

**PROPOSAL TO ESTABLISH A NEW NURSING EDUCATION PROGRAM
ST. MICHAEL'S SCHOOL OF NURSING AND TECHNOLOGY
VOCATIONAL NURSING EDUCATION PROGRAM**

SUMMARY OF REQUEST:

Consider the St. Michael's School of Nursing and Technology proposal to establish a Vocational Nursing Program in Weslaco, 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 under a separate cover. A Notice of Public Hearing has been posted (See Attachment One).

HISTORICAL PERSPECTIVE:

- St. Michael's School of Nursing and Technology began the proposal process on September 5, 2006 when the first draft of a proposal to establish a vocational nursing education program was received in the Board office.
- Board staff completed the first review of the proposal (See Attachment Two) and during the survey visit that was conducted on March 7, 2007 (See Attachment Three), a face-to-face proposal consultation was conducted and necessary revisions to the proposal and the program area at the facility were discussed.
- On March 12, 2007, five (5) days after the survey visit, Martha Montelongo, School Administrator, contacted board staff via the telephone to discuss the exact remodeling plans as the contractors were on site to begin construction. Subsequently, a revised schematic diagram of the facility, also included in the final version of the proposal, and photos (See Attachment Four) of the remodeled and rearranged program areas were submitted to board staff via email.
- A second revised version of the proposal was received in the Board office on April 26, 2007 that was sent by regular mail and the same version via email April 30, 2007. Board staff reviewed this revised version and communicated suggested revisions to Ms. Montelongo and two (2) prospective faculty members during a telephone conference on June 11, 2007.
- A final version of the proposal was received in the Board office on June 26, 2007 and Board staff noted that the comments provided to Ms. Montelongo in the written review, the face-to-face consultation, during the telephone conference on June 11, 2007 and during another telephone conference on June 29, 2007 have been addressed in the final version of the proposal with the exception of some minor suggestions.

SUMMARY OF THE PROPOSAL:

Overview:

- St. Michael's School of Nursing and Technology, a proprietary medical/healthcare training school, is requesting to establish a traditional vocational nursing education program at 3001 North Westgate, Weslaco, Texas.
- St. Michael's School of Nursing and Technology is approved by the Texas Workforce Commission and offers the following programs: Medical Assistant, Phlebotomy Technician, Nurse Aide, and Nursing Assistant Spanish.
- The program proposes an initial enrollment in the vocational nursing education program of fifteen (15) students. This is a reduction of fifteen (15) students from the first proposal submitted.

Present and Anticipated Need for Program:

- Proposal included current and future evidence of numerous job openings for Licensed Vocational Nurses (LVNs) in the Rio Grande Valley area.
- Results from surveys of health care agencies in the area indicate a consistent need for LVNs.

Potential Student Population:

- The proposal lists eight (8) different sources of potential students.
- One hundred and fifty (150) interested individuals have contacted the school and expressed an interest in the proposed program. These individuals were surveyed and the results of the survey were included in the proposal.

Impact on Existing Programs:

- Proposal states that there are currently two (2) vocational nursing education programs within twenty-five (25) miles of the proposed program.
- The number of potential students for the proposed program should not negatively impact the two (2) existing programs in the area as both existing programs have waiting lists of prospective students.
- Several community health care facilities have agreed to serve as clinical affiliates for the proposed program. The proposal included signed affiliation agreements from nine (9) of these facilities.
- The proposed program will provide clinical learning experiences in a wide variety of health care facilities, including acute care, long term care, and day care.

Director/Faculty:

- The proposal identifies a prospective program director, Marta Perez, MSN, RN, FNP, and three (3) prospective registered nurse faculty members, and one (1) prospective licensed vocational nurse faculty member.
- All five (5) individuals have the required qualifications.

Budget:

- Proposed budget includes salaries, secretarial support, supplies, Internet, textbooks, uniforms, printing, insurance, and organization membership.
- The budget projections address the required elements of Rule 214.

