

Agenda Item #12.B.3.



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

BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS

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COVER SHEET

SUBJECT: CNI College Vocational Nursing Program – Consideration of Placement on Provisional Approval; Consideration of Request to Admit Students (Director: Kim Martin, Orange, Orange County, Private)

The CNI College Vocational Nursing Program, formerly known as Career Networks Institute Vocational Nursing Program, is presented for consideration of placement on provisional approval and consideration of the request to admit two (2) additional classes. Provisional approval and denial of the requested class admissions are recommended.

Recommendations:

1. Place the CNI College Vocational Nursing Program on provisional approval for the three (3) month period from May 13, 2016 through August 31, 2016, and issue a notice to the program to identify specific areas of noncompliance and requirements for correction as referenced in Section 2526.1 (e) of the California Code of Regulations.
2. Place the program on the Board's **August 2016** agenda for reconsideration of provisional approval.
3. Deny the program's request to admit one (1) full-time class of 24 students beginning May 23, 2016, graduating May 23, 2017, only.
4. Deny the program's request to admit one (1) part-time class of 32 students beginning May 23, 2016, graduating May 23, 2017, only.
5. Require the program to provide no less than one (1) instructor for every ten (10) students in clinical experiences.
6. Require the program to admit no additional classes without prior approval by the full Board.
7. 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 **June 15, 2016**.
8. Require the program to submit a follow up a report no later than **June 15, 2016**. The reports must include a comprehensive analysis of the program, specific actions

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

- a. Admission Criteria
 - b. Screening and Selection Criteria
 - c. Terminal Objectives
 - d. Curriculum Objectives
 - e. Instructional Plan
 - f. Theory and Clinical Objectives for Each Course
 - g. Lesson Plans for Each Course
 - h. Textbooks
 - i. Attendance Policy
 - j. Remediation Policy
 - k. Evaluations of Theory and Clinical Faculty
 - l. Evaluations of Theory Presentations
 - m. Evaluations of Clinical Rotations and Their Correlation to Theory Presentations
 - n. Evaluation of Student Achievement
 - o. Current Enrollment
9. Require the program to bring its average annual pass rate to no more than (10) ten percentage points below the State average annual pass rate.
 10. Require the program to demonstrate progress in correcting the violations. If the program fails to satisfactorily demonstrate progress the full Board may revoke the program's approval.
 11. Require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526.
 12. Failure to take any of these corrective actions may cause the full Board to revoke the program's approval.

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Board of Vocational Nursing and Psychiatric Technicians
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DATE: April 29, 2016

TO: Board Members

FROM:  Donna G. Johnson, RNP, MS, MA
Nursing Education Consultant

SUBJECT: CNI College Vocational Nursing Program – Consideration of Placement on Provisional Approval; Consideration of Request to Admit Students (Director: Kim Martin, Orange, Orange County, Private)

The CNI College Vocational Nursing Program, formerly known as Career Networks Institute Vocational Nursing Program, is presented for consideration of placement on provisional approval and consideration of the request to admit two (2) additional classes. Provisional approval and denial of the requested class admissions are recommended.

In accordance with section 2526(g) of the Vocational Nursing Rules and Regulations,

A material misrepresentation of fact by a vocational nursing program in any information submitted to the Board is cause for denial or revocation of approval or provisional approval.”

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

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

On March 1, 2016, the Acting Executive Officer reviewed a report regarding the program’s request to admit two (2) classes. With the program in the third consecutive quarter of average annual pass rates greater than ten (10) percentage points **below** the state pass rate; with a total of 12 violations previously identified and failure to correct three (3) violations; and, after it was **determined that data submitted by the program constituted a material misrepresentation of fact**, the Acting Executive Officer denied the request to admit students and referred the program to the full Board.

The program has requested approval to admit a full-time class of 24 students beginning May 23, 2016, graduating May 23, 2017. The program has also requested approval to admit one (1) part-time class of 32 students beginning May 23, 2016, graduating January 13, 2018.

History of Prior Board Actions

(See Attachment A, History of Prior Board Actions)

Enrollment

Currently, the program offers full-time classes that are 52 weeks in length. The program also offers part-time classes that are 82 weeks in length. Since September 2015, the program must obtain Board approval prior to admitting students. The pattern of admissions for current and projected classes is seen in the enrollment table below.

The following table represents projected student enrollment based on current and proposed class starts and completions. The table indicates a **maximum enrollment of 160 students** for the period from **February 2012 through May 2016**. Currently, the program has three (3) classes enrolled.

ENROLLMENT DATA				
CLASS DATES		#Students Admitted	#Students Current or Completed	Total Enrolled
Start	Completed			
2/27/12 FT		14	12	12
3/26/12 PT		26	17	12 + 17 = 29
5/29/12 FT		8	7	29 + 7 = 36
7/30/12 PT		31	20	36 + 20 = 56
8/27/12 FT		23	20	56 + 20 = 76
11/26/12 FT		19	16	76 + 16 = 92
11/26/12 PT		24	19	92 + 19 = 111
2/4/13 PT		9	6	111 + 6 = 117
	3/4/13 (2/12 FT Class)		-12	117 - 12 = 105
4/1/13 FT		22	13	105 + 13 = 118
	5/24/13 (5/12 FT Class)		-7	118 - 7 = 111
6/27/13 FT		32	25	111 + 25 = 136
7/1/13 PT		26	7	136 + 7 = 143
	8/29/13 (8/12 FT Class)		-20	143 - 20 = 123
9/30/13 FT		42	27	123 + 27 = 150
	10/14/13 (3/12 PT Class)		-17	150 - 17 = 133
	11/21/13 (11/12 FT Class)		-16	133 - 16 = 117
11/25/13 PT		37	22	117 + 22 = 139

ENROLLMENT DATA				
CLASS DATES		#Students Admitted	#Students Current or Completed	Total Enrolled
Start	Completed			
1/2/14 FT		20	16	139 + 16 = 155
	3/24/14 (7/12 PT Class)		-20	155 - 20 = 135
	3/28/14 (4/13 FT Class)		-13	135 - 13 = 122
3/31/14 FT		30	21	122 + 21 = 143
4/21/14 PT		36	12	143 + 12 = 155
	6/23/14 (6/13 FT Class)		-25	155 - 25 = 130
6/30/14 FT		23	19	130 + 19 = 149
	7/14 (11/12 PT Class)		-19	149 - 19 = 130
	8/31/14 (2/13 PT Class)		-6	130 - 6 = 124
9/8/14 PT		24	20	124 + 20 = 144
	9/25/14 (9/13 FT Class)		-27	144 - 27 = 117
9/29/14 FT		32	21	117 + 21 = 138
	12/23/14 (1/14 FT Class)		-16	138 - 16 = 122
1/5/15 FT		23	17	122 + 17 = 139
2/2/15 PT	8/28/16	30	21	139 + 21 = 160
	2/14/15 (7/13 PT Class)		-7	160 - 7 = 153
	3/27/15 (3/14 FT Class)		-21	153 - 21 = 132
4/6/15 FT		20	10	132 + 10 = 142
	6/7/15 (11/13 PT Class)		-22	142 - 22 = 120
	6/29/15 (6/14 FT Class)		-19	120 - 19 = 101
6/29/15 FT	6/30/16	9	6	101 + 6 = 107
6/29/15 PT	1/29/17	22	17	107 + 17 = 124
	9/22/15 (9/14 FT Class)		-21	124 - 21 = 103
	11/15/15 (4/14 PT Class)		-12	103 - 12 = 91
	1/16 (1/15 FT Class)		-17	91 - 17 = 74
	4/16 (4/15 FT Class)		-10	74 - 10 = 64
	4/16 (9/14 PT Class)		-20	64 - 20 = 44

ENROLLMENT DATA				
CLASS DATES		#Students Admitted	#Students Current or Completed	Total Enrolled
Start	Completed			
5/16 FT (Proposed)	5/17	24		44 + 24 = 68
5/16 PT (Proposed)	1/18	32		68 + 32 = 100

Licensing Examination Statistics

The following statistics, furnished by the Pearson Vue and published by the National Council of State Boards of Nursing as "Jurisdictional Summary of All First-Time Candidates Educated in Member Board Jurisdiction," for the period January 2012 through March 2016, specify the pass percentage rates for graduates of the CNI College Vocational Nursing Program on the National Council Licensure Examination for Practical (Vocational) Nurses (NCLEX-PN®) and the variance from state average annual pass rates.

NCLEX-PN® Licensure Examination Data							
Quarterly Statistics					Annual Statistics*		
Quarter	# Candidates	# Passed	% Passed	State Average Quarterly Pass Rate	Program Average Annual Pass Rate	State Average Annual Pass Rate [CCR § 2530 (I)]	Variance from State Average Annual Pass Rate
Jan-Mar 2012	22	21	95%	77%	96%	74%	+22
Apr-Jun 2012	23	21	91%	72%	95%	74%	+21
July-Sep 2012	40	35	88%	74%	92%	74%	+18
Oct-Dec 2012	12	8	67%	70%	88%	74%	+14
Jan-Mar 2013	15	15	100%	75%	88%	73%	+15
Apr-Jun 2013	19	13	68%	78%	83%	73%	+10
Jul-Sep 2013	20	17	85%	75%	80%	74%	+14
Oct-Dec 2013	17	16	94%	76%	86%	76%	+10
Jan-Mar 2014	16	13	81%	74%	82%	76%	+6
Apr-Jun 2014	43	34	79%	66%	83%	73%	+10
Jul-Sep 2014	48	30	63%	72%	75%	73%	+2
Oct-Dec 2014	17	9	53%	72%	69%	72%	-3
Jan-Mar 2015	23	13	57%	73%	66%	71%	-5
Apr-Jun 2015	31	17	55%	69%	58%	72%	-14
Jul-Sep 2015	31	19	61%	73%	57%	72%	-15
Oct-Dec 2015	28	13	46%	75%	55%	72%	-17
Jan-Mar 2016	16	11	69%	73%	57%	73%	-16

*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(l) states:

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

Based on the most recent data available (January through March 2016), the program's average annual pass rate is **57%**. The California average annual pass rate for graduates from approved vocational nursing programs who took the NCLEX-PN® for the first time during the same period is 73%. The average annual pass rate for the CNI College Vocational Nursing Program is **16** percentage points **below** the state average annual pass rate. The program now has **four (4) consecutive quarters** of average annual pass rates that are greater than ten (10) percentage points **below** the state average annual pass rate.

Faculty and Facilities

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

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

The total number of Board approved faculty is 22, including the program director. The director has 100% administrative duties. All instructors are approved to teach in the clinical area. A total of seven (7) instructors, including the director, are full-time.

Based on a maximum enrollment of **160** students, **11** instructors are needed. Therefore, the number of current faculty is **adequate** for the current and projected enrollment.

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

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

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

Other Considerations

On February 1, 2008, the Board placed the program on provisional accreditation for the two – year period from February 1, 2008 through January 31, 2010. The program was placed on provisional accreditation after the first eight (8) quarters of pass rates on the licensure examination were all greater than ten (10) percentage points **below** the state pass rate.

On October 7, 2009, the Board approved full accreditation of Career Networks Institute Vocational Nursing Program for the four-year period from September 17, 2009 through

September 16, 2013. In 2013, the program name changed to CNI College. On October 22, 2013, the Board approved ongoing admissions and ongoing approval through September 16, 2017.

On August 18 and 19, 2015, with falling pass rates on the licensure examination and complaints regarding the program, two (2) Board representatives conducted an unannounced program inspection. A total of **11 violations** were identified. A *Notice of Violations* was forwarded to the program (see Attachment B). **Among the violations was the failure to provide clinical experience in the care of sick children.** On September 2, 2015, the Acting Executive Officer rescinded the program's approval for ongoing admissions and required correction of the violations (see Attachment C).

On November 10, 2015, when considering the program's request to admit three (3) classes, it was noted that **four (4) violations were not corrected** at the time. This included the following violations:

1. Failure to follow the attendance policy;
2. Lack of correlation between theory and clinical due to excessive absences;
3. Lack of adequate clinical facilities to support the objectives of the program and the number of students requested/enrolled; and
4. Failure to report faculty terminations in a timely manner, as required by regulation.

The Acting Executive Officer denied the program's request for approval to admit students and again required correction of all violations (see Attachment D).

On March 1, 2016, when considering the program's request to admit two (2) classes of students, the program had three (3) quarters of noncompliant pass rates and a total of **three (3) uncorrected violations**. Those violations included:

1. Lack of correlation between theory and clinical due to excessive absences and inadequate clinical facilities;
2. Lack of adequate clinical facilities to support the objectives of the program and the number of students enrolled;
3. Failure to follow the attendance policy, including appropriate make-up of missed hours.

In addition, the investigation of another complaint identified a material misrepresentation of fact regarding a critical element of the program (see Attachment E). The Acting Executive Officer denied the request for approval to admit students, again required correction of the violations, and referred the program to the full Board.

A more thorough description of complaints, correspondence, and current status follows.

Summary of Previous Concerns

The November 10, 2015 report to the Board detailed concerns in the areas of instability in program administration, complaints received by the Board up to that date, correspondence and consultations with the program up to that date, and a description and analysis of the status of the identified violations as of that date. A summary of the information, including consumer complaints and response from the program, is attached (see Attachment F).

New Complaints

On February 11, 2016, the Board was contacted by six (6) recent graduates who requested assistance receiving transcripts from the school in the attempt to apply for the licensure examination via equivalency. Communication with the complainants was in process when the program notified the Board of a deficiency in required clinical hours that affected the six (6) complainants and other recent graduates. On February 22, 2016, the assigned consultant provided information to the complainants regarding application processes and options available after completion of the required clinical experience. Communication with a number of recent graduates affected by the deficiency in clinical hours has been ongoing with both the Licensing Division and the Education Division.

On March 25, 2016, the Board received a complaint regarding the exit examination requirements and alleged unresponsiveness on the part of the program. After clarification of the complaint and determination of the request for anonymity, the program was notified of the complaint on April 1, 2016 (see Attachment G).

On April 14, 2016, the Board received the program's response. The response was submitted in four (4) parts. Attachment H consists of the program's letter to the Board. Attachment I, presented as received from the program with the exception of redacting a student name, is an agreement the program requires graduates to sign.

Of concern is that to a **January 2016 agreement letter** to students, the program **attached a 2014 student signature**. Also of concern, according to the agreement the program requires the students to sign, is the following:

"The College will only pay these fees if you take a (Part time or Full time medical in field or related field employment through the college which is mandatory as you study for your NCLEX)."

From the information in the program response and the agreement the program requires students to sign, it is not exactly clear when students or graduates are expected to sign the agreement. It is of concern that the program has reported ATI review materials as a part of the pass rate improvement plan and yet students or graduates, depending on when the agreement must be signed, are **mandated to take a job in order for the program to pay for the materials**.

