

**Report of Survey Visit
 Grayson County College
 Vocational Nursing Program**

SUMMARY OF REQUEST: Consider the report of the October 6, 2005 survey visit to Grayson County College Vocational Nursing Program.

HISTORICAL PERSPECTIVE:

YEAR	Approval Status	NCLEX-PN® Pass Rate	Number of First-Time Candidates (Passed/Total)
2005	Full	100% Unofficial as of November 8, 2005	51/51
2004	Full	100	45/45
2003	Full	100	42/42

- Grayson County College experienced a program director change in 2004.
- Deficiencies identified on the 2004 annual report have been corrected by the current program director.
- The program was temporarily relocated from the Denison campus to Val Alstyne in 2004 due to concerns about the Denison physical facilities. Per letter from the program director, this relocation has become permanent in November, 2005.
- The Routine six year survey visit was conducted on October 6, 2005.

SUMMARY OF SURVEY VISIT (see Attachment 1 for complete report):

214.5 Philosophy/Mission and Objectives/Outcomes -The philosophy and conceptual framework notes professional nursing rather than vocational nursing.

214.6 Administration and Organization-

- The organizational chart reflects the Vocational Nursing Director reports to the Dean of Workforce Education. This position/role is no longer applicable.
- Secretarial assistance is not readily available to the vocational nursing program. Availability is limited to periods of intense activity within the program

214.7 Faculty Qualifications and Faculty Organization -

- The actual faculty evaluation process and the process identified in the job descriptions differ. The program officials indicate that the program director has recently been give the responsibility to evaluate faculty.
- The program has developed a very good interrater reliability policy. However, the policy has not been implemented. Faculty could not verbalize the process
- Minutes of faculty meetings do not reflect collection and analysis of data to validate rationale for faculty decisions that impact the program of study.

214.8 Students- Criteria met

214.9 Program of Study-

- Many tests reviewed by the surveyors were written at the knowledge/comprehension level. Elements of critical thinking were missing from many test items reviewed
- The program can not clearly identify the location of all the DELC competencies in the curriculum.

214.10 Management of Clinical Learning Experiences and Resources -

- Surveyor interview with students indicate that students perceive that there is inadequate supervised clinical practice of skills prior to actual competency check off. However, faculty were able to provide a schedule of supervised lab practice for all student groups for the currently assigned skills.

- Two affiliation agreements for identified clinical sites were not available for review. One affiliation agreement only addressed associate degree nursing students.

214.11 Facilities, Resources and Services-

- A strategy to acquire resources such as updated equipment and supplies to meet the teaching learning need for faculty and students, has not been identified by the director nor the faculty
- The main campus is located at Denison which is approximately 25 miles away from the vocational nursing program at Van Alstyne. The two sites has one PAR test scoring machine located at Denison. The VN program offers many tests.
- The main campus is located at Denison which is approximately 25 miles away from the vocational nursing program at Van Alstyne. The two sites has one PAR test scoring machine located at Denison. The VN program offers many tests compared to programs at the Denison site..
- Students have online access to the main campus library. A list of resources provided to surveyors contained numerous outdated holdings.

214.12 Records and Reports- Student records and other confidential files are located in locked cabinets. However, the cabinets are located in the open lab and may be unsupervised at times.

214.13 Total Program Evaluation-Criteria met with exception of adequate minutes(see 214.7)

PROS AND CONS

Pros:

- Cohesive, supportive faculty dedicated to addressing student needs
- Verbalized administrative support to accomplish program objectives
- Adequate physical space is available to accommodate student learning at the Van Alstyne campus
- Adequate teaching aids/resources and computers are available for the students.
- A functioning faculty/student mentoring plan that provides students a direct avenue to voice problems and concerns.

Cons:

- The director and faculty have not developed a strategy to determine future needs(ie equipment and supplies) of the program.
- Appropriate affiliation agreements for currently used clinical sites were not available.

STAFF RECOMMENDATION:

Move to accept the report of findings of the survey visit for Grayson County College Vocational Nursing Program and issue the commendations, recommendations, and requirements to be met based on staff recommendation, as indicated in the attached letter (Attachment Two).

Attachment 1

BOARD OF NURSE EXAMINERS FOR THE STATE OF TEXAS
SURVEY VISIT REPORT
(VN Education Programs)

NAME OF NURSING PROGRAM: Grayson County College

DEAN OR DIRECTOR: Kathy Bredbreg, RN, MSN

DATE APPOINTED: 8/27/04

REASON FOR SURVEY: Routine Six Year

DATE: October 6, 2005

SURVEY VISITOR(S): Betty Sims RN, MSN, Virginia Holmes, RN, MSN,

VOLUNTARY ACCREDITATION:

NLNAC: YES _____ NO _____ PERIOD OF ACCREDITATION: NA

TYPE OF BNE APPROVAL Full (Initial, Full, Warning, etc.):