Students:

- Information from the Student Handbook pages included in the proposal regarding eligibility for licensure is limited to criminal history only.
- Page 9 in the Student Handbook states five (5) questions, but actually lists nine (9) questions.

Program of Study:

- The proposed curriculum is well-developed and includes all required elements.
- The proposed program curriculum includes 672 hours for classroom instruction, and 868 hours for clinical practice (lab and clinical).
- The clinical evaluation tools submitted with the proposal for the three (3) clinical courses contain objectives/outcomes that are exactly the same in each level and therefore, do not clearly demonstrate leveling and progression throughout the curriculum. Additionally, the clinical objectives/outcomes are not stated in behavioral terms and are not measurable.
- The students will be able to access the Internet from the school and will have access to two (2) virtual libraries, Questia and Hessey.

Total Program Evaluation:

- Not all of the required nine (9) applicable board areas are included in the Master Program Evaluation Plan in the proposal.
- Numerical benchmarks are not present for all areas of evaluation in the Master Program Evaluation Plan.
- Numerical benchmarks will need to be included/revised as data is collected.

SUMMARY OF SURVEY VISIT:

- Martha Montelongo, School Administrator, the prospective program director, Ms. Perez, and several prospective faculty members conducted the tour of the site and provided additional information to the Board visitors. A face-to-face proposal consultation was conducted by board staff with these individuals at the conclusion of the survey visit.
- A report of the survey visit is included in this document (See Attachment Four).

- Concerns from the survey visit include, but are not limited to, the following:
 - The classroom, nursing skills laboratory, and student lounge areas are small and cannot comfortably accommodate the number of students planned for the first cohort and future cohorts.
 - There are only two mannequins in the nursing skills laboratory area and neither mannequin is an infant mannequin. While existing and proposed additional educational resources, including laboratory equipment, meet the minimum requirements of Rule 214, the proposal states that the additional equipment will be purchased in the future. These additional planned purchases, including mannequins, should be in place prior to enrollment of students and implementation of the program.
 - The only instructional software available for students is software included with the copies of student textbooks in the Library room.

PROS AND CONS:

Pros:

- St. Michael's School of Nursing and Technology has been diligent in its efforts to formulate a satisfactory proposal to establish a new vocational nursing education program addressing all requirements and receive approval from the Board. The school has responded almost immediately to any and all suggestions by board staff for improvements to the facility and the proposal document.
- In order to address board staff's concerns regarding overcrowding in the classroom and nursing skills laboratories, the school reduced the size of the proposed first cohort of students and remodeled and rearranged the program areas five (5) days after the concerns were brought to the attention of the school.
- The school owns the land where the facility building is located and there is ample room for expansion in the future. There is more than adequate parking for faculty members and students.
- St. Michael's School of Nursing and Technology is approved by the Texas Workforce Commission.
- St. Michael's School of Nursing and Technology is approved by the Texas Department of Aging and Disability Services as a Nurse Aide Training and Competency Evaluation Program for 09/07/05 - 09/07/07.
- A qualified director and four (4) qualified, prospective faculty members have been identified for the proposed program.
- The proposed program of study/curriculum is well-developed and addresses all required elements.
- Adequate clinical facilities for clinical learning experiences have been secured for the first cohort of students.
- Adequate budget projections to operate the program and acquire the necessary facilities, resources and services were included.
- Students will have access to the Internet from the school and will have access to two (2) virtual libraries, Questia and Hessey.
- The proposed program has a large video library for faculty and students to utilize.

Cons:

- While existing and the listed additional equipment, meet the minimum requirements of Rule 214, these additional planned purchases should be in place prior to enrollment of students and implementation of the program. There is a concern that the proposed program does not have sufficient mannequins, including an infant mannequin, for student learning needs.
- The program does not have instructional software for the students to use other than the CD's provided with student textbooks.
- The clinical evaluation tools for all the clinical courses need revising as the tools do not clearly demonstrate leveling and progression throughout the curriculum and the outcomes/objectives are not stated in behavioral terms and are not measurable.