The program also sent 15 pages of descriptive material from ATI regarding products mentioned in the required agreement; this is not attached. The last part of the response, also not attached, explains to students how to apply for the licensure examination using equivalent education, rather than graduation from an approved program.

Program Submissions as Required by Decisions Rendered Prior to May 2016

The program was required to submit documentation substantiating correction of violations regarding the following: evaluation of the curriculum; evaluation of clinical facilities; admission, screening, and selection criteria; evaluation of student progress, including determination of the need for remediation or removal from the program; and an attendance policy, including criteria for attendance and acceptable methods for make-up. The program was also required to submit a plan for timely notification of faculty terminations, documentation that all violations were corrected, and an improvement plan that provided support for all currently enrolled students.

Board staff completed a thorough analysis of the materials submitted by the program. In the March 1, 2016 report to the Board, numerous specific concerns regarding the proposed policies were addressed (see Attachment J).

On March 4, 2016, the specific concerns regarding previous attempts to correct violations were addressed by the assigned consultant in a meeting with the program director, program owner. The Board's Executive Officer and Supervising NEC were also in attendance. The program was provided with a written outline of the specific points.

On March 16, 2016, the Board received revised documents from the program. The **current status of revisions** follows.

- ***Evaluation Methodology for Curriculum:***
The program's new methodology for evaluation of the curriculum has been **approved**.
- ***Evaluation Methodology for Clinical Facilities:***
The program's new methodology for evaluation of clinical facilities is included with the policy related to evaluation of the curriculum.
- ***Policies Related to Admission, Screening, and Selection Criteria:***
The program revised the admission policy such that admission standards have been raised and the interview process is outlined. The policy now includes a specific process regarding readmitting students via an appeals process. The policy has been **approved**.
- ***Evaluation of Student Progress:***
The program revised the methodology for evaluation of student progress and need for remediation, including a reduction in the number of failures allowed and a more specific remediation process with oversight by the program director. The methodology has been **approved**.
- ***Policies Related to Attendance and Make-up:***
The program's proposed policy, dated March 15, 2016, was found **not** to be compliant with regulations. It has since been **revised, resubmitted, and approved**.
- ***Plan for Timely Notification of Faculty Terminations:***
The plan was **revised and approved**.
- ***Credit Granting***
In reviewing the program's policies, it was found that the credit granting policy in use was not compliant with regulations in that the program was testing before granting transfer credit, in addition to testing for competency-based credit. The program's **revised policy was approved**.
- ***Documentation Regarding Status of Outstanding Violations:***
The program failed to correct violations related to having adequate clinical facilities to support the enrolled student population in a manner that is consistent with the Board-approved Instructional Plan.

Violations related to adequate clinical facilities, correlation of theory and clinical, and attendance currently have plans in place that, *should the plans be consistently implemented*, would correct the violations.

- **Pass Rate Improvement Plan:**

The program's plan for improvement on licensure examination pass rates was received on March 16, 2016 (see Attachment K). A summary of the plan follows.

- 1) Admission testing minimum pass rates have been increased, the interview process formalized, and a College Preparation/Review Class, including study, test-taking, math, and computer skills and reading comprehension and critical thinking will be offered prior to beginning the Vocational Nursing Program.
- 2) Attendance policy to be enforced.
- 3) Minimum passing grade of 75% required.
- 4) Only one (1) course failure per term allowed with remediation mandatory for any course failure
- 5) Graduation policy to be enforced, including passing an ATI Comprehensive Predictor Exam
- 6) Syllabus – includes integration of ATI (the program reports this began in early 2015 and there has been “more accountability” with this since October 2015) and assessment of student progress with each course.

Evaluation of Data in Support of Request to Admit Students

When evaluating data submitted in support of the request for approval to admit two (2) classes of 35 students to begin March 21, 2016, the program continued to propose maternity and pediatric rotations far in excess of number of weeks described in the Board-approved Instructional Plan. With such placement plans, students are engaged in didactic content related to other subjects and the theory and clinical correlation required in regulation is lost. As noted previously, the request for approval to admit students beginning March 21, 2016 was denied.

On March 16, 2016, the Board received the program's proposed placements in support of the pending request to admit students beginning May 23, 2016. The program proposed placement of students in a manner that was not consistent with Board-approved clinical facility applications. This was addressed with the program on March 28, 2016. Revised placement plans were submitted by the program.

As most recently proposed by the program, all students in the two requested classes would be placed in clinical facilities in a manner that is consistent with regulations, the Board-approved Instructional Plan, and existing Board-approved clinical facility applications.

Summary of Violations

As of March 1, 2016, a total of 18 violations have been identified. As reported to the Board in November 2015, two (2) violations (lack of active administration and use of an unapproved facility) are **corrected**. The program has adequate **physical** resources to support the currently enrolled student population. This corrects one (1) additional violation.

The program has presented **plans to correct** seven (7) violations (lack of evaluation of the curriculum; lack of evaluation of clinical facilities; failure to follow policies related to admission, screening, and selection of applicants; failure to follow policies related to evaluation of student progress and remediation; failure to follow the attendance policy, including timely and

appropriate make-up of missed hours; curriculum not following progressive mastery due to excessive absences; and failure to report faculty termination in a timely fashion) that, since revisions in March 2016, **if implemented consistently, will correct the violations.**

A total of two (2) violations are **pending correction** at this time. This includes violations related to lack of correlation between theory and clinical due to excessive absences and inadequate clinical facilities, and a lack of adequate clinical facilities to support the objectives of the program and the number of students enrolled. As students with excessive absences complete make-up of missed time and after currently enrolled students complete specialty rotations, **should the program consistently implement proposed plans, these violations will be corrected.**

Given the foregoing, the following violations are also identified.

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

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

Violation #16: Published examination statistics confirm the program’s average annual pass rates have been more than ten (10) percentage points below state average annual pass rates for four (4) consecutive quarters from Quarter 2-2015 through Quarter 1 – 2016.

Status #16: The violation has **not been corrected.**

Section 2534(b) of the California Code of Regulations states:

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

Violation #17: The program failed to provide clinical experience consistent with the approved Instructional Plan. Specifically, on January 27, 2016, the Board received an anonymous complaint alleging inaccurate attendance records, students completing the missed hours after graduation dates, students dismissed early from clinical, and students did not complete required pediatric clinical experiences (see Attachment L.) Documents and information from students and program confirm the program’s failure to provide experiences in Pediatric Nursing that were consistent with the Instructional Plan (see Attachment M).

Status #17: This violation is **not corrected.**

Of the 46 graduates in the program’s November 2015 and January 2016 classes, the program confirmed that 37 graduates had not completed the required amount of pediatric clinical hours. All 30 of the November 2015

graduates did not complete the required hours and seven (7) of the 16 January 2016 graduates did not complete the required hours.

Section 2526(g) of the California Code of Regulations states:

“A material misrepresentation of fact by a vocational nursing program in any information submitted to the Board is cause for denial or revocation of approval or provisional approval.”

Violation # 18: Based on submitted documents and information, a material misrepresentation of fact was identified in documents submitted by the program. Specifically, official Records of Nursing Program for November 2015 graduates and January 2016 graduates stated the completion of required theory and clinical content consistent with the Board – approved curricular hours and Instructional Plan. The signature of the program director was affixed to each document, signed under penalty of perjury. The program described this as an error (see Attachment N).

Subsequent investigation confirmed that 37 graduates had not completed the hours in Pediatric Nursing consistent with the approved Instructional Plan.

The program's actions have negatively impacted all CNI graduates who have applied for licensure since that time. As a result of the program's misrepresentation, the Board suspended eligibility of all program graduates for licensure, pending signed documentation of the correction of the deficit in required clinical hours. That action was required to ensure the protection of consumers.

Some program graduates had been notified of a passing result and were awaiting issuance of licensure; some program graduates were awaiting examination results; other program graduates were awaiting Board eligibility to take the examination. The program was advised to contact all affected graduates and inform them that the completion of clinical hours consistent with the program's approved Instructional Plan in Pediatric Nursing was required prior to eligibility to take the licensure examination or be issued a license.

Status # 18: This violation is **not corrected**.

To date, of the 37 total graduates impacted by the program's actions, the Board has received revised Records of Nursing Program with documentation attesting to the completion of the required Pediatric theory and clinical content for five (5) applicants.

The program reports a total of 30 students are scheduled to graduate in April 2016 and three (3) classes of students are currently enrolled.

- 1) A part-time class of six (6) students scheduled to graduate June 30, 2016
- 2) A part-time class of 21 students scheduled to graduate August 28, 2016

3) A part-time class of 17 students scheduled to graduate January 29, 2017.

Recommendations:

1. Place the CNI College Vocational Nursing Program on provisional approval for the three (3) month period from May 13, 2016 through August 31, 2016, and issue a notice to the program to identify specific areas of noncompliance and requirements for correction as referenced in Section 2526.1 (e) of the California Code of Regulations. (See Attachment O)
2. Place the program on the Board's **August 2016** agenda for reconsideration of provisional approval.
3. Deny the program's request to admit one (1) full-time class of 24 students beginning May 23, 2016, graduating May 23, 2017, only.
4. Deny the program's request to admit one (1) part-time class of 32 students beginning May 23, 2016, graduating May 23, 2017, only.
5. Require the program to provide no less than one (1) instructor for every ten (10) students in clinical experiences.
6. Require the program to admit no additional classes without prior approval by the full Board.
7. 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 **June 15, 2016**.
8. Require the program to submit a follow up a report no later than **June 15, 2016**. The reports must include a comprehensive analysis of the program, specific actions taken to correct identified violations, specific actions taken to improve 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
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 - e. Instructional Plan
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 - k. Evaluations of Theory and Clinical Faculty
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 - m. Evaluations of Clinical Rotations and Their Correlation to Theory Presentations
 - n. Evaluation of Student Achievement
 - o. Current Enrollment

9. Require the program to bring its average annual pass rate to no more than (10) ten percentage points below the State average annual pass rate.
10. Require the program to demonstrate progress in correcting the violations. If the program fails to satisfactorily demonstrate progress the full Board may revoke the program's approval.
11. Require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526.
12. Failure to take any of these corrective actions may cause the full Board to revoke the program's approval.

Rationale: After multiple consumer complaints and decreasing pass rates on the licensure examination, an unannounced program inspection conducted in August 2015 identified 11 violations, representing serious deficits in vital aspects of the program. With additional consumer complaints and subsequent investigation, seven (7) additional violations have been identified, **including material misrepresentation of fact.**

Section 2882 of the California Business and Professions Code identifies the requirement of clinical experience in the care of sick children. In July 2015, the program admitted to the failure to provide this experience. The Board required correction of this violation in August 2015, November 2015, and February 2016.

Over the next seven (7) months, Board staff approved four (4) clinical facilities that provide care of sick children and described to the program the requirement to provide that experience.

After investigation of a complaint, the program admitted that a total of 37 individuals who graduated from the program in November 2015 and January 2016 had not completed all of the required clinical experience. Using an official document, the Record of Nursing Program which provides documentation that an individual meets qualifications for the licensure examination, the program reported that individuals had completed all requirements of the Board-approved curriculum, including clinical experience in the care of sick children.

As of February 22, 2016, the program had submitted 12 licensure applications with false information on the Record of Nursing Program.

The effect of the misrepresentation is that processing of licensure applications by the Board was halted for all applicants from the CNI College Vocational Nursing Program. This included the processing of licenses for individuals who had passed the licensure examination, a hold on examination results for individuals who had taken the examination, and

cessation of processing pending applications until verification of completion of all requirements could be made. Individuals who thought they had completed their education were contacted by the program and told that additional clinical hours were required. As of April 26, 2016, documentation of completion of all requirements has been received for a total of five (5) of the 37 individuals impacted.

With a current average annual pass rate of **57%** and four (4) consecutive quarters of pass rates that are not compliant with regulatory requirements; with the identification of 14 violations, seven (7) of which are pending close monitoring for consistent implementation of new plans and policies prior to the correction of seven (7) violations; with two (2) as yet uncorrected violations; with a material misrepresentation of fact that has affected no less than 37 individuals; and given section 2526(g) of the Vocational Nursing Rules and Regulations, which states that material misrepresentation of fact is cause for denial or revocation of approval or provisional, a very limited term of provisional approval is warranted at this time.

Due to the number and serious nature of the violations that have been identified, all of which document critical program deficiencies, denial of the request to admit students is recommended at this time. Given the misrepresentation that has been identified, close monitoring will be required to determine whether or not the program is compliant with regulations and to determine if the currently enrolled students are able to accomplish the objectives of the program.

- Attachment A: History of Prior Board Action
- Attachment B: Notice of Violations Dated September 2, 2015
- Attachment C: Board Correspondence Dated September 2, 2015
- Attachment D: Board Correspondence Dated November 12, 2015
- Attachment E: Notice of Violation Dated March 4, 2016
- Attachment F: Summary of Other Considerations
- Attachment G: Board Correspondence Dated April 1, 2016
- Attachment H: Program Correspondence #1 Dated April 14, 2016
- Attachment I: Program Agreement, Dated January 11, 2016, and Acknowledgement, Dated April 21, 2014
- Attachment J: Summary of Program Deficits
- Attachment K: CNI Improvement Plan Received March 16, 2016
- Attachment L: Board Correspondence Dated February 9, 2016
- Attachment M: Program Response Dated February 24, 2016
- Attachment N: Program Correspondence Dated March 15, 2016
- Attachment O: Draft Notice of Change in Approval Status

AGENDA ITEM #12.B.3., Attachment A

CNI COLLEGE VOCATIONAL NURSING PROGRAM

History of Prior Board Actions

- On May 14, 2004, the Board approved Career Networks Institute's request to commence a vocational nursing program with a full-time class of 45 students beginning May 17, 2004, in Orange, California with a projected graduation date of May 10, 2005. The Board also approved the program's curriculum for 1560 hours, including 580 theory and 980 clinical hours.
- On February 4, 2005, the Board approved initial full accreditation for the Career Networks Institute Vocational Nursing Program for the period February 4, 2005, through February 3, 2009, and issued a certificate accordingly.

Additionally, the Board approved the program's request to admit a second full-time class of 45 students beginning February 14, 2005 only, graduating on February 7, 2006, and admit a third full-time class of 45 students beginning May 16, 2005 only, **replacing** students that graduate May 10, 2005.

- On May 13, 2005, the Board approved the program's request to admit a fourth full-time class of 45 students beginning August 15, 2005 only, with a projected graduation date of August 8, 2006.

The Board also approved the program's request to admit a fifth full-time class of 45 students beginning November 14, 2005 only, graduating on November 7, 2006.