Other: NAME OF ACCREDITATION AGENCY THECB, SACs _____

STANDARD/CRITERIA	EVIDENCE	COMMENTS
§ 214.4 Approval		
(c)(2)(A) Eighty percent (80%) of first-time candidates who complete the program of study are required to achieve a passing score on the NCLEX-PN examination.	2004 100%	Criteria Met
§ 214.5 Philosophy/Mission and Objectives/Outcomes		
(a) The philosophy/mission and objectives/outcomes of the vocational nursing education program shall be consistent with the philosophy/mission of the controlling agency. They shall reflect the diversity of the community served and shall be consistent with professional, educational, and ethical standards of nursing.	The philosophy and conceptual framework notes professional nursing rather than vocational nursing.	Requirement 1 : Rule 214.5 Philosophy/Mission and Objectives/Outcomes, states that " The philosophy/mission and objectives/outcomes of the vocational nursing education program shall be consistent with the philosophy/mission of the controlling agency"... The philosophy and conceptual framework notes professional nursing rather than vocational nursing. Therefore, the program director and faculty shall revise philosophy and conceptual framework to reflect beliefs about vocational nursing rather than professional nursing.
(b) Program objectives/outcomes derived from the philosophy/mission shall reflect the <i>Differentiated Entry Level Competencies of Graduates of Texas Nursing Programs, Vocational (VN), Diploma/Associate Degree (Dip/ADN), Baccalaureate (BSN), September 2002.</i>		See comment at 214.9 regarding DELC matrix
(c) Clinical objectives/outcomes shall be stated in behavioral terms and shall serve as a mechanism for evaluating student progression.		Criteria met
(d) The conceptual framework shall provide the organization of major concepts from the philosophy/mission of the program that provides the underlying structure or theme of the curriculum and facilitates the achievement of program objectives/outcomes.		See comment at 214.6 regarding conceptual framework

STANDARD/CRITERIA	EVIDENCE	COMMENTS
(e) The faculty shall periodically review the philosophy/mission and objectives/outcomes and shall make appropriate revisions to maintain currency.		Criteria met see comment at 214.7 (d) regarding minutes
§ 214.6 Administration and Organization		
(a) The controlling agency shall be licensed or accredited by a Board-recognized agency. (b) There shall be an organizational chart indicating lines of authority between the vocational nursing education program and the controlling agency.	The organizational chart reflects the Vocational Nursing Director reports to the Dean of Workforce Education. This position/role is no longer in force.	Requirement 2 : Rule 214.6 Administration and Organization states that "There shall be an organizational chart indicating lines of authority between the vocational nursing education program and the controlling agency."...The organizational chart reflects the Vocational Nursing Director reports to the Dean of Workforce Education. This position/role is no longer in force. Therefore, the program director shall revise the organizational chart to reflect the actual reporting strategies within the organization.
(c) The program shall have comparable status with other educational units within the institution (controlling agency).		Criteria met
(d) The controlling agency shall: (1) be responsible for satisfactory operation of the vocational nursing program; (2) meet rules and regulations as stated in this chapter; (3) provide the number of faculty necessary to meet minimum standards set by the Board and to insure a sound educational program; (4) provide for suitable classroom and clinical facilities; (5) provide secretarial assistance; (6) provide sufficient funds for operation and maintenance of the program to meet requirements set by the Board; and (7) select and appoint a qualified registered nurse director or coordinator for the program who meets the requirements of the Board. The director shall: (A) hold a current license or privilege to practice as a registered nurse in the state of Texas; (B) have been actively employed in nursing for the past five years, preferably in supervision or teaching. If the director has not been actively employed in nursing for the past five years, the director's advanced preparation in nursing, nursing education, and nursing administration and prior relevant nursing employment may be taken into consideration by the Board staff in evaluating qualifications for the position; (C) have a degree or equivalent experience that will demonstrate competency and advanced preparation in nursing, education, and administration; and (D) have had five years of varied nursing experience since graduation from a professional nursing education program.	Secretarial assistance is not readily available to the vocational nursing program. Availability is limited to periods of intense activity within the program.	Recommendation 1 : Provide consistent and adequate secretarial support to meet the needs of the program.

