



DATE	May 9, 2023
TO	Board Members
REVIEWED BY	Beth DeYoung, MPH, RN Supervising Nursing Education Consultant (SNEC)
PREPARED BY	Cindy Fairchild EdD, MSN, RN Nursing Education Consultant (NEC)
SUBJECT	Report of Continued Approval Process; Request to Admit Students
PROGRAM	Downey Adult School Vocational Nursing Program (Program) (Program Director: Mariana Pacheco, Downey, Los Angeles County, Adult School)

Please note: These are not NEC decisions, rather the recommendations presented at the Executive Officer Review, the Education and Practice Committee and/or the full Board.

PROGRAM REQUEST:

Admit a full-time class of 30 students to commence on May 22, 2023, with a graduation date of May 16, 2024.

Continued Program Approval.

BACKGROUND:

On August 12, 2022, the Program was placed on provisional approval for a two-year period, due to non-compliance with regulatory requirements, specifically, their NCLEX-PN® pass rates were significantly below the state average annual pass rate for first-time candidates.

On March 15, 2023, the Program Director submitted a Continuing Approval Application Form 55M-15 (New 04/2022) with supporting documents for review. An announced site visit was conducted on March 30, 2023. The Program was reviewed to determine compliance with Article 5 of California Code of Regulations, Title 16. One violation was identified.

On March 15, 2023, the NEC received a request to admit a class from the Program Director, with supporting documentation.

The Program Director implemented the following interventions to improve pass rates:

- Increased math and English scores from 11th grade to 12th grade on CASAS entrance assessment.
- Increased the passing grade for each course from 75 percent to 80 percent.
- Implemented Uworld NCLEX-PN® test preparation three-months prior to graduation.

- Integrated ATI throughout the program, including a live review at the end of the program.
- Implemented clinical judgement activities.
- Changed the grading policy to remove high stakes testing.

STAFF ANALYSIS:

The Program has demonstrated full compliance with Article 5 of the California Code of Regulations, Title 16, after correction of the one identified violation involving addition of course content that was not in the instructional plan approved by the Board.

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 adequate resources including faculty and facilities for students to achieve programmatic learning objectives.

The Program has maintained an average annual pass rate on the NCLEX- PN® licensure examination within ten percent of the state annual average pass rate for the past three of eight quarters (July 2022 through March 2023), with an annual NCLEX- PN® pass rate of 80 percent for the first quarter of 2023.

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.

The required \$5000 fee for continued program review was submitted and processed on March 30, 2023.

STAFF RECOMMENDATIONS:

1. Grant continued approval for the Downey Adult School, Vocational Nursing Program for a four-year period beginning May 30, 2023, on a provisional basis.
2. Place the Program on the Board's August 2024 meeting agenda for reconsideration of provisional approval.
3. Approve the Program's request to admit a full-time class of 30 students to commence on May 22, 2023, with a graduation date of May 16, 2024.
4. 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 Board 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 the forms provided by the Board, 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. Maintain an average annual pass rate that is compliant with Section 2530(l) of the California Code of Regulations, Title 16.
4. Continue the Program's requirement to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at the California Business and Professions Code Section 2880, and Article 5 of the California Code of Regulations, Title 16.
5. Continue the Program's requirement to demonstrate incremental progress in NCLEX-PN® licensure examination pass rates. If the Program fails to satisfactorily demonstrate incremental progress, the Board may revoke the Program's approval.

Program Records Survey

In accordance with Section 2883 of the Business and Professions Code, it is the Board's duty, through an official representative, to inspect or review all schools of vocational nursing in California. Written reports of the representatives' visit, or inspection, shall be made to the Board. Such inspections determine Program compliance with Article 5 of the California Code of Regulations, Title 16.

The Downey Adult School Vocational Nursing Program was reviewed to determine compliance with Article 5 of the California Code of Regulations, Title 16. The findings are seen within the table below. One violation was identified.

ARTICLE 5 – SCHOOLS OF VOCATIONAL NURSING	VIOLATIONS
2526. Procedure for Approval	
1-4 Program Application Information	
5 Disciplinary History	

6	Organizational Chart	
7	Geographic Narrative	
8	Philosophy of Program	
9	Conceptual Framework	
10	Clinical Facility Placement	
11	Terminal Objectives	
12	Course Outlines for Each Course	
13	Instructional Plan	X (Corrected)
14	Daily Lesson Plans	
15	Evaluation Methodology for Curriculum	
16	Verification of Faculty Qualifications	
17	Evaluation Methodology for Clinical Facilities	
18	Admission Criteria	
19	Screening and Selection Criteria	
20	Student Services List	
21	Number of Students	
22	Evaluation Methodology for Student Progress	
23	Remediation	
24	Attendance Policy	
25	Grievance Policy	
26	Required Notices (Contacting Board, Grievance Policy, credit granting, a list of approved clinical facilities)	
27	Credit Granting	
28	Transfer Credit	
29	Competency Based Credit	
30	Program Resources	
31	Faculty Meeting Minutes	
32	Education Equivalency (High School Graduation)	
33	Program Hours	

34 Preceptorship	
35 BPPE Approval (Private School Only)	
36 Fee Reduction request (if applicable)	

RELEVANT PROGRAM ELEMENTS

Enrollment

The California Code of Regulations, Title 16, Section 2530(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 2530(a). (2) Adequacy of clinical experience as specified in Section 2534. (3) Licensure examination pass rates as specified in Section 2530(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 45 students for the period January 2023 through May 2023.

