



BUSINESS, CONSUMER SERVICES, AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR
Board of Vocational Nursing and Psychiatric Technicians
 2535 Capitol Oaks Drive Suite 205, Sacramento, CA 95833-2945
 www.bvnpt.ca.gov



DATE	November 8, 2022
TO	Board Members
REVIEWED BY	Beth DeYoung, MPH, RN Supervising Nursing Education Consultant (SNEC)
PREPARED BY	Judith D. McLeod, DNP, CPNP, RN Nursing Education Consultant (NEC)
SUBJECT	Request to Admit Students
PROGRAM	Cypress College Psychiatric Technician Program (Program) (Program Director: Jaime Ramos, Cypress, Orange County, Community College)

Please note: The NECs make recommendations. The recommendations are forwarded to the Executive Officer Review, the Education and Practice Committee or the full Board for action.

PROGRAM REQUEST:

Admit a full-time class of 24 students to commence on January 23, 2023, with a graduation date of May 16, 2024.

BACKGROUND:

On August 16, 2022, the NEC received an email request from the Program Director, with supporting documentation, to admit a class.

On May 14, 2020, the Executive Officer rescinded the Program’s ongoing pattern of admission of two full-time classes a year due to four consecutive quarters of noncompliance with Section 2585(I) of Title 16 of the California Code of Regulations, which pertains to licensure pass rates.

On August 20, 2021, the Program was placed on provisional approval by the Board due to eight consecutive quarters of noncompliance with Section 2585(I) of Title 16 of the California Code of Regulations.

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.

Review of the Comprehensive Analysis Report from June 2022 showed that many students were waiting before taking the California Psychiatric Technician Licensure Examination (CAPTLE) and therefore were not as prepared when taking the examination as they would have been immediately after completing the Program. The Program has instituted an examination review and tutoring program for both current students and previous graduates to assist with examination preparation. Current students and some current graduates are reaching out to graduates who have not yet taken the licensure exam to encourage participation. With this more intensive preparation, the Program's average annual CAPTLE pass rates are beginning to improve. The Program has also confirmed all admission requirements are being met before students begin the program.

STAFF RECOMMENDATIONS:

- 1) Approve the Program's request to admit a full-time class of 24 students to commence on January 23, 2023, with a graduation date of May 16, 2024.
- 2) Require the Program to comply with all requirements listed below.

PROGRAM REQUIREMENTS

1. Continue to require the Program to submit a comprehensive analysis report with a submission date no later than June 1, 2023. 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. Admit no additional classes without prior approval by the Board.

3. Require 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 Section 2585(l) of the California Code of Regulations, Title 16.
4. Continue to provide no less than one instructor for every twelve students in clinical experiences. Section 2588(c) of the California Code of Regulations, Title 16, states, "For supervision of clinical experience, there shall be a maximum of 15 students for each instructor." Recommendation of one instructor for every twelve 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.
6. Continue the Program's requirement to comply with all approval standards in Article 4 of the Psychiatric Technicians Law, commencing at the California Business and Professions Code, Section 4530, and Article 5 of the California Code of Regulations, Title 16, Section 2580.
7. Continue the Program's requirement to demonstrate incremental progress in California Psychiatric Technician Licensure Examination (CAPTLE) pass rates. If the Program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the Program's approval.

RELEVANT PROGRAM ELEMENTS

Enrollment

Section 2585(k) of the California Code of Regulations, Title 16 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 48-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 current and proposed class starts and completion dates. The table indicates a maximum enrollment of 84 students for the period August 2021 through January 2023.

ENROLLMENT DATA TABLE

Class Start Dates	Class Completion Dates	Number of Students Admitted	Number of Students Current	Number of Graduated	Total Enrolled
8/23/21 FT Day *(12/9/22)		24	20		20
3/28/22 FT Day *(7/14/23)		20	20		20+20 = 40
8/22/22 FT Day *(12/7/23)		20	20		40+20=60
1/23/23 FT Day *(5/16/24) Proposed		24			60+24=84