STANDARD/CRITERIA	EVIDENCE	COMMENTS
<p>(e) When the director or coordinator of the program changes, the director or coordinator shall submit to the Board office written notification of the change indicating the final date of employment. The controlling agency shall ensure that:</p> <p>(1) a new director or coordinator qualification form is submitted to the Board office for approval prior to being hired at an existing program or a new program;</p> <p>(2) the director may have responsibilities other than the program provided that an assistant program coordinator/lead instructor is designated to assist with the program management;</p> <p>(3) a director with responsibilities other than the program shall not have major teaching responsibilities; and</p> <p>(4) written job descriptions exist which clearly delineate responsibilities of the director, coordinator and lead instructor, as appropriate.</p>		Criteria met
<p>(f) In a fully approved vocational nursing education program, if the individual to be appointed as director or coordinator does not meet the requirements for director or coordinator as specified in subsection (d)(7) of this section, the administration is permitted to petition for a waiver of the Board's requirements, according to Board guidelines, prior to the appointment of said individual.</p>		N/A
<p>(g) A newly appointed director or coordinator of a vocational nursing education program shall attend the next scheduled orientation provided by the board staff.</p>		Criteria met
<p>(h) The director or coordinator shall have the authority to direct the program in all its phases, including approval of teaching staff, selection of appropriate clinical sites, admission, progression, probation, and dismissal of students. Additional responsibilities include but are not limited to:</p> <p>(1) providing evidence of faculty expertise and knowledge to teach curriculum content;</p> <p>(2) acting as agent of the Board and issuing temporary permits to eligible graduates, upon completion of the program;</p> <p>(3) verifying student's completion of program requirements on the Affidavit of Graduation; and</p> <p>(4) completing and submitting the Annual Report to the Board office by the required date.</p>		See comment at 214.7 (a) regarding faculty evaluation.
<p>§ 214.7 Faculty Qualifications and Faculty Organization</p>		
<p>(a) There shall be written personnel policies for nursing faculty that are in keeping with accepted educational standards and are consistent with the policies of the controlling agency. Faculty policies shall include, but not be limited to: qualifications, responsibilities, performance evaluation criteria, and terms of employment.</p> <p>(1) Policies concerning workload for faculty and the director or coordinator shall be in writing.</p> <p>(2) There shall be written plans for faculty orientation, development and evaluation.</p> <p>(3) There shall be orientation of new faculty members at the onset of employment.</p> <p>(4) A variety of means shall be used to evaluate faculty performance such as self, student, peer and administrative evaluation.</p>	<p>The actual faculty evaluation process and the process identified in the job descriptions differ. The program officials indicate that the program director has recently been give the responsibility to evaluate faculty.</p>	<p>Requirement 3 : Rule 214.7 Faculty Qualifications and Faculty Organization, states that "There shall be written personnel policies for nursing faculty that are in keeping with accepted educational standards and are consistent with the policies of the controlling agency...". The actual faculty evaluation process and the process identified in the job descriptions differ. The program officials indicate that the program director has recently been give the responsibility to evaluate faculty. Therefore, the program director shall clarify the evaluation process by policy development and communicate the process to faculty.</p>

STANDARD/CRITERIA	EVIDENCE	COMMENTS
(b) Minimum Teaching Personnel - there shall be a minimum of one full-time nursing instructor for the program A director/coordinator without major teaching or clinical responsibilities shall not be considered a full-time instructor. Use of part-time instructors is permissible.		Criteria met
(c) Faculty Qualifications and Responsibilities. (1) Documentation of faculty qualifications shall be included in the official files of the program. Each faculty member shall: (A) hold a current license or privilege to practice nursing in the State of Texas; (B) have been actively employed in nursing for the past three years. If the instructor has not been actively employed in nursing for the past three years, the instructor's advanced preparation in nursing, nursing education, and nursing administration, and prior relevant nursing employment may be taken into consideration in evaluating qualifications for the position; and (C) have had three years varied nursing experiences since graduation.		Criteria met
(2) In fully approved programs, if an individual to be appointed as faculty member does not meet the requirements for faculty as specified in subsection (c) of this section, the director or coordinator is permitted to petition for a waiver of the Board's requirements, according to Board guidelines, prior to the appointment of said individual.		N/A
(3) Faculty shall be responsible for: (A) supervision of students in clinical learning experiences; (B) all initial nursing procedures in the clinical area and ascertain that the student is competent before allowing the student to perform an actual nursing procedure independently; (C) developing, implementing, and evaluating curriculum; and (D) participating in the development of standards for admission, progression, probation, dismissal of students, and participation in academic guidance and counseling.	The program has developed a very good interrater reliability policy. However, the policy has not been implemented. Faculty could not verbalize the process	Recommendation 2 : Implement the interrater reliability policy as identified in the faculty policy manual.
(4) Non-nursing faculty are exempt from meeting the faculty qualifications as long as the teaching assignments are not nursing didactic or clinical courses.		N/A
(5) Clinical preceptors shall be responsible for providing clinical instruction and/or supervision when a program faculty member is unavailable in clinical sites. The clinical preceptor shall meet the requirements of Rule 214.10(k)(1).		N/A
(6) Substitute faculty may be employed to meet emergent program needs. Substitute faculty beyond ten consecutive working days and/or on an interim basis shall meet qualifications as specified in Rule 214.7(c)(1).		Criteria met
(7) Part-time faculty may participate in all aspects of the program. Clear lines of communication of program policies, objectives and evaluative criteria shall be included in policies for part-time faculty.		Criteria met

