



LETTER OF INTENT TO SUBMIT APPLICATION for INITIAL APPROVAL of NEW SCHOOL OR PROGRAM – Psychiatric Technician

This completed form along with all written statements and documentation required by section 2581 of Title 16 of the California Code of Regulations (CCR) must be submitted to the Board of Vocational Nursing and Psychiatric Technicians (Board) to begin the approval process for a new psychiatric technician school or program. The information requested on this form is mandatory pursuant to Business and Professions Code section 4531.1 and Title 16 CCR section 2581. The information provided on this form and in written statements will be used to identify the proposed school or program and to calculate an estimated wait time until active assignment to a nursing education consultant. The information may be provided to other governmental agencies, or in response to a court order, subpoena, or public records request. You have a right of access to records containing personal information unless the records are exempted from disclosure. Individuals may obtain information regarding the location of their records by contacting the Board's Executive Officer at the above address or telephone number.

- Program Type:** Full Time Part Time
- Community College Adult School Regional Occupational Program
- Private Hospital-Based Other:
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Proposed School or Program Name: _____

Mailing Address: _____

Name of Owner of Proposed School or Program (Attach additional sheets as necessary): _____

Program Director's Name: _____

Program Director's Office Address: _____

Direct Phone #: _____

Email Address: _____

Signature of Program Director: _____ **Date:** _____

Printed Name: _____

Programs should email the Board immediately at BVNPT.Education@dca.ca.gov if there are any changes in contact information. Failure to provide updated contact information may delay processing if the Board cannot reach the school or program.