- On September 16, 2005, the Board took the following actions.
 1. The Board approved the program's request to admit 45 students into a full-time Class A beginning February 13, 2006, to **replace** students graduating February 7, 2006.
 2. The Board approved the program's request to admit 45 students into a full-time Class B beginning May 15, 2006, to **replace** students graduating May 9, 2006.
 3. The Board approved the program's request for ongoing admissions to **replace** graduating classes only, with the following stipulations:
 - a. No additional classes are added to the program's current pattern of admissions without prior Board approval. The program's current pattern of admissions includes four full-time classes of 45 students admitted each calendar year.
 - b. The director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
- On May 3, 2006, a new program director was approved.

- On September 15, 2006, the director was notified that the pass rates for Career Networks Institute Vocational Nursing Program had fallen below 10 percentage points of the state average pass rate for four (4) consecutive quarters.
- On December 4, 2006, the program submitted correspondence setting forth its plans to increase NCLEX-PN® pass rates.
- On December 13, 2006, the director was notified that program pass rates had fallen below 10 percentage points of the state average pass rate for five (5) consecutive quarters.
- On April 13, 2007, the director was notified that program pass rates had fallen below 10 percentage points of the state average pass rate for six (6) consecutive quarters.
- On April 30, 2007, the director confirmed implementation of a plan of correction and defined specific employed interventions.
- **On May 22, 2007, a new program director was approved.**
- On June 27, 2007, the director was notified that program pass rates had fallen below 10 percentage points of the state average pass rate for seven (7) consecutive quarters. Additionally, the director was requested to submit the following information: 1) Current enrollment; 2) Current faculty and facility information; 3) Clinical rotation schedules for all current classes; 4) Analysis of program's previously submitted corrective plan identifying those elements that have been successful and those unsuccessful and planned alterations to address the program analysis.
- On June 29, 2007, Board staff met with the program director and Career Networks Institute Vice President to discuss the program's status and strategies for improvement of NCLEX-PN pass rates.
- On July 13, 2007, the Board received the program's analysis of its corrective plan and corresponding actions.
- On August 20, 2007, the program was notified that its pass rates had fallen below 10 percentage points of the state average pass rate for eight (8) consecutive quarters.
- On December 19, 2007, the program director advised that a revision of the curriculum is in progress with completion projected by January 11, 2008.
- On February 1, 2008, the Board placed the program on Provisional Accreditation for the two – year period from February 1, 2008 through January 31, 2010, and issued a notice to the program identifying specific areas of non – compliance and requirements for correction referenced in Section 2526.1 (e) of the California Code of Regulations. **The program was placed on the agenda for the September 2009 Board meeting for reconsideration of the program's accreditation status.**
- On March 28, 2008, the Board issued the program a notice identifying areas of non – compliance and requirements for corrections.

- On June 24, 2009, the Board forwarded correspondence to the program advising that the Board would reconsider its accreditation status at the September 11, 2009 meeting. A comprehensive report was requested by July 17, 2009.
- On July 20, 2009, the Board received the program's comprehensive report.
- On October 7, 2009, the Board approved full accreditation of Career Networks Institute Vocational Nursing Program for the four-year period from September 17, 2009 through September 16, 2013, and issued a certificate accordingly.
- On November 4, 2009, the Executive Officer denied Career Networks Institute Vocational Nursing Program's request to offer a part – time course of instruction with an initial class of 50 students and five (5) alternates in March, July, and November of each year, commencing November 30, 2009. The program's request to offer a part – time course of instruction with an initial class of 50 students and five (5) alternates commencing November 30, 2009 only, at this time was approved. The program must request Board approval for additional commencement of part – time classes.
- On July 20, 2010, the Executive Officer approved the following recommendations:
 1. Approve Career Networks Institute Vocational Nursing Program's request to admit a part – time class of 50 students and five (5) on July 26, 2010. The proposed class is projected to complete program requirements January 30, 2012.
 2. Approve the program's request to admit a part – time class of 50 students and five (5) alternates November 29, 2010, with a projected completion date of May 30, 2012.
 3. Approve the program's request to admit a part – time class of 50 students and five (5) alternates each March, July, and November to **replace** graduating students only. Classes would be offered on evening and weekends.
 4. Continue the program's approval to admit a full-time class of 45 students four (4) times each calendar year to **replace** graduating classes only.
- **On December 8, 2011 a new director was approved by the Board.**
- **On June 22, 2012, a new director was approved by the Board.**
- **On May 30, 2013, the Board was notified that the school changed its name to CNI College.**
- On October 22, 2013, the Board approved the following:

Continue full approval for the CNI College Vocational Nursing Program for the four-year period from September 17, 2013 through September 16, 2017, and issue a certificate accordingly **and** continue approval of the program's ongoing admissions to **replace** graduating classes, only, with the following stipulations:

1. No additional classes are added to the program's pattern of admissions without prior Board approval. The program's pattern of admissions will include admission of:
 - A full-time class of 45 students four (4) times each calendar year to **replace** graduating classes only.
 - A part-time class of 50 students each March, July, and November to **replace** graduating students only.
 2. The director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
 3. The program maintains an average annual pass rate that is compliant with Section 2530 (l) of the Code.
- **On March 14, 2014, a new director was approved.**
 - **On October 14, 2014, the Board was notified by the program director of his resignation, effective immediately.**
 - On December 5, 2014, the Board forwarded correspondence to the program regarding the need for active administration of the program by an approved director.
 - On January 8, 2015, the Board approved an assistant director for the program.
 - **On January 27, 2015, the Board approved a new director who would assume active administration of the program on April 1, 2015.**
 - On March 17, 2015, the Board forwarded correspondence to the program regarding a student/consumer complaint.
 - On May 8, 2015, the Board forwarded correspondence to the program regarding a student/consumer complaint.
 - On August 18 and 19, 2015, Board representatives conducted an unannounced program inspection.
 - On September 2, 2015, the Acting Executive Officer approved the following: Effective immediately, rescind approval for ongoing admissions and require the CNI College Vocational Nursing Program to obtain Board approval prior to the admission of any students. The program must document adequacy of faculty and facilities to support the objectives of the program prior to the admission of students; **and** require the CNI College Vocational Nursing Program to submit verifiable plans for clinical placements for Pediatric Nursing for students who were to have completed program requirements on September 25, 2015 prior to graduation of those students and no later than September 15, 2015; **and** require the CNI College Vocational Nursing Program to submit verifiable plans for clinical placements for Pediatric Nursing for currently enrolled students, no later than September 30, 2015; **and** require the program to correct violations identified during the onsite inspection and submit a report identifying implemented interventions to include the following no later than November 1, 2015:

- a. Plan, including implementation timeline, for evaluation of the curriculum.
- b. Proposed policies and implementation plan for admission, screening, and selection criteria.
- c. Proposed policy and implementation plan for attendance, including make-up for missed theory and clinical time.
- d. Proposed policy and implementation plan for remediation and determination of the need for removal from the program.
- e. Timeline by which the evaluation of all clinical facilities will be accomplished.
- f. Documentation of verifiable placements for all enrolled students, in a manner consistent with the Board-approved Instructional plan, for clinical experience in the care of sick children; **and**

Submit a written plan for improvement of the program's NCLEX-PN® pass rates no later than **November 1, 2015**.

- On September 14, 2015 the program director submitted the required verifiable placement plans for Pediatric clinical experience for graduating students.
- On September 15, 2015, the program director submitted the response to violations and placement plans for pediatric nursing for currently enrolled students.
- **On September 22, 2015, the Board was notified the program director was no longer employed by the school.**
- On September 28, 2015, the Board forwarded correspondence to the program regarding additional complaints received.
- **On October 1, 2015, the Board approved a new program director.**
- On October 15, 2015, the Board received the program's response to complaints. The Board also received two new complaints on this date.
- On October 19, 2015, the Board notified the program of missing documentation in support of the request to admit students.
- On October 29, 2015 the assigned consultant conducted a phone consultation with the program director regarding missing documentation in support of the request to admit students.
- On November 4, 2015, the assigned consultant again conducted a phone consultation with the program director regarding missing documentation in support of the request to admit students.
- On November 5, 2015, the assigned consultant notified the current director of the requirement to submit a written plan regarding improving program pass rates on the licensure examination, as per the September 2, 2015. A plan was submitted later that day.
- On November 6, 2015, the program submitted final documentation regarding placements for the proposed students.

- On November 10, 2015, the Acting Executive Officer rendered the following decisions:
 1. Require the CNI College Vocational Nursing Program to submit for Board approval the following policies and a timeline for implementation of each policy, no later than **December 1, 2015**.
 - a. Evaluation methodology for curriculum.
 - b. Evaluation methodology for clinical facilities.
 - c. Admission policy, including all screening, and selection criteria.
 - d. Evaluation of student progress, including determination of the need for remediation or removal from the program.
 - e. Attendance policy, including criteria for attendance and acceptable methods for make-up.
 2. Require the program to submit a written plan for notification to the Board for faculty termination in accord with the regulation no later than **December 1, 2015**.
 3. Require the program to submit, no later than **January 15, 2016**, documentation that all violations are corrected. This documentation is to be signed, under penalty of perjury, and to include the following:
 - a. Attendance records, by class admission date, indicating that all missed hours are made-up by end of term and indicating appropriate make-up for missed hours;
 - b. Correlation of theory and clinical experience for make-up hours and specialty rotations, including provision of specialty rotations in accordance with the Board-approved Instructional Plan; and
 - c. Adequate clinical facilities to support the enrolled student population in a manner that is consistent with the Board-approved Instructional Plan.
 4. Require the program to submit, no later than **January 15, 2016**, a licensure pass rate improvement plan that provides for support of all currently enrolled students, including those approaching graduation.
 5. **Deny** the program's request to admit one (1) part-time class of 40 students beginning November 30, 2015, graduating June 18, 2017.
 6. **Deny** the program's request to admit one (1) full-time class of 45 students beginning January 11, 2016, graduating January 13, 2017.
 7. Continue the program's requirement to obtain Board approval prior to the admission of each class.
 8. Continue to require the director to document that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
- On March 1, 2016, the Acting Executive Officer approved the following:
 1. **Deny** the CNI College Vocational Nursing Program's request to admit one (1) full-time class of 35 students beginning March 21, 2016 and graduating April 16, 2017.

2. **Deny** the program's request to admit one (1) part-time class of 35 students beginning March 21, 2016 and graduating November 20, 2017.
3. Continue the program's requirement to obtain Board approval prior to the admission of each class.
4. Require the program to provide documentation of completion of all required pediatric clinical experience using the Pediatric Faculty/Student Clinical Assignment form, including date, location, instructor and total hours. Due as each graduate completes the required experience.
5. Place the CNI College Vocational Nursing Program on the Board's May 2016 agenda for consideration of placement on provisional approval.



Agenda Item #12.B.3. Attachment B

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

Board of Vocational Nursing and Psychiatric Technicians
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CERTIFIED MAIL

September 2, 2015

Jayne Grint, Director
Vocational Nursing Program
CNI College
702 W. Town & Country Road
Orange, CA 96868

Subject: Notice of Violations

Dear Ms. Grint,

On August 18 and 19, 2015 two (2) Board representatives conducted an unannounced program inspection. During the two-day visit, Board representatives assessed the physical resources for the program, inspected records for newly graduated and currently-enrolled students, met with three levels of students in theory classes, met with students and faculty in a clinical site, interviewed faculty on campus, and facilitated discussions with the program director, owners and other staff members. Following are the violations identified during the program inspection. Required corrective actions are listed with each violation.

Section 2526(a)(8) 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:
... (8) Evaluation methodology for curriculum."

Violation #1: Board files confirm that the program has a methodology and procedure for evaluation of the curriculum. However, no evidence of evaluation of the curriculum was provided by the program. Faculty meeting minutes did not reflect discussion of curriculum evaluation.

Required Action: Provide a plan for evaluation of the curriculum and a timeline in which curriculum evaluation will be accomplished.

Due no later than November 1, 2015.

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."

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

"Schools are responsible for the continuous review of clinical facilities to determine if the student's clinical objectives for each facility are being met."

Violation #2: Board files confirm that the program has a methodology and procedure for evaluation of clinical facilities. Board representatives requested evidence of evaluation of the clinical facilities. Program representatives provided documentation of evaluation of some of the current sites within the last two (2) months. No prior clinical facility evaluation was located by the program.

Current Status: Should the program director continue implementation of the evaluation of clinical facilities as was documented since May 2015, this violation will be corrected.

Required Action: Provide a timeline by which the evaluation of all clinical facilities will be accomplished.

Due no later than November 1, 2015.

Section 2526(a)(12) 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:
... (12) Admission criteria.

Section 2526(a)(13) 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:
... (13) Screening and selection criteria.

Violation #3: Based on review of student files, the program failed to follow its Board - approved admission, screening and selection policies as noted by the admission of students who scored **below** the program's stated minimum level on admission tests. Further, no evidence of

program director interview with applicants, as listed in the school catalog policy, could be identified.

Required Action: Provide a plan for correction that includes revised admission, screening, and selection policies and that describes how the program will follow the policy for screening and selection of applicants to the program. Provide verification of training, of all individuals associated with the school, regarding admission, screening and selection policies.

Due no later than November 1, 2015.

Section 2526(a)(17)(B) 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:
... (17) Student Policies: (B) Attendance."

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

"Each school shall have an attendance policy approved by the Board. The policy shall include but not be limited to, criteria for attendance and the specific course objectives for which make-up time is required. Acceptable methods for make-up include:

- (1) Theory: case studies, independent study, written examination, attendance at seminars or workshops, auto-tutorial laboratory, and research reports.
- (2) Clinical: performance evaluation in skills laboratory or additional time in the clinical area with clients/patients."

Violation #4: Board files confirm that the program has an approved attendance policy. However, based on an analysis of student and program documents, the program failed to implement the approved policy. School files contain documentation of students continuing in the program with absences of up to more than 400 hours. School records indicate student status as "Graduated" with documented absences not yet made-up. Further, documents provided by the program indicate that after completion of all didactic components of the program, students are still completing clinical and theory make-up hours and being held from exit examination testing. Records provided by the program indicate most clinical make-up hours are held in the skills lab. During the program inspection, approximately six (6) students from two (2) levels of the program were observed to

be engaged in a didactic presentation in the skills lab that was being held to make-up missed clinical hours.

Required Action: Provide documentation of implementation of a Board-approved attendance policy and provide documentation of training of all school and program personnel involved with attendance and missed hour make-up policies.

Due no later than November 1, 2015.

Section 2529(b) of the Vocational Nursing Rules and Regulations states:

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

Violation #5: The program was without a Board-approved director from October 14, 2014 until January 27, 2015, when the Board approved the current program director. The new director assumed responsibility for the program on April 1, 2015. During the interim period, two different assistant directors were responsible for the administration of the program.