STANDARD/CRITERIA	EVIDENCE	COMMENTS
(8) Military faculty - Federal laws and regulations regarding licensure of military nursing personnel shall apply to Texas based military faculty members functioning within vocational nursing programs.		N/A
(d) The faculty shall meet regularly and function in such a manner that all members participate in planning, implementing and evaluating the nursing program. Such participation includes, but is not limited to the initiation and/or change in program policies, personnel policies, curriculum, utilization of affiliating agencies, and program evaluation. Minutes of faculty organization and meetings shall document the reasons for actions and the decisions of the faculty and shall be available for reference.	Minutes of faculty meetings do not reflect collection and analysis of data to validate rationale for faculty decisions that impact the program of study.	Requirement 4 : Rule 214.7 Faculty Qualifications and Faculty Organization, states that "Minutes of faculty organization and meetings shall document the reasons for actions and the decisions of the faculty and shall be available for reference....". Minutes of faculty meetings do not reflect collection and analysis of data to validate rationale for faculty decisions that impact the program of study. Therefore, the program director and faculty shall develop and implement minutes which reflect the rationale for faculty decisions about program activities.
§214.8 Students		
(a) The program shall have well defined student policies based upon statutory and Board requirements.		Criteria met
(b) Individuals enrolled in approved vocational nursing education programs preparing students for licensure shall be provided verbal and written information regarding conditions that may disqualify graduates from licensure and of their rights to petition the Board for a Declaratory Order of Eligibility. Required eligibility information includes: (1) Texas Occupations Code §§ 301.252, 301.257, and 301.452-469; and (2) Sections §§213.27-213.30 of the Texas Administration Code (relating to Good Professional Character, Licensure of Persons with Criminal Convictions, Criteria and Procedure Regarding Intemperate Use and Lack of Fitness in Eligibility and Disciplinary Matters, and Declaratory Order of Eligibility for Licensure).		Criteria met
(c) Admission requirements shall be stated in the student policies. Programs shall set reasonable educational requirements for admission. Applicants shall present evidence of being able to meet objectives/outcomes of the program. All students shall be pretested. Tests shall measure reading comprehension and mathematical ability.		Criteria met
(d) Reasons for dismissal shall be stated in student policies.		Criteria met
(e) Copies of the student policies shall be furnished to all students at the beginning of the school year. The school shall maintain a signed receipt of student policies in all students' records. It is the school's responsibility to define and enforce student policies.		Criteria met
(f) The number of students admitted to the program shall be determined by the number of qualified faculty, adequate educational facilities and resources, and the availability of appropriate clinical learning experiences for students. Programs shall not accept admissions after the third day of class.		Criteria met

STANDARD/CRITERIA	EVIDENCE	COMMENTS
(g) Students shall be allocated at least 18 days leave for vacation and/or holidays. All scheduled holidays are to be observed on the holidays designated by the controlling agency. Vacation time shall be scheduled at the same time or all students.		Criteria met
(h) Students shall meet the requirements of Rule 214.9(e) related to Program of Study to be eligible for graduation from an approved vocational nursing education program.		Criteria met
(i) Acceptance of transfer students and evaluation of allowable credit for advanced placement remains at the discretion of the coordinator or director of the program and the controlling agency. Upon completing the program's requirements, the individual is considered to be a graduate of the school.		Criteria met
(j) Records of student conferences shall be kept and made available to the student involved and all faculty members. Students shall be provided written documentation of all conferences.		Criteria met
(k) Students shall have the opportunity to evaluate faculty, courses, and learning resources and these evaluations shall be documented.	The program has developed faculty/student mentor groups which provide students access to a specific faculty member to hear concerns, problems and issues. Both students and faculty commented on the effectiveness of the model.	Commendation:
§ 214.9 Program of Study		
<p>(a) The program of study shall be:</p> <p>(1) a minimum of 1,398 clock hours; 558 hours for classroom instruction and 840 hours for clinical practice. Class hours shall include actual hours of classroom instruction in nursing and non-nursing Board-required courses/content. Clinical practice shall include actual hours of practice in clinical areas, clinical conferences, and/or simulated lab experiences;</p> <p>(2) scheduled with the placement of courses or course content throughout the entire length of the program;</p> <p>(3) organized by subject and content to meet the needs of the program;</p> <p>(4) based on the philosophy/mission and objectives/outcomes;</p> <p>(5) based on sound educational principles;</p> <p>(6) designed to prepare graduates to practice according to The Nursing Practice Act, Standards of Nursing Practice, Unprofessional Conduct Rules, and other laws and regulations which pertain to various practice settings;</p> <p>(7) designed and implemented to prepare students to demonstrate the <i>Differentiated Entry Level Competencies of Graduates of Texas Nursing Programs, Vocational (VN), Diploma/Associate Degree (Dip/ADN), Baccalaureate (BSN), September 2002</i>; and</p> <p>(8) designed to teach students to use a systematic approach to clinical decision making.</p>	<p>Many tests reviewed by the surveyors were written at the knowledge/comprehension level. Elements of critical thinking were missing from many test items reviewed.</p> <p>A comparison review of tests written in early 2004 and in late 2004 show a positive progression in item writing skill. This has occurred under the supervision of the current program director.</p> <p>The program can not clearly identify the location of all the DELC competencies in the curriculum.</p>	<p>Recommendation 3 :</p> <p>The controlling agency should provide faculty access to test development and test writing seminars. All tests across the curriculum should be reviewed and revised to reflect the components of the NCLEX-PN Test Plan and the Application/Analysis level of the cognitive domain.</p> <p>Recommendation3 :</p> <p>Develop a matrix to insure inclusion of all DELC competencies. Expand to include all knowledge and clinical behaviors.</p>

