

Agenda Item #19.B.4.



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

BOARD OF VOCATIONAL NURSING & PSYCHIATRIC TECHNICIANS
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COVER SHEET

SUBJECT: InfoTech Career College Vocational Nursing Program. *Reconsideration of Provisional Approval; Consideration of Request to Admit Students.*
(Director: Asima Jabbar, Bellflower, Los Angeles County, Private)

The InfoTech Career College Vocational Nursing Program is presented for reconsideration of the program's provisional approval. Additionally, the program requests approval to admit a full-time day class of 20 students on November 7, 2016, graduating on March 29, 2018. Extension of provisional approval and denial of the program's requests are recommended.

Recommendations:

1. Extend Info Tech Career College Vocational Nursing Program's provisional approval for a one - year period from November 30, 2016 through November 29, 2017, and send notice accordingly.
2. Deny the program's request to admit a class of 20 full-time students on November 7, 2016, graduating on March 29, 2018.
3. Continue to require the program director to submit, under penalty of perjury, the names of all enrolled students, dates of admission, placement in the curriculum, and expected dates of graduation no later than 15 days after commencement of any class.
4. Continue the program's requirement to admit no additional students unless approved by the full Board.
5. Continue to require the program to complete the evaluation of the current curriculum and complete the major curriculum revision prior to admission of additional students.
6. Continue to require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professionals Code, section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526.

7. Continue to require the program to demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.
8. Place the program on the agenda of the Board's **February 2017** meeting, for reconsideration of the program's status.

Agenda Item #19.B.4.



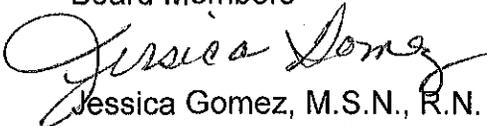
BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GOVERNOR EDMUND G. BROWN JR.

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DATE: October 20, 2016

TO: Board Members

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

SUBJECT: InfoTech Career College Vocational Nursing Program. Reconsideration of Provisional Approval; Consideration of Request to Admit Students. (Director: Tina Terpening, Bellflower, Los Angeles County, Private)

The InfoTech Career College Vocational Nursing Program is presented for reconsideration of the program's provisional approval. Additionally, the program requests approval to admit a full-time day class of 20 students on November 7, 2016, graduating on March 29, 2018. Extension of provisional approval and denial of the program's requests are recommended.

On November 10, 2011, the Board placed the InfoTech Career College Vocational Nursing Program on provisional approval for the two (2) year period from November 10, 2011 through November 30, 2013, due to pass rates on the licensure examination that were noncompliant with requirements set forth in California Code of Regulations Section 2530 (I). The Board directed that the program admit no additional students unless approved by the full Board. Further, the program was required to continue to demonstrate incremental progress in correcting identified violations.

On November 22, 2013, the Board extended the program's provisional approval from November 22, 2013 through November 30, 2014, and issued a notice to the program identifying specific areas of noncompliance and requirements for correction as referenced in Section 2526.1 (e) of the California Code of Regulations.

On November 21, 2014, the Board extended the program's provisional approval for a one year period, and issued a notice to the program identifying specific areas of non-compliance and requirements for correction as referenced in Section 2526.1 (e) of the California Code of Regulations. Reconsideration of the program's status was scheduled for the November 2015 Board Meeting.

On November 20, 2015, the Board considered extension of the program's provisional approval for a six (6) month period to May 2016. The new program director requested that the program remain on provisional approval for one year, to allow her time to evaluate the program and identify areas for improvement. The program director submitted a program analysis and requested the program receive full approval.

On August 19, 2016, the Board denied the Info Tech Career College Vocational Nursing Program's request for early termination and continued the program's provisional approval as previously determined by the Board through November 31, 2016. Additionally, the Board denied the program's request to admit a class of students. The director was required to complete an evaluation of the program's outdated curriculum.

History of Prior Board Actions

(See Attachment A, History of Prior Board Actions)

Enrollment

Each class admission to the 60-week full-time program must have prior Board approval. The pattern of admissions for current classes is seen in the enrollment table below.

The following table represents **current and proposed** student enrollment based on current and proposed class start dates. The table indicates a **maximum enrollment of 46** students for the period **May 2008 through July 2017**.

ENROLLMENT DATA				
CLASS DATES		#Students Admitted	#Students Current or Completed	Total Enrolled
Start	Completed			
8/15	1/17	16	16	0 + 16 = 16
2/16	7/17	14	10	16 + 10 = 26
11/16 PROPOSED	3/18	20	20	26 + 20 = 46
	1/17 (8/15 Class)		-16	46 - 16 = 30
	7/17 (2/16 Class)		-10	30 - 10 = 20

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 October 2009 through September 2016 specify pass percentage rates for graduates of the InfoTech Career College Vocational Nursing Program on the National Council Licensure Examination for Practical (Vocational) Nurses (NCLEX-PN®), and the variance of the program's pass rates from state average annual pass rates.

NCLEX-PN® Licensure Examination Data							
Quarterly Statistics					Annual Statistics*		
Quarter	# Candidates	# Passed	% Passed	State Quarterly Pass Rate	Program Average Annual Pass Rate	State Average Annual Pass Rate [CCR § 2530(l)]	Variance from State Average Annual Pass Rate
Oct - Dec 2009	5	3	60%	76%	60%	73%	-13
Jan - Mar 2010	4	1	25%	76%	44%	74%	-30
Apr - Jun 2010	3	1	33%	74%	42%	75%	-33
Jul - Sep 2010	1	0	0%	76%	38%	75%	-37
Oct - Dec 2010	No Candidates Tested			77%	25%	76%	-51
Jan - Mar 2011	1	1	100%	80%	40%	77%	-37
Apr - Jun 2011	No Candidates Tested			71%	50%	76%	-26
Jul - Sep 2011	No Candidates Tested			74%	100%	76%	+24
Oct - Dec 2011	No Candidates Tested			74%	100%	75%	+25
Jan - Mar 2012	No Candidates Tested			77%	N/A	74%	N/A
Apr - Jun 2012	No Candidates Tested			72%	N/A	74%	N/A
Jul - Sep 2012	No Candidates Tested			74%	N/A	74%	N/A
Oct - Dec 2012	1	0	0%	70%	0%	74%	-74
Jan - Mar 2013	3	3	100%	75%	75%	73%	+2
Apr - Jun 2013	4	2	50%	78%	63%	73%	-10
Jul - Sep 2013	3	2	67%	75%	64%	74%	-10
Oct - Dec 2013	1	1	100%	76%	73%	76%	-3
Jan - Mar 2014	No Candidates Tested			74%	63%	76%	-13
Apr - Jun 2014	3	3	100%	66%	86%	73%	+13
Jul - Sep 2014	No Candidates Tested			72%	100%	73%	+27
Oct - Dec 2014	2	1	50%	72%	80%	72%	+8
Jan - Mar 2015	5	4	80%	73%	80%	71%	+9
Apr - Jun 2015	4	3	75%	69%	73%	72%	+1
Jul - Sep 2015	1	0	0%	73%	67%	72%	-5
Oct - Dec 2015	2	2	100%	75%	75%	72%	+3
Jan - Mar 2016	4	1	25%	73%	55%	72%	-17
Apr - Jun 2016	No Candidates Tested			75%	43%	74%	-31
Jul - Sept 2016	6	6	100%	72%	75%	72%	+2

*The Annual Pass Rate changes every quarter. It is calculated by dividing the number of candidates who passed during the current and previous three quarters by the number of candidates who tested during the same period. If no data is available for the relevant period, the statistic is carried over from the last quarter for which data is available.

