CALIFORNIA DEPARTMENT OF CONSUMER AFFAIRS

BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR

Board of Vocational Nursing and Psychiatric Technicians
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DATE	November 10, 2026
TO	Board Members
REVIEWED BY	Judith D. McLeod DNP, CPNP, RN Supervising Nursing Education Consultant (SNEC)
PREPARED BY	Roberta Thomson Ed.D. RN Nursing Education Consultant (NEC)
SUBJECT	Request to Admit Students; Request for Approval of Curriculum Revision
PROGRAM	San Bernardino Valley College Psychiatric Technician Program (Program) (Program Director: Lessie Moore, San Bernardino, San Bernardino County, Community College)
BOARD MEETING	November 19-20, 2026

Please note: Board Nursing Education Consultants make recommendations. The recommendations are forwarded to the Education and Practice Committee for review and recommendation or to the Executive Officer or full Board for action.

PROGRAM REQUEST:

Admit a full-time class of 21 students to commence on January 18, 2027, with a graduation date of December 17, 2027, to replace the class that graduated on August 16, 2026.

A change in the curriculum from a full-time curriculum of 44 weeks to a revised full-time curriculum of 44 weeks, effective November 20, 2026. The proposed curriculum consists of 576 theory hours and 954 clinical hours totaling 1530 hours.

BACKGROUND:

The Program has had four Program Directors since June 2025.

The Program was noncompliant with licensing pass rates for the past eight quarters (April 2024-March 2026) on the California Psychiatric Technician Licensure Examination (CAPTLE). However, the last two quarters the Program has been compliant with Quarter 2, 2026, 70 percent eight percentage points below the state and the current

Quarter 3, 2026, pass rate is 71 percent ten percentage points below the state annual pass rate.

A curriculum revision was requested by the Program Director and Assistant Director at the time of the Department of Education approved regulations on Financial Value Transparency and Gainful Employment in October 2023. The Department's proposal was to set the maximum length for an eligible program at the length prescribed in regulation by the State where the institution is located. Several documents were discussed between October of 2023 and June 2025 when the Program Director retired and the Assistant Director resigned. The revisions were never submitted or approved.

On September 18, 2025, an unannounced site visit was made.

On November 18, 2025, the Board placed the Program on provisional approval for a period of two years.

On December 11, 2025, the Program Director that was approved on October 1, 2025, submitted the Application for Continued Approval, the comprehensive program analysis, and her resignation. In the comprehensive program analysis, inconsistencies in Program processes were identified as non-compliant with Article 5 of the California Code of Regulations, Title 16.

On February 6, 2026, a new Program Director was approved. The Program Director was given a month to resubmit the application for continued approval with supporting documents.

On March 6, 2026, the Program Director submitted the Continued Approval Application and supporting documents.

On March 25, 2026, an announced continuing approval visit was conducted by two NECs. During the visit, four violations were identified, and the previously identified deficiencies had been corrected. During the exit interview, administration and faculty were informed approval to admit students for the fall semester 2026 was dependent on a successful curriculum revision.

Since March 2026 the NEC has met with the Program Director, Dean, Interim Dean, and the three instructors who make up the curriculum revision team. Two face-to-face meetings and 12 TEAMS meetings were held. July 31 was the deadline for completion of the curriculum revision in order to recommend the Program's request to admit for a cohort for fall semester.

On May 29, 2026, a TEAMS meeting was held with the Program Director, the NEC and the Supervising NEC, to assess progress being made on the curriculum.

On August 20, 2026, the Curriculum revision deadline was not met. The August Board meeting was postponed until October 2, 2026. A request to admit was denied by the

Executive Officer on July 7, 2026, and was referred to the Full Board for consideration at the November 20, 2026 meeting.

On September 1, 2026, a comprehensive program review was submitted by the Program to the NEC. The submission did not address requirements for the comprehensive program analysis.

In September 2026, the Program made the decision to make a change to textbooks and resources, requiring assignment changes, in class activities and homework on daily lesson plans and on the instructional plan. The Program Director provided a table of the new textbooks and the accompanying resources. The texts and resources supported and enhanced the revised curriculum.

On October 6, 2026, the NEC provided additional instructions as to what was needed for the program analysis. The NEC requested that the comprehensive program analysis be formatted so that it could be reviewed and evaluated. A revised Comprehensive Program Analysis was submitted on October 12, 2026. The submitted documents were organized, identified problems and presented a plan of correction.

