

**PROPOSED CHANGE OF PROGRAM APPROVAL STATUS
BASED ON THE 2008 NCLEX-PN® EXAMINATION PASS RATE
AND REPORT OF SURVEY VISIT**

**CAREER CENTERS OF TEXAS IN CORPUS CHRISTI, TEXAS
VOCATIONAL NURSING EDUCATIONAL PROGRAM**

SUMMARY OF REQUEST:

Consider proposed change of the approval status from Initial to Full for Career Centers of Texas in Corpus Christi, Texas, Vocational Nursing (VN) Educational Program based on the 2008 NCLEX-PN® examination pass rate for the first graduating class and the report of the September 2-3, 2009 survey visit.

HISTORICAL PERSPECTIVE:

Program	Year	Approval Status	NCLEX-PN® Pass Rate	Number of First-Time Candidates Who Tested (Passed/Total)
Career Centers of Texas VN Program	2008	Initial	100%	23/23

- Board staff last conducted a site visit on December 19, 2006, prior to program approval.
- In February 2007, the Board granted Initial approval for Career Centers of Texas to establish a vocational nursing educational program. Classes began in Fall 2007 with an initial enrollment of thirty (30) students.
- The program has appropriately addressed all previous Board-issued recommendations and requirements.
- The program's first cohort of twenty-four (24) students graduated in October 2008 and began taking the NCLEX-PN® examination in November 2008.
- All (23) of the candidates who tested in 2008 passed the NCLEX-PN® examination and the program's overall pass rate for the 2008 testing period is 100%. (One graduate did not test until 2009 and was unsuccessful on the first attempt.)
- Board staff accompanied by a Board Member conducted a survey visit of the program on September 2-3, 2009, and a report of the survey visit is included in this report (See Attachment One).

PROS AND CONS:

Pros-

- The program's 2008 NCLEX-PN® examination pass rate was 100%.
- The program has appropriately addressed all previous Board-issued recommendations and requirements.
- The mission of Kaplan College supports ongoing faculty development and advanced educational preparation to equip faculty for excellence in teaching.
- Interviews with faculty and students indicate that the faculty are extremely dedicated to the students.

Cons-

- Faculty share a work room as office space, where some spaces are separated by partitions. The situation does not provide adequate space for privacy for student conferences or for individual work. The director's private office is very small. The present building does not allow for expansion in any area and all space is congested.
- While a full-time administrative assistant was recently employed to assist the program in organization and management of records, there was a lack of consistency and lack of clear evidence of students'

- performance and progress through the program.
- The Total Program Evaluation Plan has been developed, but data and evidence of use of the data are not documented on the plan.

STAFF RECOMMENDATION:

Move to change the program approval status of the Career Centers of Texas Vocational Nursing Educational Program from Initial Approval to Full Approval based on review of the NCLEX-PN® examination pass rate for the 2008 test period and the report of the September 2-3, 2009 survey visit, and issue the commendations, recommendation, and requirements to be met, as indicated in the attached letter (See Attachment Two).

**SURVEY VISIT
SUMMARY REPORT**

NAME OF NURSING PROGRAM: Computer Career Center in Corpus Christi, Texas
Vocational Nursing Educational Program

NURSING PROGRAM DIRECTOR: Michael Tomak, MSN, RN, EMT (appointed February 2009)

REASON FOR SURVEY VISIT: Focused survey visit to evaluate the program's compliance with Texas BON rules and regulations in regard to initial approval status.

DATE(S) OF SURVEY VISIT: September 2-3, 2009

SURVEY VISITOR(S): Paul Waller, PhD, RN, Board Staff
Janice Hooper, PhD, RN, Board Staff
Blanca Rosa Garcia, PhD, RN, Board Member

TEXAS BOARD OF NURSING (BON) APPROVAL STATUS: Initial

DATE OF LAST BON SURVEY VISIT: December 16, 2006, prior to Texas BON approval of the program

NAME OF ACCREDITING/ LICENSING AGENCIES: No accreditation. Licensed by the Texas Workforce Commission

SUMMARY OF SURVEY VISIT:

Career Centers of Texas is located off a major highway in a business district. Currently there is sufficient parking available to students but this could change because of competition for parking space from businesses in the area.