*Indicates projected graduation date

Licensing Examination Statistics

Section 2585(l) of the California Code of Regulations, Title 16 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 following statistics, furnished by Psychological Services, LLC (PSI) and printed by the Board of Vocational Nursing and Psychiatric Technicians for the period July 2020 through June 2022, 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
Jul-Sep 2020	19	13	68%	79%	56%	79%	-23
Oct-Dec 2020	2	2	100%	74%	59%	78%	-19
Jan-Mar 2021	16	9	56%	79%	62%	77%	-15
Apr-Jun 2021	6	2	33%	73%	60%	76%	-16
Jul-Sep 2021	7	6	86%	84%	61%	77%	-16
Oct-Dec 2021	4	1	25%	71%	55%	76%	-21
Jan-Mar 2022	1	0	0%	77%	50%	76%	-26
Apr-Jun 2022	7	5	71%	66%	63%	75%	-12

*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.

Based on the most current data available (April – June 2022), the Program’s average annual pass rate is 63 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 75 percent. The average annual pass rate for the Program is 12 percentage points below the state average annual pass rate.

Faculty and Facilities

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

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

The current number of approved faculty totals nine, including the Program Director. The Program Director has 40 percent administrative duties and 60 percent teaching responsibilities. Of the total faculty, nine are designated to teach clinical. Based upon a maximum proposed enrollment of 84 students and the Program’s requirement of an instructor to student ratio of one to 12, seven instructors are required for clinical supervision. The utilization of faculty at clinical facilities is such that clinical instruction is covered adequately.

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

“Schools shall have clinical facilities adequate as to number, type, and variety of patients treated, to provide clinical experience for all students in the areas specified by Section 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 the current and proposed student enrollment.

ATTACHMENTS:

Attachment A: Program History

Attachment A, Agenda Item 5.B.I

CYPRESS COLLEGE PSYCHIATRIC TECHNICIAN PROGRAM

Program History

- In June 1968, the Board approved Fairview State Hospital's request to begin a psychiatric technician program.
- In June 1969, the Board approved initial accreditation of the Fairview State Hospital Psychiatric Technician Program.
- In March 1971, the Program was moved to Cypress College under the administration of the Division of Health Sciences.
- In January 1977, the Board approved continued accreditation for the Cypress College Psychiatric Technician Program, subsequent to a survey visit.
- In November 1983, the Board approved continued accreditation for the Cypress College Psychiatric Technician Program, subsequent to a survey visit.
- In February 1992, the Board approved continued accreditation for the Cypress College Psychiatric Technician Program, subsequent to a survey visit.
- In May 1992, the Board ratified the consultant authorization to establish class size at a maximum of 30 students. Additionally, the Board approved the Program's admission of two (2) classes per year.
- In September 1996, the Board ratified action by the Executive Officer authorizing the Program's admission of 15 additional students commencing August 19, 1996 only. This action allowed the accommodation of students from Hacienda La Puente Psychiatric Technician Program, which closed due to the unexpected resignation of two (2) instructors.
- In November 1996, a new Program Director was approved.
- In November 1998, the Board approved the Program's request to admit a class of 45 students commencing January 20, 1999, contingent upon approval of adequate faculty and facilities. The Program was directed to submit a revised admission policy and instructional plan. Additionally, the Board requested presentation of a follow-up report at its November 1999 meeting relative to the Program's attrition and examination statistics.

- In November 1999, the Board accepted an informational report relative to the Program's attrition and examination statistics. The Board directed continuous monitoring of the Program's examination pass rate and a full analysis by the Program Director if no improvement is evidenced.
- In April 2001, the Board approved continued accreditation for the Cypress College Psychiatric Technician Program for the four (4) year period from April 27, 2001 to April 27, 2005.
- On February 8, 2002, the Board approved the Program's request to admit 15 full-time advanced placement students to the January 22, 2002 class, commencing April 1, 2002 only, thereby increasing the Program's class size.
- On February 7, 2003, the Board approved the Program's request to admit 15 full-time advanced placement students to the January 21, 2003 class, commencing March 17, 2003 only, thereby increasing the Program's class size.
- On January 12, 2005, the Board approved continued full accreditation for the Cypress College Psychiatric Technician Program for the four-year period from February 4, 2005, through February 3, 2009, and issued a certificate accordingly.
- On January 14, 2009, the Executive Officer approved continued full accreditation for the Cypress College Psychiatric Technician Program for a four-year period from February 4, 2009, through February 3, 2013; and required that the Program present a follow-up report at the September 11, 2009 Board meeting relative to the performance of Cypress College Psychiatric Technician Program graduates on the California Psychiatric Technician Licensure Examination.
- On January 22, 2013, the Executive Officer approved continued full accreditation for the Cypress College Psychiatric Technician Program for a four-year period from February 4, 2013, through February 3, 2017, and issued a certificate accordingly.
- On June 5, 2017, the Executive Officer approved continued full accreditation for Cypress College Psychiatric Technicians' Program:

Continue approval for the Cypress College Psychiatric Technician Program for a four-year period from February 4, 2017, through February 3, 2021, and issue a certificate accordingly.