Current Status: This violation is now **corrected**.

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

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

Violation #6: The program is approved to admit a total of 180 full-time students per year (45 students per class) and a total of 150 part-time students per year (50 students per class). According to the program, the full-time students attend during the day and the part-time students attend evenings and weekends. While data submitted by the program indicates they have accepted less than the maximum approved, physical space is not adequate for the approved maximum number of students per class. Evidence of this includes that a total of 35 computer stations (with 26 in one room and 9 in another) are available to students. Further, classrooms, currently set up to accommodate under 40 students would be crowded should additional chairs be brought in to accommodate up to 50 students.

With a total of five (5) bedside stations and mannequins, up to 10 students would be assigned per bedside station and mannequin should a total of 50 students be admitted to the part-time classes. A total of three (3) classrooms were described as available to the vocational nursing students. Other classrooms are utilized by other programs at the school.

Required Action: Submit a written plan detailing acquisition of additional resources or revision of the number of admissions projected.

Due no later than November 1, 2015.

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

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

Violation #7: Board records indicate the program has a policy and procedure for evaluation of student performance and remediation. However, while student records contained some evidence of retesting in the event of failed examinations, student files or other program records did not contain documentation of a remediation plan, tutoring, and subsequent follow-up to the remediation plan. There was no clear record of the number of examinations failed. Records provided by the school indicated the need for removal from the program of some students for reasons of failure, excessive absences, and inappropriate behavior; those students were, according to records provided by the school, retained in the vocational nursing program.

Required Action: Provide a detailed written proposal, including timeline for implementation, for revision of the remediation plan, including appropriate follow-up with students and limits on the number of failed courses and absences that are allowed.

Due no later than November 1, 2015.

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

“Vocational nursing programs shall include theory and correlated clinical experience.”

Violation #8: The Board-approved curriculum includes theory and correlated clinical experience. However, without clinical experience in the care of sick children and with excessive clinical absences, and with clinical

absences made-up in skills lab and/or well after the related didactic content, the program failed to provide clinical experience that correlated with didactic content.

Current Status: The program obtained Board approval for one (1) facility offering care of sick children for two (2) students at a time on August 12, 2015. Since the program inspection, the Board has approved one (1) additional clinical facility offering care of sick children. However, excessive absences continue to disrupt the correlation between theory and clinical experience for students approaching graduation.

Required Action: Provide a written plan for completion of missed clinical hours such that theory to clinical correlation is maintained. Provide documentation of verifiable placements for all enrolled students, in a manner consistent with the Board-approved Instructional plan, for clinical experience in the care of sick children.

Due no later than November 1, 2015.

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

“Curriculum content shall be taught in a sequence that results in student’s progressive mastery of knowledge, skills, and abilities.”

Violation #9: The Board-approved curriculum includes theory and correlated clinical experience and presents content in a meaningful sequence such that students are able to progressively master knowledge, skills and abilities. However, as previously documented, excessive absences have disrupted that sequence. Students missing large amounts of clinical hours were continued in the program resulting in students’ inability to master knowledge, skills, and abilities prior to moving to more advanced content and clinical experience.

Required Action: Provide a written plan describing appropriate remediation and make-up of absences such that a progressive sequence is maintained. Provide a written plan, including description of implementation of that plan, to prevent reoccurrence of this violation.

Due no later than November 1, 2015.

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

“Schools shall apply on a form provided by the Board for approval of each clinical facility prior to use.”

Violation #10: Program records document the use of a pre-school, St. Gregory School, as a clinical facility in use by current and past students. No record of Board approval of that facility is located in program or Board files, including records from 2004 to date. Further, the program's Annual Reports, beginning with 2008 to 2009 and including Annual Reports from 2010 to 2011 through 2014 to 2015, were examined and the program was not reporting use of this facility on Annual Reports to the Board while students were engaged in clinical experiences at the facility. The current program director noted the facility had been used for "years."

Current Status: The current program director discovered the discrepancy and immediately applied for Board approval of the clinical facility. Upon revision of the application such that objectives were consistent with the Board-approved Instructional Plan and what can be accomplished at the facility, the facility was approved for use by the students. This violation is now **corrected**.

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

"Schools shall have clinical facilities adequate as to number, type, and variety of patients treated, to provide clinical experience for all students in the areas specified by Section 2533. There must be available for student assignment, an adequate daily census of patients to afford a variety of clinical experiences consistent with competency-based objectives and theory being taught. Clinical objectives which students are expected to master shall be posted on patient care units utilized for clinical experience."

Section 2882 of the Vocational Nurse Practice Act states:

"The course of instruction of an approved school of vocational nursing shall consist of not less than the required number of hours of instruction in such subjects as the board may from time to time by regulation determine, together with the required number of hours in the care of medical, surgical, obstetrical patients, sick children, and such other clinical experience as from time to time may be determined by the board."

Violation #11: Based on an analysis of the reported utilization of clinical facilities, the program failed to secure clinical facilities adequate as to number, type, and variety of clients consistent with the curriculum. Specifically, the program lacks clinical facilities that provide clinical experience in the care of sick children for the enrolled student population.

Current Status: The program obtained Board approval for one (1) facility offering care of sick children for two (2) students at a time on August 12, 2015. Since the program inspection, the Board has approved one (1) additional clinical facility offering care of sick children.

Required Action: Provide documentation of verifiable placements for all enrolled students, in a manner consistent with the Board-approved Instructional plan, for clinical experience in the care of sick children.

Due no later than November 1, 2015.

Please contact the Board should you have any questions.

Sincerely,

John Brooks
Acting Executive Officer

JB:dgj



Agenda Item #12.B.3. Attachment C

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

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CERTIFIED MAIL

September 2, 2015

Jayne Grint, Director
Vocational Nursing Program
CNI College
702 W. Town & Country Road
Orange, CA 96868

Subject: Consideration of Report of Violations

Dear Ms. Grint,

On September 2, 2015, the Acting Executive Officer rendered the following decisions relative to the *CNI College Vocational Nursing Program*:

Recommendations:

1. Effective immediately, rescind approval for ongoing admissions and require the CNI College Vocational Nursing Program to obtain Board approval prior to the admission of any students. The program must document adequacy of faculty and facilities to support the objectives of the program prior to the admission of students.
2. Require the CNI College Vocational Nursing Program to submit verifiable plans for clinical placements for Pediatric Nursing for students who were to have completed program requirements on September 25, 2015 **prior to graduation** of those students and **no later than September 15, 2015**.
3. Require the CNI College Vocational Nursing Program to submit verifiable plans for clinical placements for Pediatric Nursing for currently enrolled students, no later than **September 30, 2015**.
4. Require the program to correct violations identified during the onsite inspection and submit a report identifying implemented interventions to include the following no later than **November 1, 2015**.
 - a. Plan, including implementation timeline, for evaluation of the curriculum.
 - b. Proposed policies and implementation plan for admission, screening, and selection criteria.
 - c. Proposed policy and implementation plan for attendance, including make-up for missed theory and clinical time.
 - d. Proposed policy and implementation plan for remediation and determination of the need for removal from the program.
 - e. Timeline by which the evaluation of all clinical facilities will be accomplished.

- f. Documentation of verifiable placements for all enrolled students, in a manner consistent with the Board-approved Instructional plan, for clinical experience in the care of sick children.
5. Submit a written plan for improvement of the program's NCLEX-PN® pass rates no later than **November 1, 2015**.

Rationale The recent unannounced program inspection, prompted by falling average annual pass rates and consumer complaints, identified a total of **11** violations. A total of **two (2)** violations are now **corrected**. The documentation provided by the school demonstrates deficits in policies, and implementation of those policies, that affect: a) the admission, screening and selection of program applicants; b) attendance, make-up of missed time, and, therefore, ability of the students to accomplish the objectives of the program; and c) remediation and determination of the need for removal of students from the program. Further, up until very recently, there was an absence of clinical experience in the care of sick children. The program has now obtained Board approval of two (2) facilities that offer experience to a limited number of students.

The program's average annual pass rate on the licensing examination has fallen from 86% in the third quarter of 2013 to the current rate of **58%**, which is **14** percentage points **below** the state average annual pass rate. Violations identified in the program inspection are likely contributing factors to the decrease in the program's pass rates on the licensure examination.

Falling pass rates and identified violations support the rescinding of approval for ongoing admissions and the requirement that the program document adequacy of resources to support the admission of further students.

Board staff will continue to closely monitor the program as they develop appropriate policies and procedures to correct the violations. In addition, Board staff will closely monitor the program's pass rates and review submitted materials related to the documentation of adequate resources to support students.

Please contact me should you have any questions.

Sincerely,
Donna G. Johnson
Donna G. Johnson, RNP, MS, MA
Nursing Education Consultant
donna.johnson@dca.ca.gov
916-263-7842



Agenda Item #12.B.3. Attachment D

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

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



CERTIFIED MAIL

November 12, 2015

Kim Martin, Director
Vocational Nursing Program
CNI College
702 W. Town & Country Road
Orange, CA 96868

Subject: Consideration of Request to Admit Students

Dear Ms. Martin,

On November 10, 2015, the Acting Executive Officer rendered the following decisions relative to the *CNI College Vocational Nursing Program*.

Recommendations:

1. Require the CNI College Vocational Nursing Program to submit for Board approval the following policies and a timeline for implementation of each policy, no later than **December 1, 2015**.
 - a. Evaluation methodology for curriculum.
 - b. Evaluation methodology for clinical facilities.
 - c. Admission policy, including all screening, and selection criteria.
 - d. Evaluation of student progress, including determination of the need for remediation or removal from the program.
 - e. Attendance policy, including criteria for attendance and acceptable methods for make-up.
2. Require the program to submit a written plan for notification to the Board for faculty termination in accord with the regulation no later than **December 1, 2015**.
3. Require the program to submit, no later than **January 15, 2016**, documentation that all violations are corrected. This documentation is to be signed, under penalty of perjury, and to include the following:
 - a. Attendance records, by class admission date, indicating that all missed hours are made-up by end of term and indicating appropriate make-up for missed hours;

- b. Correlation of theory and clinical experience for make-up hours and specialty rotations, including provision of specialty rotations in accordance with the Board-approved Instructional Plan; and
 - c. Adequate clinical facilities to support the enrolled student population in a manner that is consistent with the Board-approved Instructional Plan.
4. Require the program to submit, no later than **January 15, 2016**, a licensure pass rate improvement plan that provides for support of all currently enrolled students, including those approaching graduation.
 5. **Deny** the program's request to admit one (1) part-time class of 40 students beginning November 30, 2015, graduating June 18, 2017.
 6. **Deny** the program's request to admit one (1) full-time class of 45 students beginning January 11, 2016, graduating January 13, 2017.
 7. Continue the program's requirement to obtain Board approval prior to the admission of each class.
 8. Continue to require the director to document that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.

Rationale: The program's current average annual pass rate is **57%**, which is **15** percentage points **below** the state average annual pass rate. The program's average annual pass rate has been steadily declining over the past year and is now **18 percentage points lower than at this time last year**.

To date in 2015, the Board has received a total of **six (6) student complaints** and **two (2) faculty complaints**. An unannounced program inspection conducted on August 18 and 19, 2015 identified a total of **11 violations**. An additional violation was recently identified. Currently, a total of **four (4) violations remain uncorrected**, including lack of adequate clinical facilities such that students can accomplish program objectives in a manner consistent with the Board-approved Instructional Plan. In responding to the violations, the program has submitted numerous documents from two (2) directors that outline plans to correct the violations. It is necessary at this time that the program submit, for Board approval, the five (5) policies listed, above and it is necessary for the program to identify a timeline for implementation of those revised policies.

In an effort to obtain Board approval to admit students and with limitations on available clinical facilities for some rotations, the program has submitted placement plans that are **not consistent** with the Board-approved Instructional Plan.

Due to declining pass rates on the licensure examination with two (2) quarters of non-compliant pass rates; an average annual pass rate that is now 15 percentage points below the state average annual pass rate; multiple consumer complaints; four (4) outstanding violations; and inadequate placements to support currently enrolled students, and the number of requested students, in a manner that is consistent with the Board-approved Instructional plan, the recommendation is to deny approval of the request to admit 40 part-time students on November 30, 2015 and 45 full-time students on January 11, 2016.

Please note that accompanying this correspondence is a letter describing the current status of previously identified violations as well as details regarding a violation recently identified.

Please contact me for any questions. You may wish to schedule an appointment here at Board headquarters regarding necessary steps to correct all violations and ensure program improvements. I would be happy to arrange such a meeting.

Sincerely,

Donna G. Johnson

Donna G. Johnson, RNP, MS, MA

Nursing Education Consultant

donna.johnson@dca.ca.gov

916-263-7842



Agenda Item # 12.B.3. Attachment E

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



Board of Vocational Nursing and Psychiatric Technicians
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Phone 916-263-7800 Fax 916-263-7855 Web www.bvnpt.ca.gov

CERTIFIED MAIL

March 4, 2016

Kimberly Martin, Director
Vocational Nursing Program
CNI College
702 W. Town & Country Road
Orange, CA 96868

Subject: Notice of Violation

Dear Ms. Martin,

After being required to provide documentation in response to a complaint received by the Board of Vocational Nursing and Psychiatric Technicians (Board), on February 22, 2016, the Board was notified via phone consultation between the assigned consultant and the program director that the program had identified students who graduated in November 2015 and in January 2016 did not complete the required pediatric clinical hours.

The program provided a list of 12 recent graduates who had not completed pediatric clinical hours. To date, the program submitted a total of 19 licensure application packets for graduates of the two affected cohorts. A licensure application packet was submitted for 11 of the 12 recent graduates reported as deficient in pediatric clinical hours. Each application packet, including for 11 graduates identified as deficient in pediatric clinical hours, included a signed Record of Nursing Program, documenting completion of pediatric clinical hours that had not been completed.

Section 2526(g) of the Vocational Nursing Rules and Regulations and Section 2527(c) of the Vocational Nursing Rules and Regulations state:

“A material misrepresentation of fact by a vocational nursing program in any information submitted to the Board is cause for denial or revocation of approval or provisional approval.”

Violation #13: Board records substantiate a clear record of communication with the program, dating since July 29, 2015, regarding the lack of clinical facilities offering experience in the care of sick children. Records document a *Notice of Violations* issued on September 2, 2015 and a *Notice of Violation* issued November 11, 2015, both of which identified a lack of such experiences.

After being required to provide documentation of pediatric clinical experience as a result of a complaint received by the Board, on February 22, 2016, the program notified the Board that students deemed to have graduated in November 2015 and January 2016 did not complete the required pediatric clinical experience consistent with the approved curriculum.

Describing it an error, the program admitted to submitting application packets, each of which included a signed Record of Nursing Program, documenting completion of pediatric clinical hours that had **not** been completed.

