

**PROPOSAL TO ESTABLISH A NEW NURSING EDUCATIONAL PROGRAM
MEDVANCE INSTITUTE - HOUSTON SOUTHWEST CAMPUS
VOCATIONAL NURSING EDUCATIONAL PROGRAM**

SUMMARY OF REQUEST:

Consider the MedVance Institute (MVI) Houston Southwest Campus proposal to establish a vocational nursing educational program in Houston, Texas and results of the survey visit conducted by board staff. The final revised version of the proposal was sent to members of the Board on a computer disk. A Notice of Public Hearing has been posted (See Attachment #1).

HISTORICAL PERSPECTIVE:

- The first draft of a proposal from MVI-Houston Southwest Campus to establish a vocational nursing educational program was received on February 28, 2008 in the Board office.
- Revisions of the proposal were received via email on April 17, 2008. Board staff reviewed the revisions and suggested additional revisions to the author of the proposal via telephone conference April 3, 2008.
- A final version of the proposal was received in the Board office on May 28, 2008.

SUMMARY OF THE PROPOSAL:

Overview:

- Kirchner Investment Management Corporation (KIMC Investments, Inc.) is proposing to initiate a vocational nursing education program at the MedVance Institute (MVI)-Houston Southwest campus.
- KIMC is a proprietary institution with a corporate office in West Palm Beach, FL and owns ten (10) MVI campuses in four states.
- The sole purpose of KIMC is to operate MVI schools with no other businesses owned or operated by the corporation.
- MVI is licensed by the Texas Workforce Commission (TWC).
- MVI is accredited by Council of Occupational Education (COE).
- The program proposes an initial enrollment in the vocational nursing educational program of one cohort of thirty (30) students each during the first year of operation. The first cohort would be enrolled in December 2008 or January 2009, with anticipated graduation 12 months from the start date.

Present and Anticipated Need for Program:

- The proposal includes evidence of numerous current and projected job openings for Licensed Vocational Nurses (LVNs) in the Houston area.
- Results from surveys of health care agencies in the area indicate a consistent need for LVNs.
- The proposal includes letters of support from legislative representatives and community leaders.

Potential Student Population:

- The proposal lists the sources of potential students from current students at MVI - Houston Southwest including students in the medical assistant, medical coding specialist, pharmacy technician, radiologic technology, sterile processing technician and surgical technology programs.
- Other sources of potential students are qualified applicants for other nursing educational programs in the Houston area who were not admitted to those programs related to facility constraints.
- Fifty-four (54) students recently surveyed are currently enrolled in the Medical Assistant and Surgical Technology programs on MVI campus and have expressed a strong interest in entering the proposed program.
- A large majority of the survey respondents indicated that they plan to further their education to become registered nurses.

Impact on Existing Programs:

- The proposal states that there are currently nine (9) nursing educational programs within a twenty five (25) mile radius of MVI area including: Houston Community College; North Harris College; CyFair College; San Jacinto College-North; San Jacinto College-South; Houston Baptist University; Prairie View A&M University; Texas Women's University; and University of Texas Health Science Center Houston.
- The program has selected and contacted clinical sites not currently in high demand by other nursing programs.
- MVI will join the Centralized Clinical Placement System (CCPS) with other nursing programs in the scheduling of clinical sites in Houston area acute care hospitals.
- MVI clinical coordination for other health agencies, primarily long term acute care and long term care facilities, will be handled in a similar fashion as the acute care hospitals without the use of the CCPS.
- Community health care facilities were surveyed and indicated a willingness to serve as clinical affiliates for the proposed program.
- The proposal included letters from various health care facilities indicating the number of MVI students that could be accommodated at the facility.
- Copies of signed agreements/contracts have been obtained for three health care facilities with two facilities pending a decision and three additional facilities in discussion.
- The proposed program will provide clinical learning experiences in a wide variety of health care facilities, including acute care, long term care, and short term rehabilitation.

Director/Faculty:

- The regional director of nursing and proposal writer, April Schroer, MSN, RN, meets the requirements for the program director.
- The proposal identifies a proposed program director and six (6) prospective registered nurse faculty members.
- None of the six (6) individuals have teaching experience in nursing programs.
- The program director and faculty will be hired after program approval.