STANDARD/CRITERIA	EVIDENCE	COMMENTS
<p>(b) The faculty shall be responsible for the development, implementation and evaluation of the curriculum based upon the following guidelines:</p> <p>(1) Framework. The philosophy/mission shall be the basis for curriculum development and shall reflect the purpose of the organization, faculty beliefs, and education concepts. Clinical learning objectives/outcomes derived from the philosophy/mission shall be representative of the Differentiated Entry Level Competencies of Graduates of Texas Nursing Programs, Vocational (VN), Diploma/Associate Degree (Dip/ADN), Baccalaureate (BSN), September 2002 for preparation of a vocational nurse graduate. Clinical and course objectives/outcomes shall be stated in behavioral terms and shall serve as the mechanism for student progression. The conceptual framework shall define the internal and external influences impacting vocational nursing education and shall identify the educational method and focus.</p> <p>(2) Design and Implementation. The curriculum shall be designed and implemented to prepare students to demonstrate the <i>Differentiated Entry Level Competencies of Graduates of Texas Nursing Programs, Vocational (VN), Diploma/Associate degree (Dip/ADN), Baccalaureate (BSN), September 2002</i>. The curriculum design shall allow for flexibility to incorporate current nursing education theories and the implications of current developments in health care and health care delivery to assist graduates in meeting professional, legal, and societal expectations. Educational mobility shall also be a consideration in curriculum design.</p>		<p>Criteria met See comment at 214.5 regarding philosophy and conceptual framework.</p>
<p>(3) Specific Provisions. Instruction shall be provided in biological, physical, social, behavioral, and nursing sciences, including body structure and function, microbiology, pharmacology, and nutrition; signs of emotional health; and human growth and development. Vocational adjustments and nursing skills shall also be included. Courses may be integrated or separate. The selection and organization of the learning experiences in the curriculum shall provide continuity, sequence, and integration of learning. Didactic and skills laboratory experiences shall be concurrent. Correlated didactic and clinical practice shall be provided in the following areas, but not necessarily in separate courses:</p>		<p>Criteria met</p>
<p>(A) Nursing Care of Children. Experiences shall include care of children and meeting their needs in a variety of age groups in both the acute and non-acute care setting. Day care and clinic settings may be utilized as supplementary experience. Common health deviations, physical, psychological, and neurological handicaps, and nutritional needs shall be emphasized. Students shall have opportunities to develop understanding of normal growth and development and the influences of the family, home, church, school, and community. Student practice in caring for and understanding the needs of newborn infants shall also be included.</p>		<p>Criteria met</p>

STANDARD/CRITERIA	EVIDENCE	COMMENTS
(B) Maternity Nursing. Opportunities shall be provided for students to gain an understanding of the psychological and physiological aspects of pregnancy, labor, and puerperium. Assisting mothers in the care of their infants shall be emphasized. A variety of settings, including clinics, organized maternity units, and maternity cases in non-segregated units, may be utilized for provision of maternity nursing experience.		Criteria met
(C) Nursing Care of the Aged. Opportunities shall be included for the care of individuals experiencing specific changes related to the aging process. Students shall develop an understanding of the physical and mental changes associated with aging and the implications of aging in planning nursing care.		Criteria met
(D) Nursing Care of Adults. Opportunities shall be provided to the student through the use of various resources to care for adults who have health deviations. Resources used shall include learning experiences to illustrate the individual as a member of the family, the responsibilities and functions of the community in the provision of nursing care, and the types of agencies where nursing is practiced. Preventive, therapeutic, and rehabilitative aspects shall be provided. Experiences shall also include the physical, psychological, and spiritual components of health and disease. Experience shall include, but not be limited to, the acute care settings.		Criteria met
(E) Nursing Care of Individuals With Mental Health Problems. Learning opportunities shall include an understanding of personality development, human needs, common mental mechanisms, and factors influencing mental health and mental illness. Common mental disorders and related therapy shall be included. Clinical experience in a unit or facility specifically designed for psychiatric care is optional.		Criteria met
(c) Classroom instruction shall include organized student/faculty interactive learning activities, formal lecture, audiovisual presentations, and simulated laboratory instruction.		Criteria met
(d) The curriculum plan, including course outlines, shall be kept current and available to faculty and Board representatives.		Criteria met
(e) A system of grading shall be in place which does not allow grades of less than a "C" on any subject area required for licensure eligibility listed in this chapter.		Criteria met
(f) Major revisions to the curriculum must be submitted to the Board office following Board guidelines for review and approval prior to implementation. Major revisions include: (1) changes in philosophy/mission; (2) revisions in program hours; and (3) addition/reduction of courses in the program of study.		Criteria met
(g) All programs implementing a curriculum change shall provide an evaluation of the outcomes of these changes and submit them with the Annual Report through the first graduating class.		Criteria met

