

**PROPOSAL TO ESTABLISH A NEW  
VOCATIONAL NURSING EDUCATION PROGRAM AND REPORT OF SITE VISIT  
CAREER CENTERS OF TEXAS - CORPUS CHRISTI**

**SUMMARY OF REQUEST:**

Consider the Career Centers of Texas - Corpus Christi proposal to establish a Vocational Nursing Program in Corpus Christi, Texas and results of the site visit by board staff. The final revised proposal was sent to members of the Board under separate cover.

**HISTORICAL PERSPECTIVE:**

- Career Centers of Texas is requesting to begin a vocational nursing program with an enrollment date of Spring, 2007.
- The Initial proposal was submitted to board staff on September 18, 2006. The proposal has undergone one revision based on board staff's request for corrections and additional information.
- Career Centers of Texas currently offers vocational and technical instruction in nurse aide, medical assisting, medical office specialist, computer business systems and paralegal.
- A survey visit was conducted on December 19, 2006 with the primary purpose of the visit being to evaluate compliance with the 214.
- A Public Hearing has been posted in the Texas Register and is scheduled for January 18, 2007 at am at the Board meeting(Attachment Two).

**SUMMARY OF THE PROPOSAL:**

Overview of the Proposal:

- Career Centers of Texas is a proprietary entity located at 1620 S. Padre Island Drive Suite 1600, Corpus Christi, Texas. The school is proposing to establish a traditional vocational nursing program(VNP) that:
  - can be completed in twelve months;
  - will attract candidates and meet the service needs of Nueces County, and
  - will begin Spring 2007 with an initial enrollment of thirty (30) students.

Rationale and Needs Assessment:

- The proposal includes the survey results from 29 health care facilities. The results of the survey indicated a projected need of 58 LVNs at the time of the survey. The data indicates that over the next five years of 1275 projected job openings making the annual job vacancy rate of 255 openings per year.
- Data from the Texas Department of Health indicates the median age of LVNs in Texas is 46 which negatively impacts the supply of nurses in the next several years.
- Data from the Work Force 1(local workforce Board) indicates that projected employment for LVNs in 2012 is 2300.
- Other data indicates two other vocational programs in the surrounding area are turning away qualified candidates due to limited enrollment.
- Community support for the program is documented by letters from Mayor Henry Garrett of Corpus Christi, Chamber of Commerce, State Senator Juan Hinojosa for District 20, Ken Trevino, Vice President, Corpus Christi Chamber of Commerce, Larry Demieville, Planner, Work Force I, The Children's Clinic/ Coastal Children's Clinic, Alameda Oaks Nursing Center, Homestyle Speciality Nursing Care, Harbor View Care Center and twelve letters from other area health care facilities.

Operational Organization:

- The Central Group Vice President of the Kaplan Higher Education Corporation(KHEC) has submitted a letter of support to provide funding to meet the needs of the program.

#### Director/Faculty:

- The organizational chart identifies the regional director, one potential director, one potential assistant director, and additional potential instructors.
- Two of the potential faculty positions come from currently employed individuals in the Kaplan Higher Education Corporation vocational nursing program in San Antonio, Texas.
- The current acting director is Ms. April Schroer, MSN, RN, CS who is also the Southwest Regional Nursing Director for Kaplan Higher Education Corporation. The permanent director professional qualifications will be submitted to the Board office for approval prior to hire.

#### Applicant pool:

- The survey of interest was sent to students in health care programs on the campus. The survey resulted in one hundred seventy six (176) respondents interested in the vocational nursing program. Most of the respondents indicated that they would go on to complete an RN program.

#### Budget:

- The proposed budget appears adequate to support the program for the first two years of operation.
- The Central Group Vice President of Kaplan Higher Education Corporation provided written support to provide funding necessary to meet the needs of the program.

#### Facilities:

- Campus is ADA accessible

#### Classroom and Nursing Skills Laboratory:

- Narrative descriptions of classrooms and the computer lab is provided in the proposal.
- One dedicated classroom and skills laboratory combination room is designated for the vocational program. The described classroom has the capacity for 32 students and is 44ft x 22 ft.

#### Library/Software Holdings/Computer laboratory/Learning resource center:

- The proposal identifies a learning resource center which contains reference texts and periodicals directly related to vocational training.
- There are twenty four(24) computers that are internet accessible located in the computer lab. All computers are internet accessible.
- The proposal does provide a list of available software and does it contain an indication of availability of computerized databases such as CINAHL. The library contains six computers with internet access for student use.
- The proposal identifies text holdings, magazines, and periodicals as well as a forecasted budget for future library purchases.