ENROLLMENT DATA TABLE

Class Start Dates	Class Completion Dates	Number of Students Admitted	Number of Students Current	Number of Graduated	Total Enrolled
1/23 *(12/23)		15			15
5/23 *(5/24) Proposed		30			15+30=45

*Indicates projected graduation date

Licensing Examination Statistics

The California Code of Regulations, Title 16, Section 2530(l) states:

“The program shall maintain a yearly average minimum pass rate on the licensure examination that does not fall below 10 percentage points of the

state average pass rate for first time candidates of approved vocational nursing schools for the same period.”

The following statistics, furnished by 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 April 2021 through March 2023, specify the pass percentage rate for graduates of the Program on the National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN®) and the variance from the state average annual pass rates.

NCLEX-PN® 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 §2530(I)	Variance from State Average Annual Pass Rate
Apr - Jun 2021	16	7	44%	72%	56%	74%	-18
Jul - Sept 2021	14	5	36%	75%	53%	72%	-19
Oct - Dec 2021	4	3	75%	73%	55%	72%	-17
Jan - Mar 2022	19	14	74%	76%	55%	73%	-18
Apr - Jun 2022	7	4	57%	70%	59%	72%	-13
Jul - Sept 2022	17	12	71%	71%	70%	72%	-2
Oct - Dec 2022	5	5	100%	75%	73%	73%	0
Jan - Mar 2023	17	16	94%	73%	80%	72%	+8

*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 (January-March 2023), the Program’s average annual pass rate is 80 percent. The California average annual pass rate for graduates from approved vocational nursing programs who took the NCLEX-PN® for the first time during the same period is 72 percent. The average annual pass rate for the Program is eight percentage points above the state average annual pass rate.

Faculty and Facilities

California Code of Regulations, Title 16, Section 2534(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 six, including the Program Director. The Program Director has 75 percent administrative duties and 25 percent teaching

responsibilities. Of the total faculty, four are designated to teach clinical. Based upon a maximum proposed enrollment of 45 students, three instructors are required for clinical supervision. The utilization of faculty at clinical facilities is such that clinical instruction is covered adequately.

California Code of Regulations, Title 16, Section 2534(b) states:

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

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 approved competency-based objectives and theory being taught for current and proposed student enrollment.

Program Inspection

On March 30, 2023, the Nursing Education Consultant conducted an announced program inspection of Downey Adult School.

Campus Description

The Program is offered within a clean, well-maintained building, and has ample parking spaces for the students.

Administration Building

The Program Director's office is in the administration building, along with a conference room. Student files are maintained in locked cabinets in the administration building.

Faculty Office

Faculty members have an office adjacent to the primary skills lab. The office has four desks with chairs, computers, and cabinets. The instructional plan and lesson plans are housed in the faculty office.

Classroom

The theory classroom contains seating space for 30 students. The classroom is equipped with a faculty desk with a computer, a whiteboard, a projector, screen, and reference books. Students also have access to online resources. The classroom has locking storage cabinets for supplies and equipment.

Skills Labs

The Program has two skills labs. The first skills lab has three patient care areas and seating for 15 students. The second skills lab has five patient care areas and seating for 30 students. The skills labs are well stocked with patient care supplies, sinks, a projector, and a whiteboard. All skills labs have locking storage cabinets for supplies and equipment.

Computer Lab

The Program has access to two computer labs with 30 workstations in each lab for proctored testing.

Learning Center

The Learning Center has four tables with seating for four at each table, seven desks, and seven computers. The Learning Center also contains reference books for students to utilize. The Learning Center is considered a quiet zone for studying and assistance with general education courses.

Interview with Faculty

An interview was conducted with one instructor. The instructor had been teaching in the Program for six years. The instructor is happy with the Program and felt she had support from the Program Director. The instructor denied concerns, stating everyone works well as a team. The instructor knew where the instructional plan was housed and presented lesson plans based on the instructional plan. The instructor was able to verbalize the attendance policy and process for make-up hours. In addition, she explained the remediation policy and process.