STAFF RECOMMENDATION:

Move to approve a vocational nursing education program to be established by St. Michael's School of Nursing and Technology and grant the program Initial Approval status and issue the commendations, recommendation, and requirements to be met, as indicated in the attached letter (See Attachment Five).

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 St. Michael's School of Nursing and Technology

To Establish A

Vocational Nursing Education Program

at

Weslaco, Texas

Date and Time: July 19, 2007 at 9:30 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 July 9, 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

BOARD OF NURSE EXAMINERS FOR THE STATE OF TEXAS

**Staff Review of Proposal to Develop a Vocational Nursing Education Program
St. Michael's School of Nursing and Technology
Weslaco, Texas**

The first proposal draft was received in the Board of Nurse Examiners for the State of Texas (BNE) office on September 5, 2006. Adequacy of the content of first proposal draft received on September 5, 2006 is discussed and areas that require further clarification or revision are **written in italics**. Please respond to all questions and make any necessary revisions/additions prior to submitting a revised proposal.

Reviewers: Robbin Wilson, MSN, RN & Betty Sims, MSN, RN

Date: November 28, 2006

General Requirements:

1. Approval Fee of \$500.00 was submitted with the appropriate application form and proposal.
2. Martha R. Montelongo, A.D. Applied Science, Administrator, is listed on front cover of the proposal. This seems to indicate that Ms. Montelongo is the author of the proposal. *Please verify who is the author of the proposal.*
3. *Although a Curriculum Vitae was submitted for the prospective director of the program, the appropriate **NEW DEAN, DIRECTOR, OR COORDINATOR OF A NURSING EDUCATION PROGRAM QUALIFICATION FORM** needs to be completed and submitted. The form is included in 3.4.1.a. EDUCATION GUIDELINE, "Approval Process for a New Dean, Director, or Coordinator of a Nursing Education Program."*

1. PROPOSAL AND RATIONALE

Controlling agency/institution: Proprietary medical/healthcare training school identified as St. Michael's School of Nursing and Technology, 3001 North Westgate, Weslaco, Texas 78596, Telephone (956) 447-3830 and (956) 969-3451.

Evidence of State Education Agency Accreditation: Copy of Certificate of Approval for Career Schools and Veterans Education from Texas Workforce Commission effective from June 30, 2006 to June 29, 2007 was provided.

Statement of Proposal:

1. The proposed program is a new program.
2. Location: Weslaco, Texas.
3. The proposed enrollments date: April 2007. **Comment:** Students may not be enrolled until the proposal is approved by the Board of Nurse Examiners at a regularly scheduled Board meeting. *The earliest the proposal can be presented to the Board is the April 19-20, 2007 meeting. The proposed enrollment date should be revised.*
4. Number of students: According to the proposal, the first cohort will consist of 30, but this is not clearly stated. *Please include a clear description of the number of students for each year and the number of anticipated enrollments per year.*

Present and Anticipated Need for Program:

1. Description of Need: Not fully developed. See below for particulars.
2. The proposal provides general statements of need. There are no data to support the program's assertion of need. The one page with data (page 6) provided an opportunity for objective support. However, the program provided numbers of nurses employed by facilities, rather than numbers of vacancies. This is a general procedure throughout the document.

E. Potential Student Population

1. Description of potential student population: The proposal cites numbers of applicants to other VN programs who were not admitted as potential students but the proposal did not provide sources for the quoted numbers. Numbers alone do not guarantee that applicants are qualified for admission. *A description of potential students should provide a profile of students who will be recruited.*
2. Description of student recruitment and selection process: Included in proposal.

F. Impact on Existing Programs

Included in proposal.

II. OPERATIONAL ORGANIZATION

- **Controlling Agency/Institution Philosophy/Mission Statement:** Included in proposal.