California Code of Regulations (Code) Section 2530 (l), which 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.”

The program’s examination statistics for the twenty-seven (27) reported quarters, October 2009 through September 2016, substantiate the program’s **noncompliance** with

regulatory requirements for **eleven (11) quarters and compliance for fourteen (14) quarters**. It is also noted that the program had no first-time candidates tested for nine (9) of the previous 24 quarters. Due to no first-time candidates testing for six (6) consecutive quarters (April 2011 through September 2012), no program pass rate data was available for Quarters 1, 2 and 3 of 2012. The program's last graduating class of students consisted of 13 graduates on February 2016.

Based on the most current data available (July to September 2016), the program's average annual pass rate is **75%**. The California average annual pass rate for graduates from approved vocational nursing programs who took the NCLEX-PN® for the first time is **72%**. The average annual pass rate for the InfoTech Career College Vocational Nursing program is **two (2) percentage points above** the State average annual pass rate.

Faculty and Facilities

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

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

The number of Board-approved faculty totals eight (8), including the director. The director has 90% administrative and 10% teaching duties. Of the total faculty, seven (7) instructors including the director are approved to teach clinical.

Pursuant to Vocational Nursing Rules and Regulations section 2534(d), four (4) instructors are needed for a maximum enrollment of 46 students. Therefore, the number of current faculty is adequate for the current and proposed enrollment.

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 program has sufficient clinical facilities to afford the number, type, and variety of patients that will provide clinical experience consistent with competency-based objectives and theory being taught.

Other Considerations

As noted previously, the program has been on provisional approval since November 10, 2011, due to noncompliance with regulatory requirements relative to program pass rates. At that time, the program's average annual pass rate was 100%. The Board noted that the pass rate represented statistics for one (1) candidate. Further, it was noted that the program had been noncompliant with regulatory requirements for seven (7) of the previous eight (8) quarters with average annual pass rates that were 13 to 51 percentage points **below** state average pass rates.

On November 22, 2013, the Board extended the program's provisional status through November 30, 2014. At that time, the program's average annual pass rate was 64%.

On November 21, 2014, the Board extended the program's provisional approval for a one (1) year period from December 1, 2014, through November 30, 2015. At that time, the program's average annual pass rate was 100%; however, it was noted that the pass rate represented statistics for four (4) candidates. On December 10, 2014, the Board forwarded a *Notice of Change in Approval Status* to the program. (See Attachment B)

On July 17, 2015, the Director submitted a request to change the entrance test from the Test of Essential Academic Skills (TEAS) to a combination of Scholastic Level Exam (SLE) with a minimum score of 24, and Wonderlic® Basic Skills Test (WBST) with a minimum score for the WBST of 265.

On August 7, 2015, the director supplied a new admission evaluation process which includes: SLE and WBST testing, a one page personal statement narrative essay, and an interview with the director (see Attachment C).

On August 7, 2015 the director submitted a report detailing processes implemented during the program's provisional approval status that have resulted in the increase of NCLEX-PN® pass rates, and improved success of the program (see Attachment D). The improvements include:

- Initiated revised admission, screening, and selection criteria August 7, 2015.
- Completed curriculum revision in 2012, with reevaluation in 2014.
- Revised lesson plans in 2012 to match new curriculum and instructional plan
 - Reevaluated in 2014.
- Evaluated textbooks in 2014.
 - Anatomy and Physiology, and Medical Terminology texts were replaced.
- Attendance Policy was not changed.
- Evaluated Remediation Policy and instituted additional remediation opportunities.
- Evaluated clinical and theory faculty.
- Added consistent student evaluation that includes:
 - Post mid-term, and final examination counseling
 - Addition of ATI® testing and practice examination:
 - Evaluations of ATI® data indicates students are underutilizing ATI® practice exams and remediation tools.
 - NCLEX-PN® review and ATI® mentoring will be added at the end of the program.
 - Continue to require students to reach 92 or above to release student for NCLEX-PN® examination.
 - Previous graduates are invited back to audit classes and attend NCLEX-PN® review session.

On October 20, 2015, the Board approved a new director.

On December 18, 2015, the Board notified the program of the decision to extend provisional approval for one (1) year, November 20, 2015 through November 30, 2016 (see Attachment E).

On February 26, 2016, the Board received the required follow-up report that was due no later than February 15, 2016. (See Attachment F) The report included a comprehensive analysis of the program, actions, taken, timeline for implementation, and the effect of the employed interventions. Topics included:

- Admission and screening criteria,
- Terminal objectives,
- Curriculum objectives,
- Instructional plan,
- Theory and clinical objectives for each course,
- Lesson plans for each course,
- Textbooks,
- Attendance policy,
- Remediation policy,
- Evaluations of theory and clinical faculty,
- Evaluation of theory presentations,
- Evaluations of clinical rotations and the correlation to theory presentations,
- Evaluations of student achievement, and,
- Examples of implemented forms, and photos of the additions to the skills lab and in Classrooms.

On June 3, 2016, the program was notified, via email, of insufficient facilities for the four (4) program modules containing Fundamentals of Nursing and Medical/Surgical Nursing clinical assignments for the students. Specifically, there are only two (2) approved clinical sites and students were assigned to one site for the complete program.

On June 10, 2016, the program director responded and submitted a clinical calendar that only rotated the students between two (2) clinical sites throughout the program for Fundamentals of Nursing and Medical/Surgical Nursing.

On June 24, 2016, the program was again notified via email, of concerns regarding student placement in only two (2) clinical sites for Medical/Surgical Nursing. That on June 3, 2016, the program was required to obtain a variety of clinical sites.

On June 27, 2016, the program submitted one application for a clinical site for all four (4) modules. The application was returned for clarification of requested information.

On July 1, 2016, the evaluation of the faculty and student clinical assignments was completed. The program was notified of the findings and required to submit faculty/student clinical assignments utilizing facilities as approved by the Board and the facility.

The following violation was identified:

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

“School 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 censuses of patients to afford a variety of clinical experiences consistent with competency-based objectives and theory being taught."

Violation #1: Program supplied a faculty/student clinical placement forms indicating students would be placed in a long term or a skilled nursing facility for the duration of the program expect for the Pediatric and OB clinical. The clinical placement for the Pediatric and OB clinical experiences did not match the facility applications approved by the clinical site or the Board.

Status of Violation #1: This violation is **corrected**.

On August 4, 2016, Board staff completed the approval process for new and revised facility applications for clinical site placements. Specifically, the director was able to obtain Board approval for three (3) Maternal Newborn, two (2) Pediatric, and five (5) additional Skilled Nursing facilities for Fundamentals and Advanced Medical Surgical, and Rehabilitation facilities for clinical placement. Each facility was contacted by Board staff, and verified availability for students, and the ability for the students to meet clinical objectives at the facility, as provided by the program. Additionally, the program submitted revised faculty and student clinical assignments which incorporates the new facilities that meet the instructional plan clinical objectives.

