of the knowledge, clinical skills, abilities, competencies, etc. Identified by Director of Nursing in collaboration with faculty for evidence that student are learning.</p>	<p>5. Director of Nursing and faculty can analyze student performance patterns against various individual characteristics.</p> <p>6. Director of Nursing and faculty will identify appropriate action to assist students with learning difficulties and need of remedial support.</p> <p>7. Graduation rates:</p> <ul style="list-style-type: none"> - At least 80% of the students who enter the Sierra Pacific College Vocational Nursing program will graduate in four Terms. 	<p>Six months after graduation from post graduate survey</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			<p>3) Review of assessment methods use to measure student learning and implement new methods if needed.</p> <p>Assessment methods are:</p> <ul style="list-style-type: none"> - Case studies (ways that demonstrate attitude and values) - Classroom assessment techniques - Exit exam - Exit interviews with students. - Evaluation by employers - Licensure information - Samples of student work - Assessing success rates for at risk students 	<p>8. Performance on Licensure Exams:</p> <ul style="list-style-type: none"> - 85 % of graduates from Sierra Pacific College Vocational Nursing Program will meet or exceed the National Pass Rate on the NCLEX licensure exam as first time test takers. 	<p>Six months after graduation</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			<ul style="list-style-type: none"> - Retention and completion rates - Student satisfactory surveys - Post graduate survey - Clinical evaluation (student & facility) - Grading system for scoring student work - Quizzes and exams <p>4) a. Evaluation of student achievement was not done due to no admission, no students, and no enrollment. Postsecondary approval dated January 2015, and submitted approval document to BVNPT.</p> <p>b. Re-evaluation of student achievement for the next class start.</p>	<p>9. Job placement (Graduate Survey):</p> <ul style="list-style-type: none"> - Within Six months of graduation, at least 80% of all graduates who desire employment will be employed in the field of nursing. 	<p>To be submitted again by March 1, 2016 and ongoing before the next class start.</p>

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
				<p>10. Program Satisfaction (Graduate Survey):</p> <ul style="list-style-type: none"> - Graduates of SPC program will responds with at least greater than > 90% satisfied ranking on the graduate survey which is done six months post graduate (rate the quality of curriculum, classroom and clinical use) <p>11) Program Satisfaction (Employer Survey):</p> <p>Employers will rate graudates of Sierra Pacific College nursing program with greater Greater than > 90% satisfactory rating in the employer survey (rate the quality of curriculum, classroom and clinical use.</p>	

Sierra Pacific College
Vocational Nursing Program

COMPONENT	RESPONSIBLE PARTY	FINDINGS	ACTION	OUTCOME	TIMELINE
			d. School is requesting the Board to admit 15 students for the next start class.		

Agenda Item 12.A.8., Attachment F



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

February 10, 2016

Bernadette Bautista, RN, MSN
Director, Vocational Nursing Program
Sierra Pacific College
1200 Arizona St. Suite A-2
Redlands, CA. 92374

Subject: Board Decision Regarding Request for Class

Dear Ms. Bautista,

On February 5, 2016, the Board of Vocational Nursing and Psychiatric Technicians (Board) considered the consultant's report relative to the Sierra Pacific College, Vocational Nursing Program, Consideration of Request to Admit Students.

The following decisions were rendered:

1. Require the Sierra Pacific College Vocational Nursing Program to submit a detailed report that includes an analysis of the curriculum including the instructional plan, identification of areas requiring revision, and timeline for completion to ensure inclusion of all areas of the current NCLEX/PN® no later than **March 1, 2016**.
2. Place the program on the **May 2016** Board agenda.
3. Deny the program's request to admit a class of 15 students commencing April 4, 2015 and graduating on April 28, 2017, only.
4. Continue the program's requirement to maintain an instructor-to-student ratio that does not exceed ten (10) students for each instructor in during clinical experience.
5. Continue the program director's requirement to submit, under penalty of perjury, the names of all enrolled students, date of admission, placement in the curriculum, and expected date of graduation within 15 days of the commencement of a class.
6. Continue the program's requirement to obtain approval by the full Board prior to the admission of future classes.
7. Continue the program's requirement to submit follow-up reports no later than **February 1, 2016**, and **February 1, 2017**. The reports must include a comprehensive analysis of the program, specific actions taken to improve

Response to Request to Admit

February 10, 2016

Page 2 of 3

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. Evaluation of Theory and Clinical Faculty.
 - l. Evaluation of Theory Presentations.
 - m. Evaluation of Clinical Rotations and Their Correlation to Theory Presentations.
 - n. Evaluation of Student Achievement.
 - o. Current Enrollment; **and,**
8. Require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professional Code Section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526.
 9. Require the program to demonstrate incremental progress in correcting the violation. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.

Rationale: The program was placed on provisional approval on May 11, 2012, the program's average annual pass rate was **29%, 45** percentage points below the state average annual pass rate. Subsequent to the program being placed on provisional approval, the program's average annual pass rate rose to a high of 50% during Quarter 2 - 2012 and Quarter 3 - 2013. Since Quarter 3 - 2013, the program has had no graduates completing the licensure examination.

As stated previously, on May 16, 2015 the Board extended the program's provisional approval for two years through May 30, 2017. The adequacy of program resources to provide instruction for the proposed students has been verified. Those resources include Board - approved faculty, and clinical facilities adequate as to number, type, and variety of patients treated, to provide clinical experiences consistent with the curriculum and of like character and quality for the proposed enrollment.

The program's curriculum is based on an obsolete examination outline. The current NCLEX/PN® Examination Outline was implemented effective April 2014. The program's last class graduated February 2012. Further, of the

Response to Request to Admit

February 10, 2016

Page 3 of 3

total program graduates tested to date, 68.75% have failed on initial testing; 31.25% passed. It is prudent to require the director to complete the following **prior** to commencing a new class.

1. Analysis of the program curriculum.
2. Analysis of the program instructional plan.
3. Analysis of all program elements impacting student achievement.
4. Revision of curriculum.

Board staff will continue to monitor the program's effectiveness by tracking class admissions, resources, and the program's quarterly pass rates.

If you have any questions please do not hesitate to contact me.

Respectful,

Jessica Gomez, MSN, RN
Nursing Education Consultant