Processing of all license applications of the affected individuals has been suspended, delaying the process for all of the students listed as November 2015 and January 2016 graduates of the CNI College Vocational Nursing Program.

Required Action: Submit, **no later than March 15, 2016**, proposed plans for completion of required pediatric clinical hours for all graduates of the November 2015 and the January 2016 classes.

Using the Pediatric Faculty/Student Clinical Assignment form, provide documentation of completion of all required pediatric clinical experience, including dates, locations, instructors, and total hours for each graduate of the November 2015 and the January 2016 classes. This must be signed by the program director and submitted as each graduate completes the required clinical experience.

Provide an updated Record of Nursing Program to the Licensing Division of the Board as each graduate completes the required clinical experience.

This letter will be hand-delivered at the previously scheduled March 4, 2016 meeting and will also be mailed via certified mail.

Please contact the Board should you have any questions.

Sincerely,

Donna G. Johnson
Donna G. Johnson, RNP, MS, MA
Nursing Education Consultant
donna.johnson@dca.ca.gov
916-263-7842

Agenda Item # 12.B.3. Attachment F

CNI College Vocational Nursing Program

Other Considerations from November 10, 2015

Report to the Board

I. Changes in Program Administration

On October 14, 2014, the Board was notified by the program director of his resignation, effective immediately. He had been approved by the Board as director on August 14, 2013. The program was administered by an assistant director from November 10, 2014 through January 8, 2015, when a faculty member of the program was approved by the Board as the new assistant director. A new director was approved on January 27, 2015 and assumed active administration of the program on April 1, 2015. On September 22, 2015, the Board was notified that the program director was no longer employed by CNI College and the assistant director would be assuming responsibilities until a new director was approved. On October 1, 2015, the current director was approved by the Board.

II. Complaints Received by the Board

On March 17, 2015, the Board forwarded correspondence to the program regarding a complaint received from an anonymous student. The complainant reported concerns over the quality of education, high teacher turn-over, and excessive absences without adequate make-up.

On June 12, 2015, the Board received a complaint from another anonymous student. The complainant alleged multiple instances of students failing to make up missed hours and/or failing classes and being allowed to continue in the program, among other concerns. The program was notified of the complaint on June 15, 2015. On June 26, 2015, the Board received lengthy and detailed correspondence from the program in response to the complaint.

On September 11 and 24, 2015, additional complaints, from two anonymous students and from two anonymous faculty members, were received by the Board. The student complainants alleged another situation of no faculty at the assigned clinical site, frequent use of skills lab and didactic assignments for clinical make-up, and students not being required to make-up missed clinical hours. The faculty complainants alleged that failing students and students with inappropriate behavior were kept in the program, administration was not requiring students to make-up missed clinical hours prior to proceeding to the next term, applicants with lower than the stated minimum passing score on admissions tests were being admitted to the program, and students were frequently assigned to the skills lab for missed clinical time. On September 28, 2015, correspondence regarding the complaints was sent to the program via certified mail.

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The response from the program, received on October 15, 2015, organized by complaint, as per their communication, is outlined below. Analysis by Board staff is in *Italics*, below.

➤ No Instructor at Clinical Site; Students Sent to Skills Lab

"CNI College does not concur with this finding." The program provided an internal email communication regarding scheduling of weekend (August 29 and 30, 2015) clinical experiences. The email lists four (4) scheduled clinical facility experiences and one scheduled skill lab for 22 students. The program provided a grid for August 30, 2015 that lists three (3) groups would be in skills lab, (totaling 43 students) and two (2) of those groups (one in level 2 and one in level 3 and totaling 22 students) would be engaged in "Skills/ATI/Math."

For those groups, the same faculty member is listed, indicating both groups, at different levels in the program, were engaged in ATI/Math, which are didactic activities, at the same time. Clinical objectives for make-up hours were not specified.

The program also provided a number of sign-in sheets for the weekend of August 29 – 30, 2015. The sign-in sheets describe:

- 1) August 29: Attendance sheet signed by 13 students and faculty stating they were in skills lab.

On the internal email for this date, student group, and instructor, a clinical facility placement is listed.

- 2) August 29: Attendance sheet signed by 11 students and two (2) instructors stating they were in skills lab and three (3) students were absent.

On the internal email for this date, student group, and instructor, a clinical facility placement is listed.

- 3) August 29: Attendance sheet signed by 20 students and instructor indicating theory course. One (1) student absent.

- 4) August 29: Attendance sheet signed by 25 students and instructor indicating theory course. One (1) student absent.

- 5) August 29: Attendance sheet signed by 16 students and one (1) instructor indicating clinical hours (8) at a clinical facility.

This is not listed on the internal email. While the legibility of this photocopied and then scanned document is very poor, this sign-in sheet

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indicates more students per instructor than allowed by regulation. Further, an additional two (2) students are listed as absent, which would result in an instructor to student ratio of 1:18, had all students attended clinical with the one (1) instructor signing the attendance sheet.

- 6) August 29: Attendance sheet signed by 11 students and one (1) instructor at a clinical facility; one (1) student absent.

This is not listed on the internal email.

- 7) August 30: Attendance sheet signed by 20 students and two (2) instructors indicating skills lab and as listed on the internal email. One (1) student absent.

- 8) August 30: Attendance sheet signed by 13 students and one (1) instructor indicating skills lab experience for level 3 students.

This is listed on the internal email as a clinical facility experience for this group and this instructor.

- 9) August 30: Attendance sheet signed by 10 students and one (1) instructor indicating level two students in the skills lab.

This is listed as a clinical facility experience on the internal email.

- 10) August 30: Attendance sheet signed by 12 students and one (1) instructor at a clinical facility. Two (2) students absent.

This is not listed on the internal email.

- 11) August 30: Attendance sheet signed by nine (9) students and one (1) instructor at a clinical facility. Two (2) students absent.

This is not listed on the internal email.

- 12) August 30: Attendance sheet signed by six (6) students and one (1) instructor at a clinical facility.

This is not listed on the internal email.

- 13) August 30: Attendance sheet signed by 10 students and one (1) instructor at a clinical facility. Six (6) students absent.

This is not listed on the internal email.

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- 14) August 30: Attendance sheet signed by 14 students and one (1) instructor at a clinical facility. Four (4) students absent.

This is not listed on the internal email.

The submitted documentation would seem to validate the complainant's allegations regarding students in skills lab engaged in didactic activities. Material submitted by the program did not list the name of the missing faculty member that one student complainant provided.

➤ Students Carry Hours from Term to Term, Violating Attendance Policy

In response to this complaint, the program provided seven (7) pages of the Attendance policy and a grid dated October 2, 2015 indicating that 10 students in term 2 of the full-time program do not have hours to make-up.

The attendance grid documents that 10 students in one (1) full-time class completing level 2 have no hours to make-up. Other documents examined during the program inspection indicated multiple full- and part-time classes had, in some cases, more than 100 hours to make-up after the end of the term.

➤ Additional Remediation Exams, Exceeding Allowable Amount

The program responded by stating two (2) students had not completed a particular course and stated, "It was decided that much time had passed to appropriately fail the 2 students. The students had started Term 3 on October 5." The program also provided emails between a student, the previous director, and clinical coordinator; an incident report filed by an instructor regarding problems with the student; "Student Concern" from a student alleging unfair treatment by the previous director and an instructor; and unsigned notes from a meeting of an instructor, Director of Education, Assistant Director, and Director of Operations. The meeting notes outline a plan by administration to provide an additional remediation examination for the student.

The documents were removed by Board staff in order to maintain student privacy. The meeting notes were unsigned and describe a "discretionary" administration of an additional remediation exam for a student.

➤ School Administration Not Requiring Clinical Hours to be Made-up before Proceeding to the Next Term

The program noted an increased effort to schedule student makeup hours and "the current policy was immediately enforced" after the program inspection by Board staff. The program again provided the attendance policy and a grid dated October 2, 2015 indicating that 10 students in term 2 of the full-time program do not have hours to make-up.

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During the program inspection, documents identifying specific individuals with excessive hours to make-up were examined. No documentation was provided regarding the specific individuals with excessive hours to make-up. Documents examined during the inspection verify this complaint.

➤ **Not Allowing Program Directors to Determine When Students Should be Dismissed Due to Failing Grades and Inability to Perform Safely in Clinical**

The program provided a description of the process the program director is to follow regarding documenting academic student failure. The program provided copies of blank forms the program director is to utilize in this process.

Documents examined during the inspection indicate failing students were kept in the program. The unsigned meeting notes, referenced above, indicate that a failing student was given an additional attempt at remediation.

➤ **Admission Scores Lower Than the Stated Minimum**

The program states it is the policy of CNI College to utilize the Wonderlic Entrance Exam for the Vocational Nursing Program and the Nursing Entrance Test (NET) was only intended as a predictor, rather than an entrance exam. The program further alleges a past program director implemented use of the NET and Administration and Admissions departments were not aware. The program then states the policy will be implemented with the next admission of Vocational Nursing students. The program further stated a screening policy was implemented as of September 15, 2015 and that the assistant program director interviewed candidates from January to April 2015 and then the previous program director interviewed candidates.

The comprehensive admission, screening and selection policies were approved by the Board in 2013. During the program inspection, 10 of 27 student files that were reviewed indicated either no results from the NET or NET scores lower than the stated minimum passing score. No record of interviews was provided during the program inspection.

➤ **Allowing Students to Make Up Missed Clinical Hours in Skills Lab**

The program reports clinical coordinators are attempting to schedule students in clinical sites and when that is not possible, students have specific activities in the skills lab. The program again attached the attendance make-up policy.

Skills lab is a listed acceptable method of make-up; however, records provided by the program include students engaged in didactic activities of math and ATI during skills lab hours.

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On October 15, 2015, two anonymous student complaints were received by the Board. The complainants alleged that students were not being required to make-up missed hours, failing students were continued in the program, students left clinical early, a specific student with absences and failures was continued in the program, and some students had criminal records. A letter was sent to the program on October 22, 2015. Given the similarity to previous complaints for which submitted documentation was being analyzed, the program was asked to respond to issues of ethics and standards that the current and previous complaints raised. On November 2, 2015, the program submitted a number of documents related to admission of students. It is noted that on the few students presented, the assistant director made a notation that background and medical checks were clear.

III. Correspondence and Consultation with the Program

Board records indicate that in the course of the 2013 Program Record Survey, the program submitted complete Instructional Plans. The plans outline that full-time students are to accomplish maternity clinical experiences over the course of one (1) week and pediatric experiences over two (2) weeks. Didactic components coincide with the clinical experiences. Part-time students are to complete maternity clinical in two (2) weeks and pediatric clinical over three (3) weeks. Didactic components coincide with the clinical experiences for the part-time students, as well.

On September 2, 2015, the Board notified the program, via certified mail with courtesy same-day electronic copy, of the identified violations, required corrective actions, and decisions rendered by the Acting Executive Officer, including the decision to rescind approval for ongoing admissions. Communication with the program director was ongoing.

On September 15, 2015, the Board received documentation from the program regarding response to violations and a request to rescind the removal of approval for ongoing admissions. When informed of placement on the agenda of the quarterly Board meeting in November, 2015 for consideration of that request, the program submitted a letter later on the same date requesting removal from the agenda and approval to admit two classes. On September 15, 2015, the Board forwarded correspondence to the program acknowledging the requests and informing the program of exactly what documentation would be required in support of the request to admit students.

On September 21, 2015, the program director submitted partial documentation in support of the request to admit students. On September 22, 2015, the program notified the Board of the director's termination. Board records document correspondence with the new program director beginning October 12, 2015.

On October 19, 2015, the Board informed the program of missing documentation required to support the request to admit students, including specific documentation of planned placements for pediatric clinical experience. On October 29, 2015, the

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program requested to change the start date of the part-time class from November 16, 2015 to November 30, 2015. In addition, the program updated the response to violations.

On November 4, 2015, a phone consultation was conducted with the program director regarding required documentation in support of the request to admit students that was still incomplete. Also discussed were options to delay admission of students and/or reduce the number of students requested such that adequate clinical facilities could be documented. Electronic correspondence summarizing the consultation was sent on the same day.

On November 5, 2015, the assigned consultant notified the current director of the requirement to submit, no later than November 1, a written plan regarding improving program pass rates on the licensure examination, as per the September 2, 2015 decisions rendered by the Acting Executive Officer. That plan was received on November 5, 2015. In brief summary, the plan proposed the following:

- 1) Implementation of minimum passing of 650 on NET and 14 on Wonderlic entrance testing with next admission;
- 2) Enforcement of attendance policy, revised remediation policy, change in grading rubric, and compliance with current policy regarding graduation from the program;
- 3) "Syllabus" update to include ATI integration;
- 4) Implementation of the plan includes current priority of make-up of absences, instructions to faculty beginning October 5, 2015 regarding compliance with policies, and syllabus updates in progress.

On November 6, 2015, the program director changed the part-time admission request from 50 students to 40 students and forwarded proposed placement plans for pediatric clinical experience. According to placement plans submitted by the program, full-time students would be engaged in maternity clinical experiences for a period of 10 weeks and they would be engaged in pediatric clinical experience for a period of 10 weeks. The Board-approved Instructional Plan calls for one (1) week for maternity and two (2) weeks for pediatric clinical. The part-time students would be engaged in maternity clinical experiences for a period of 12 weeks and even longer for pediatric clinical, which is not consistent with the two (2) weeks for maternity and three (3) weeks for pediatrics as described in the Board-approved Instructional Plan.

Agenda Item #12.B.3.. Attachment G



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

Board of Vocational Nursing and Psychiatric Technicians
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CERTIFIED MAIL

April 1, 2016

Kim Martin, Director
Vocational Nursing Program
CNI College
702 W. Town & Country Road
Orange, CA 96868

Subject: Notice of Complaint Received

Dear Ms. Martin,

On March 25, 2016, the Board of Vocational Nursing and Psychiatric Technicians (Board) received a complaint regarding the CNI College Vocational Nursing Program. Requesting anonymity, the complainant reported the following concerns.

1. The complainant was not aware that failing an exit examination would prevent participation in a graduation ceremony or being considered a graduate of an approved Vocational Nursing Program.
2. The program has been unresponsive to needs of individuals attempting to pass the exit examination as noted by:
 - a. Several students waiting several hours for a scheduled one to one appointment with an instructor who did not attend the appointments.
 - b. The program failed to respond to the individuals or provide further assistance after the instructor did not attend the scheduled appointments.
3. The need for more guidance with preparation for the exit examination.
 - a. The complainant reports that repeatedly attempting to answer practice questions without rationale for answers and more guidance is not helping the complainant or fellow students who have been unable to pass the exit examination after passing all courses and completing all required hours in the program.
4. Having already paid for LiveScan and paperwork related to application for licensure as a graduate of an approved program, and owing the program no money, the complainant reports the program is now unwilling to provide the requested fingerprint documentation and transcripts for application for licensure via equivalency

As a consumer protection agency, the Board takes all complaints seriously and requires investigation by the program director. At this time, a written response to the complaint is required of the CNI College Vocational Nursing Program. The response must include, but is not limited to the following.