On October 12, 2026, a TEAMS meeting was scheduled, and the Curriculum Revision was submitted in its complete, correct and final form. The submission included the following:

1. A course outline for each course
2. Form 56M 2-E Summary of Instructional Hours
3. Content Hour Worksheets for each term, by weeks
4. Instructional Plan for each Term/Course
5. Daily Lesson Plans for each theory and clinical or skills day.
6. Psychomotor domain objectives for clinical experiences (some affect domain objectives are appropriate for a mental disorders clinical experience.)

The Program Director, the Dean and four faculty members who had been working on the curriculum revision were in attendance.

STAFF ANALYSIS:

The NEC reviewed and analyzed the documents provided by the Program Director to verify adequate resources including clinical facilities and classrooms to accommodate the students' learning needs and ability to meet the Program's approved objectives.

Submitted documentation by the Program Director substantiates minimum resources including faculty and facilities for students to achieve programmatic learning objectives.

Board staff will continue to monitor the Program's effectiveness by tracking class admissions, the effectiveness of employed interventions, and the Program's licensure examination pass rates each quarter.

STAFF RECOMMENDATIONS:

1. Approve the Program's request to admit a full-time class of 21 students to commence on January 18, 2027, with a graduation date of December 15, 2027, to replace the class that graduated on August 16, 2026.
2. Approve the Program's request to a change in the curriculum from a full-time curriculum of 44 weeks to a revised full-time curriculum of 44 weeks, effective November 20, 2026. The proposed curriculum consists of 576 theory hours and 954 clinical hours totaling 1530 hours.
3. Place the Program on the November 2027 BVNPT Board Agenda for reconsideration of Provisional Approval.
4. Require the Program to comply with all requirements listed below.

PROGRAM REQUIREMENTS

1. Require the Program to submit a comprehensive analysis report in four months from this report, but no later than March 20, 2027, and in 10 months but no later than September 20, 2027. The report must include a comprehensive analysis of the Program, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.
   a. Terminal Objectives
   b. Evaluation of Current Curriculum including:
      1) Instructional Plan
      2) Daily Lesson Plans for each Term
   c. Student Policies including:
      1) Admission Criteria
      2) Screening and Selection Criteria
      3) Attendance Policy
      4) Remediation Policy
      5) Evaluation Methodology for Student Progress including evaluation of clinical practice
      6) Credit Granting Policy
   d. Evaluations of approved clinical facilities which determine adequacy in number and variety of patients to accommodate current and projected student enrollment.
   e. Faculty Meeting Methodology
   f. Documentation of resources, including faculty and facilities, for all terms for all current cohorts.
2. Submit attendance records to the BVNPT at the conclusion of each term that state beginning and end time for each student and their signature on a daily basis. Each instructor will verify that the attendance record is correct and a true

representation of the hours each student was in class or the patient area of the clinical site.

3. Record absences and proof of appropriate make-up activities as outlined in the attendance policy.
4. Notify the NEC in the event a current class is displaced from clinical sites.
5. Obtain BVNPT approval prior to the admission of each class.
6. Provide a maximum of 10 students to each instructor in clinical experiences. California Code of Regulations, Title 16, Section 2588(c) states, “for supervision of clinical experience, there shall be a maximum of 15 students for each instructor.” Recommendation of one instructor for every 10 students in clinical experiences will enable more focused instruction and enhanced learning to closely monitor and evaluate the clinical performance of students. The Clinical partners restrict clinical groups to seven students per instructor.
7. Continue to require the Program, when requesting approval to admit students, to:
    a. Submit all documentation in final form, free of errors and including all required information, using forms provided by the BVNPT, no later than the fifteenth day of the second month of the month preceding the Board meeting,
    b. Provide documentation that adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.
    c. Maintain an average annual pass rate that is compliant with California Code of Regulations, Title 16, Section 2585(l).
8. Comply with all of the approval standards set forth in Article 4 of the Psychiatric Technicians Law, commencing with California Business and Professions Code Section 4530, and Article 5 of the California Code of Regulations, Title 16, commencing with Section 2580.
9. Demonstrate incremental progress in California Psychiatric Technician Licensure Examination (CAPTLE) pass rates.
10. If the Program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the Program’s approval.
11. Any material changes in circumstances affecting any information contained in the documents submitted by the Program to the Board require the Program to notify the NEC immediately, in writing, according to California Code of Regulations, Title 16, Section 2581(g).