STANDARD/CRITERIA	EVIDENCE	COMMENTS
(h) There shall be provision for continuous development, implementation, and evaluation of the curriculum.		Criteria met
(i) Programs may allow individuals to challenge the vocational nursing education curriculum, and shall develop and define such policies to meet theory and practice requirements for challenging credit.		Criteria met
(j) Adaptation to the calendar in the college catalog is permissible.		Criteria met
(k) Programs shall apprise the Board office of any program changes.		Criteria met
§ 214.10 Management of Clinical Learning Experiences and Resources		
(a) Faculty shall be responsible for student clinical practice evaluations. Clinical practice evaluations shall be correlated with level and/or course objectives including formative and summative evaluation. Students shall receive a minimum of three clinical evaluations during the program.		Criteria met
(b) Clinical practice shall include actual hours of practice in clinical areas, clinical conferences, and/or simulated lab experiences.	Surveyor interview with students indicate that students perceive that there is inadequate supervised clinical practice of skills prior to actual competency check off. Faculty were able to provide a schedule of supervised lab practice for all student groups for the currently assigned skills.	Recommendation4 : Implement a mechanism to negate the student's perception of inadequate supervised lab practice.
(c) Clinical experiences shall include the administration of medications, health promotion and preventive aspects, nursing care of persons throughout the life span with acute and chronic illnesses, and rehabilitative care. Students shall participate in instructor supervised patient teaching. Students shall also be provided opportunities for participation in clinical conferences. The focus of clinical conferences shall be student experiences in the clinical setting. Simulated laboratory experiences may also be utilized as a teaching strategy in classroom and clinical settings to meet objectives.		Criteria met
(d) Scheduling of student time and clinical rotations shall be made by the program faculty. Selected clinical learning experiences will remain unchanged unless a client's condition demands reassignment. Reassignment must be approved with prior consent of faculty.		Criteria met
(e) The student's daily client assignment shall be made in accordance with clinical objectives/outcomes and learning needs of the students. The total number of daily assignments shall not exceed five clients.		Criteria met
(f) Consideration of selection of a clinical site shall include: (1) client census in sufficient numbers to meet the clinical objectives/outcomes of the program; and (2) evidence of collaborative arrangements in those facilities, which support multiple nursing programs.		Criteria met

STANDARD/CRITERIA	EVIDENCE	COMMENTS
<p>(g) There shall be a written affiliation agreement between the controlling agency and the affiliating agency before the affiliation begins. The agreement shall outline the responsibilities of each agency entering the agreement. The agreement shall contain a withdrawal of participation clause indicating a minimum period of time to be given for notice of such withdrawal.</p>	<p>Two affiliation agreements for identified clinical sites were not available for review. One affiliation agreement only addressed associate degree nursing students.</p>	<p>Requirement 5 : Rule 214.10 Management of clinical Learning Experiences and Resources states that "There shall be a written affiliation agreement between the controlling agency and the affiliating agency before the affiliation begins". Two affiliation agreements for identified clinical sites were not available for review. One affiliation agreement only addressed associate degree nursing students. Therefore, the program director shall , review affiliation agreements for identified clinical sites for currency and for application to the vocational nursing program. Submit to board office copies of all affiliation agreements by February 15, 2005.</p>
<p>(h) Affiliation agreements are optional for those clinical experiences which are observation only.</p>		<p>Criteria met</p>
<p>(i) The affiliating agency shall: (1) provide clinical facilities for student experiences; (2) provide space for conducting clinical conferences for use by the school if classrooms are located elsewhere; (3) provide assistance with clinical supervision of students, including preceptorships, by mutual agreement between the affiliating agency and controlling agency; and (4) have no authority to dismiss faculty or students. Should the affiliating agency wish to recommend dismissal of faculty or students, such recommendation(s) shall be in writing.</p>		<p>Criteria met</p>
<p>(j) The faculty member shall be responsible for the supervision of students in clinical learning experiences. (1) When a faculty member is the only person officially responsible for a clinical group, then the group shall total no more than ten (10) students. Patient safety shall be a priority and may mandate lower ratios, as appropriate. The faculty member shall supervise that group in only one facility at a time, unless some portion or all of the clinical group are assigned to observational experiences in additional settings. (2) Direct faculty supervision is not required for an observational experience. Observational experiences may be used to supplement, but not replace patient care experiences, and must serve the purpose of student attainment of clinical objectives.</p>		<p>Criteria met</p>

STANDARD/CRITERIA	EVIDENCE	COMMENTS
<p>(k) Faculty may use clinical preceptors to enhance clinical learning experiences and to assist faculty in the clinical supervision of students.</p> <p>(1) Faculty shall develop written criteria for the selection of clinical preceptors.</p> <p>(2) When clinical preceptors are used, written agreements between the vocational nursing education program, clinical preceptor, and the affiliating agency, when applicable, shall delineate the functions and responsibilities of the parties involved.</p> <p>(3) Faculty shall be readily available to students and clinical preceptors during clinical learning experiences.</p> <p>(4) The designated faculty member shall meet periodically with the clinical preceptors and student(s) for the purpose of monitoring and evaluating learning experiences.</p> <p>(5) Written clinical objectives, evaluation criteria, and written description of expectations shall be shared with the clinical preceptors prior to or concurrent with the experience.</p>	<p>A policy has been developed to address preceptor responsibilities and expectations</p>	<p>Criteria met</p>
<p>(l) Clinical preceptors may be used to enhance clinical learning experiences after a student has received clinical and didactic instruction in all basic areas of nursing or within a course after a student has received clinical and didactic instruction in the basic areas of nursing for that course or specific learning experience.</p> <p>(1) In courses which use clinical preceptors for a portion of clinical learning experiences, faculty shall have no more than 12 students in a clinical group.</p> <p>(2) In a course which uses clinical preceptors as the sole method of student instruction and supervision in clinical settings, faculty shall coordinate the preceptorship for no more than 24 students.</p> <p>(3) the preceptor may supervise student clinical learning experiences without the physical presence of the faculty member in the affiliating agency or clinical practice setting.</p> <p>(4) The preceptor shall be responsible for the clinical learning experiences of no more than two students per clinical day.</p> <p>(5) The preceptor shall be accountable for evaluating the student using clinical objectives developed by vocational nursing faculty.</p> <p>(6) Clinical preceptors shall have the following qualifications:</p> <p>(A) competence in designated areas of practice;</p> <p>(B) philosophy of health care congruent with that of the nursing program; and</p> <p>(C) current licensure or privilege to practice nursing in the State of Texas.</p>		<p>Criteria met</p>
<p>(m) The total weekly schedule throughout the length of the program shall not exceed 40 hours per week including both class and clinical practice hours. Class and clinical practice hours shall be continuous. Students shall be assigned two consecutive non-class days off each week.</p>		<p>Criteria met</p>
<p>(n) Programs shall not permit utilization of students for health care facility staffing.</p>		<p>Criteria met</p>