Organizational Charts:

1. Controlling agency/institution: The organizational charts clearly show a Director of Nursing who is administratively responsible for the VN Program. *The program needs to be titled a VN Program rather than Nursing Program.* The curriculum vitae of the proposed director has been included that indicates the proposed director meets the requirements as a registered nurse licensed to practice in the State of Texas, having been actively employed in nursing for the past five years (preferably in supervision or teaching), holding a degree or equivalent experience that would demonstrate competency and advanced preparation in nursing education and administration, and having had five years of varied nursing experience since graduation. According to the vitae submitted with the proposal, it would appear that Ms. Perez meets the requirements of the rule to be appointed Director of the Vocational Nursing Education Program. As mentioned above, *A New Dean, Director, or Coordinator of a Nursing Education Program Qualification Form must be submitted to the Board office with the necessary supporting documentation before the proposed a director can be approved by the BNE. Please see 3.4.1.a. Education Guideline: "Approval Process for a New Dean, Director, or Coordinator of a Nursing Education Program" available on the BNE web site under the Nursing Education Information link.*
2. Nursing department: Separate and clear organizational chart of the nursing department included in proposal.

- C. Budget:** Budget allocations for supplies, equipment, hardware, software, and maintenance are absent. Quoted salaries are insufficient to support the program's need for faculty.

Please include all the documentation and information required as indicated by 3.1.1.b. EDUCATION GUIDELINE, "Proposal to Establish a New Vocational Nursing Education Program".

- D. Location and Description of Facilities:** A rough diagram of the space was provided.

E. Program Resources: A Lab is identified on the diagram of the space.

1. Minimal equipment is identified.
2. Five computers for and enrollment of 30 students identified.
3. One hospital bed for 30 students.
4. Nine texts are indicated as text inventory. No other provisions for Library resources are identified.
5. Sparse support services are noted. The amount of equipment listed on the Nursing Laboratory Resources list is not sufficient for the number of students that will be enrolled.

Additional equipment will need to be purchased. Please provide a written plan for acquisition of additional equipment. Provide details about how the five computers in the computer lab will be utilized by the VN students. Submit an inventory of hardware and software in the computer lab. Provide a list of all holdings, including audio-visual holdings, that are part of the library holdings or available in the program for use by VN students.

F. Clinical Facilities:

1. The clinical rotation schedule cannot be evaluated with information presented.
2. No affiliation agreements are available to evaluate
3. There is no information presented to allow evaluation of clinical sites.

*Please include all the documentation and information required as indicated by **3.1.1.b. EDUCATION GUIDELINE, "Proposal to Establish a New Vocational Nursing Education Program"**.*

E. Faculty Policies:

1. Position Requirements for the director and faculty included in the proposal do not reference the specific BNE requirements for vocational nursing program director and/or vocational nursing faculty.
2. Only one faculty member, qualified to teach the entire program is identified. This person is also identified as the program director. One LVN faculty member is identified as teaching didactic courses such as Pharmacology and Nutrition. This is outside of current board guidelines. While approved by the Texas Workforce Commission, the other three faculty members are not nurses, do not meet the BNE requirements, and are not qualified to teach vocational nursing courses.
3. Written plans for faculty orientation, development and evaluation are absent. A general statement that orientation will be provided is available.
4. Not all the required written faculty policies were included with the proposal.

Please include appropriate position requirements for the director and faculty in the revised proposal. Please include written faculty policies for responsibilities, performance evaluation criteria, terms of employment, workload for faculty and the director, faculty orientation plans, and faculty development plans.

Please submit a vitae for each proposed faculty person. Re-examine proposed faculty to ensure they meet qualifications and are qualified to teach in the area of assigned teaching responsibilities.

5. **Availability of faculty:** *Provide information about availability of qualified needed faculty who may be needed in the future.*

H. Students:

1. Potential source of students is identified. The document indicates that 150 potential enrollees have contacted the program. However, only 100 potential students were surveyed. The questionnaire was general and did not specifically address the potential applicants interest in St. Michael's School of Nursing and Technology.
2. Admission criteria are inconsistently identified in the proposal
3. A procedure to identify eligibility issues and initiate the declaratory process is missing from the document. *A form to indicate Receipt of Eligibility Information should be included in the Student Handbook.*
4. Policies for reinstatement are not clear. There inappropriate references to the BVNE.
5. The dress code is not clearly identified.
6. There is a reference to a Leave of Absence if school is unable to schedule required clinical or classes. This would seem to indicate inadequate faculty, classroom and clinical resources to maintain the program.
7. Readmission policies which allow the student to readmit at the next grading period seem to negate requirement for progression.
8. The number of scheduled holidays is not clearly identified.
9. The program requirements identified on page 30 are inconsistent with other areas of the document.