On August 19, 2016, the program director was instructed to complete an analysis of the current curriculum and submit it prior to approval of new students.

On September 19, 2016, the director submitted a request for approval of a major curriculum revision. It was noted that the program was increasing the program hours from 1560 total hours to 1800 total hours including adding to the curriculum, 20 hours at the end of each term for student review. Clarification of the changes were requested to include a revised program Instructional plan (IP) and a content hour worksheet.

On October 6, 2016, board staff and the program director are continuing to work on the curriculum revision. As submitted, the revised curriculum does not evidence progression from basic to advances nursing skills but starts with advanced skills and moves to basic skills. The program will continue to work on the curriculum and resubmit the Instructional plan as soon as it has been revised.

On October 18, 2016 the Board approved a new Program Director.

Summary

According to the comprehensive analysis submitted by the director, the program's last evaluation of the curriculum and instructional plan occurred in 2012. The National Council of State Boards of Nursing (NCSBN®) updated the licensure test plan in 2014. The program is utilizing an outdated curriculum. The program is in the process of developing a major curriculum revision.

On **November 20, 2015**, the Board identified the **program's six (6) consecutive quarters (April 2014 through October 2015), of compliant pass rates**. However, for the two **(2) quarters (January – June 2016)**, the average annual pass rates were again **noncompliant** with regulatory requirements. The most current **Quarter 3, 2016**, average annual pass rate is 75%, 3% percentage points **above** the state average annual pass rate. The program's last class of 13 graduates completed the program February 2016. The program has 26 currently enrolled students.

Recommendations:

1. Extend Info Tech Career College Vocational Nursing Program's provisional approval for a one - year period from November 30, 2016 through November 29, 2017, and send notice accordingly.
2. Deny the program's request to admit a class of 20 full-time students on November 7, 2016, graduating on March 29, 2018.
3. Continue to require the program director to submit, under penalty of perjury, the names of all enrolled students, dates of admission, placement in the curriculum, and expected dates of graduation no later than 15 days after commencement of any class.
4. Continue the program's requirement to admit no additional students unless approved by the full Board.
5. Continue to require the program to complete the evaluation of the current curriculum and complete the major curriculum revision prior to admission of additional students.
6. Continue to require the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professionals Code, section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, Section 2526.
7. Continue to require the program to demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.
8. Place the program on the agenda of the Board's **February 2017** meeting, for reconsideration of the program's status.

Rationale: As stated previously, examination statistics for the period of October 2009 through June 2016 substantiate the program's **noncompliance** with regulatory requirements for **nine (9) quarters of the last 22 consecutive quarters**. It is also noted that the program had no first-time candidates test for ten (10) of the twenty-seven (27) reported quarters. Due to no first-time candidates testing for six (6) consecutive quarters (April 2011 through September 2012), no program pass rate data was available for Quarters 1,

2 and 3 of 2012. The program was compliant with regulatory requirements for six (6) consecutive quarters from April 2014 – December 2015.

Statistics for Quarter 3 - 2016 confirm the program is currently compliant with Section 2530 of the California Code of Regulations. The program's most current average annual pass rate (July – September 2016) is **75%**, 2 percentage points **above** the state average annual pass rate.

The director reported implementation of programmatic changes aimed at improving the program's average annual pass rate. However, documentation provide by the program on February 26, 2016, identified that the curriculum had not been evaluated since 2012, and the program lacks adequate resources including, clinical facilities. During the May 2016, Board meeting the director was instructed to complete a curriculum evaluation. On October 18, 2016 the Board approved a new program director. The new director is currently working on developing a major curriculum change.

The program **has shown good faith efforts to correct the program's noncompliant pass rate, and programmatic issues** as stated above. The director has initiation the process to develop a major curriculum change. The foregoing supports the recommendation extending the provisional approval to November 30, 2017, denial of the requested class of students, and reconsideration of the program's status in February 2017.

The Board staff will continue to monitor the program by tracking class admissions, resources, and the program's quarterly annual average pass rate.

- Attachment A: History of Prior Board Actions.
- Attachment B: Notice of Extension of Provisional Approval Dated December 10, 2014.
- Attachment C: Program Correspondence Received August 7, 2015.
- Attachment D: Program Correspondence Received August 7, 2015.
- Attachment E: Notice of Extension of Provisional Approval Dated December 18, 2016.
- Attachment F: Program Correspondence Received February 26, 2016.

Agenda Item #17.B.4., Attachment A

INFO TECH CAREER COLLEGE VOCATIONAL NURSING PROGRAM

History of Prior Board Actions

- On May 14, 2008, the Executive Officer approved InfoTech Career College's request to begin a vocational nursing program with an initial class of 30 students commencing May 19, 2008 only, with a projected graduation date of August 11, 2009; **and** approved the program curriculum for 1560 hours, including 600 theory, and 960 clinical hours.
- **On September 9, 2008, a new program director was approved.**
- **On March 11, 2009, a new program director was approved.**
- **On July 6, 2009, a new program director was approved.**
- On July 13, 2009, the Board received the program's Program Records Survey.
- On July 20 – 21, 2009, the program was inspected for compliance with regulatory requirements for initial approval. Fourteen (14) violations of the California Code of Regulations were identified. Recommendations for correction of each violation and a timeline for correction were discussed.
- On August 28, 2009, the Board forwarded correspondence to the director relative to the absence of required corrections of violations identified during the survey visit. A response was requested by September 10, 2009.
- On September 10, 2009, the Board received the program's response to identified survey violations.
- On October 5, 2009, the assigned consultant met with the program director relative to the proposed corrections of the fourteen (14) violations identified during the July 20 – 21, 2009 survey visit. Required revisions were specified. The director agreed to submit the required revised documents to correct all previously identified violations by Friday, October 30, 2009.
- On November 2, 2009, the Board received the program's revised documents addressing violations identified during the survey visit.
- On December 16, 2009, the assigned consultant, per telephone conference call, advised the director that the submitted information did not completely address violations identified during the July 2010 survey visit. Corrections specified during the

visit and during the October 5, 2009 meeting were reiterated. Additional revisions were requested by Tuesday, December 29, 2009.

- On December 30, 2009, the Board received the program's final revisions addressing violations identified during the survey visit.
- On January 7, 2010, the Executive Officer approved initial full accreditation for the InfoTech Career College Vocational Nursing Program for the period from January 6, 2010, through January 5, 2014, and issued a certificate accordingly; **and**, approved the program's request to admit a class of 30 students commencing February 1, 2010, to **replace** students graduating August 24, 2009. That class was projected to graduate March 7, 2011.
- On March 1, 2010, the Board received electronic correspondence from the school owner advising of the director's termination.
- On March 2, 2010, the SNEC discussed the program's status with Ashok Garg, President, and Owner. Mr. Garg advised that commencement of the next class would be delayed due to the lack of financial aid. The owner projected commencement of that class for August 2010.
- On October 1, 2010, the Board received correspondence from A. Garg reporting the school's plans to admit a class on October 25, 2010 and the hiring of a new program director.
- On October 5, 2010, the Board forwarded correspondence per certified mail to A. Garg relative to the lack of submission of an application for a new director and information relative to the planned class.
- **On November 30, 2010, a new program director was approved.**
- On December 4, 2010, the program was notified that its average annual pass rates had fallen below 10 percentage points of the state average annual pass rate for the past four (4) quarters. The director was requested to submit a written plan for improving the program's NCLEX-PN® pass rates by December 20, 2010.
- On December 29, 2010, the Board received correspondence from the director and supporting documents related to the program's plan to increase licensure pass rates.
- February 17, 2011, the program was notified that its average annual pass rates had fallen below 10 percentage points of the state average annual pass rate for the past five (5) quarters. The program was requested to submit a written plan for improving their NCLEX-PN® pass rates by March 4, 2011.
- On March 4, 2011, the Board received correspondence from the director and supporting documents related to the program's plan to increase licensure pass rates.