Interview with Students

The interview consisted of 24 term three students. All students agreed they would recommend the Program to family members or friends. Students stated the best part of the Program was the direct-patient care clinical experience and support of instructors. Skills lab hours are conducted on campus in small groups. Students stated clinical hours are completed at direct-patient care settings. According to the students, clinical make-up hours are completed in the clinical setting.

Interview with Program Director

A discussion with the Program Director took place at the end of the day. All elements of the site inspection were addressed, including how the violation (see below) could be corrected either by removing the additional content or revising the instructional plan. The Program Director verbalized understanding of the violation identified and how the

violation could be corrected. The Program Director stated her plan of correction and timeframe in which she would have the plan to the Board.

Violation

California Code of Regulations, Title 16, Section 2526(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 vocational nursing, to submit a completed "Continuing Approval Application for a Vocational Nursing School or Program," Form 55M-15 (New 04/2022).

Form 55M-15, at Section 13 on page 5, the instructional plan requires the institution to submit a document that correlates theory and clinical content and hours on a weekly basis, and provides an overview of the teaching schedule.

Violation: The Program failed to present instruction consistent with the approved instructional plan. The Program Director stated the instructor added content related to the LGBT community that was not in the approved instructional plan.

Status: The violation is corrected.

On April 3, 2023, the Program Director submitted documents demonstrating the content was removed from the Program's curriculum.

ATTACHMENTS:

Attachment A: Program History

Attachment B: Downey Adult School Campus Photos

Attachment A

DOWNEY ADULT SCHOOL VOCATIONAL NURSING PROGRAM

Program History

- On May 12, 2006, the Board approved Downey Adult School's request to commence a vocational nursing program with an initial class of 30 students on May 15, 2006, only. Additionally, the Board approved the Program curriculum for 1536 hours, including 576 theory, and 960 clinical hours.
- On April 12, 2007, the Board approved the Program's request to admit a full-time class of 30 students on May 21, 2007, only, graduating May 16, 2008, to replace students completing course requirements on May 10, 2007.
- On May 30-31, 2007, the assigned Nursing Education Consultant completed a survey of the Program pursuant to requirements specified in California Code of Regulations, Title 16, Section 2526(c).
- On July 10, 2007, the Executive Officer approved initial full accreditation for Downey Adult School Vocational Nursing Program for the period from May 30, 2007, through May 29, 2011, and directed issuance of a certificate; accordingly, and approved the Program's request for pattern of admission of a full-time class of 30 students each January and May, only, commencing January 7, 2008, 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 two full -time classes of 30 students plus three alternates in January and May of each year.
 - b. The Program Director documents that adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.
- On November 8, 2010, the NEC received the completed Program Records Survey and supporting documents for continued accreditation.
- On April 21, 2011, the Executive Officer approved Downey Adult School Vocational Nursing Program's application for continued full accreditation for the period from May 30, 2011, through May 29, 2015, and issued a certificate accordingly. Continued approval of the Program's pattern of admission of a full-time class of 30 students each January and May only, to replace students, with the following stipulations:

- a. No additional classes are added to the Program's current pattern of admission without prior approval. The Program's current pattern of admission includes two full-time classes of 30 students plus three alternates in January and May of each year.
 - b. The Program Director documents that adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.
- On April 1, 2015, the Executive Officer approved Downey Adult School Vocational Nursing Program's application for continued approval for the period from May 30, 2015, through May 29, 2019, and issued a certificate accordingly and continued approval of the Program's pattern of admission to replace graduating students, with the following stipulations: No additional classes are added to the Program's current pattern of admission without prior approval. The Program's current pattern of admission includes two full-time classes of 30 students in January and May of each year, to replace graduating classes only. The Program Director documents that adequate resources, i.e., faculty and facilities, are available to support each admitted class of students. The Program maintains an average annual pass rate that is compliant with Section 2530(l) of the California Code of Regulations, Title 16.
- On May 7, 2019, the Executive Officer approved the following:
 1. Grant continued full approval for the Downey Adult School Vocational Nursing Program for a four-year period beginning May 30, 2019 and issue a certificate accordingly.
 2. Approve the Program's 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 two full-time classes of 30 students per calendar year, replacing graduating classes 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 Section 2530(l) of the California Code of Regulations, Title 16.
 3. 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 California Code of Regulations, Title 16.

- On June 20, 2022, an unannounced site visit was conducted. Two violations were identified.
- On August 12, 2022, the Board approved the following:
 1. Place the Program on provisional approval for a two-year period starting August 12, 2022 and issue a certificate accordingly.
 2. Require the Program to comply with all requirements listed below.