- A. For individuals graduating in November 2015 and January 2016, describe how and when applicants to the program are informed regarding program exit, graduation, and completion requirements, including the requirement to score at a certain level on an exit examination and how many times the examination can be attempted.
- B. Describe the process whereby students who have successfully completed all theory and clinical hours are assisted in passing an exit examination.
- C. Describe how it has been determined that the exit examination system in use matches the curriculum being delivered by the CNI College Vocational Nursing Program.
- D. Describe the process whereby students are able to address concerns such as responsiveness of program officials.
- E. Describe how an individual who has been unsuccessful on an exit examination is able to access the required documentation for licensure application via equivalency.

Your response is **due no later than April 15, 2016.**

Please contact me should you have any questions.

Sincerely,

Donna G. Johnson

Donna G. Johnson, RNP, MS, MA

Nursing Education Consultant

donna.johnson@dca.ca.gov

916-263-7842



April 14, 2016

Donna Johnson, NEC
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive Suite 205
Sacramento CA 95833-2945

Dear Ms. Johnson,

This is in response to the notice Received at CNI College April 1, 2016 regarding March 25, 2016 Student Complaint.

1. The complainant was not aware that failing an exit examination would prevent participation in a graduation ceremony or being considered a graduate of an approved Vocational Nursing Program.

CNI is following the criteria specified in the Student Handbook:

Requirements for Graduation:

- Must have completed the minimum theory and clinical hours (1560 hours) as approved by the Board of Vocational Nursing and Psychiatric Technicians (BVNPT)
- Must achieve a 'C' (75%) or better in each system/term
- Must have a satisfactory (pass) in each clinical segment which includes a satisfactory evaluation performance at both the clinical site and the skills lab
- Must not be on probationary status for absenteeism or behavioral deficiencies
- Must have completed the program within 1.5 times the planned program length
- Must be in good financial standing with the College
- Receive a minimum score of 68% on ATI exit exam

CNI has the following information in the student catalog:

Graduation Ceremony:

Graduation ceremonies recognize the efforts of the CNI College graduates. Upon successful completion of their programs, graduates are encouraged to attend a graduation ceremony.

Graduates who choose to participate in the ceremony are required to pay a graduation fee for their cap and gown. Graduates must also be in financial good standing with CNI College to attend the ceremony.



Please see attachments that document the notification of students regarding exit, graduation, completion requirements, including scores

- a. Orientation review and receipt of Student Handbook (Acknowledgment)
- b. ATI preparation and agreement for CNI College vocational Nursing Program Graduates
- c. Completing CNI College Vocational Nursing Program

2. The program has been unresponsive to needs of individuals attempting to pass the exit examination as noted by:

- a. Several students waiting several hours for a scheduled one to one appointment with an instructor who did not attend the appointments.

CNI College was unaware that appointments were missed. No emails or phone calls or personal messages were received. The ATI Director was available routinely Monday - Friday and did arrange appointments Monday evening until 10pm (even on holidays) and occasional Saturdays. There are people on campus and VN faculty/administration available during business hours, Monday evening and weekends.

- b. The program failed to respond to the individuals or provide further assistance after the instructor did not attend the scheduled appointments.

CNI college did not receive notification of missed appointments via email or phone calls. The ATI Director routinely was on campus during the time students are in school. As stated previously, she stayed until 10pm Monday evenings, including holidays, and some Saturdays. Students were given her cell phone number and encouraged to call with questions and concerns. The Monday evening and Friday morning is ongoing, allowing availability for students.

3. The need for more guidance with preparation for the exit examination.

- a. The complainant reports that repeatedly attempting to answer practice questions without rationale for answers and more guidance is not helping the complainant or fellow students who have been unable to pass the exit examination after passing all courses and completing all required hours in the program. Students need more guidance with preparation for the exit examination

CNI College provides the following assistance for students to pass the exit exam:

- a. Before Exit Exam #1:



- Faculty available 4 hours per week to meet with students upon request and those in need of remediation of any courses.
 - Integration of online ATI tutorials, practice exams and assignments within the curriculum. Practice exams provide rationale and explanation of nursing concepts
 - ATI Achieve, Learning System PN, Skills Modules throughout curriculum
 - ATI Capstone in Term 4
 - ATI Live review
- b. After failing Exit Exams #2, #3, #4:
- ATI Review on campus Monday evening, Friday Morning, or by appointment
 - MSNEd faculty
 - ATI and Remedial Director
 - Use of Virtual ATI (VATI) which provides a coach for each student and reviews material passed on individual student knowledge base
- c. Continuation of review awaiting NCLEX-PN Exam
- Use of VATI for 12 weeks. Reenrollment is available.

Please see attachments with ATI Descriptors

- Achieve
 - Nurse Logic
 - Critical Thinking
 - Capstone
 - Active Learning Templates
4. Having already paid for LiveScan and paperwork related to application for licensure as a graduate of an approved program, and owning the program no money, the complainant reports the program is now unwilling to provide the requested fingerprint documentation and transcripts for application for licensure via equivalency.
- All students who have met their graduation requirements have their required paperwork submitted to BVNPT
 - When a student does not pass the exit exam(not meeting graduation requirement), the student may request to meet with DON to discuss Method #3
 - DON meets with student to review the implications of taking NCLEX-PN via Method #3/equivalency and encourage student to study, use VATI and receive a Green light, and prepare for the NCLEX-PN



- Five(5) students have received their LiveScan and photos for their submission to BVNPT and CNI has mailed their Record of Nursing Program on a yellow form marked "Did Not Pass EXIT Exam, Did Not Graduate"

Please see attachments that document process for addressing the process for students requesting Method #3/equivalency.

- a. Student request for Method #3 Equivalent Education and/or Experience for Applicants for Licensure as a license vocational nurse.

A. For individuals graduating in November 2015 and January 2016, describe how and when applicants to the program are informed regarding program exit, graduations and completion requirements, including the requirement to score a certain level on an exit examination and how many times the examination can be attempted.

CNI is following the criteria specified in the Student Handbook:

Requirements for Graduation:

- Must have completed the minimum theory and clinical hours (1560hours) as approved by the Board of Vocational Nursing and Psychiatric Technicians (BVNPT)
- Must achieve a 'C' (75%) or better in each system/term
- Must have a satisfactory (pass) in each clinical segment which includes a satisfactory evaluation performance at both the clinical site and the skills lab
- Must not be on probationary status for absenteeism or behavioral deficiencies
- Must have completed the program within 1.5 times the planned program length
- Must be in good financial standing with the College
- Receive a minimum score of 68% on ATI exit exam

Exit ATI Examination Policy for Graduation

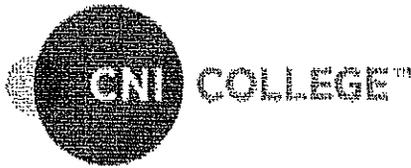
- The initial Exit ATI Examination will be administered two calendar weeks following the end of Term IV upon passing the ATI Pre-Exit examination with 65% or better. Student will be given two weeks after the completion date of the program to pass the Pre-Exit examination.
- Students will have the opportunity for a total of three attempts to pass the Exit ATI examination.
- Upon Achieving a score of 68% or higher on the Exit ATI at the first try, the student will receive the Diploma and the application for Licensure will be submitted to the Board of Vocational Nursing. Student will be mandated to continue with NCLEX review and Virtual ATI practice examinations with the Virtual ATI coach.



- Students who do not pass the ATI exit examination at the first try will have to remediate and will be allowed to take the ATI Exit examination for the second try at the end of 3rd week of the completion of the program. If pass the student will receive the Diploma and the application for Licensure will be submitted to the Board of Vocational Nursing. Student will be mandated to continue with NCLEX review and Virtual ATI practice examinations with the Virtual ATI coach.
- For students who do not pass the Exit ATI on the 2nd attempt will have to remediate again and will be allowed to take the ATI Exit examination for the third try at the end of 4th week of the completion of the program. If pass the student will receive the Diploma and the application for Licensure will be submitted to the Board of Vocational Nursing. Student will be mandated to continue with NCLEX review and Virtual ATI practice examinations with the Virtual ATI coach.
- Students who do not pass the ATI Exit examination on the third attempt will not receive the diploma but will be required to appeal for an additional attempt of the Exit ATI examination. If the student is successful in their appeal, the student will be given a remediation plan which they must follow in preparation for the test and will be given one final attempt to pass the Exit ATI with a score of 68% or above for the fourth try. If pass the student will receive the Diploma and the application for Licensure will be submitted to the Board of Vocational Nursing. Student will be mandated to continue with NCLEX review and Virtual ATI practice examinations with the Virtual ATI coach.
- If the student failed to pass the ATI exit examination for the forth try will be dropped from the program with the option to re-enter and re-cycle VN Term 4 at a later date and will have to go through the same process as above.

B. Describe the process whereby students who have successfully completed all theory and clinical hours are assisted in passing an exit examination

The vocational nursing instructional plan and learning objectives are aligned to encourage assimilation and correlation of nursing concepts during didactic and clinical courses. The program supports learning that is necessary to function safely and pass the NCLEX-PN. CNI College provides assistance for students to pass the exit exam with integration of online ATI tutorials, practice exams and assignments within the curriculum. The ATI practice exams provide rationale and explanation of nursing concepts. Various products from ATI support and further enhance the learning concepts in the following programs: Achieve, Learning System PN, Skills Modules, Capstone, and Live review.



C. Describe how it has been determined that the exit examination system in use matches the curriculum being delivered by the CNI College Vocational Nursing Program

Evaluation of the curriculum is ongoing, as described in the Evaluation Methodology Policy previously submitted to BVNPT. Curriculum is aligned with nursing concepts on NCLEX-PN test plan: Basic care and comfort, Pharmacological Therapies, Reduction of risk Potential, Physiological Adaptation, Coordinated Care, Safety and Infection Control, Health Promotion and Maintenance and Psychosocial Integrity. Nursing Administration, theory and clinical faculty provide an evaluation of the curriculum through quarterly faculty meetings and verbal evaluation annually. Learning Objectives and any new material is discussed.

D. Describe the process whereby students are able to address concerns such as responsiveness of the program.

CNI College has the following Student Concern Procedure if a situation arises in which a student has a concern of any kind: The student will address the concern 1) by discussing the concern with the appropriate instructor. All discussions are to be held before or after class or by a scheduled appointment. 2) If the concern cannot be resolved with the instructor, present the concern in writing to the Director of Vocational Nursing, who will assist in the resolution of the concern within three (3) days. 3) Students not satisfied with the Director of Vocational Nursing response should schedule an appointment to discuss the concern with the Director of Education. 4) The Director of Education will meet with all pertinent parties to conduct an investigation of the concerns before a decision is reached. The Director of Education will provide the student a written decision within five (5) days based upon the information received in accordance with the policies and guidelines of the college.

E. Describe how an individual who has been unsuccessful on an exit examination is able to access the required documentation for licensure application via equivalency.

Students who have not successfully passed the exit exam examination are assisted and encouraged to continue with the VATI methods described in this document to ensure passage of NCLEX-PN. For those who have decided they are ready to test without passing the exit exam, may request a meeting with Director of Vocational Nursing. Students that have not taken the exit exam and are non-responsive in attending the Monday or Friday review are emailed notification of the option for Method #3/equivalency. When students meet with the Director of Vocational Nursing, their study methods and time management are discussed. Students are once again encouraged to use VATI which has a 99% success rate in getting a Green Light and passing NCLEX-PN on the first try. If students understand the implications of not graduating, not passing exit exam and possible implications to reciprocity the documents are



completed. Students are given their LiveScan, application, passport photos, record of conviction and as of March 2016 are encouraged to use the BVNPT Breeze system. CNI College uses Fed Ex to provide the BVNPT with yellow Record of Nursing with both sides complete and the notation "Did Not Pass EXIT Exam. Did not graduate"

CNI College understands the need for communication and the investigation into any student complaints. Please let me know if you have any further questions or concerns that may not have been addressed in this letter.

Best regards,

A handwritten signature in black ink, appearing to read "K. Martin".

Kimberly Martin, BSN, MEd, RN, PHN
CNI College Director of Vocational Nursing



Agenda Item #12.B.3., Attachment I

January 11, 2016

Subject: ATI Preparation and Agreement for CNI College Vocational Nursing Program Graduates.

CNI College is here for you to help you successfully pass your NCLEX-PN Exam and to assist you in the payment of the fees involved in this training. This is an opportunity for you if you agree to the following.

All Graduates **must** sign this Agreement prior to the ATI Live Review to participate.

These are the terms that I (print name) _____ agree to that will allow me to sign up for the after Graduation NCLEX Review Exam Program which include the following steps.

1. Schedule an appointment with your Director of Nursing kmartin@cnicollege.edu or Assistant Director of Nursing misidro@cnicollege.edu.
2. Schedule an appointment with Tina Moretti tmoretti@cnicollege.edu, the ATI Director.
3. As part of this agreement all participants must take an immediate part time or full time job in an approved medical field or related medical field as you begin your review for your NCLEX. Schedule an appointment with Career Services: KA kaguilar@cnicollege.edu, Rafael rolalde@cnicollege.edu or Erica ecorrea@cnicollege.edu in Career Services at (714) 437-9697 to arrange your employment prior to your ATI Review.
4. Attend the ATI Live Review all three (3) 8 hour days. (You cannot miss even an hour of this 24 hour review). The hours will be 9:00 am to 4:30pm on campus.
Dates: January 11, 12,13, 2016
5. Attend VATI with Tina Moretti on Monday evenings 6:00pm to 10:00pm or Friday 9:00am-1:00pm, weekly attendance is mandatory. Classes start immediately.
6. Continue to study your VATI until you have the Green Light! This will ensure you 98% chance to pass the NCLEX-PN

Kimberly Martin, Ms. Isidro and Tina Moretti will continue to support you all the way to your Green Light, License and your Employment as an LVN. Congratulations!

To review, CNI College will pay for the following:

- ATI Live Review, (three (3) eight (8) hour days on campus).
- VATI (Monday, Evenings 6:00pm to 10:00pm or Friday 9:00am-1:00pm on campus with Tina Moretti, ATI Director).
- Licensure fees which will be credited to your CNI account.

The College will only pay these fees if you take a (Part time or Full time medical in field or related field employment through the college which is mandatory as you study for your NCLEX).

If you do not study your VATI until you get the Green Light from ATI, the College will not pay the specified fees, and this agreement will be null and void.