#### Faculty Policies:

- A faculty handbook and KHEC employee handbook are included in the proposal

#### Student Policies:

- The agency catalog and vocational nursing student handbook are included in the proposal.
- The policies include, but are not limited to: admission requirements, selection process, attendance, dress code, grading and progression, graduation requirements, classroom behavior, cheating, withdrawal/ reinstatement/dismissal, student counseling, grievance, and transfer.

#### Clinical Agencies:

- Sample letters from administrators and directors of nursing at affiliating agencies indicating their support of the proposal to establish a new nursing program.
- Clinical agency administrative letters have been provided indicating clinical accommodations.

#### Curriculum Elements:

- The curriculum is designed to delivery 588 classroom hours and 876 clinical hours totaling 1464 hours over 12 months. The overall curriculum and program objectives identify the knowledge behaviors for graduates of the program, as defined by the Differentiated Entry Level Competencies (DELIC).

**PROS AND CONS:**

Pros:

- Kaplan Higher Education Corporation(KHEC) currently operates a successful vocational nursing program in Texas.
- The program has strong community support,
- Adequate clinical facilities for clinical learning are in place
- A documented applicant pool is available.
- Adequate physical and fiscal resources to operate a vocational nursing program.
- The proposed program of study/curriculum is well-developed and addresses all required elements.
- The southwest regional director of KHEC plans to mentor new program director and faculty as required.

Cons:

- There is some concern that new faculty members will have sufficient time to complete all faculty responsibilities which include not only preparing lesson plans but evaluating the effectiveness of the new program and making recommendations/revisions.
- The program is holding purchase of additional supplies, library holdings, and teaching aids until receipt of board approval.

**STAFF RECOMMENDATION:**

Move to approve a vocational nursing education program operated by Career Centers of Texas with the requirements to be met, as indicated, in the attached letter( attachment three).

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

NAME OF NURSING PROGRAM: Career Centers of Texas – Corpus Christi

DEAN OR DIRECTOR: April Schroer, MSN, RN, CS, Acting Director

DATE APPOINTED:

REASON FOR SURVEY: Initial Site Visit

DATES: December 19, 2006

SURVEY VISITOR(S): Dorothy Joy and Betty Sims

VOLUNTARY ACCREDITATION:

NLNAC: YES \_\_\_\_\_ NO X PERIOD OF ACCREDITATION: NA

TYPE OF BNE APPROVAL

(Initial, Full, Warning, etc.):

Other NAME OF ACCREDITATION AGENCY: Texas Workforce Commission

DATE OF MOST RECENT VISIT: \_\_\_\_\_

\* the unshaded areas are for review

STANDARD/CRITERIA	EVIDENCE	COMMENTS
<b>§ 214.4 Approval</b>		
(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.		
<b>§ 214.5 Philosophy/Mission and Objectives/Outcomes</b>		
(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.		
(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>		
(c) Clinical objectives/outcomes shall be stated in behavioral terms and shall serve as a mechanism for evaluating student progression.		

<p>(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.</p>		
<p>(e) The faculty shall periodically review the philosophy/mission and objectives/outcomes and shall make appropriate revisions to maintain currency.</p>		
<p><b>§ 214.6 Administration and Organization</b></p>		
<p>(a) The controlling agency shall be licensed or accredited by a Board-recognized agency.</p> <p>(b) There shall be an organizational chart indicating lines of authority between the vocational nursing education program and the controlling agency.</p>	<p>A letter of annual compliance visit was conducted by the Texas Workforce Commission with no deficiencies was provided.</p> <p>A updated organizational chart indicates the southwest regional director will oversee the nursing program. The southwest regional director meets the requirements for the program. However, the program director, one full time instructor and two part time instructors will be hired after program approval.</p>	<p>Criteria met</p> <p>Requirement # 1 The program shall provide evidence of appointments of director and faculty prior to enrollment of students.</p>
<p>(c) The program shall have comparable status with other educational units within the institution (controlling agency).</p>		

(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.