Budget:

- Proposed budget includes salaries, secretarial and support staff, professional continuing development costs, library subscriptions, computers, audiovisuals, durable and non-durable medical equipment for the skills laboratory.
- The budget projections address the required elements of Rule 214.

Students:

- MVI provides the following student support services: developmental learning programs, learning assessment programs, counseling programs, and resources to promote retention of students.
- Information in the Student Handbook, regarding eligibility for licensure does include all the required information as cited in Rule 214.8(b)
- A receipt specifically listing the Board's eligibility information as cited in Rule 214.8(b) for students to sign acknowledging receipt of said eligibility information is present.
- MVI is compliant with The Americans With Disabilities Act.

Program of Study:

- The proposed curriculum is well-developed and includes all required elements.
- The proposed program curriculum includes 558 hours for classroom instruction, and 840 hours for clinical practice (lab and clinical).
- The clinical evaluation tools submitted with the proposal demonstrate leveling and progression throughout the curriculum. .
- The MVI campus has internet access for student use. Computers are available for student use in two (2) computer labs from 22 to 30 computer in each lab.
- All students will have the opportunity to participate in the ATI Entrance Test, Assessment Test and Virtual ATI (NCLEX preparation).

Total Program Evaluation:

- The Total Program Evaluation Plan includes a plan for evaluating the required areas.
- Numerical benchmarks are present for all areas of evaluation in the Total Program Evaluation Plan and the benchmarks will be revised as the tool is used.

SUMMARY OF SURVEY VISIT:

- The proposed program director, April Schroer, MSN, RN, and several other MVI staff conducted the tour of the site and provided additional information to the Board visitors.
- A report of the survey visit is included in this document (See Attachment #2).

Concerns from the survey visit included the following:

- While the proposed educational resources, including three (3) beds/stations, mannequins, and laboratory equipment and supplies, books for library, and teaching aids for the classroom have been included in the proposal, not all of the actual educational resources were in place during the survey visit. Construction workers were installing a sink with hot and cold running water at the time of the survey visit. Photographs have been received showing the completed construction in the lab, three hospital bed units with furnishings, and some equipment. However, the photographs did not picture the mannequins or equipment listed in the proposal.

PROS AND CONS:

Pros:

- MedVance Institute (MVI)-Houston Southwest Campus has been diligent in its efforts to formulate a satisfactory proposal to establish a new vocational nursing educational program addressing all requirements and receive approval from the Board. The school has responded almost immediately to all suggestions by board staff for improvements to the facility and the proposal document.
- MVI is licensed by the Texas Workforce Commission (TWC).
- The facilities for other programs at the site were noted to be more than adequate for the programs being taught.
- A qualified regional director of nursing is in place for the program until a program director is hired.
- Six (6) prospective faculty members have been identified for the proposed program.
- A documented applicant pool is available.
- The proposed program of study/curriculum is well-developed and addresses all required elements.
- Adequate clinical facilities for clinical learning experiences have been identified for the first year of the program.
- Adequate budget projections to operate the program and acquire the necessary facilities, resources and services were included.
- The regional director of MVI plans to mentor new program director and faculty as required.

Cons:

- The program did not have all instructional software and library books for student use as indicated in the proposal at the time of the survey visit.
- Faculty identified do not have teaching experience in a nursing educational program.
- There is no evidence that the program has purchased all laboratory equipment listed in the proposal.

STAFF RECOMMENDATION:

Move to approve a vocational nursing educational program to be established by MedVance Institute-Houston Southwest Campus in Houston, Texas, and grant the program Initial Approval status and issue the following commendations and requirement to be met, as indicated in the attached letter (See Attachment #3).

**TEXAS BOARD OF NURSING
333 Guadalupe Street, Suite 3-460
Austin, Texas 78701-3942**

NOTICE OF PUBLIC HEARING

for

Consideration of a Proposal from MedVance Institute- Houston Southwest Campus

To Establish A

Vocational Nursing Educational Program

in

Houston, Texas

Date and Time: October 23, 2008 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 October 10, 2008.