RELEVANT PROGRAM ELEMENTS

Enrollment

California Code of Regulations, Title 16, Section 2585(k) states:

> The program shall have prior Board approval to increase the number of students per class and/or increase the frequency of admission of classes. Criteria to evaluate a school's request to increase the number of students per class and/or increase the frequency of class admissions include but are not limited to: (1) Sufficient program resources as specified in Section 2585(a). (2) Adequacy of clinical experience as specified in Section 2588. (3) Licensure examination pass rates as specified in Section 2585(l).

The Program is approved to offer a 44-week full-time class. Board approval is required prior to the admission of each class.

The following table represents current and projected student enrollment based on proposed class starts and completion dates. The table indicates a maximum enrollment of 21 students for the period January 2027 through December 2027.

ENROLLMENT DATA TABLE

Class Start Dates	Class Completion Dates	Number of Students Admitted	Number of Students Current	Number of Graduated	Total Enrolled
01/18/2027 FT *(12/15/2027) **Proposed**		21			21

*Indicates projected graduation date

Licensing Examination Statistics

California Code of Regulations, Title 16, Section 2585(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 psychiatric technician schools for the same period.

The following statistics, furnished by Psychological Services, LLC (PSI) and printed by the Board of Vocational Nursing and Psychiatric Technicians for the period October 2024 through September 2026, specify the pass percentage rates for graduates of the Program on the California Psychiatric Technician Licensure Examination (CAPTLE).

CALIFORNIA PSYCHIATRICTECHNICIAN LICENSURE EXAMINATION DATA

Quarterly Statistics					Annual Statistics		
Quarter	# Candidates in Quarter	# Passed in Quarter	% Passed in Quarter	State Quarterly Pass Rate	Program Average Annual Pass Rate	State Average Annual Pass Rate CCR §2585(l)	Variance from State Average Annual Pass Rate
Oct -Dec 2024	16	7	44%	70%	59%	73%	-14
Jan– Mar 2025	14	7	50%	65%	45%	69%	-24
Apr – Jun 202	11	5	45%	60%	48%	68%	-20
Jul – Sep 2025	No testers this quarter				46%	65%	-19
Oct -Dec 2025	8	4	50%	45%	48%	64%	-16
Jan– Mar 2026	13	6	46%	54%	47%	64%	-17
Apr – Jun 2026	16	12	75%	85%	70%	78%	-8
Jul – Sep 2026	5	4	80%	83%	71%	81%	-10

*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 period, the statistic is carried over from the last quarter for which data is available.

Based on the most current data available (July – September 2026), the Program's average annual pass rate is 71 percent. The California average annual pass rate for graduates from approved psychiatric technician programs who took the licensure examination for the first time during the same period is 81 percent. The average annual pass rate for the Program is 10 percentage points below the state average annual pass rate.

Faculty and Facilities

California Code of Regulations, Title 16, Section 2588(d) states:

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

The current number of approved faculty totals 15, including the Program Director. The Program Director has 100 percent administrative duties. Of the total faculty, 13 are designated to teach clinical. Based upon a maximum proposed enrollment of 21 students, three instructors are required for clinical supervision to comply with the limit of seven students for each clinical instructor. The utilization of faculty at clinical facilities is such that clinical instruction is covered adequately.

California Code of Regulations, Title 16, Section 2588(b) states, in part:

> 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 2587. 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.

Submitted documentation indicates the Program has sufficient clinical facilities to afford the number, type and variety of patients that will provide clinical experience consistent with Board-approved competency-based objectives and theory being taught for current and proposed student enrollment.

Given the foregoing, the following violations were identified:

Violations

California Code of Regulations title 16, section 2581(j)(1) requires an institution, as a condition for the continued approval of a postsecondary school or educational program offering a course of instruction in psychiatric technician instruction, to submit a completed "Continuing Approval Application for a Psychiatric Technician School or Program," Form 56M-15 (New 04/2022), the requirements of which are incorporated by reference into the section.

Violation #1

Form 56M-15, at Section 13 on page 5, Instructional Plan requires the program to attach the following form, which is to be completed and submitted with this application: Vocational Nursing or Psychiatric Technician Program Curriculum Content - Instructional Plan (Form 55M-2W) (New 04/2022). An instructional plan is a document that correlates theory and clinical content and hours on a weekly basis and provides an overview of the teaching schedule; the document shall commit to curriculum in which theory hours precede clinical hours.

Violation: On July 22, 2026, an on-site meeting was held with the Program's curriculum taskforce and the NEC to review the curriculum work in progress. At that time, the curriculum was not submitted in its final and correct form.