Please include all the documentation and information required as indicated by 3.1.1.b. EDUCATION GUIDELINE, "Proposal to Establish a New Vocational Nursing Education Program".

III. CURRICULUM PLAN/PROGRAM OF STUDY

1. The philosophy seems to extend the role of the LVN beyond the current scope (unpredictable alterations in health).
2. There is an inappropriate reference to NCLEX establishing guidelines for the profession.
3. Supervision should be expanded to meet requirements of the rule.
4. There is inconsistency in identification of the graduate of the program (Allied Health graduate or Vocational nursing graduate).
5. The numbers identified for theory and clinical/lab hours do no correlate. The data on page 29, 31, etc. indicate 768 didactic hours and 734 clinical/lab hours. However, actual calculation of the hours, indicate 768 didactic and 1468 clinical/lab hours.
6. No Geriatrics, Mental Health/Mental Illness, or Growth and Development is identified on the curriculum analysis, page 41.
7. The hours for Pharmacology I is inconsistent. Are the hours 40 or 42?
8. Publication dates for texts are not identified.

9. Syllabi are formatted by textbook chapters rather than learning objectives.
10. Nutrition occurs in skills as well as in the Nutrition course. This is duplicative.
11. There is no indication that skills such as catheter insertion, Oxygen management, enemas, or NG tube placement are taught.
12. The Medical Surgical syllabi seem to progress from *complex* to *simple* (Advanced Procedures is taught is M/S I).
13. Clinical evaluation tools do not demonstrate progression throughout the curriculum.
14. The *Differentiated Entry Level Competencies of Graduates of Texas Nursing Programs, Vocational (VN), Diploma/Associate Degree (Dip, ADN), Baccalaureate (BSN), September 2002 (DELC)* is not identified throughout the curriculum.
15. The timing of course offerings seem to be inefficient (A&P- 3 weeks, Foundations-2 weeks, Nutrition-1 week).

Please include all the documentation and information required as indicated by 3.1.1.b. EDUCATION GUIDELINE, "Proposal to Establish a New Vocational Nursing Education Program". Make necessary revisions, corrections, and additions as indicated above.

IV. Total Program Evaluation:

A Plan for Total Program Evaluation is included in the proposal, but the plan submitted does not meet the current BNE rule/guidelines.

Please include all the documentation and information required as indicated by 3.1.1.b. EDUCATION GUIDELINE, "Proposal to Establish a New Vocational Nursing Education Program".

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

NAME OF PROPOSED NURSING PROGRAM: St. Michael's School of Nursing and Technology,
 Proposed Vocational Nursing Education Program

PROPOSED DIRECTOR: Marta E. Perez, MSN, RN

DATE OF PROPOSED APPOINTMENT: After the program obtains BNE approval.

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

DATE: March 7, 2007 SURVEY VISITOR(S): Robbin Wilson, MSN, RN and Betty Sims, MSN, RN

BNE APPROVAL STATUS: NA

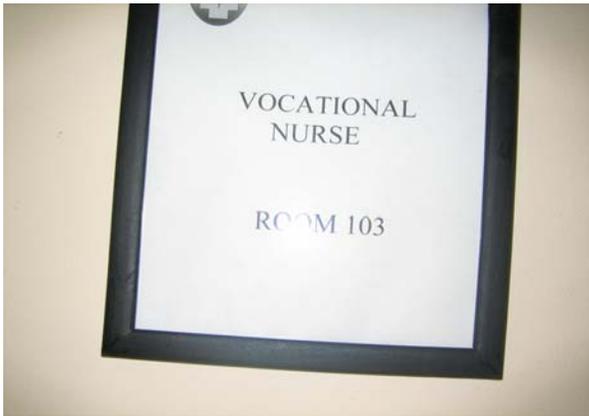
ACCREDITATION: Texas Workforce Commission; 10/06/2006 - 06/29/2007