STANDARD/CRITERIA	EVIDENCE	COMMENTS
§ 214.11 Facilities, Resources, and Services	While the current supplies and equipment are excellent, a strategy to acquire resources such as updated equipment and supplies to meet the teaching learning need for faculty and students, has not been identified by the director nor the faculty	Recommendation 5: Director and faculty are encouraged to develop and implement a plan for acquisition of program resources.
(a) Classrooms and nursing skills laboratory facilities shall be provided to accommodate the learning needs of the students.	The main campus is located at Denison which is approximately 25 miles away from the vocational nursing program at Van Alstyne. The two sites has one PAR test scoring machine located at Denison. . The VN program offers many tests compared to programs at the Denison site.	Recommendation 6 : Develop a mechanism to provide the PAR scoring system for the Van Alstyne campus.
(b) An appropriately equipped skills laboratory shall be provided to accommodate maximum number of students allowed for the program. The laboratory shall be equipped with hot and cold running water. The laboratory shall have cabinets for storage of equipment.	The skills lab is equipped with computers . The software is limited to those computers (not on the college network). There is no on site technical support available for the nursing computers. The technical assistance response time from the main campus can be as long as one week.	Recommendation7 : Develop and implement a plan to provide immediate technical support to the Van Alstyne nursing lab computers.
(c) The director or coordinator and faculty shall have office space provided , other than the classroom. There shall be privacy for counseling of students.		Criteria met
(d) The learning resources, library, and departmental holdings shall be current, use contemporary technology appropriate for the level of the curriculum, and be sufficient for the size of the student body and the needs of the faculty. (1) Provisions shall be made for accessibility, availability, and timely delivery of information resources. (2) Facilities and policies shall promote effective use, i.e. environment, accessibility, and hours of operation.	Students have online access to the main campus library. A list of resources provided to surveyors contained numerous outdated holdings.	Requirement 6 : Rule 214.11 Management of clinical Learning Experiences and Resources states that, "The learning resources, library, and departmental holdings shall be current..." A list of resources provided to surveyors contained numerous outdated holdings Therefore, the program director shall collaborate with library staff to develop and implement an effective weeding and archiving policy.
(e) Teaching aids shall be provided to meet the objectives of the program.		Criteria met
(f) Adequate restrooms and lounges shall be provided convenient to the classroom.		Criteria met
§ 214.12 Records and Reports		
(a) Student Forms - Student records shall be maintained on all students and shall be accessible to all faculty members and to Board representatives. Record forms may be developed by an individual school. Hospital employment forms are not to be used for student records.		Criteria met
(b) Required Student Forms - The required student forms are the student application, evidence of student's ability to meet objectives/outcomes of the program, clinical practice evaluation, transcript, signed receipt of written student policies, evidence of student receipt of eligibility information, and statement of withdrawal.		Criteria met

STANDARD/CRITERIA	EVIDENCE	COMMENTS
<p>(c) Record Storage - Records shall be safely stored to prevent loss, destruction, or unauthorized use. Records of all graduates must be complete prior to permanent storage. Records on students who withdraw from the program shall be completed up to the date of withdrawal.</p>	<p>Student records and other confidential files are located in locked cabinets. However, the cabinets are located in the open lab and may be unsupervised at times.</p>	<p>Requirement 7 : Rule 214.12 Records and Reports states that, "Records shall be safely stored to prevent loss, destruction, or unauthorized use.... ", Student records and other confidential files are located in locked cabinets. However, the cabinets are located in the open lab and may be unsupervised at times. Therefore, the program director shall move files to a secure location</p>
<p>(d) Retention of Student Records - All records shall be maintained for two years. At minimum, a transcript shall be retained as a permanent record on all students.</p>		<p>Criteria met</p>
<p>§ 214.13 Total Program Evaluation</p>		
<p>(a) There shall be a written plan for the systematic evaluation of the total program. The plan shall include evaluative criteria, methodology, frequency of evaluation, assignment of responsibility, and indicators (benchmarks) of program and instructional effectiveness. The following broad areas shall be periodically evaluated: (1) organization and administration of the program; (2) philosophy/mission and objectives/outcomes; (3) program of study, curriculum, and instructional techniques; (4) educational facilities, resources, and services; (5) affiliating agencies and clinical learning activities; (6) students' achievement; (7) graduates' performance on the licensing examination; (8) graduates' nursing competence; (9) faculty members; performance; and (10) extension programs.</p>		<p>Criteria met</p>
<p>(b) All evaluation methods and instruments shall be periodically reviewed for appropriateness.</p>		<p>Criteria met</p>
<p>(c) Implementation of the plan for total program evaluation shall be documented in the minutes.</p>		<p>See comment at 214.7 (d) regarding minutes.</p>
<p>(d) Major changes in the nursing education program shall be evidence-based and supported by rationale.</p>		<p>See comment at 214.7 (d) regarding minutes</p>