Status: The violation is corrected.

On October 11, 2026, the Program submitted an Instructional Plan that documents a correlation of theory and clinical content on a weekly basis. Theory content precedes skills lab. Content will be taught in a logical order and demonstrate progression from simple to complex.

Violation #2

Form 56M-15, at Section 14 on page 5, Daily Lesson Plans requires the program to attach copies of daily lesson plans for the first two weeks of courses of instruction in the following subjects (for theory and skills): fundamentals, medical-surgical nursing, leadership, mental disorders and developmentally disabled. A daily lesson plan is a document that correlates the theory and practice for each instruction day for the instructor to follow.

Violation: Daily Lesson Plans submitted do not reflect the theory and skills as outlined in the Instructional Plan. Format and content required for daily lesson plans for each theory and skills day for the entirety of the program.

Status: The Violation is corrected.

Updated Daily Lesson Plans were submitted on October 11, 2026, The lesson plans are being reviewed for conformity to the Instructional Plan.

Other Considerations

Below is the current and proposed curriculum outline.

Curriculum Content	Prior Curriculum Totals	Proposed Curriculum Totals
Anatomy & Physiology	16	15
Nutrition	14	14
Psychology	9	10
Normal Growth & Development	21	17
Nursing Process	16	20
Communication (verbal and written)	12	16
Nursing Science		
Fundamentals of Nursing	46	46
Medical/Surgical Nursing	60	60
Communicable Disease	10	16
Gerontological Nursing	10	10
Patient Education	10	27
Pharmacology	54	54
Developmental Disabilities	108	112
Mental Disorders	125	108
Leadership/Supervision	30	10
Ethics	8	6
Critical Thinking	8	17
Culturally Congruent Care	10	8
End-of-Life Care	10	10

Total Theory Hours	**577**	**576**

Breakout of Clinical Hours by Topic Area: total clinical

Topic	Prior Curriculum Hours	Proposed Curriculum Hours
Nursing Science		
Fundamentals	110	110
Medical-Surgical	182	182
Developmental Disabilities	306	306
Mental Disorders	346	346
Leadership/Supervision	10	10
Totals	**954**	**954**

ATTACHMENTS:

Attachment A: Program History

SAN BERNARDINO VALLEY COLLEGE
PSYCHIATRIC TECHNICIAN PROGRAM

Program History

- In 1970, the Board approved the request of San Bernardino Valley College to begin a Psychiatric Technician Program effective August 1970.
- In February 1971, the Board approved full initial accreditation for the San Bernardino Valley College Psychiatric Technician Program, effective for the first class that began August 1970.
- On May 4, 1984, the Board approved continued accreditation for the four - year period from May 4, 1984, through May 3, 1988.
- On November 8, 1985, the Board ratified the Nursing Education Consultant's authorization to increase the class size of admitted classes from 30 to 45 students per semester, effective October 18, 1985.
- On May 23, 1986, a new Program Director was approved.
- On January 4, 2002, the Board approved continued full accreditation for the four-year period from February 8, 2002, to February 8, 2006. The Board also approved revision of the Program's philosophy and terminal objectives.
- On September 16, 2005, the Executive Officer approved continued full accreditation for San Bernardino Valley College Psychiatric Technician Program for the four-year period from February 8, 2006, through February 7, 2010, and issued a certificate accordingly.
- On May 29, 2009, a new Program Director was approved.
- On April 1, 2010, the Board received the Program Records Survey and attachments.
- On July 20, 2010, the Executive Officer approved continued full accreditation for San Bernardino Valley College Psychiatric Technician Program for the four-year period from February 8, 2010, through February 7, 2014, and issued a certificate, accordingly, and continued the Program's current approval of a pattern of admission to admit 45 students twice yearly in August and January.
- On January 24, 2014, the Executive Officer approved:
    1. Granted continued full approval for the San Bernardino Valley College Psychiatric Technician Program for a four-year period from February 8, 2014, through February 7, 2018, and issued a certificate accordingly.
    2. Continued approval of the Program's pattern of admission to replace graduating classes, only, with the following stipulations:
        a. No additional classes are added to the program's pattern of admission without prior Board approval. The program's pattern of admission will include

admission of one class of 45 students two times per year in August and January, only.

b. The Program Director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students

c. The Program maintains an average annual pass rate that is compliant with California Code of Regulations, Title 16, Section 2585(l).