<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> <ol style="list-style-type: none"> <li>(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;</li> <li>(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;</li> <li>(3) a director with responsibilities other than the program shall not have major teaching responsibilities; and</li> <li>(4) written job descriptions exist which clearly delineate responsibilities of the director, coordinator and lead instructor, as appropriate.</li> </ol>		
<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>		
<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>		
<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> <ol style="list-style-type: none"> <li>(1) providing evidence of faculty expertise and knowledge to teach curriculum content;</li> <li>(2) acting as agent of the Board and issuing temporary permits to eligible graduates, upon completion of the program;</li> <li>(3) verifying student's completion of program requirements on the Affidavit of Graduation; and</li> <li>(4) completing and submitting the Annual Report to the Board office by the required date.</li> </ol>		

<b>§ 214.7 Faculty Qualifications and Faculty Organization</b>		
<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>(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.</p>		
<p>(c) Faculty Qualifications and Responsibilities.</p> <p>(1) Documentation of faculty qualifications shall be included in the official files of the program. Each faculty member shall:</p> <p>(A) hold a current license or privilege to practice nursing in the State of Texas;</p> <p>(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</p> <p>(C) have had three years varied nursing experiences since graduation.</p>		See previous comments.
<p>(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.</p>		



<p>(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.</p>		
<p>(4) Non-nursing faculty are exempt from meeting the faculty qualifications as long as the teaching assignments are not nursing didactic or clinical courses.</p>		
<p>(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).</p>		
<p>(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).</p>		
<p>(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.</p>		
<p>(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.</p>		
<p>(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.</p>		

<b>§214.8 Students</b>		
(a) The program shall have well defined student policies based upon statutory and Board requirements.		
(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).		
(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.		
(d) Reasons for dismissal shall be stated in student policies.		
(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.		
(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.	The proposal start date to begin the program is April 30, 2007. A teaching schedule calendar is available for surveyors.	Criteria met
(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.		

<p>(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.</p>		
<p>(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.</p>		
<p>(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.</p>		
<p>(k) Students shall have the opportunity to evaluate faculty, courses, and learning resources and these evaluations shall be documented.</p>		
<p><b>§ 214.9 Program of Study</b></p>		
<p>(a) The program of study shall be:  (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;  (2) scheduled with the placement of courses or course content throughout the entire length of the program;  (3) organized by subject and content to meet the needs of the program;  (4) based on the philosophy/mission and objectives/outcomes;  (5) based on sound educational principles;  (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;  (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  (8) designed to teach students to use a systematic approach to clinical decision making.</p>		

(b) The faculty shall be responsible for the development, implementation and evaluation of the curriculum based upon the following guidelines:

(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.

(2) Design and Implementation. The curriculum shall be designed and implemented to prepare students to demonstrate the *Differentiated Entry Level Competencies of Graduates of Texas Nursing Programs, Vocational (VN), Diploma/Associate degree (Dip/ADN), Baccalaureate (BSN), September 2002*. 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>(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>(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>(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.</p>		
<p>(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.</p>		

<p>(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.</p>		
<p>(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.</p>		
<p>(c) Classroom instruction shall include organized student/faculty interactive learning activities, formal lecture, audiovisual presentations, and simulated laboratory instruction.</p>		
<p>(d) The curriculum plan, including course outlines, shall be kept current and available to faculty and Board representatives.</p>		
<p>(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.</p>		
<p>(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.</p>		
<p>(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.</p>		
<p>(h) There shall be provision for continuous development, implementation, and evaluation of the curriculum.</p>		

(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.		
(j) Adaptation to the calendar in the college catalog is permissible.		
(k) Programs shall apprise the Board office of any program changes.		
<b>§ 214.10 Management of Clinical Learning Experiences and Resources</b>		
(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.		
(b) Clinical practice shall include actual hours of practice in clinical areas, clinical conferences, and/or simulated lab experiences.		
(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.		
(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.		
(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.		

<p>(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.</p>		
<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>(h) Affiliation agreements are optional for those clinical experiences which are observation only.</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>(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>		



(k) Faculty may use clinical preceptors to enhance clinical learning experiences and to assist faculty in the clinical supervision of students.

(1) Faculty shall develop written criteria for the selection of clinical preceptors.

(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.

(3) Faculty shall be readily available to students and clinical preceptors during clinical learning experiences.

(4) The designated faculty member shall meet periodically with the clinical preceptors and student(s) for the purpose of monitoring and evaluating learning experiences.