Continue the Program's approval to admit a class of 30 students two (2) times each year (January and August), with the following stipulations:

- a. No additional classes are added to the Program's current pattern of admission without prior Board approval. The Program's current pattern of admission includes one class of 30 students two (2) times each year (January and August).
- 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's average annual pass rates remain no more than ten (10) percentage points below the state average annual pass rate.

On May 14, 2020, the Executive Officer approved:

- Rescind Cypress College, Psychiatric Technician Programs ongoing pattern of admission of two full-time classes per year, (January and August) of 30 students; to replace graduating classes only.
- The Program is required to submit a written plan for improving the Program's California Psychiatric Technician Licensure Examination (CAPTLE) pass rate for first time candidates.
- The Program is required to obtain Board approval prior to admission of any additional classes.
- The Program is required, when requesting approval to admit students, to:
 - a. Submit all documentation in final form, using the forms provided by the Board, no later than two months prior to the requested start date for the class.
 - 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 Section 2585(l) of the California Code of Regulations, Title 16.

On November 10, 2020, the Executive Officer approved:

- Approve the Program's request to admit a full-time class of 24 students commencing on January 25, 2021, graduating on May 26, 2022, to replace the class that graduates on December 12, 2020.
- Require the Program to comply with all requirements listed below.

PROGRAM REQUIREMENTS:

- Notify the NEC in the event a current class is displaced from clinical sites.
- No additional classes are added without prior BVNPT approval.
- Documents adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.
- Maintain an average annual pass rate that is compliant with Section 2585(l) of the California Code of Regulations, Title 16.
- Continue to require the Program to 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.

On January 26, 2021 the Executive Officer approved:

1. Grant continued full approval for the Cypress College Psychiatric Technician Program for a four-year period beginning February 3, 2021 and issue a certificate accordingly.
2. Require the Program to comply with all requirements listed below.

PROGRAM REQUIREMENTS:

1. Notify the NEC in the event a current class is displaced from clinical sites.
2. Obtain BVNPT approval prior to the admission of each class.
3. Continue to require the Program, when requesting approval to admit students, to:
 - a. Submit all documentation in final form, using forms provided by the BVNPT, no later than two months prior to the requested start date for the class.
 - b. Provide documentation that adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.
 - c. Maintain an average pass rate that is compliant with Section 2585(l) of the California Code of Regulations, Title 16.
4. 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

On June 1, 2021, the Executive Officer approved:

1. Admit a full-time class of 24 students commencing on August 23, 2021, graduating on December 9, 2022, to replace the class that graduates on May 20, 2021.
2. Require the Program to comply with all requirements listed below.

PROGRAM REQUIREMENTS:

1. Notify the NEC in the event a current class is displaced from clinical sites.
2. Obtain BVNPT approval prior to the admission of each class.
3. Continue to require the Program, when requesting approval to admit students, to:
 - a. Submit all documentation in final form, using forms provided by the BVNPT, no later than two months prior to the requested start date for the class.
 - b. Provide documentation that adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.
 - c. Maintain an average pass rate that is compliant with Section 2585(l) of the California Code of Regulations, Title 16.
4. 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.

On August 20, 2021, the Board:

1. Placed Cypress College Psychiatric Technician Program on provisional approval.
2. Required the Program to comply with all program requirements listed below.