- On February 6, 2018, the Board rendered the following decisions:
  1. Approved full continued approval for San Bernardino Valley College Psychiatric Technician Program for a period of four years.
  2. Continued approval of the Program's pattern of admissions with the following stipulations:
     a. 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 one class of 45 students two times per calendar year, only.
     b. The Program Director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
     c. The Program maintains an average annual pass rate that is compliant with California Code of Regulations, Title16, Section 2585(l).
- On March 8, 2022, The Executive Officer rendered the following decisions.
  1. Granted continued full approval for the San Bernardino Valley College, Psychiatric Technician Program for a four-year period beginning February 7, 2022, and issued a certificate accordingly.
  2. Required the Program to comply with the requirements listed below.

PROGRAM REQUIREMENTS:

1. Notify the NEC in the event a current class is displaced from clinical sites.
2. Continued approval of the Program's current pattern of admission with the following stipulations:
   a. No additional classes are added to the Program's pattern of admission without prior Board approval. The Program's pattern of admission will include admission of one class of 45 students two times per calendar year, only.
   b. The Program Director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
   c. The Program maintains an average annual pass rate that is compliant with California Code of Regulations, Title 16, Section 2585(l).
3. Comply with all approval standards in Article 4 of the Psychiatric Technician Law, commencing at Business and Professions Code Section 4530, and Article 5 of the California Code of Regulations, Title 16, Section 2580.

4. Board staff will continue to monitor the program's effectiveness by tracking class admissions, the effectiveness of employed interventions, and the program's licensure examination pass rates each quarter.

- On October 15, 2023, date the program was notified that they had been out of compliance with the licensing exam pass rates for four consecutive quarters
- In October 2023 The Program requested a major curriculum revision
- On January 15, 2024, the program was notified that they had been out of compliance on the licensing exam pass rates for five quarters
- The Program demonstrated compliance with the licensing exam pass rates for one quarter and then reverted back to noncompliance in the third quarter of 2024.
- An unannounced visit was made on April 8, 2024, related to inconsistent compliance of pass rates, excessive student and faculty complaints.
- In June 2025 a new program director was approved to replace the director who retired.
- On July 2025 the Program director was placed on administrative leave
- On August 2025 Program director was approved.
- On November 2025 a new Program Director was approved.
- On November 18, 2025, at the meeting of the full Board the Program was placed on Provisional approval for a period of two years. The Programs pattern of admission was rescinded. The Program was required to comply with requirements listed below.

PROGRAM REQUIREMENTS:

1. Required the Program to submit a comprehensive analysis in 18 months from this report, but no later than May 1, 2027. The report must include a comprehensive analysis of the Program, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis.
   a. Terminal Objectives
   b. Evaluation of Current Curriculum including:
      1) Instructional Plan
      2) Daily Lesson Plans for each Term
   c. Student Policies including:
      1) Admission Criteria
      2) Screening and Selection Criteria
      3) Attendance Policy
      4) Remediation Policy

5) Evaluation Methodology for Student Progress including evaluation of clinical practice

6) Credit Granting Policy

d. Evaluations of approved clinical facilities which determine adequacy in number and variety of patients to accommodate current and projected student enrollment.

e. Faculty Meeting Methodology

f. Documentation of resources, including faculty and facilities, for all terms

2. Admit no additional classes without prior approval by the Board.

3. Required the Program, when requesting approval to admit students, to:

   a. Submit all documentation in final form, using the forms provided by the NEC, no later than by the fifteenth day of the second month preceding the month of the Board meeting.

   b. Provide documentation that adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.

   c. Ensure that the Program maintains an average annual pass rate that is compliant with California Code of Regulations, Title 16, Section 2585(l).

4. Provide a maximum of 10 students to each instructor in clinical experiences. California Code of Regulations, Title 16, Section 2588(c) states, “for supervision of clinical experience, there shall be a maximum of 15 students for each instructor.” Recommendation of one instructor for every 10 students in clinical experiences will enable more focused instruction and enhanced learning to closely monitor and evaluate the clinical performance of students.

5. Notify the NEC in the event a current class is displaced from clinical sites.

- On December 11, 2025, The Program submitted the continued approval application with supporting documents.
- On December 18, 2025, the Program Director resigned.
- On February 6, 2026, a Program Director was approved.
- On February 8, 2026, the Program was informed that the Continued Approval Application was incomplete and due to the change in program administration the program was given one month to submit a complete continued approval application with all supporting documents in their final form.
- On March 25, 2026 an announced visit by two NEC was made for continued approval.