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 a designated classroom for the proposed program and nursing skills laboratory areas, but these areas are small and cannot comfortably accommodate the number of students planned for the first cohort and future cohorts. | Criteria partially met. <u>Requirement:</u> The program director shall ensure that adequate space in the classroom and the nursing skills laboratory can comfortably accommodate the number of students planned for the first cohort and future cohorts. |
| (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 are only two mannequins in the nursing skills laboratory and neither is an infant mannequin. While existing and proposed additional educational resources, including laboratory equipment, meet the minimum requirements of Rule 214, the proposal states that the additional equipment will be purchased in the future. These additional planned purchases, including mannequins, should be in place prior to enrollment of students and implementation of the program. | Criteria partially met. <u>Requirement:</u> The program shall purchase the listed additional equipment prior to enrollment of students and implementation of the program to include at least two additional mannequins, one of which must be an infant mannequin. |

| | | |
|---|--|---|
| <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 facility provides private office space for the director and faculty. These offices will provide privacy 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>Students will have access to two (2) virtual libraries, Questia and Hessey.</p> <p>Nursing books are available in the Library room.</p> <p>The proposed has a large video library for faculty and students to utilize.</p> <p>The only instructional software available for students is software included with the copies of student textbooks in the Library room.</p> | <p>Criteria met.</p> <p><u>Recommendation:</u> The program is encouraged to consider purchasing instructional software for use by the students, especially software that would assist students in preparing for the NCLEX-PN® examination.</p> |
| <p>(e) Teaching aids shall be provided to meet the objectives of the program.</p> | <p>Televisions, video recorders, overhead projectors, and a video projector are available for use in the classrooms.</p> <p>Computers are available for student use.</p> | <p>Criteria met.</p> |
| <p>(f) Adequate restrooms and lounges shall be provided convenient to the classroom.</p> | <p>There are adequate restrooms, but there is not a large enough lounge/rest area for the planned number of students.</p> | <p>Criteria partially met.</p> <p><u>Requirement:</u> The program shall ensure that adequate lounge/rest area is available for the number of planned students.</p> |

Photos of program area at time of survey visit.



Photos of remodeled and rearranged program area.



Enlarged classroom allowing for more desks.



Additional view of enlarged classroom.



Enlarged and rearranged nursing skills laboratory.



Additional sinks in nursing skills laboratory.

DRAFT LETTER

July 25, 2007

Martha R. Montelongo
School Administrator
St. Michael's School of Nursing and Technology
3001 North Westgate
Weslaco, Texas 78596

Dear Ms. Montelongo:

At the July 19-20, 2007 meeting, members of the Board of Nurse Examiners for the State of Texas discussed the St. Michael's School of Nursing and Technology proposal to establish a new vocational nursing education program and the board staff report of the March 7, 2007-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 takes pleasure in informing you that based upon the discussion and review of documents, it was the decision of the Board to grant Initial Approval status to the St. Michael's School of Nursing and Technology Vocational Nursing Education Program and issue the following commendations, recommendation, and requirements to be met. The program has Board approval to implement the program with an initial enrollment of fifteen (15) students.

Commendations:

1. The program is to be commended for the timely way in which the program addressed board staff's concerns during the March 7, 2007-survey visit regarding overcrowding in the classroom, the nursing skills laboratory, and the student lounge areas.
2. The program is to be commended for the creative methods that have been employed in scheduling clinical learning experiences and utilizing faculty for the first cohort of fifteen (15) students.

Recommendation:

The program is encouraged to consider purchasing instructional software for use by the students, especially software that would assist students in preparing for the NCLEX-PN® examination.