- On May 16, 2011, the program was notified that its average annual pass rates had fallen below 10 percentage points of the state average annual pass rates for the past six (6) quarters. The program was requested to submit a written plan for improving their NCLEX-PN® pass rates by June 3, 2011.
- **On April 13, 2011, a new program director was approved.**
- **On June 15, 2011, a new program director was approved.**
- On November 10, 2011, the Board placed the InfoTech Career College Vocational Nursing Program on provisional accreditation for the two-year period from November 10, 2011, through November 30, 2013, 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. The Board denied the program's request for approval to admit a class of 30 full-time day students on January 17, 2012, graduating on March 23, 2013, at this time, and required the program to admit no additional students unless approved by the full Board. The program was required to bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate for four consecutive quarters.

Additionally, the program was required to submit follow-up reports in 9 months, but no later than **August 1, 2012**, and 21 months, but no later than **August 1, 2013**. The reports must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.

- a. Admission Criteria.
- b. Screening and Selection Criteria.
- c. Terminal Objectives.
- d. Curriculum Objectives.
- e. Instructional Plan.
- f. Theory and Clinical Objectives for Each Course.
- g. Lesson Plans for Each Course.
- h. Textbooks.
- i. Attendance Policy.
- j. Remediation Policy.
- k. 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.

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

program's approval. Failure to take any of these corrective actions may cause the full Board to revoke the program's approval.

The program was placed on the November 2013 Board agenda for reconsideration of provisional approval.

- On November 22, 2011, the Board forwarded to the director the *Notice of Change in Approval Status*.
- On January 19, 2012, the assigned consultant forwarded correspondence requesting submission of fifteen (15) copies of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider.
- On January 20, 2012, the program director submitted fifteen (15) copies of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider.
- On February 6, 2012, the Board approved InfoTech Career College Vocational Nursing Program's request for approval to admit a class of 15 full-time, day students on April 9, 2012, only, graduating on July 1, 2013; and, required the program to admit no additional students unless approved by the full Board.
- On September 4, 2012, the Board received the program's comprehensive analysis.
- On December 13, 2012 the assigned consultant forwarded correspondence requesting submission of eighteen (18) copies of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider.
- On December 28, 2012, the program director submitted eighteen (18) copies of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider.
- On February 22, 2013, the Board denied the program's request for approval to admit a class of 30 full-time, day students on March 25, 2013, graduating on May 30, 2014; **and**, required the program to admit no additional students unless approved by the full Board.
- On March 27, 2013, the assigned consultant requested submission of two (2) copies of pertinent documents and subsequent actions taken to correct identified problems that they desire the Board members to consider.
- On March 29, 2013, the program director submitted two (2) copies and a CD of the requested documents.
- On May 10, 2013, the Board approved the program's request for approval to admit a class of 20 full-time, day students on June 3, 2013, graduating on August 11, 2014, to **replace** a class that graduated on August 21, 2012; and, required the program to admit no additional students unless approved by the full Board.

- On June 5, 2013, the assigned consultant forwarded correspondence requesting submission of two (2) copies and a CD of pertinent documents and subsequent actions taken to correct identified problems that they desire Board members to consider by June 13, 2013.
- On June 17, 2013, the director submitted two (2) copies and a CD of the requested documents.
- On August 1, 2013, the Board received the program's comprehensive analysis.
- On September 13, 2013, the Board deferred action on the program's request to admit a class of 30 full-time, students on November 11, 2013, graduating on January 7, 2015 to the November 2013 Board meeting; **and** required the program to admit no additional students unless approved by the full Board.
- On November 22, 2013, the Board denied InfoTech Career College Vocational Nursing Program's request to admit a class of 30 full-time, students on February 10, 2014, graduating on April 22, 2015 to replace the class that graduated on August 27, 2012; **and**, approved the program to admit a class of 20 full-time students on February 10, 2014, only, graduating on April 22, 2015 to **replace** the class that graduated on August 27, 2012; **and, extended** provisional approval for the Info Tech Career College Vocational Nursing Program for a one (1) year period from November 22, 2013, through November 30, 2014 and issue a notice to the program to identify specific areas of noncompliance and requirements for correction as referenced in Section 2526.1 (e) of the California Code of Regulations; **and**, required the program to admit no additional classes without prior approval by the full Board; **and** required the program to bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate; **and**

Required the program to submit a follow-up report in nine (9) months but no later than **August 1, 2014**. The report must include a comprehensive analysis of the program, specific actions taken to improve program pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.

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

- n. Evaluations of Clinical Rotations and Their Correlation to Theory Presentations.
- o. Evaluation of Student Achievement.
- p. Evaluation of Outreach Attempts to Reach Prior Graduates who have not Taken the Licensure Examination; **and**, advised

Failure to show progress shall constitute cause for revocation of provisional approval; **and** required the program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code section 2880, and Article 5 of the Board's Regulations, commencing at California Code of Regulations, Title 16, section 2525; **and**, required the program to demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval; **and**, advised that failure to take any of these corrective actions may cause the full Board to revoke the program's approval; **and**, placed the program on the November 2014 Board agenda for reconsideration of provisional approval.

- On October 20, 2014, the Board received the program's comprehensive analysis. This report was due to the Board by August 1, 2014.
- On November 21, 2014, the Board approved the program's request to admit a class of 30 full-time students on December 1, 2014, only, graduating on January 26, 2016 to **replace** the class that graduated on August 26, 2013; **and**, **extended** InfoTech Career College's Vocational Nursing Program provisional approval for a one (1) year period from December 1, 2014, through November 30, 2015, and issued 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; **and** required the program to admit no additional students unless approved by the full Board; **and** required the program to submit a follow-up report in nine (9) months, but no later than **August 1, 2015**. The report must include an updated comprehensive analysis of the program, identifying specific actions taken to improve program pass rates that have worked and those that needed revision and why. 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; **and**

Continued to 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; **and** continued to require the program to demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval; **and** advised that failure to show progress shall constitute cause for revocation of provisional approval; and, failure to take any of these corrective actions may cause the full Board to revoke the program's approval; **and** placed the program on the **November 2015** Board agenda for reconsideration of provisional approval.