PROGRAM REQUIREMENTS:

1. Notify the NEC in the event a current class is displaced from clinical sites.
2. Obtain BVNPT approval prior to the admission of each class.
3. Require the Program Director to submit follow-up reports in 10 months, but no later than June 1, 2022, and in 22 months but no later than June 1, 2023. The report must include a comprehensive analysis of the Program, specific actions taken with revisions to improve pass rates, timeline for implementation, and the effect of employed interventions. The following elements must be addressed in the analysis:
 - a. Admission and Screening Criteria
 - b. Terminal Objectives

- c. Evaluate the Current Curriculum for Possible Update Curriculum to include:
 - 1- Program objectives
 - 2- Instructional Plan
 - 3- Theory and Clinical Objectives for Each Course
 - 4- Lesson Plans for Each Course
 - 5- Evaluation of Correlation of Theory and Clinical
 - 6- Textbooks
 - d. Student Policies to include
 - 1- Attendance Policy
 - 2- Remediation Policy
 - 3- Evaluation of Student Achievement
 - 4- Credit Granting
 - e. Evaluation of available clinical facilities approvals to determine adequacy in number and variety to accommodate current and projected students.
4. 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.
5. Failure to take any of these corrective actions may cause the full Board to revoke the Program's approval.

On February 9, 2022, the Board:

- 1. Approved the Program's request to admit a full-time class of 24 students to commence on March 28, 2022, with a graduation date of July 14, 2023
- 2. Required the Program to comply with all requirements listed below.

PROGRAM REQUIREMENTS

- 1. Continue to require the Program to submit a comprehensive analysis report with a submission date no later than June 1, 2022 and a subsequent report no later than June 1, 2023. 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- Theory & Clinical Objectives for each Term
 - 3- Lesson Plans for each Term
 - c. Student Policies including:
 - 1- Admission Policy
 - 2- Screening and Selection Policy
 - 3- Attendance & Remediation Policy
 - 4- Evaluation of Student Achievement

- 5- Credit Granting Policy
 - d. Evaluations of approved clinical facilities which determine adequacy in number and variety of patients to accommodate current and projected students.
 - e. Evaluations of Faculty
 - f. Methodologies for:
 - 1- Faculty Meetings
 - 2- Clinical Evaluations
 - g. Documentation of required clinical resources for all terms for all current cohorts.
2. Admit no additional classes without prior approval by the Board.
 3. Require 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 Section 2585 (I) of the California Code of Regulations, Title 16.
 4. Continue to provide no less than one instructor for every twelve students in clinical experiences. Section 2588 of Title 16 of the California Code of Regulations states: "For supervision of clinical experience, there shall be a maximum of 15 students for each instructor." Recommendation of one instructor for every twelve 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.
 6. Continue the Program's requirement to 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.
 7. Continue the Program's requirement to demonstrate incremental progress in California Psychiatric Technician licensure examination (CAPTLE) pass rates or other violations. If the Program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the Program's approval.

On May 20, 2022, the Board:

1. Approved the Program's request to admit a full-time class of 24 students to commence on August 22, 2022, with a graduation date of December 7, 2023 to replace the class graduating on May 19, 2022.
2. Required the Program to comply with all program requirements listed below.

PROGRAM REQUIREMENTS

1. Continue to require the Program to submit a comprehensive analysis report with a submission date no later than June 1, 2022 and a subsequent report no later than June 1, 2023. 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. Theory & Clinical Objectives for each Term
 3. Lesson Plans for each Term
 - c. Student Policies including:
 1. Admission Policy
 2. Screening and Selection Policy
 3. Attendance & Remediation Policy
 4. Evaluation of Student Achievement
 5. Credit Granting Policy
 - d. Evaluations of approved clinical facilities which determine adequacy in number and variety of patients to accommodate current and projected students.
 - e. Evaluations of Faculty
 - f. Methodologies for:
 - 1- Faculty Meetings
 - 2- Clinical Evaluations
 - g. Documentation of required clinical resources for all terms for all current cohorts.
2. Admit no additional classes without prior approval by the Board.
3. Require 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 Section 2585(l) of the California Code of Regulations, Title 16.
4. Continue to provide no less than one instructor for every twelve students in clinical experiences. Section 2588 of Title 16 of the California Code of Regulations states: "For supervision of clinical experience, there shall be a maximum of 15 students for each instructor." Recommendation of one instructor for every twelve 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.
6. Continue the Program's requirement to 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.
7. Continue the Program's requirement to demonstrate incremental progress in California Psychiatric Technician licensure examination (CAPTLE) pass rates or other violations. If the Program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the Program's approval.