Activities During Survey Visit:

- Met with College Administration: Michael Tomak, MSN, RN, Director; Jeriann Hix, President of site; and Sheila Burke, Dean of Nursing for Kaplan
- Interviewed Director, Michael Tomak, MSN, RN
- Interviewed 20 current students (5 from each cohort)
- Interviewed 8 faculty (7 full time and 1 part time) and administrative assistant
- Reviewed records and documents (student and faculty files, minutes of faculty meetings, and other program documents)
- Toured skills lab, classrooms, nursing offices and other related programs
- Conducted a summary conference with administration, director, and faculty

Pertinent Survey Findings:

Administration and Organization

Related to organizational chart, Sheila Burke, Academic Dean of Nursing for Kaplan College, explained the organizational structure for Career Centers and Kaplan as well as her role in the organization as consultant and liaison to the nursing programs. Ms. Burke discussed Kaplan's plan to align all Kaplan programs under the Kaplan name and to provide mobility programs for LVNs in Texas. Presently Kaplan has 14 vocational nursing educational programs and 2 associate degree nursing educational programs in the country. Kaplan's mission supports ongoing faculty development and advanced educational preparation to equip faculty for excellence in teaching. Kaplan administrators have had several conversations with board staff about future plans and options.

Rule 214.6(i) requires that the director shall have the authority to direct the program in all its phases. Ms. Burke explained how Kaplan empowers the local director to exercise his authority through his responsibilities. The written job description for program director lists the responsibilities expected in the rule.

Commendation: The administration of Kaplan College are commended for the value they place on faculty evidenced by the plan for continuing education of faculty.

Faculty

Required written policies for faculty are included in the Faculty Handbook. Faculty files provide evidence that policies related to faculty qualifications, faculty development, and faculty evaluation are followed. The program presently has 7 full time and 1 adjunct faculty members for 107 students. The program is in the process of hiring two more faculty members—one part-time and one full-time. Kaplan encourages and provides resources for faculty to earn advanced degrees to prepare them as expert faculty. All of the current faculty are enrolled in further education; several are enrolled in an MSN program with an emphasis on teaching, and one is enrolled in an LVN to RN program. Kaplan also provides regular continuing education for faculty.

Faculty Organization: Faculty meeting minutes were reviewed. Though specific committees have not been named, the faculty work as a committee of the whole in decision-making.

Interviews with faculty and students indicate that the faculty are extremely dedicated to the students. Students described the faculty as understanding, available, personal, receptive, and willing to answer questions. Faculty represent many years of varied nursing backgrounds and experiences. They expressed excitement about teaching the students and helping them advance in their education. The director has been able to lead the faculty through the challenges of a beginning program and has made decisions based upon maintaining a program of integrity.

Commendation: The faculty and director are commended for their commitment to the students and the program.

Students

Twenty-four of the original 30 students graduated in November 2008. The NCLEX-PN® examination pass rate for the first year (2008) was 100% with 23 students taking and passing the examination. The last student has since taken the examination but was unsuccessful on first attempt (in 2009). The program has offered assistance to the student who failed but it has not been accepted. There are presently 107 students accepted at 4 different admission points during the last year. Signed receipts of students' receiving policies and eligibility information are in the student files. Completed course evaluation forms are in faculty files. Students have opportunities to participate in governance through student council representation, informal comments to faculty, and online surveys.

Program of Study

The VN curriculum is sound and logically organized. Test questions are taken from a test pool. Kaplan's long term plan is to implement a standard curriculum at all campuses with nursing programs, with individualization by the program sites. The model will include continuing participation by faculty in developing, implementing, and evaluating curriculum.

The clinical evaluation tools for four levels indicate progression of student performance throughout the curriculum. Clinical evaluation tools are in the student files but some are incomplete due to changes in responsible staff.

Records and Reports

In the review of student files, there was a lack of consistency and a lack of clear evidence of students' performance and progress through the program. Signatures of students acknowledging clinical evaluation information were not present.

Requirement #1: The faculty shall develop a process to maintain clear evidence of the students' ability to meet objectives/outcomes of the program and provide board staff of copies of minutes documenting faculty decisions and their agreed plan for ongoing records in the student files. The information shall be submitted to board staff by September 1, 2010.

Total Program Evaluation Plan

A Total Program Evaluation Plan has been developed but data and evidence of the use of data are not documented on the plan. The director verbally provided some data and discussed how it was used in making revisions to the program.