(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>(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>(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>(n) Programs shall not permit utilization of students for health care facility staffing.</p>		
<p><b>§ 214.11 Facilities, Resources, and Services</b></p>		
<p>(a) Classrooms and nursing skills laboratory facilities shall be provided to accommodate the learning needs of the students.</p>	<p>After reconsideration of the skills lab and classroom space, the executive director and regional nursing director dedicated separate space for the nursing program's skills lab and classroom.</p>	<p>Criteria met</p>

<p>(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.</p>	<p>After program approval by the BNE, the regional director will present a purchase order of the additional items to be purchased. Hot and cold running water is available. There are two manikins, two hospital beds and a exam table in the lab.</p>	<p>Requirement # 2: The regional director shall provide a copy of purchase order for additional items for the skills lab.</p>
<p>(c) The director or coordinator and faculty shall have office space provided , other than the classroom. There shall be privacy for counseling of students.</p>	<p>There is a private office dedicated to the program director. The faculty will share common area with other faculty. The regional director indicated that the director's office or a vacant classroom could be used if a faculty member needed privacy to counsel a student.</p>	<p>Criteria met</p>
<p>(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.</p>	<p>The library contained a number of books appropriate of other programs. The internet access is available to internet database resources. A plan is in place for acquisition of additional resources for the library and classroom after program approval.</p>	<p>Requirement # 3: The regional director shall provide a copy of the acquisition of additional resources for the library and teaching aids for the classroom.</p>
<p>(e) Teaching aids shall be provided to meet the objectives of the program.</p>	<p>A plan is in place for acquisition for teaching aids to include a VCR/DVD player, overhead projector, and screen. Classroom does not have internet access.</p>	<p>See previous comments</p>
<p>(f) Adequate restrooms and lounges shall be provided convenient to the classroom.</p>	<p>There are male and female restrooms with sufficient space for the student's use. There are two break rooms with tables and vending machines for students.</p>	<p>Criteria met</p>
<p><b>§ 214.12 Records and Reports</b></p>		
<p>(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.</p>	<p>Record forms are developed for the school.  A separate storage room with metal locked cabinets for storage of student records is available.</p>	<p>Criteria met</p>
<p>(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.</p>	<p>The program has developed a receipt of written student policies form, immunization record form and other forms. The application form, for the nursing program will be the form in current use by the controlling agency.</p>	<p>Criteria met</p>

<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>See (a) above</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><b>§ 214.13 Total Program Evaluation</b></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:</p> <ul style="list-style-type: none"> <li>(1) organization and administration of the program;</li> <li>(2) philosophy/mission and objectives/outcomes;</li> <li>(3) program of study, curriculum, and instructional techniques;</li> <li>(4) educational facilities, resources, and services;</li> <li>(5) affiliating agencies and clinical learning activities;</li> <li>(6) students' achievement;</li> <li>(7) graduates' performance on the licensing examination;</li> <li>(8) graduates' nursing competence;</li> <li>(9) faculty members; performance; and</li> <li>(10) extension programs.</li> </ul>		
<p>(b) All evaluation methods and instruments shall be periodically reviewed for appropriateness.</p>		
<p>(c) Implementation of the plan for total program evaluation shall be documented in the minutes.</p>		
<p>(d) Major changes in the nursing education program shall be evidence-based and supported by rationale.</p>		



Computer Lab



Library Texts



Computer Lab



Library



Computer Lab



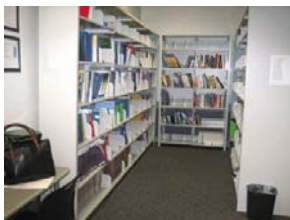
Supply Closet



Library Computer Lab



Supply Closet



Library



Student Break Area



Staff Office



Classroom



Motivational Bulletin Board



Classroom



Motivational Bulletin Board



Skills Lab



Director's Office



Skills Lab

**BOARD OF NURSE EXAMINERS FOR THE STATE OF TEXAS**  
**333 Guadalupe Street, Suite 3-460**  
**Austin, Texas 78701-3942**

NOTICE OF PUBLIC HEARING

for

Consideration of a Proposal from Career Centers of Texas-Corpus Christi

To Establish A New Vocational

Nursing Education Program

at

Corpus Christi, Texas

Date and Time: January 18, 2007 at 10:30 a.m.