Requirements:

1. Rule 214.8(f) related to Students, states, "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)." A review of the information from the Student Handbook pages included in the proposal regarding eligibility for licensure revealed that this information is limited to criminal history only. Actual citations from the Texas Nursing Practice Act and Rule 213, as listed in Rule 214.8(b), are not provided to the students and the receipt form does not list these exact same citations. Additionally, page 9 in the Student Handbook states five (5) questions, but actually lists nine (9) questions. **Therefore**, the program shall revise eligibility information provided to students and the receipt of the information to include the full requirement of rule 214.8. Additionally, necessary revisions shall be made to page 9 in the Student Handbook to reflect the correct number of questions. The program shall submit documentation to board staff substantiating that all of the above have been appropriately addressed prior to enrolling students and implementing the program.
2. Rule 214.9 related to Program of Study, requires in pertinent part that "(a) The program of study shall be: . . . (5) based on sound educational principles; . . . (b)(1) . . . Clinical and course objectives/outcomes shall be stated in behavioral terms and shall serve as the mechanism for students progression." The clinical

evaluation tools submitted with the proposal for the three (3) clinical courses contain objectives/outcomes that are exactly the same in each level and therefore, do not clearly demonstrate leveling and progression throughout the curriculum. Additionally, the clinical objectives/outcomes are not stated in behavioral terms and are not measurable. **Therefore**, the program shall revise the clinical evaluation tools for all the three (3) clinical courses to clearly demonstrate leveling and progression throughout the curriculum and revise the objectives/outcomes so that they are stated in behavioral terms and measurable. The program shall submit each revised clinical evaluation tool to board staff for approval prior to implementation of each individual clinical course.

3. 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 March 7, 2007 revealed that there are only two mannequins in the nursing skills laboratory and neither mannequin is an infant mannequin. While existing and the proposed additional educational resources, including laboratory equipment meet the minimum requirements of Rule 214, the proposal states that the additional equipment will be purchased in the future. These additional planned purchases, including mannequins, should be in place prior to enrollment of students and implementation of the program. **Therefore**, the program shall ensure that the facilities, resources, and services are sufficient to meet the requirements of Rule 214.11 prior to enrollment of students to include at least two additional mannequins, one of which must be an infant mannequin. The program shall submit documentation to board staff substantiating that the mannequins have been purchased prior to enrolling students and implementing the program.
4. Rule 214.13(a) related to Total Program Evaluation requires that “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 programs; (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.” A review of the Master Program Evaluation Plan included with the proposal revealed that not all of the required nine (9) applicable board areas are included and numerical benchmarks are not present for all evaluative areas in the Master Program Evaluation Plan. **Therefore**, the program director and faculty shall revise the total program evaluation plan to include all the nine (9) applicable board areas, including numerical benchmarks and assignments of responsibility for all areas of the plan, and submit the revised plan to board staff by December 10, 2007.

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 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) 305-6815 or by email at robbin.wilson@bne.state.tx.us.

Sincerely,

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

Robbin Wilson, MSN, RN, Nursing Consultant for Education

xc: Texas Workforce Commission

Enclosure

DRAFT BOARD ORDER

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

In the matter of the proposal of
American Medical Institute
For approval to establish a Vocational Nursing Education Program

ORDER OF THE BOARD

TO: St. Michael's School of Nursing and Technology

The Board of Nurse Examiners in and for the State of Texas in a regularly scheduled meeting, held on the 19th day of July 2007, considered the proposal for authority to establish a 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
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

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 American Medical Institute is contingently approved, having been found to comply with minimum requirements and standards for establishing a Vocational Nursing Education 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 school admit students or plan to admit students nor will the Initial Approval be granted by the Board 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 02/17/05) are met.

Specifically, the Board requires the following conditions as described in the above rule to be met by August 31, 2007 if students are to be admitted to the St. Michael's School of Nursing and Technology, Vocational Nursing Education Program:

1. The program shall revise eligibility information provided to students and the receipt of the information to include the full requirement of rule 214.8; and
2. The program shall purchase the listed proposed additional equipment to include at least two additional mannequins, one of which must be an infant mannequin.

DATED THIS 25th day of July 2007.

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

Seal

By: _____

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