Requirement #2: The director and faculty shall plan a process for ongoing effective use of the evaluation plan and submit a revised Total Program Evaluation with data and documentation of faculty decision-making with the 2010 Compliance Audit for Nursing Education Programs (CANEP) in October 2010. In addition, the director shall provide copies of minutes indicating the faculty have been engaged in the process of decision-making based upon the evaluation plan.

Clinical Learning Experience

Students reported positive learning experiences under faculty supervision in all clinical agencies. Post-conferences are planned to enhance the clinical learning experiences. A clinical coordinator schedules the clinical experiences with all clinical affiliating agencies and works in collaboration with other programs.

Facilities, Resources, and Services

The program recently employed a full time administrative assistant to assist the program in the organization of the program and management of records. As office space, faculty share a work room where some spaces are separated by partitions. This situation does not provide adequate space for privacy for conferences with students or for individual work. The program director has a private office but it is very small. Board staff observed that the present building does not allow for expansion in any area and that all space is congested. Students commented on the lack of adequate space for learning activities.

Recommendation: Administration is encouraged to plan additional accommodation that would provide adequate space for space for classrooms, labs, and faculty and director offices.

Learning Resources

There is a small learning resources area but materials are well organized and students have access on campus and from home to online resources. There are two break rooms with vending machines and two restrooms.

DRAFT LETTER

October 26, 2009

Michael R. Tomak, MSN, RN, EMT
Director, Vocational Nursing Program
Career Centers of Texas
1620 S. Padre Island Drive, Suite 600
Corpus Christi, TX 78416

Dear Mr. Tomak:

At the October 22-23, 2009 meeting, members of the Texas Board of Nursing (BON) considered the approval status of the Career Centers of Texas Vocational Nursing (VN) Educational Program in Houston, Texas, based on the 2008 NCLEX-PN® Examination Pass Rate and the report of the September 2-3, 2009 survey visit conducted by Board staff Paul Waller, PhD, RN and Janice Hooper, PhD, RN, accompanied by Board Member Blanca Rosa Garcia, PhD, RN.

Based upon the review, it was the decision of the Texas BON to move the Computer Career Center program approval status from Initial to Full Approval, accept the survey visit report, and issue the following commendations, recommendation, and requirements to be met.

COMMENDATIONS:

1. The administration of Kaplan College are commended for the value they place on faculty evidenced by the plan for continuing education of faculty.
2. The faculty and director are commended for their commitment to the students and the program.

RECOMMENDATION:

1. Administration is encouraged to plan additional accommodation that would provide adequate space for space for classrooms, labs, and faculty and director offices.

REQUIREMENTS:

1. Rule 214.12(a) related to *Records and Reports* requires, in pertinent part, that records shall include "evidence of student's ability to meet objectives/outcomes of the program, final clinical practice evaluations" In review of student files, there was a lack of consistency and a lack of clear evidence of students' performance and progress through the program. Signatures of students acknowledging clinical evaluation information were not present. **Therefore**, the faculty shall develop a process to maintain clear evidence of the students' ability to meet objectives/ outcomes of the program and provide board staff of copies of minutes documenting faculty decisions and their agreed plan for ongoing records in the student files. The information shall be submitted to board staff by September 1, 2010.
2. Rule 214.13 related to *Total Program Evaluation* requires that implementation of a written plan for systematic evaluation of the total program shall be documented in the minutes and major changes in the nursing educational program shall be evidence-based and supported by rationale. A Total Program Evaluation Plan has been developed, but data and evidence of use of the data are not documented. The director verbally provided some data and discussed how it was used in making revisions to the program. **Therefore**, the director and faculty shall plan a process for ongoing effective use of the evaluation plan and submit a revised Total Program Evaluation with data and documentation of faculty decision-making with the 2010 Compliance Audit for Nursing Education Programs (CANEP) in October 2010. In addition, the director shall provide copies of minutes indicating the faculty have been engaged in the process of decision-making based upon the evaluation plan.

Requirements are mandatory based on program assessment directly related to the rule and shall be addressed in the manner prescribed. Documentation of the status of the program's address of the above recommendations and requirements to be met shall be submitted to the Board office by the dates specified. If you have any questions, or if we may be of any assistance, please contact Board staff by e-mail at paul.waller@bon.state.tx.us or by phone at (512) 305-7658.

Sincerely,

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

Paul R. Waller, PhD, RN
Nursing Consultant for Education

cc: Texas Workforce Commission
Sheila Burke, Dean, School of Nursing, Kaplan Higher Education