- On December 10, 2014, the Board forwarded the Extension of Notice of Provisional Approval.
- On May 15, 2015 the Full Board approved the program's request to admit a class of 22 full-time students on June 29, 2015, only, graduating on September 23, 2016 to **replace** the class that graduated on May 21, 2015; **and** continued the program's requirement to admit no additional students unless approved by the full Board.
- On October 15, 2015 the Board approved a new Director.
- On November 20, 2015, the Board extended the provisional approval of InfoTech Career College Vocational Nursing Program for the one (1) year period from December 1, 2015 through November 31, 2016, and issue a certificate accordingly; and,
 1. Approved the program's request to admit a class of 20 full-time students on February 22, 2016, **only**, graduating on July 17, 2017 to **replace** the class scheduled to graduate on February 20, 2016.
 2. Required the program director to submit, under penalty of perjury, the names of all enrolled students, dates of admission, placement in the curriculum, and expected dates of graduation by **March 14, 2016**.
 3. Continued the program's requirement to admit no additional students unless approved by the full Board.
 4. Required the program to submit a follow-up report in three (3) months, but no later than **February 15, 2016**. The report must include an updated comprehensive analysis of the program, identifying specific actions taken to improve program pass rates that have worked and those that needed revision and why. 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.
5. Continue to 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.
 6. Continue to require the program to demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.
 7. Place the program on the agenda of the Board's **November 2016** meeting, for reconsideration of provisional approval.
- On August 19, 2016, the Board Denied the Info Tech Career College Vocational Nursing Program's request for early termination of provisional approval; and,
 1. Continued the program's provisional approval as previously determined by the Board through November 31, 2016.
 2. Denied the program's request to admit a class of 20 full-time students on September 6, 2016, graduating on February 15, 2018.
 3. Required the program to obtain adequate Board approved clinical facilities as to number, type, and variety of patients treated to afford students clinical experiences in all areas specified by Section 2533.
 4. Required the program director to submit, under penalty of perjury, the names of all enrolled students, dates of admission, placement in the curriculum, and expected dates of graduation by **September 15, 2016**.
 5. Continued the program's requirement to admit no additional students unless approved by the Board.
 6. Continued to 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.
 7. Continued to require the program to demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.
 8. Placed the program on the agenda of the Board's **November 2016** meeting, for reconsideration of provisional approval.

- On October 18, 2016 the Board approved a new Program Director.

Agenda Item #19.B.4., Attachment B.



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

December 10, 2014

Elizabeth Estrada, B.S., R.N.
Director, Vocational Nursing Program
Info Tech Career College
8527 Alondra Boulevard, Suite 174
Paramount, CA 90723

Subject: Notice of Extension of Provisional Approval

Dear Ms. Estrada:

Pursuant to the action of the Board of Vocational Nursing and Psychiatric Technicians (Board) on November 21, 2014, the provisional approval status of the Info Tech Career College Vocational Nursing Program has been extended for the one – year period from December 1, 2014 through November 30, 2015. The purpose of this letter is to explain the areas of non-compliance found and the corrections required of your program to avoid losing approval completely.

Once you have reviewed this letter, please sign and return the enclosed "Acknowledgement of Change in Approval Status" form by **Monday, December 15, 2014.**

AREAS OF NON-COMPLIANCE [VIOLATION(S)]

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

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

Section 2527 (a) of the California Code of Regulations states:

"The Board shall require such reports by schools and conduct such investigations as necessary to determine whether or not approval will be continued."

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."

The program pass rates of the Info Tech Career College Vocational Nursing Program for the past 20 quarters are set forth in the following table.

NCN:KFN211 Vocational Examination Pass Rates			
Quarter	State Annual Average Pass Rate	Program Annual Average Pass Rate	Variance from State Annual Average Pass Rate
Oct – Dec 2009	73%	60%	-13
Jan – Mar 2010	74%	44%	-30
Apr – Jun 2010	75%	42%	-33
Jul – Sep 2010	75%	38%	-37
Oct – Dec 2010	76%	25%	-51
Jan – Mar 2011	77%	40%	-37
Apr – Jun 2011	76%	50%	-26
Jul – Sep 2011	76%	100%	+24
Oct – Dec 2011	75%	100%	+25
Jan – Mar 2012	74%	100%	+26
Apr - Jun 2012	74%	0%	-74
Jul – Sep 2012	74%	0%	-74
Oct – Dec 2012	74%	0%	-74
Jan – Mar 2013	73%	75%	+2
Apr – Jun 2013	73%	63%	-10
Jul – Sep 2013	74%	64%	-10
Oct – Dec 2013	76%	73%	-3
Jan – Mar 2014	76%	63%	-13
Apr – Jun 2014	73%	86%	+13
Jul – Sep 2014	73%	100%	+27

This data substantiates the program's history of non-compliance with Section 2530(I) of the Vocational Nursing Rules and Regulations for 11 of 20 Quarters.

REQUIRED CORRECTION(S)

1. The Info Tech Career College, Vocational Nursing Program shall bring its average annual pass rate to no more than ten (10) percentage points below the State average annual pass rate.
2. The program shall continue to obtain approval of the full Board prior to the admission of additional students.
3. The program shall submit a follow-up report in nine (9) months, but no later than **August 1, 2015**. The report must include an updated comprehensive analysis of the program, identifying specific actions taken to improve program pass rates that have worked and those that needed revision and why. 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.
4. The program shall continue 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.
 5. The program shall continue to demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.
 7. Failure to take any of these corrective actions may cause the full Board to revoke the program's approval.
 8. In the event additional violations of the approval standards are identified, such violations may result in further corrective action or revocation of provisional approval.

FUTURE BOARD ACTION

Your program will be placed on the **November 2015** 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 2 and 3, you must submit this documentation by the fifteenth day of the second month prior to that Board meeting.

OTHER IMPORTANT INFORMATION

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

Notice of Change in Approval Status

Info Tech Career College

Vocational Nursing Program

December 10, 2014

Page 4 of 4

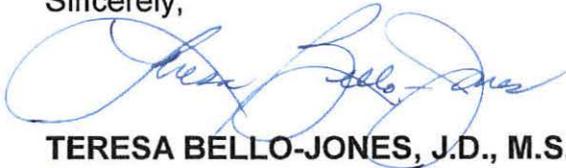
In the event your program is required to submit any report(s) as a corrective action pursuant to this notice, such reports are required in addition to any other reports required pursuant to 2527 of the Board's regulations.

The program may no longer advertise that it has full approval, and should take steps to correct any ongoing advertisements or publications in that regard.

A copy of title 16, California Code of Regulations, section 2526.1, regarding provisional 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,



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

Executive Officer

Enclosures

cc: Board Members

TBJ: ph



Agenda Item #19.B.4., Attachment C.

Infotech Career College

BVNPT RECT 8/7/15
Via email JG

EVALUATION PROCESS

A committee of faculty and the Director of Nursing will evaluate students for admission to the VN program based on the following:

1. a) The student must achieve a test score of 24 on Wonderlic Scholastic Level Exam (SLE) and b) also score a minimum of 265 on Wonderlic Basic Skills Test (WBST). Both exams need to be passed in order to be admitted.
2. A personal statement in narrative essay of at least 1 page, discussing: a) reason you chose Nursing as a career, b) how Nursing will help you service the community, c) your desire to pursue nursing.
3. Interview with the Director of Nursing (DON).

Students should discuss: current personal commitments outside of school (e.g., work, family), and their plan to handle both school and personal commitments. Nursing faculty will evaluate candidate personal statements to determine that the candidate is serious about the career, is aware of the significant commitment needed to succeed in school, and has a time management plan in place to fulfill both personal and school related responsibilities.