PROGRAM REQUIREMENTS

1. Require the Program Director to submit documentation of compliance with Section 2526(a)(12) of the California Code of Regulations, Title 16, prior to class admission.
2. Require the Program Director to submit documentation of compliance with Section 2535(a)(5) of the California Code of Regulations, Title 16, prior to class admission.
3. Require the Program to submit a comprehensive analysis report in six months with a submission date no later than January 15, 2023, and in 18 months, no later than December 15, 2023. The report must include a comprehensive analysis of the Program, a 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 to determine adequacy in number and variety of patients to accommodate current and projected students.
 - e. Methodologies for:
 - 1- Faculty Meetings
 - 2- Clinical Evaluations
 - f. Documentation of required clinical resources for all terms for all current cohorts.
4. Admit no classes without prior approval by the Board.
5. 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 2530(l) of the California Code of Regulations, Title 16.
6. Notify the NEC in the event a current class is displaced from clinical sites.
 7. Continue the Program's requirement to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at the California Business and Professionals Code, Section 2880, and Article 5 of the California Code of Regulations, Title 16.
 8. Continue the Program's requirement to demonstrate incremental progress in NCLEX-PN® licensure examination pass rates. If the Program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the Program's approval.
- On November 8, 2023, the Board approved:
 1. Approve the Program's request to admit a full-time class of 30 students to commence on January 3, 2023, with a graduation date of December 14, 2023, to replace the December 11, 2022 graduating class.
 2. Require the Program to comply with all requirements listed below.

PROGRAM REQUIREMENTS

1. Require the Program Director to submit documentation of compliance with Section 2526(a)(12) of the California Code of Regulations, Title 16, prior to each class admission.
2. Require the Program Director to submit documentation of compliance with Section 2535(a)(5) of the California Code of Regulations, Title 16, prior to each class admission.
3. Continue to require the Program to submit a comprehensive analysis report in two months, with a submission date no later than January 15, 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:
 - 2- Admission Criteria
 - 3- Screening and Selection Criteria
 - 4- Attendance Policy
 - 5- Remediation Policy
 - 6- Evaluation Methodology for Student Progress including evaluation of clinical practice
 - 7- 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.
4. Admit no additional classes without prior approval by the Board.
 5. 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 2530(l) of the California Code of Regulations, Title 16.
 6. Notify the NEC in the event a current class is displaced from clinical sites.
 7. Continue the Program's requirement to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at the California Business and Professionals Code, Section 2880, and Article 5 of the California Code of Regulations, Title 16.
 8. Continue the Program's requirement to demonstrate incremental progress in NCLEX-PN® licensure examination pass rates. If the Program fails to satisfactorily demonstrate incremental progress, the full Board may revoke the Program's approval.
- On December 20, 2023, the Program Director submitted documentation demonstrating compliance with the two violations from the August 12, 2022 unannounced site visit.
 - On March 30, 2023, a site visit was conducted. One violation was identified.

- On April 3, 2023, the Program Director submitted documentation demonstrating compliance with the identified violation from the March 30, 2023, unannounced site visit.

Attachment B

DOWNEY ADULT SCHOOL Campus Photographs



Downey Adult School sign and pictures on the wall



Program Director's office with a desk and chair



Cabinet with student files pulled out



Conference room with long table and six chairs



Faculty lounge with long table five chairs, cabinets, and refrigerator



Faculty workroom with printer, cabinets, and shelves



Umbrellas over outside tables and chairs



Resource Center with five computer monitors on desks with chairs



Classroom with desks, chairs, and projection screen on wall



Classroom with desks, chairs, podium, and projection screen on wall



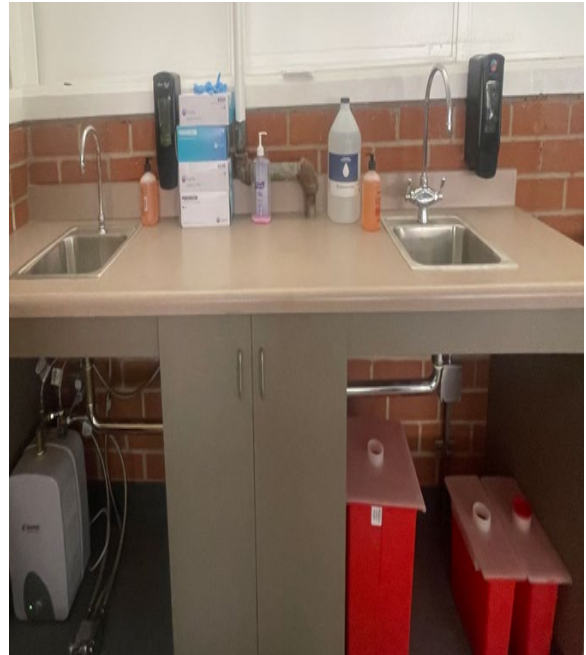
Classroom with desks, chairs, and cabinets



Bookshelf with reference books



Skills lab with two patient beds, mannequin in one bed



Two sinks in the skills lab



Patient care supplies and books



Patient care supplies