Attachment 2

January 24, 2006

Kathy Bredberg, MSN, RN
Director, Vocational Nursing
Grayson County College
6101 Grayson Drive
Denison, Texas 75020-8299

Dear Ms. Bredberg

At the January 19-20, 2006 meeting, the members of the Board of Nurse Examiners considered the report of the site visit to the Grayson County College Vocational Nursing Program at Van Alstyne..

It was the decision of the Board to accept the report of the site visit and issue the following Commendations, Requirements and Recommendations:

Commendation:

The program has developed faculty/student mentor groups which provide students access to a specific faculty member to hear concerns, problems and issues. Both students and faculty commented on the effectiveness of the model.

Recommendations:

1. Provide consistent and adequate secretarial support to meet the needs of the program.
2. Implement the interrater reliability policy as identified in the faculty policy manual.
3. The controlling agency should provide faculty access to test development and test writing seminars. All tests across the curriculum should be reviewed and revised to reflect the components of the NCLEX-PN Test Plan and the Application/Analysis level of the cognitive domain.
4. Implement a mechanism to negate the student's perception of inadequate supervised lab practice.
5. Director and faculty are encouraged to develop and implement a plan for acquisition of program resources
6. Develop a mechanism to provide the PAR scoring system for the Van Alstyne campus.
7. Develop and implement a plan to provide immediate technical support to the Van Alstyne nursing lab computers.

Requirements:

1. Rule 214.5 Philosophy/Mission and Objectives/Outcomes, states that "The philosophy/mission and objectives/outcomes of the vocational nursing education program shall be consistent with the philosophy/mission of the controlling agency"...The philosophy and conceptual framework notes professional nursing rather than vocational nursing. **Therefore**, the program director and faculty shall revise philosophy and conceptual framework to reflect beliefs about vocational nursing rather than professional nursing.
2. Rule 214.6 Administration and Organization states that "There shall be an organizational chart indicating lines of authority between the vocational nursing education program and the controlling agency."... The organizational chart reflects the Vocational Nursing Director reports to the Dean of Workforce Education. This position/role is no longer in force. **Therefore**, the program director shall revise the organizational chart to reflect the actual reporting strategies within the organization.
3. Rule 214.7 Faculty Qualifications and Faculty Organization, states that "There shall be written personnel policies for nursing faculty that are in keeping with accepted educational standards and are consistent with the policies of the controlling agency..."The actual faculty evaluation process and the process identified in the job descriptions differ. The program officials indicate that the program director has recently been give the responsibility to evaluate faculty. **Therefore**, the program director shall clarify the evaluation process by policy development and communicate the process to faculty.
4. Rule 214.7 Faculty Qualifications and Faculty Organization, states that "Minutes of faculty organization and meetings shall document the reasons for actions and the decisions of the faculty and shall be available for reference...". Minutes of faculty meetings do not reflect collection and analysis of data to validate rationale for faculty decisions that impact the program of study. **Therefore**, the program director and faculty shall develop and implement minutes which reflect the rationale for faculty decisions about program activities.
5. Rule 214.10 Management of clinical Learning Experiences and Resources states that "There shall be a written affiliation agreement between the controlling agency and the affiliating agency before the affiliation begins". Two affiliation agreements for identified clinical sites were not available for review. One affiliation agreement only

addressed associate degree nursing students. **Therefore**, the program director shall , review affiliation agreements for identified clinical sites for currency and for application to the vocational nursing program. Submit to board office copies of all affiliation agreements by February 15, 2005

6. Rule 214.11 Management of clinical Learning Experiences and Resources states that, "The learning resources, library, and departmental holdings shall be current".. Students have online access to the main campus library. A list of resources provided to surveyors contained numerous outdated holdings. **Therefore**, the program director shall collaborate with library staff to develop and implement an effective weeding and archiving policy.
7. Rule 214.12 Records and Reports states that, "Records shall be safely stored to prevent loss, destruction, or unauthorized use.... ", Student records and other confidential files are located in locked cabinets. However, the cabinets are located in the open lab and may be unsupervised at times. **Therefore**, the program director shall move files to a secure location

Recommendations are suggestions based upon program assessment indirectly related to the rule. The program must respond in a method of the program's choice. Requirements are mandatory criterion based on program assessment directly related to the rule that shall be addressed in the manner prescribed. Please provide a complete response to findings no later than March 31, 2006. Board staff is available to address questions and concerns.

Sincerely,

Linda R. Rounds, PhD, RN, FNP
President

Betty Sims MSN, RN
Nurse Consultant, Education

cc. Dickie Gerhig, Assistant to the Dean of Workforce Education
Dr. Alan Scheilimer, President