Agenda Item #19.B.4., Attachment D

InfoTech Career College

PROVISIONAL REPORT FOR THE BVNPT AUGUST, 2015

After a long collaborative effort of the Director of Nursing and staff, the college is ready to submit this provisional report. Our purpose to provide the data to support InfoTech Career College's request to be moved from a "Provisional approval" to a regular approval as an accredited vocational nursing college recognized by the Board of Vocational Nursing & Psychiatric Technicians. The current Director of Nursing started in 2011 and has provided consistent leadership and incorporated specific strategies to improve the success of the program. InfoTech Career College has retained a dedicated professional staff. Consequently, the results have improved significantly for the students that have graduated.

Historical Information

Infotech Career College has had many challenges in the development of its program. The first program results were less than satisfactory. The pass rate of the very first cohort in 2009 was unsatisfactory on the students' first attempt. With the support and assistance of the BVNPT, the program went through a thorough review, revisions made, and delivery of vocational nursing educational content was improved. After many directors, the current director has maintained a stable program for almost four years.

With a small enrollment, close personal attention has been provided to each of the students ensuring their success..

Admissions Criteria, Screening and Selection Criteria

The following changes have been made to improve the admissions criteria for our new cohort:

1. For our new cohort we are using a two new entrance exams SLE and WBST. Passing scores in the Wonderlic SLE is 24 and WBST passing is 265. These tests include Reading Comprehension, English Grammar and Mathematics.
2. We also have a prerequisite class in Anatomy & Physiology and Intro to Pharmacology math.

Terminal Objectives

Our terminal objectives have been stable and no major changes have been made. We continue to strive to educate safe competent vocational nurses who will make a difference in their patients' lives.

Curriculum Objectives –

In our last report in 2014, we reported a curriculum deficiency. The four modules have been re-evaluated and deficiencies were identified. In 2012 the Genitourinary System was found to be lacking in the original curriculum. The Genitourinary System was added as an important content necessary for core knowledge needed



InfoTech Career College

by the students. The curriculum is been stable with no major changes. It was determined to keep the curriculum stable in order to encourage consistency in the educational content. The improving pass results seem to indicate that the curriculum has been effective.

Instructional Plan – In 2012, the instructional plan was revised to be consistent with changes in the curriculum objectives. Also, the references and assignments given to students were revised to reflect updates in textbooks, study guides, and other resources. **In 2014**, the instructional plan continues to be stable without any major changes.

Theory and Clinical Objectives for Each Course

Since the last report in 2014, very few changes in theory and clinical objectives were needed.

After approval from BVNPT in 2012 of an outstanding pediatric facility, our Module IV students were able to have a good pediatric clinical experience at Totally Kids Specialty Healthcare. We have now had two cohorts benefit from the experience in this great facility and our current cohort is now actively involved with pediatrics. The facility continues to contribute to the students understanding of growth and development and care of pediatric patients. Infotech Career College continues to have an outstanding relationship with this pediatric facility.

Lesson Plans for Each Course

Each Lesson plan was modified in accordance with curriculum objectives and improved with addition of updated resources. An assessment in **2014** indicated no need to change at this time.

Textbooks

We have added two textbooks for Anatomy & Physiology and for Medical Terminology. These are more in-depth than the textbooks we had before. The same textbooks are being utilized in 2014-2015.

Attendance Policy

We continue to have minimal issues with attendance. All the students are afforded make-up opportunities when needed. In the report below, a summary of the attendance of each cohort is included.

Remediation Policy

1. We continue to have the policy that if students miss makes up hours; they subsequently owe double the amount of hours they originally had to make up. This has improved participation for the remediation sessions. A separate monitoring and tracking system has had to be developed to track this process.
2. Some students are given the option of doing their remediation during the two hours after theory class when the theory instructor is available for remediation, extra assistance, and make-up.



InfoTech Career College

Evaluations of Theory and Clinical Faculty

1. **One of our former** clinical instructors (previously approved by the BVNPT) has been re-hired for our upcoming clinical rotations for our Mod III.
2. The Assistant Director of Nursing has performed her duties well in teaching pediatrics, obstetrics, and Medical-Surgical Nursing. She was oriented to various management responsibilities and has grown in her leadership abilities. She has been able to handle some administrative duties when the director was not available.
3. We have a new theory/clinical instructor (approved by the BVNPT recently) to teach theory and clinical for the new cohort that started recently.

Evaluations of Theory Presentations

Our theory instructor has been stable for several years. Ms. Jordan has done well in teaching theory and has been a solid instructor. She is currently the beginning of Term III and is closely monitoring their progress. Because of the Assistant Director's expertise in pediatrics and obstetrics, she has been able to provide classes on these subjects. We anticipate that the recently graduated class will show success in these areas.

Evaluations of Clinical Rotations and Their Correlation to Theory Presentations

Care plans continue to be a challenge. The Director did a special workshop on care plans for students and instructors. We anticipate an improvement in the use of care plans in the clinical setting. More work is needed to ensure that the students correlate the use of concept mapping and care plans. It is our goal to utilize concept mapping to integrate critical thinking in their care plan development. We are looking for additional resources or guest teachers to provide special classes to cover how to integrate concept mapping.

Most of the acute facilities approached for possible clinical rotations are moving towards an all RN staff. The Director continues to search and evaluate new facilities for possible sites as the school adds new cohorts. The long term care facilities seem to be accepting of LVN students. These long term care facilities and some home care agencies are possible job targets for the students when they graduate. We anticipate needing several more facilities as the new cohort is ready for their clinical experience.

Evaluation of Student Achievement

We have had the ability because of the small size of our student population, to monitor each student carefully. When there is any concern with individual students, they are identified early. We have utilized notice of non-compliance forms effectively. The instructors are empowered to fill out the non-compliance forms, review the necessary improvements, and have students sign the form stating their commitment to change. If the instructor deems it necessary and the problem is more serious, the program director and the instructor will meet with the student together.



InfoTech Career College

If the students fail a mid-term or final, they are counseled and then allowed to retake the exam. On retake, the highest they can get is a 76. This gives the student a strong incentive to pass the first time they take the exam. At checkpoints throughout the module, the students are counseled both by the Director of Nursing and the Instructor.

The students were underutilizing the resources that they have including the ATI practice exams and remediation tools. We are planning to have a special ATI class given by ATI representative experts to come in with another presentation as a refresher. It is anticipated that the more frequent use of the "practice ATI exams" will be more meaningful as they approach the end of the program. In the past, we were able to obtain additional help and on-line presentations from **ATI** to boost the student's ability to utilize this resource. This happened in the beginning of the program. This planned refresher will give the students a boost on the resource and update them on any changes that may have been updated during the year.

Because NCLEX Reviews for students after finishing Module IV have been effective, we plan on continuing with the use of ATI mentoring after the classes have ended. They are required to take the practice Comprehensive exams as often as necessary to be prepared for the Comprehensive Predictor exam. We continue to require the students to pass the exit exam with a **predictor score of 92 or above prior to releasing them to take the NCLEX exam.**

Preliminary monitoring of this process seems to rapidly identify weaknesses in individual student knowledge and give them specific guidelines for remediation. The students that are following the guidelines are showing significant increase in their knowledge.