Please sign this Agreement to acknowledge that you will be following the above stated information and plan for your success.

Print Name _____

Signature _____ Date _____

Address _____ City _____ State _____

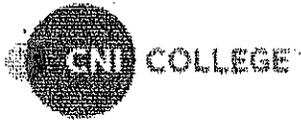
Zip code _____

Phone Number _____ Cell _____ email _____

Director Signature _____ Date _____

This exceptional opportunity is for a limited time only. Please sign up today!

Please list your current employment status- location and position



Completing CNI College Vocational Nursing Program

After passing Exit Exam you will be a graduate!

Your complete file and \$150 will be sent to the BVNPT for processing to take NCLEX-PN

1. Complete File Includes:
 - Livescan application
 - Record of Nursing Program
 - Record of Conviction- NONE or Envelope with supporting documents
 - If you have convictions, provide supporting documents – records, explanation, character references.
 - Place in envelope, seal and sign name across the seal of the envelope
 - Photos signed on back, place in envelope, seal. Place your name/address in top left corner
2. After successful passing of Exit Exam/ATI Comprehensive predictor:
 - Student enrolls in and completes VATI by getting a "green light"
 - Weekly on campus VATI review- Monday 6pm or Friday 9am in building "A"
 - Completion usually takes 2-12 weeks
 - Weekly reports are sent to CNI College
 - Student schedules exam through PearsonView.com
 - CNI pays \$200 to Pearson View
 - After passing the NCLEX-PN send a copy of your letter from BVNPT to ADON and DON
 - Within a week students will receive check for \$120 reimbursement from CNI College
3. Note that when you have information in your Record of Conviction, after passing licensure, the BVNPT Investigates your information. This will take up to 90 days. Please breathe and take your IV certification
4. IV Certification cannot be taken prior to licensure. You must have your LVN license to have your IV certification/Phlebotomy course be valid. Here is a link of providers from the BVNPT:
http://www.bvnpt.ca.gov/education/schools/iv_bw_providers.shtml
5. The Annual Graduation Ceremony is usually in August. You will be notified of the details.

Acknowledgement

I, , the undersigned, received the "VN Student Handbook and Guidelines." I understand and agree to comply with the schools policies and procedures as explained by the Nursing Department Representatives during orientation.

By signing below, I certify that I have read the handbook and agree to the policies therein.


Student's Signature

4-21-14
Date

By signing below, I certify that I give CNI College to utilize/ publish photos taken during class, clinical, or student functions


Student Signature

Agenda Item #12.B.3. Attachment J

Summary of Deficits in CNI Vocational Nursing Program

Proposed Policies/Plans

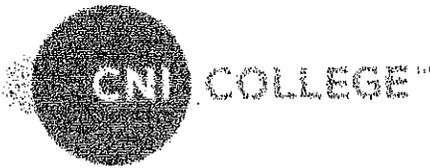
From the March 1, 2016 Report to the Board

- *Evaluation methodology for curriculum:*
The program did not describe the composition of the curriculum committee, what instruments or data the committee would utilize to determine efficacy, currency, and consistency with the NCLEX-PN® test plan, nor did the program identify the process of proposing curriculum changes to the Board. It is of concern the program plans to “review curriculum changes, concerns” without proposing such changes to the Board for approval.
- *Evaluation methodology for clinical facilities:*
The program failed to identify what data will be gathered in the evaluation of facilities and the program failed to identify oversight and/or involvement by the program director.
- *Policies related to admission, screening, and selection criteria:*
The program identified that applicants may retake the SLE three (3) times with a single calendar day between retakes and that, if using the TEAS for the vocational nursing program, the minimum passing score ranks the applicant on the lower side of the scale between the criterion referenced categories of Proficient and Basic. (Basic, according to the developer of the exam, ranks the applicant as: “indicate[s] a low level of overall academic preparedness necessary to support learning of nursing-related content.”) Further, no rubric for the required interview with the program director was identified.
- *Policies related to the evaluation of student progress:*
The program did not submit a policy for evaluation of student progress. A Remediation Progress Policy was submitted. As written, the policy allows for a total of six (6) failed examinations during Term 1, provided they are remediated with a minimum of 75% on each exam. Students in Terms 2-4 are allowed to remediate “one system per term.” Subsequent failure in that term would result in dismissal with the right of appeal. However, the program did not identify the basis for accepting an appeal, other than space available. The program failed to specify what, other than space, must change for a student to be readmitted and be successful. The program also failed to identify how many times a student may remediate deficient clinical skills after one (1) successful remediation. For example, once a particular set of skills is determined remediated, it is unclear what happens if the student is found deficient in another set of skills or how that would be monitored from one term and instructor to the next.
- *Policies related to attendance and make-up:*
The program reported that students dismissed for excessive absence, including a second occurrence of no-call/no-show at clinical and after failing probation for

excessive absence, may complete an appeal form to remain in the program. The program has failed to demonstrate intention to hold students responsible for excessive absence and, with the lack of criteria for readmission, the program has failed to describe how factors leading to the development of excessive absences will be corrected prior to readmitting students on appeal. The relevant regulation specifies that acceptable make-up methods for missed clinical time include "performance evaluation in skills laboratory or additional time in the clinical area with clients/patients." The program proposes to utilize health fairs, disaster drills, and hospital volunteer functions or nursing lab hours on campus. The program also states students may be assigned to a clinical rotation in a prior term. Thus, the proposed policy is not consistent with regulation and also would not maintain a theory to clinical correlation.

- *Plan for timely notification of faculty termination:*

The program's plan relies on the director of the program to report the termination of faculty. Given that the program was without a director for both occurrences in 2015 of the program failing to report termination of faculty in a timely fashion, the submitted plan is insufficient. The program was notified on November 12, 2015, of the need to include contingency for absence of the director at the time of termination.



**CNI COLLEGE NCLEX - PN PASS RATE
IMPROVEMENT PLAN 2016**

CNI College NCLEX -PN Pass Rate Improvement Plan specifies policies and programs which will improve student outcomes. Students will attend theory and clinical classes which reinforce learning of theoretical concepts and develops application in the clinical realm. This will support and develop a qualified graduate who is equipped to pass the NCLEX-PN

POLICIES

1. **Admission:** After a preliminary review with the admissions department and financial aid department, the potential student will meet with the Director of Vocational Nursing. The following criteria listed below must be met by the candidate to be admitted to the college. As of March 11, 2016 the following are the new tests scores a candidate for the Vocational Nursing Program must achieve in order to be admitted to the CNI College Vocational Nursing Program.

- Apply: >17 years old, SSN/ Tax ID, State ID, CDL
- Pass Admission Tests: NET 700-749, Wonderlic 18, TEAS 50
- Completes admission, financial aid criteria, background check, and health questionnaire
- Director of Vocational Nursing interviews, reviews application and selects the students meeting the criteria for admissions.
- Selection process is ongoing and completed prior to start date of new cohort

Note: Starting April 15, 2016 on -going weekly College Preparation/Review Classes will be offered for all potential students interested and wanting to enroll in any of the programs offered at CNI College. All candidates who want to enroll in the proposed May 23, 2016 Vocational Nursing Program will be able to attend these review classes for college studies. The following subjects will be covered:

- Study Skills/Learning Style/Test Taking Skills
- Basic Computer Skills
- Critical Thinking Appraisal
- Math Skills
- Reading Comprehension

2. **Attendance:** Follows the attendance policy which states the student is not to exceed 16 hours per term of absences for clinical and theory courses combined. The goal is to ensure that students have clinical application to theoretical concepts.

- Supported by clinical coordinators and faculty specifically assigned to make-up.
- Students on attendance probation with greater than 16 hours missed per term.



- Term advancement: students will make up all hours for theory and clinical prior to advancing into the subsequent term.
3. **Grading:** Each student's course grade is an average of 75% or greater.
 4. **Remediation:** In accordance with the remediation policy, students may have one (1) course failure per terms 2, 3, and 4 with a remediation score of 75% or higher. In Term 1, students may have one (1) failed exam in 1A and in 1B with a remediation score of 75% or higher. All remediated exams or courses are recorded as Grade of 75% when remediation is passed.
 5. **Graduation:** Enforce current policy
 - Must have completed the minimum theory and clinical hours (1560 hours) as approved by the BVNPT.
 - Must achieve a "C" (75%) or better in each system/term.
 - Must have a Satisfactory (Pass) in each clinical segment which includes a satisfactory evaluation of performance at both clinical site and skills lab.
 - Must not be on probation status for absenteeism or behavioral deficiencies
 - Must have completed the program within 1 ½ times the planned program length.
 - Must be in good financial standing with the College.
 - Receive a minimum score of 68% on the ATI Comprehensive Predictor (Exit Exam)

SYLLABUS

Each course syllabus incorporates nursing concepts, provides a guideline of instructions for faculty and students, course descriptions, course objectives, instructional resources, clarifies grading and evaluation, and includes the dates of instruction. The addition of ATI integration facilitates concept learning and assists in developing and evaluating critical thinking ability.

- Nursing administration and faculty will assess student progress with each course and term to ensure learning and course objectives are met.



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 9, 2016

Kim Martin, Director
Vocational Nursing Program
CNI College
702 W. Town & Country Road
Orange, CA 96868

Subject: Notice of Complaint

Dear Ms. Martin,

On January 27, 2016, the Board of Vocational Nursing and Psychiatric Technicians (Board) received an anonymous complaint via electronic correspondence. The complaint regarding the CNI College Vocational Nursing Program alleges the following:

- 1) "Weeks of original attendance records are missing"
 - a. "Hours are not accurately recorded – about 2 mos of original attendance records are missing."
 - b. "Students continue to owe hours past program end dates"
 - c. "Registrar is not crediting hours correctly"
 - d. Students who have completed hours are told to make up hours because attendance records are missing.
- 2) Students are being "let out of clinical sites early and not held accountable to make up the hours." The complainant alleges that an instructor, Mr. Dwight, dismisses students early from San Dimas hospital on Saturdays and Sundays.
- 3) The complainant alleges part-time students did not complete pediatric hours in a clinical site and full-time students received only four (4) hours in a pediatric office (specified as Dr. Tran) and were assigned to medical assistants.

Board records document ongoing correspondence over the past year with the CNI College Vocational Nursing Program regarding problems with attendance and students completing hours, including at clinical facilities. Currently, the Board is in the process of examining recently submitted documentation regarding attendance and the make-up of missed clinical hours. At this time, additional attendance data is not requested.

On February 1, 2016, this consultant spoke with the designated contact in the pediatric office who was unable to recall a specific date when CNI Vocational Nursing students

were last in attendance at the site. She did, however, confirm students were with a medical assistant and "shadowed" a respiratory therapist when they did attend clinical at the facility. As you are aware, the September 2, 2015 *Notice of Violations* identified the lack of clinical facilities offering experience in the care of sick children and the Board's concern with this critical deficit in the program.

As the Board-approved program director, you are requested to investigate the allegations and provide a written report **no later than February 29, 2016**. That report should include, but not be limited to, the following.

- a) How you, as the approved director, are monitoring completed hours at clinical sites, such as, but not limited to, San Dimas hospital.
- b) Actual location, days, and hours of pediatric clinical for the two most recently graduated classes.
- c) Intended plans for pediatric clinical experience, including how clinical objectives from the Board-approved Instructional Plan will be accomplished.

With a mandate of consumer protection, this Board investigates complaints received regarding approved Vocational Nursing Programs. Section 2529(b) of the California Code of Regulations identifies the Board-approved program director as "responsible for compliance with all regulations in Chapter 1, Article 5." As such, the Board looks forward to receiving your response to this complaint.

Should you have any questions, please contact me.

Sincerely,

Donna G. Johnson

Donna G. Johnson, RNP, MS, MA
Nursing Education Consultant
donna.johnson@dca.ca.gov
916-263-7842



Agenda Item #12.B.3, Attachment M

FEBRUARY 24, 2016 BVNPT RESPONSE TO NOTICE OF COMPLAINT FEBRUARY 9, 2016

"Weeks of original attendance records are missing"				
1 a) Hours are not accurately recorded-about 2 months of original attendance records are missing				
Findings:	Specifics:	Corrective Action:	Purpose and Evaluation:	Timeline:
Outgoing registrars and new registrar failed to communicate clearly with each other and DON	Current registrar is reviewing files, updating records Clinical Coordinator reviewing student files	Change of Registrar Audit of student hours Ongoing weekly review by Registrar, Director of Education, Clinical Coordinator, and DON regarding student hours Faculty submitting attendance hours to DOE, CC, Registrar and DON	<u>Purpose:</u> An effective attendance policy ensures students have didactic and clinical learning which are congruent with and support critical thinking vital for the integration and assimilation of knowledge for successfully graduating and passing the NCLEX-PN. <u>Evaluation:</u> Students complete each term with theory and clinical hours which support the learning process and clinical objectives Impartial and consistent enforcement of attendance and make-up policy Continued weekly review of student attendance and compliance with policy Student attendance is correct on a weekly basis	Current and Ongoing assessment, evaluation and confirmation of student hours.