Address written testimony to:

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

**TEXAS BOARD OF NURSING
 SURVEY VISIT REPORT**

NAME OF PROPOSED NURSING PROGRAM: MedVance Institute- Houston Southwest Campus,
 Proposed Vocational Nursing Educational Program

PROPOSED DIRECTOR: April Schroer, MSN, RN

DATE OF PROPOSED APPOINTMENT: After the program obtains Texas Board of Nursing (BON) approval.

REASON FOR BNE SURVEY: Visit of the site to determine adequacy of facilities, resources, and services.

DATE: June 24, 2008

SURVEY VISITOR(S): Dorothy Joy, MSN, RN and Janice Hooper, PhD, RN

BON APPROVAL STATUS: NA

ACCREDITATION: Texas Workforce Commission; COE

The following survey tool includes only the standard/criteria related to 214.11, Facilities, Resources, and Services which were the focus of the survey visit. No other standard/criteria were evaluated during the site visit.

STANDARD/CRITERIA	EVIDENCE	COMMENTS
§ 214.11 Facilities, Resources, and Services		
(a) Classrooms and nursing skills laboratory facilities shall be provided to accommodate the learning needs of the students.	The program area has one designated classroom for the proposed program and a designated room for the nursing skills laboratory area.	Criteria met.
(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.	There is a designated room is adequate size for the nursing skills laboratory that has not been completed with hot and cold running water and cabinets for storage of equipment. While the proposed educational resources, including the three outfitted beds/stations with its own mannequins and curtains to separate beds have been included in the proposal, all of the actual resources were not in place during the survey visit. The proposed director indicated purchase orders for the equipment and supplies are to be ordered after approval of the program. The rest of the equipment and supplies must be in place prior to enrollment and implementation of the program.	Criteria partially met. <u>Requirement # 1</u> The program shall provide evidence that all the resources and equipment listed in the proposal in place, including a total of three (3) beds/stations, mannequins, cabinets for storage of equipment and supplies are in place prior to enrollment of students and implementation of the program.

<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>The program director has a individual office with computer, phone line/extension on first floor. The faculty will share a group office and have individual computers, phone and internet access. The director's office is private and is designated for counseling of students.</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 for the program as well as other programs on campus. 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 # 2 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>Televisions, video recorders, overhead projectors are available for use in the classroom..A plan is in place to for acquisition of additional instructional software. Computers are readily available for student use. Currently there are two computer labs from 22 to 30 computers in each lab designated for the program.</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 large break rooms with tables and chairs and vending machines for students.</p>	<p>Criteria met.</p>

<p>§ 214.12 Records and Reports</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 including information for eligibility for licensure. 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>	
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DRAFT LETTER

October 27, 2008

April Schroer, MSN, RN
Vocational Nursing Educational Program
MedVance Institute-Houston Southwest Campus
6220 West Park, Suite 180
Houston, TX 77057

Dear Ms. Schroer :

At the October 23-24, 2008 meeting, members of the Texas Board of Nursing discussed the MedVance Institute-Houston Southwest Campus proposal to establish a new vocational nursing educational program in Houston, Texas and the board staff report of the June 24, 2008 survey visit. The members of the Board wish to thank you and [] for being available to answer questions.

As indicated by the enclosed order, the Board is please to inform you that based upon the discussion and review of documents, it was the decision of the Board to grant Initial Approval status to the MedVance Institute-Houston Southwest Campus Vocational Nursing Educational Program and issue the following commendations and requirements to be met. The program has Board approval to implement the program with the initial enrollment of one (1) cohort of students of thirty (30) students each during the first year of the program.

Commendations:

1. The school administration is commended for the excellent support of the proposed program and the commitment of financial resources for the development and implementation of the proposed program.
2. The school and the author of the proposal are commended for the well-written proposal and the timely response to all suggestions by board staff for improvements to the facility and the proposal document.