Evaluation of Outreach Attempts to Reach Prior Graduates who have not taken the Licensure Examination:

It has been extremely helpful to review the reports from the ATI mentors that work with each individual student. The college is informed of the student's progress on a regular basis. In addition, the Director and staff will call the student to give them encouragement and motivation. When necessary, additional resources are suggested to facilitate their studying. Former students who have not yet taken the NCLEX (if we can reach them) are invited to come in and sign up for the ATI review mentoring. The college is willing to allow former graduate students, who have not taken the NCLEX yet, to "audit" classes and be invited to attend NCLEX review sessions when they are available. Again, this would emphasize the college's willingness to support their success. However, there have been some challenge is finding these students from earlier than 2010. We are concerned about the impact on the passing scores of these past students on current past rates.



InfoTech Career College

Below is an example of the report we get from ATI (student's names removed)

ATI-Virtual NCLEX PREP Progress :

Student 1	
08/05/2015	25% stage - On target meeting benchmark of 60% with VATI Fundamentals assessment. Individualized remediation provided on areas identified. 08/05/2015 - PN VATI Fundamentals 2014 - 85.0% 08/04/2015 - Nurse Logic Testing and Remediation Beginner - 65.0% 08/04/2015 - Nurse Logic Priority Setting Frameworks Beginner - 70.0% 08/04/2015 - Nurse Logic Knowledge and Clinical Judgment Beginner - 60.0% 08/04/2015 - Nurse Logic Nursing Concepts Beginner - 55.0%
Student 2	
07/30/2015	Beginning Review - Welcome to Virtual-ATI communication sent with request of time commitment to engage in the review. 07/16/2015 - PN RN Comprehensive Predictor 2011 2013 Survey - - 07/16/2015 - PN Comprehensive Predictor 2011 Form B - 71.3% 07/15/2015 - PN RN Comprehensive Predictor 2011 2013 Survey - - 07/15/2015 - PN Comprehensive Predictor 2011 Form B - 67.3% 07/08/2015 - PN RN Comprehensive Predictor 2011 2013 Survey - -
Student 3	
07/29/2015	Beginning Review - Student beginning review with Nurse Logic to enhance test taking skills. 07/26/2015 - PN RN Comprehensive Predictor 2011 2013 Survey - - 07/15/2015 - PN Comprehensive Predictor 2011 Form B - 70.7% 07/15/2015 - PN Pharmacology Online Practice 2014 B - 48.0% 07/14/2015 - PN Fundamentals Online Practice 2014 B - 51.7% 07/14/2015 - PN Comprehensive Online Practice 2014 A - 59.3%
Student 4	
07/24/2015	Beginning Review - A study plan was recommended as a guide based on the Comprehensive assessment score and the student's time commitment to the review.
07/24/2015	Beginning Review - Welcome to Virtual-ATI communication sent with request of time commitment to engage in the review.
Student 5	
7/27/2015	Beginning Review - A study plan was recommended as a guide based on the Comprehensive assessment score and the student's time commitment to the review. 07/26/2015 - PN RN Comprehensive Predictor 2011 2013 Survey - - 07/08/2015 - PN Comprehensive Predictor 2011 Form C - 70.7% 07/02/2015 - PN Nursing Care of Children 2011 Form A - 56.7% 07/02/2015 - PN Adult Medical Surgical 2011 Form A - 63.3% 07/01/2015 - PN Maternal Newborn 2011 Form B - 62.0%
Student 6	



InfoTech Career College

07/28/2015	Beginning Review - A study plan was recommended as a guide based on the Comprehensive assessment score and the student's time commitment to the review.
07/24/2015	Beginning Review - Welcome to Virtual-ATI communication sent with request of time commitment to engage in the review.
Student 7	
07/29/2015	Beginning Review - A study plan was recommended as a guide based on the Comprehensive assessment score and the student's time commitment to the review.
07/29/2015	Beginning Review - Welcome to Virtual-ATI communication sent with request of time commitment to engage in the review.
Student 8	
07/23/2015	Beginning Review - A study plan was recommended as a guide based on the Comprehensive assessment score and the student's time commitment to the review.
07/23/2015	Beginning Review - Welcome to Virtual-ATI communication sent with request of time commitment to engage in the review.

Graduated Cohort 2014-2015:

STUDENT ID	ATI COMPREHENSIVE EXIT EXAM
Student 1	98%
Student 2	94%
Student 3	93%
Student 4	95%
Student 5	97%
Student 6	93%
Student 7	95%
Student 8	97%
Student 9	96%
Student 10	96%

The NCLEX passing rate success for the students who graduated in 2013 is significantly better than the previous cohort. Because of this success, we will continue with the following as stated in the last report.

8527 Alondra Blvd, Suite #174, Paramount, CA 90723
Telephone: 562-804-1239 Facsimile: 562-866-7739



InfoTech Career College

1. Constant contact by phone, email and text encouraging students to keep on track to study for their NCLEX
2. Use of the ATI Virtual Tutor. In the past, we have offered in-person NCLEX tutoring. Student participation was low for the in-person NCLEX review because after the VN program, students get involved in work and family obligations. The ATI Virtual Tutor allows students to complete personalized NCLEX tutoring on their own schedule. We find the ATI Virtual Tutor more effective than a group session because it is targeted to the student's specific needs and more user-friendly because students can complete tutoring on their own schedule.

We will continue to call, email and text the remaining students to encourage them to take their NCLEX as soon as they get the "green light" form their ATI Virtual Tutor.

Cohort 2015-2016: There are 11 students currently in the class which started February 24, 2015. They are currently in Module III.

Below are the results of the 12 active students (one of these students is repeating MOD-III):

STUDENT ID	MOD I	MOD II
Student 1	80%	75%
Student 2	82%	79%
Student 3	82%	77%
Student 4	81%	78%
Student 5	76%	78%
Student 6	82%	82%
Student 7	85%	83%
Student 8	82%	80%
Student 9	81%	76%
Student 10	78%	76%
Student 11	74%	76%
Student 12	80%	76%

Our NCLEX preparation procedure for the previous cohorts has improved student outcomes, we realize there is still room for improvement. We will implement these strategies for the cohort which has just graduated.

Our goals are: (1) to make students pass the ATI comprehensive exit exam on the first try, and (2) to sign them up for ATI Virtual immediately following their