FEBRUARY 24, 2016 BVNPT RESPONSE TO NOTICE OF COMPLAINT FEBRUARY 9, 2016

1 b) Students continue to owe hours past program end dates				
Findings:	Specifics:	Corrective Action:	Purpose and Evaluation:	Timeline:
Complaint addressed with BVNPT after August site visit and September and October responses	Students in terms 1,2,3 are required to complete hours prior to progression into next term	Students with outstanding hours noted in August site visit and who were in Term 4, were contracted to complete their hours. This was reported in the October response	See 1a)	Current and Ongoing assessment, evaluation and confirmation of student hours
1 c) Registrar is not crediting hours correctly				
Findings:	Specifics:	Corrective Action:	Purpose and Evaluation:	Timeline
Concur with incorrect hours not attributed to student attendance	Concur with findings after audit	Registrar is making effort to correctly input hours DON checking attendance for submission daily CC reviewing student attendance weekly	See 1a)	Current and Ongoing assessment, evaluation and confirmation of student hours
1 d) Students who have completed hours are told to make up hours because attendance records are missing				
Findings:	Specifics:	Corrective Action:	Purpose and Evaluation:	Timeline
Previous registrars did not correctly input make-up hours and attendance	During weekly review of make-up and owed hours, timely inputting did not occur and	Registrar is making effort to correctly input hours DON checking attendance for submission daily	See 1a)	Current and Ongoing assessment, evaluation and confirmation of student hours



FEBRUARY 24, 2016 BVNPT RESPONSE TO NOTICE OF COMPLAINT FEBRUARY 9, 2016

	students were notified of make-up hours and completed the hours.	CC reviewing student attendance weekly		
2) Students are being let out of clinical sites early and not held accountable to make up hours. The complainant alleges that an instructor, Mr. Dwight, dismisses students early from San Dimas hospital on Saturdays and Sundays				
Findings:	Specifics:	Corrective Action:	Purpose and Evaluation:	Timeline
Faculty member in question, Mr. Dwight has never been assigned to San Dimas hospital and was falsely identified.	Review of faculty assignments and submitted attendance hours	Unannounced site visits by ADON, Clinical Coordinator or designee to see how students and faculty are performing and checking on hours students are at facilities.	See 1 a) Additional Evaluation: Weekly report by ADON, Clinical Coordinator or designee after making site visits to see students and faculty at the clinical sites	Current and Ongoing assessment, evaluation and confirmation of student hours
3) The complainant alleges part-time students did not complete pediatric hours in a clinical site and full-time students received only four(4) hours in a pediatric office(specified as Dr. Tran) and were assigned to medical assistants... As you are aware, the September 2, 2015 <i>Notice of Violations</i> identified the lack of clinical facilities offering experience in the care of sick children and the Board's concern with this critical deficit in the program.				
3a)How you, as the approved director, are monitoring completed hours at clinical sites, such as, but not limited to, San Dimas hospital				
As DON, there are random site visits by Clinical Coordinator, ADON or DON on weekdays and weekends, appearing at clinical sites unannounced. Students and Facilities are also randomly questioned regarding hours at a site. All faculty have been reminded to complete full required and BVNPT approved clinical and theory days. If any time a student is tardy or needs an early out, it is documented and students are held accountable for the missed hours.				
3b) Actual location, days, and hours of pediatric clinical for the two most recently graduation classes. November 2015 and January 2016				
Findings	Specifics:	Corrective Action:	Purpose and Evaluation:	Timeline:
Attachments: Itemization of pediatric hours for	Full audit of clinical hours and	After speaking to BVNPT NEC, a hold was placed on student transcripts	Purpose: To ensure that the curriculum meets clinical objectives and BVNPT Instruction Plan for	Current and Ongoing assessment, evaluation and



FEBRUARY 24, 2016 BVNPT RESPONSE TO NOTICE OF COMPLAINT FEBRUARY 9, 2016

<p>November 2015 and January 2016 classes including actual location, days, and hours of pediatric clinical</p> <p>Submitted prior: Notification of students owing hours</p> <p>Copy of student contract for Pediatric completion including</p>	<p>specifically pediatric hours was conducted and found students not having BVNPT approved 40 hours of Pediatric clinical hours</p> <p>Notification of BVNPT NEC of oversight of hours</p>	<p>and submission of applications to BVNPT for licensure</p> <p>Ongoing notification of November 2015 and January 2016 students regarding missed Pediatric hours and scheduling the hours for completion of program</p> <p>Scheduling and contracting students for completion of Pediatric hours</p>	<p>clinical hours. The congruency between theory and clinical support student knowledge and critical thinking to function within specialty rotations.</p> <p>Evaluation: Students have Board approved hours for Pediatric Clinical sites</p> <p>Student Pediatric hours are kept with registrar, DOE, CC, DON for one specific site to review student hours</p>	<p>confirmation of student hours</p>
<p>3c) Intended plans for pediatric clinical experience, including how clinical objectives from the Board-approved Instructional Plan will be accomplished.</p>				
<p>Findings:</p>	<p>Specifics:</p>	<p>Corrective Action:</p>	<p>Purpose and Evaluation:</p>	<p>Timeline:</p>
<p>Pediatric hours and objectives not meeting BVNPT approved Instructional Plan</p>	<p>Current and future students will have specified hours vigilantly checked by Registrar, DOE, CC, DON</p>	<p>Students with outstanding Pediatric hours from November 2015 and January 2016 classes, are being contacted and provided the opportunity to complete the required hours</p>	<p>Purpose: To ensure that the curriculum meets clinical objectives and BVNPT Instruction Plan for clinical hours. The congruency between theory and clinical support student knowledge and critical thinking to function within specialty rotations.</p> <p>Evaluation:</p>	<p>Current and Ongoing assessment, evaluation and confirmation of student hours</p>



FEBRUARY 24, 2016 BVNPT RESPONSE TO NOTICE OF COMPLAINT FEBRUARY 9, 2016

		<p>Current student are audited by registrar, DOE, DON, CC and hours are confirmed weekly upon submission</p> <p>Approved Pediatric clinical sites are utilized –Physician Offices, St. Gregory(8 hours) and All Saints Healthcare</p>	<p>Registrar will submit weekly review to Administration</p> <p>Ongoing review of Pediatric and other specialty hours will be reviewed by Registrar, DOE, CC, DON. Weekly meeting for review</p> <p>Audit of student hours will occur 3 weeks prior to scheduled graduation date</p>	
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March, 15, 2016

Ms. Donna G. Johnson, RNP, MS, MA
Nursing Education Consultant
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Drive Suite 205
Sacramento, CA 95833-2945

Dear Ms. Johnson,

CNI College is in receipt of the letter dated March 4, 2016 which was hand-delivered to CNI College at the previously scheduled meeting on, March 4, 2016, and was also received electronically on the same date entitled Notice of Violation which states the following:

Subject: Notice of Violation

After being required to provide documentation in response to a complaint received by the Board of Vocational Nursing and Psychiatric Technicians (Board), on February 22, 2016, the Board was notified via phone consultation between the assigned consultant and the program director that the program had identified students who graduated in November 2015 and in January 2016 did not complete the required pediatric clinical hours.

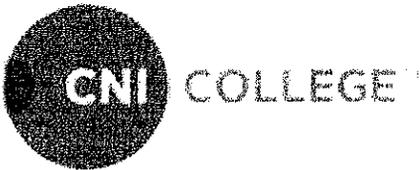
The program provided a list of 12 recent graduates who had not completed pediatric clinical hours. To date, the program submitted a total of 19 licensure application packets for graduates of the two affected cohorts. A licensure application packet was submitted for 11 of the 12 recent graduates reported as deficient in pediatric clinical hours. Each application packet, including for 11 graduates identified as deficient in pediatric clinical hours, included a signed Record of Nursing Program, documenting completion of pediatric clinical hours that had not been completed.

**Section 2526(g) of the Vocational Nursing Rules and Regulations and
Section 2527(c) of the Vocational Nursing Rules and Regulations state:**

“A material misrepresentation of fact by a vocational nursing program in any information submitted to the Board is cause for denial or revocation of approval or provisional approval.”

Violation #13:

Board records substantiate a clear record of communication with the program, dating since July 29, 2015, regarding the lack of clinical facilities offering experience in the care of sick children. Records document a *Notice of Violations* issued on September 2, 2015 and a *Notice of Violation* issued November 11, 2015, both of which identified a lack of such experiences.



After being required to provide documentation of pediatric clinical experience as a result of a complaint received by the Board, on February 22, 2016, the program notified the Board that students deemed to

have graduated in November 2015 and January 2016 did not complete the required pediatric clinical experience consistent with the approved curriculum.

Describing it an error, the program admitted to submitting application packets, each of which included a signed Record of Nursing Program, documenting completion of pediatric clinical hours that had **not** been completed.

Processing of all license applications of the affected individuals has been suspended, delaying the process for all of the students listed as November 2015 and January 2016 graduates of the CNI College Vocational Nursing Program.

Required Action:

Submit, **no later than March 15, 2016**, proposed plans for completion of required pediatric clinical hours for all graduates of the November 2015 and the January 2016 classes.

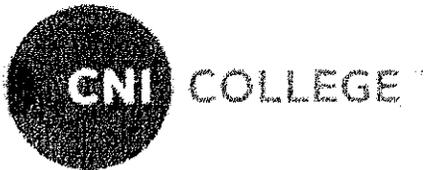
Using the Pediatric Faculty/Student Clinical Assignment form, provide documentation of completion of all required pediatric clinical experience, including dates, locations, instructors, and total hours for each graduate of the November 2015 and the January 2016 classes. This must be signed by the program director and submitted as each graduate completes the required clinical experience.

Provide an updated Record of Nursing Program to the Licensing Division of the Board as each graduate completes the required clinical experience.

CNI College Vocational Nursing Program Response:

CNI College Vocational Nursing Program sincerely apologizes for the error made as stated in the *Notice of Violation* and for effect it has had on the graduates from the November 2015 and January 2015 cohorts due to material misrepresentation of 2526 (g) and 2527 (c).

CNI College Vocational Nursing Program will submit no later than March 15, 2016, proposed plans for completion of required pediatric clinical hours for all graduates of the November 2015 and January 2016 classes. Using the Pediatric Faculty/Student Clinical Assignment form, provide documentation of completion of all required pediatric clinical experience, including dates, locations, instructions, and total hours for each graduate of the November 2015 and the January 2016 classes. We understand these must be signed by the program director and submitted as each graduate completes the required clinical experience.



CNI College Vocational Nursing Program will provide an updated Record of Nursing Program to the Licensing Division of the Board as each graduate completes the required clinical experience.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Kimberly Martin".

Kimberly Martin, BSN, MEd, RN, PHN
Director of Vocational Nursing
CNI College
702 W. Town and Country Rd.
Orange, CA 92868
(714) 437-9697
kmartin@cnicollege.edu



Agenda Item #12.B.3., Attachment O

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

May XX, 2016

Kim Martin, Director
Vocational Nursing Program
CNI College
702 W. Town & Country Road
Orange, CA 96868

Subject: Notice of Change in Approval Status

Dear Ms. Martin:

Pursuant to the action of the Board of Vocational Nursing and Psychiatric Technicians (Board) on May 13, 2016, the CNI College Vocational Nursing Program has been placed on provisional approval for the three – month period from May 13, 2016 through August 31, 2016.

The purpose of this letter is to explain the areas of noncompliance identified and the corrections required of your program to avoid losing approval completely.

Once you have reviewed this letter, please sign and return the enclosed "Acknowledgement of Change in Approval Status" form by **XXXX**

AREAS OF NON-COMPLIANCE (VIOLATIONS(S))

Section 2526(g) of title 16 of the California Code of Regulations and Section 2527(c) of title 16 of the California Code of Regulations states:

“A material misrepresentation of fact by a vocational nursing program in any information submitted to the Board is cause for denial or revocation of approval or provisional approval.”

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

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

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Section 2530(l) of title 16 of the California Code of Regulations states:

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

Section 2526(a)(8) of title 16 of the California Code of Regulations states:

“The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
... (8) Evaluation methodology for curriculum.”

Section 2526(a)(11) of title 16 of the California Code of 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.”

Section 2534(c) of title 16 of the California Code of Regulations states:

“Schools are responsible for the continuous review of clinical facilities to determine if the student’s clinical objectives for each facility are being met.”

Section 2526(a)(12) of title 16 of the California Code of Regulations states:

“The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
... (12) Admission criteria.

Section 2526(a)(13) of title 16 of the California Code of Regulations states:

“The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
... (13) Screening and selection criteria.

Section 2526(a)(17)(B) of title 16 of the California Code of Regulations states:

“The institution shall apply to the Board for approval. Written documentation shall be prepared by the director and shall include:
... (17) Student Policies:
 (A) ...
 (B) Attendance.”

Section 2530(h) of title 16 of the California Code of Regulations states:

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“Each school shall have an attendance policy approved by the Board. The policy shall include but not be limited to, criteria for attendance and the specific course objectives for which make-up time is required. Acceptable methods for make-up include:

- (1) Theory: case studies, independent study, written examination, attendance at seminars or workshops, auto-tutorial laboratory, and research reports.
- (2) Clinical: performance evaluation in skills laboratory or additional time in the clinical area with clients/patients.”

Section 2530(i) of title 16 of the California Code of Regulations states:

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

Section 2533(a) of title 16 of the California Code of Regulations states:

“Vocational nursing programs shall include theory and correlated clinical experience.”

Section 2533(c) of title 16 of the California Code of Regulations states:

“Curriculum content shall be taught in a sequence that results in student’s progressive mastery of knowledge, skills, and abilities.”

Section 2534(b) of title 16 of the California Code of Regulations states:

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

Section 2882 of the California Business and Professions Code, Division 2 states:

“The course of instruction of an approved school of vocational nursing shall consist of not less than the required number of hours of instruction in such subjects as the board may from time to time by regulation determine, together with the required number of hours in the care of medical, surgical, obstetrical patients, sick children, and such other clinical experience as from time to time may be determined by the board.”

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The program pass rates for the CNI College Vocational Nursing Program for the past 17 quarters are set forth in the following table:

NCLEX-PN® Licensure Examination Pass Rates			
Quarter	State Average Annual Pass Rate	Program Average Annual Pass Rate	Variance from State Average Annual Pass Rate
Jan – Mar 2012	74%	96%	+22
Apr – Jun 2012	74%	95%	+21
Jul – Sep 2012	74%	92%	+18
Oct – Dec 2012	74%	88%	+14
Jan – Mar 2013	73%	88%	+15
Apr – Jun 2013	73%	83%	+10
Jul – Sep 2013	74%	80%	+14
Oct – Dec 2013	76%	86%	+10
Jan – Mar 2014	76%	82%	+6
Apr – Jun 2014	73%	83%	+10
Jul – Sep 2014	73%	75%	+2
Oct – Dec 2014	72%	69%	-3
Jan – Mar 2015	71%	66%	-5
Apr – Jun 2015	72%	58%	-14
Jul – Sep 2015	72%	57%	-15
Oct – Dec 2015	72%	55%	-17
Jan – Mar 2016	73%	57%	16

REQUIRED CORRECTION(S)

1. Require the CNI College Vocational Nursing Program to bring its average annual pass rate to no more than (10) ten percentage points below the State average annual pass rate.
2. Require the program to admit no additional classes without prior approval by the full Board.
3. Require the program to provide no less than one (1) instructor for every ten (10) students in clinical experiences.
4. 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 **June 15, 2016**.
5. Require the program to submit a follow up report no later than **June 15, 2016**. The reports must include a comprehensive analysis of the program, specific actions taken to correct identified violations, specific actions taken to improve pass

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rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis:

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

FUTURE BOARD ACTION

Your program will be placed on the **August 2016** Board Meeting agenda, at which point the Board may revoke or extend the program's approval. If you have additional information that you wish considered beyond the required corrections listed on pages 4 and 5, you must submit this documentation by the fifteenth day of the second month prior to the Board Meeting.

OTHER IMPORTANT INFORMATION

Please be advised that, pursuant to the Board's regulations, the program will not be authorized to admit new classes beyond the established pattern of admissions previously

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approved by the Board. The established pattern of admissions approved by the Board is as follows: **Approval by the full Board is required prior to the admission of additional students.**

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

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

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

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

Sincerely,

Kameka Brown, PhD, MBA, NP
Executive Officer

Enclosures

cc: Board Members

KB: dgj