Requirements:

1. Rule 214.11 related to Facilities, Resources, and Services, requires in pertinent part that "(b) An appropriately equipped skills laboratory shall be provided to accommodate maximum number of students allowed for the program; . . ." The survey visit conducted by board staff on June 24, 2008 revealed that while the proposed educational resources, including three (3) complete outfitted beds/stations, mannequins, and laboratory equipment and supplies have been included in the proposal, and all of the actual educational resources were not in place during the survey visit. Photographs provided by the program in September 2008 indicate that construction is completed and three (3) beds/stations are in place with furnishings, however, it is not evident that other laboratory equipment has been received. **Therefore**, the program shall have all the resources and equipment listed in the proposal in place prior to enrollment of students and implementation of the program. The program shall submit pictorial documentation to board staff substantiating that the laboratory equipment listed in the proposal is in place.

2. Rule 214.11 related to Facilities, Resources, and Services, requires in pertinent part that (d) the learning resources, library, and departmental holding shall be current, use contemporary technology appropriate for the level of the curriculum, and be sufficient for the size of the student body and needs of the faculty. The survey visit revealed the library contained a number of books appropriate for the program. A plan is in place for acquisition of additional resources for the library and classroom after program approval. **Therefore**, the regional director shall provide a copy of the acquisition of additional resources for the library and teaching aids for the classroom.

Requirements are mandatory criteria based on program assessment directly related to the rule that shall be addressed in the manner prescribed. If you have any questions, or if we may be of any assistance, please contact board staff at (512) 305-6814 (janice.hooper@bon.state.tx.us).

Sincerely,

Linda R. Rounds, PhD, RN, FNP
President

Janice I. Hooper, RN
Nursing Consultant for Education

copy: John Hopkins, CEO/ President
MedVance Institute
1401 Forum Way, Suite 600
West Palm Beach, FL 33401

Texas Workforce Commission

Enclosure

DRAFT BOARD ORDER

**Texas Board of Nursing
333 Guadalupe Street, Suite 3-460
Austin, Texas 78701-3942**

BEFORE THE TEXAS BOARD OF NURSING

In the matter of the proposal of MedVance Institute- Houston-Southwest Campus in Houston, Texas

For approval to establish a Vocational Nursing Educational Program

ORDER OF THE BOARD

TO: MedVance Institute-Houston-Southwest Campus

The Texas Board of Nursing in and for the State of Texas in a regularly scheduled meeting, held on the 23rd day of October 2008, considered the proposal for authority to establish a Vocational Nursing Educational 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:

Deborah Hughes Bell, CLU, ChFC, Consumer Member
Kristin K. Benton, MSN, RN, Representing VN Programs
George Buchenau, Jr., BSN, RN, Representing Practice
Patti Clapp, Consumer Member
Sheri Denise Crosby, JD, Consumer Member
Marilyn J. Davis, BSN, RN, Representing Practice
Blanca Rosa Garcia, PhD, RN Representing ADN programs
Richard Robert Gibbs, LVN, Representing Practice
Rachel Gomez, LVN, Representing Practice
Brenda S. Jackson, PhD, RN, Representing BSN Programs
Beverly Jean Nutall, LVN, Representing Practice
Mary Jane Salgado, MEd, Consumer Member

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

That a written proposal has been filed with said Board.
That a public meeting on said proposal was held to take testimony and evidence by the Board.
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 Medvance Institute-Houston-Southwest Campus is contingently approved, having been found to comply with minimum requirements and standards for establishing a Vocational Nursing Educational Program to prepare vocational nurses.

IT IS FURTHER ORDERED THAT THE aforementioned entity is authorized to proceed to meet all requirements of the Board for Initial Approval, and that prior to the admission of any students that all requirements issued by the Board must be met. In no event will the program admit students until 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 10/19/08) are met.

Specifically, the Board requires the following conditions as described in the above rule to be met by December 1, 2008 if students are to be admitted to the MedVance Institute-Houston Southwest Campus, Vocational Nursing Education Program:

1. The program shall have a skills laboratory with all the resources and equipment listed in the proposal in place, including a total of three (3) beds/stations, mannequins, storage units and supplies prior to enrollment of students and implementation of the program; and
2. The regional director shall further provide a copy of the acquisition of additional resources for the library and teaching aids for the classroom.

DATED THIS 23rd day of October 2008.

THE TEXAS BOARD OF NURSING

Seal

By: _

Linda R. Rounds, PhD, RN, FNP, President