Place:

Hobby Building  
333 Guadalupe Street  
Tower 2, Room 225  
Austin, Texas

The Board will hear testimony from individuals who wish to present information concerning the proposal.  
Written testimony will also be considered and should be received in the Board's office by  
Monday, January 8, 2007

Address written testimony to:

Katherine Thomas, MN, RN, Executive Director  
Board of Nurse Examiners  
333 Guadalupe Street, Suite 3-460  
Austin, Texas 78701-3942

BEFORE THE BOARD OF NURSE EXAMINERS  
IN AND FOR THE STATE OF TEXAS

In the matter of the proposal of  
Career Centers of Texas-Corpus Christi  
For approval to establish a new vocational nursing education program

ORDER OF THE BOARD

TO: Career Centers of Texas-Corpus Christi

The Board of Nurse Examiners in and for the State of Texas in a regularly scheduled meeting, held on the 18<sup>th</sup> day of January 2007, considered the proposal for authority to establish a new vocational nursing education program by the Board, pursuant to Section 301.157, Texas Occupations Code.

At the meeting, Linda R. Rounds, PhD, RN, FNP, President of the Board, presided and the following members were present:

George Buchenau, Jr., RN, BSN, Representing Practice  
Deborah Hughes Bell, CLU, ChFC, Consumer Member  
Virginia M. Campbell, RN, AND, BSN, CNOR, Representing Practice  
Brenda S. Jackson, PhD, RN, Representing BSN Programs  
Richard Robert Gibbs, LVN, Representing Practice  
Rachel Gomez, LVN, Representing Practice  
Beverly Jean Nutall, LVN, Representing Practice  
Anita Palmer, Consumer Member  
Frank D. Sandoval, Jr., Consumer Member  
Blanca Rosa Garcia, PhD, RN Representing ADN programs

The Board reviewed the proposal of the above school and after having discussed the proposal in an open public meeting, the Board makes the following findings:

FINDINGS

1. That a written proposal has been filed with said Board.
2. That a public meeting on said proposal was held to take testimony and evidence by the Board.
3. That the written proposal does meet the minimum requirements for proceeding with the establishment of an approved program offering a certificate in Vocational Nursing.

ORDER

NOW THEREFORE, IT IS ORDERED THAT, the proposal of Career Centers of Texas-Corpus Christi is approved, having been found to comply with minimum requirements and standards for establishing a new vocational nursing education program to prepare vocational nurses.



IT IS FURTHER ORDERED THAT THE aforementioned entity is authorized to implement a vocational nursing program and the legal requirements and standards for vocational nursing education as described in Rules and Regulations Relating to Vocational Nursing Education, §214.1-§214.13 (effective 01/18/07) shall be met prior to enrollment of students.

1. The program shall provide evidence of appointments of director and faculty.
2. The program shall provide a copy of the purchase order for additional items for the skills lab.
3. The program shall provide a copy of the acquisition of additional resources for the library and teaching aids for the classroom.

DATED THIS 18 th day of January, 2007.

THE BOARD OF NURSE EXAMINERS IN AND  
FOR THE STATE OF TEXAS

Seal

January 22, 2007

George Fisher, Central Group VP  
Kaplan Higher Education Corporation  
311 So. Wacker, Suite 3300  
Chicago, Illinois 60606-6627

Dear Mr. Fisher:

At the January 18, 2007 meeting, the members of the Board of Nurse Examiners discussed the Career Centers of Texas- Corpus Christi proposal to establish a new vocational nursing education program in Corpus Christi, Texas. It was the decision of the Board to grant initial approval for the vocational nursing education program, as indicated by the enclosed order, contingent on the program meeting the following requirements.

Requirements:

1. 214.6 Administration and Organization( b) states, "there shall be an organizational chart indicating lines of authority between the vocational nursing education program and the controlling agency. **Therefore**, the program shall provide evidence of appointments of director and faculty prior to enrollment of students.
2. Rule 214.11 Facilities, Resources, and Services (b) states, "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." **Therefore**, the regional director shall provide a copy of purchase order for additional items for the skills lab.
3. Rule 214.11 Facilities, Resources, and Services (d) states, "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." **Therefore**, the regional director shall provide a copy of the acquisition of additional resources for the library and teaching aids for the classroom.

Notification of approval for initial status will be provided to the Texas Workforce Commission and a new program code will be requested from the National Council of State Boards of Nursing. If you have any questions, or if we may be of assistance, please contact board staff at 512-305-7658.

Sincerely,

Linda R. Rounds, PhD, RN, FNP  
President

Dorothy Joy, MSN, RN  
Betty Sims, MSN, RN  
Nursing Consultants for Education

cc: April Schroer, MSN, RN, C.S.. Southwest Regional Nursing Director