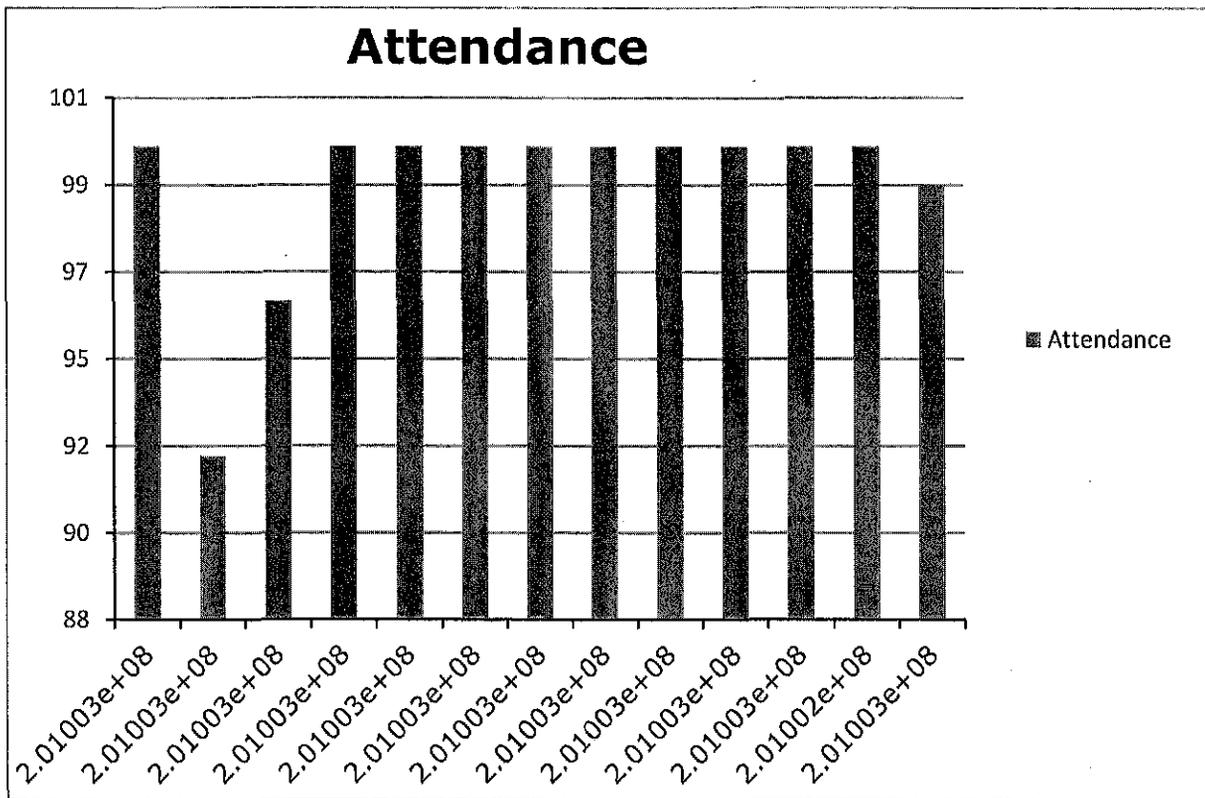


InfoTech Career College

exit exam. To accomplish goal (1), we seek to build up students' confidence and proficiency in testing. To this end, we have scheduled students to come to campus for all-day ATI testing sessions after their Module IV final exam.

They will test; the Instructor will print out the report, and review common weaknesses with students the next day. The students will test and re-test until they are able to reach 90% on the preliminary exams. Only then will they be allowed to take the exit exams. We believe that when students pass the exit exam on the first try, they are more likely to pass the NCLEX exam on the first try. To accomplish goal (2), Infotech will pay the fees for the ATI Virtual Product up front, and have students login and make contact with the tutor immediately after they pass their exit exam.

Below is the attendance chart for the 12 currently enrolled students:



Pass Rates:

Annual pass rate for the entire year of 2014 was 80%. So far this year, our 1st Quarter Pass rate was 100% (only one student took exam). Our 2nd Quarter Pass rate was 67%.



InfoTech Career College

ADDITIONAL STRATEGY:

After the last module and assessment of their final exam, Infotech plans on providing minimum of two weeks of NCLEX preparation and testing included in their tuition. It becomes mandatory for students to complete. At the end of these two weeks, they will be taking the final exit exam which we have already determined the passing rate to be 92%. With this strategy, we anticipate an extremely high passing rate for the NCLEX.

SUMMARY NOTE:

We are closely monitoring the progress of our newest cohort 2015-2016 and expect this group to be very successful.

We are growing as a quality vocational nursing program. With assistance from the BVNPT, minimal changes in both the curriculum and teaching have been made. this year. We have a quality, highly educated faculty and have made a significant transformation as a school from the time we started our first cohort in 2009. Our faculty is a stable force for continued growth.

The Director of Nursing is currently interviewing for additional positions in anticipation of need to be made to fill positions that will come up as the new cohort is approved for 2016.

Once again, we request to be placed with full accreditation. In addition, we are requesting a new cohort to start on January 25, 2016 Thank you for your important consideration of our request. We are confident that the program has grown and can continue to produce the kind of nurses we can all be proud of.

Respectfully Submitted:

Elizabeth Estrada, MSN, RN
Program Director
Infotech Career College

Agenda Item #19.B.4., Attachment E



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

December 18, 2015

Asima Jabbar, Director
Vocational Nursing Program
InfoTech Career College
8527 Alondra Boulevard, Suite #174
Paramount, CA 90723

Subject: Notice of Extension of Provisional Approval

Dear Ms. Jabbar:

Pursuant to the action of the Board of Vocational Nursing and Psychiatric Technicians (Board) on November 20, 2015, the InfoTech Career College Vocational Nursing Program's provisional approval has been extended for the one (1) year period from December 1, 2015 through November 30, 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 **Thursday, December 31, 2015**.

AREAS OF NON-COMPLIANCE (VIOLATIONS(S))

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

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

Section 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."

Program pass rates for the InfoTech Career College Vocational Nursing Program for the past 24 quarters are set forth in the following table:

NCLEX-RN® Licensure Examination Pass Rates			
Quarter	State Annual Average Pass Rate	Program Annual Average Pass Rate	Variance from State Annual Average Pass Rate
Oct – Dec 2009	73%	60%	-13
Jan – Mar 2010	74%	44%	-30
Apr – Jun 2010	75%	42%	-33
Jul – Sep 2010	75%	38%	-37
Oct – Dec 2010	76%	25%	-51
Jan – Mar 2011	77%	40%	-37
Apr – Jun 2011	76%	50%	-26
Jul – Sep 2011	76%	100%	+24
Oct – Dec 2011	75%	100%	+25
Jan – Mar 2012	74%	N/A	N/A
Apr – Jun 2012	74%	N/A	N/A
Jul – Sep 2012	74%	N/A	N/A
Oct – Dec 2012	74%	0%	-74
Jan – Mar 2012	73%	75%	+2
Apr – Jun 2013	73%	63%	-10
Jul – Sep 2013	74%	64%	-10
Oct – Dec 2013	76%	52%	-24
Jan – Mar 2014	76%	63%	-13
Apr – Jun 2014	73%	86%	+13
Jul – Sep 2014	73%	100%	+27
Oct – Dec 2014	72%	80%	+8
Jan – Mar 2015	71%	80%	+9
Apr – Jun 2015	72%	73%	+1
Jul – Sep 2015	72%	67%	-5

REQUIRED CORRECTION(S)

1. InfoTech Career College Vocational Nursing Program shall continue to admit no additional students unless approved by the full Board.
2. The program director shall submit, under penalty of perjury, the names of all enrolled students, dates of admission, placement in the curriculum, and expected dates of graduation by **March 14, 2016**.
3. The program shall submit a follow-up report in three (3) months, but no later than **February 15, 2016**. The report must include an updated comprehensive analysis of the program, identifying specific actions taken to improve program pass rates that

InfoTech Career College

Vocational Nursing Program

Notice of Extension of Provisional Approval

December 18, 2015

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have worked and those that needed revision and why. 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.
4. The program shall continue 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.
 5. The program shall continue to demonstrate incremental progress in correcting the violations. If the program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the program's approval.
 6. 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 **November 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 3 and 4, you must submit this documentation by the fifteenth day of the second month prior to the Board Meeting.

OTHER IMPORTANT INFORMATION

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



JOHN BROOKS
Acting Executive Officer

Enclosures

cc: Board Members

JB: jg

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