

**Report of a Routine Survey Visit
Joe G. Davis School of Vocational Nursing, Huntsville, Texas
Vocational Nursing Education Program**

Summary of Request

Consider the report of the June 19, 2013, routine six (6) - year survey visit to Joe G. Davis School of Vocational Nursing (VN) in Huntsville, Texas.(See attachment #1).

Historical Perspective:

- The Joe G. Davis School of Vocational Nursing has been operating since 1966.
- The program is located in and supported by Huntsville Memorial Hospital in Huntsville, Texas.
- The previous survey visit was conducted in 2002.
- The NCLEX-PN® examination pass rates for the past five (5) years are listed below:

Examination Year	NCLEX-PN® Examination Pass Rate	Number of First-Time Candidates (Passed/Total)	BON Approval Status
2012	94.12%	32/34	Full
2011	96%	24/25	Full
2010	95.24%	20/21	Full
2009	89.29%	25/28	Full
2008	95.24%	20/21	Full

- On June 25, 2013, the nursing education consultants conducted a conference call with the program director, the chief nursing officer at Huntsville Memorial Hospital, and two program faculty to verify and clarify information from the June 2013 survey visit. During the call, the administration expressed support for and the willingness and desire to maintain the VN program and initiate corrective actions to bring program into compliance with Board Rule 214.

Survey Visit Findings:

The Joe G. Davis VN program experienced a complete administrative and faculty change in December 2012. The new director, coordinator, and faculty are inexperienced in pre-licensure nursing education. The program is not in compliance with many regulations for vocational nursing education programs as stipulated by Rule 214. The survey report reflects program operations on the day of the visit. Changes that have occurred since the visit include: 1) dedicated program director with a single assignment – the VN program; 2) direct faculty supervision of students in the clinical setting; and, 3) acquisition of computers for student use.

Survey Visit Pros and Cons:

Pros

- The Joe G. Davis School of Vocational Nursing program has a history of student success.
- Students have the opportunity for a variety of clinical learning experiences in settings including acute care, long term care, long term acute care, mental health facilities, clinics, and specialty facilities.
- Huntsville Memorial Hospital nursing staff is supportive to students, providing assistance in clinical learning experiences. Clinical preceptors are knowledgeable and experienced.

Cons

- The currently appointed program director has dual responsibilities as both the director of the VN program and the Director of Risk Management for Huntsville Memorial Hospital.
- The *Differentiated Essential Competencies 2010* (DECs) are not reflected in program documents.
- Faculty do not directly supervise students in their clinical learning experiences.
- There is no written orientation plan for new nursing faculty.
- A written faculty organizational structure with by-laws is not available. A nursing program faculty handbook is not available. There are no faculty committees.
- Job descriptions do not reflect the faculty roles and responsibilities in the VN Program.
- Course objectives do not routinely reflect the LVN scope of practice.
- Resources available are insufficient for number of students admitted to the program.
- The Total Program Evaluation is not in compliance with Rule 215.13 nor does it follow Education Guideline 3.11.1.a.

Rationale for Staff Recommendations:

Since there are numerous areas of noncompliance, Board Staff recommend issuing requirements for each deficiency.

Staff Recommendations:

Move to accept the report of findings from the routine survey visit to the Joe G. Davis School of Vocational Nursing in Huntsville, Texas and issue the requirements and recommendation as noted in the Board Order (see attachment #2).

**Summary of Routine Survey Visit
Joe G. Davis School of Nursing at Huntsville, Texas
Vocational Nursing Education Program**

Purpose of Visit: routine six (6) - year survey visit

Date of Visit: June 19, 2013

Contract Program Evaluator: LeAnn Wagner, MSN, RN

Contract Program Evaluator met with:

- Debbie Kuziniarek, MSN, RN, Vocational Nursing Instructor
- Deborah Burkhardt, RN, Part-time VN Faculty and Unit Manager, Correctional Care Unit, Huntsville Memorial Hospital
- Jan McGinty, RN, Vocational Nursing Instructor
- Judy Upshaw, BSN, RN, Program Coordinator and Director of the Correctional Care Unit, Huntsville Memorial Hospital
- Shannon Brown, Chief Executive Officer, Huntsville Memorial Hospital
- Sheila Hogue-Ard, RN, BSN, Interim Chief Nursing Officer, Huntsville Memorial Hospital
- Thirty (30) senior vocational nursing students
- Twelve (12) freshman vocational nursing students

Activities Carried Out by Contract Program Evaluator during Survey Visit:

- reviewed the curriculum materials including all syllabi
- reviewed the VN Student Handbook
- reviewed the clinical evaluation tools
- reviewed the total program evaluation plan, conceptual model, and faculty minutes
- reviewed student assignments and tests
- reviewed student files, faculty files, and clinical affiliation agreements
- toured the nursing offices, classrooms, and skills labs
- conducted exit conference

Summary of Findings

Philosophy/Mission and Objectives/Outcomes

- Program competencies, program outcomes, and level objectives do not reflect the *Differentiated Essential Competencies of Graduates of Texas Nursing Programs Evidenced by Knowledge, Clinical Judgment, and Behaviors: Vocational (VN), Diploma/Associate Degree (Diploma/ADN), Baccalaureate Degree (BSN), October 2010* (DECs).
- It is unclear when the last review of the philosophy/mission and objectives/outcomes occurred. No minutes are available which reflect review.

Administration and Organization

- The governing agency is Huntsville Memorial Hospital.
- The organizational chart is dated and does not include the relationship of the program to the governing agency.
- Communication with the hospital administration is reported to be limited.

- The program director, coordinator, and faculty assumed their roles in January 2013 when the former program director and existing faculty left the program unexpectedly.
- The program director is not actively involved in the program.
- The program director submits budget requests for approval by the hospital chief executive officer.

Faculty

- No faculty handbook was available for review.
- Eight (8) general hospital policies relating to the employee personnel policies were available for review.
- No faculty policies or bylaws were available for review.
- The program coordinator reported that faculty members meet once or twice a week. Minutes reflect discussion and decisions with rationale for the decisions being made.
- The program coordinator shares teaching responsibilities with two (2) full-time faculty and twelve (12) off-site preceptors and twenty-three (23) preceptors at the hospital.
- There is no defined faculty workload. Faculty teaching assignments are agreed upon by the program coordinator and the individual faculty member.
- There is no written orientation plan for new nursing faculty.
- Program faculty do not provide direct clinical supervision of the nursing care provided by the students. The program contracts with staff members at the hospital to work as clinical preceptors and supervise the students.
- There is no organized method of student evaluation of faculty in place.

Students

- Enrolled students total fifty-seven (57): thirty-two (32) senior students scheduled to graduate June 21, 2013 and twenty-five (25) freshman students scheduled to graduate December 6, 2013.
- A student advisory committee brings concerns and complaints to the faculty for consideration. Students indicated this was not an effective way for them to participate in departmental governance.
- Admission requirements are written in the application packet.
- Admission, dismissal, progression, and graduation policies are not clearly stated in the Student Handbook.
- Students receive the required information regarding licensure eligibility issues and they sign a document to that effect. This document is placed in each student file.
- Senior students expressed confidence in the program and their ability to provide good nursing care and pass the NCLEX-PN.
- Freshman students expressed apprehension regarding program organization and quality of the instruction.
- Students do not have the opportunity to evaluate teaching effectiveness.

Program of Study

- The program of study is one (1) year in length, taught in three (3) semesters.
- 2012 NEPIS data reports: 793 class hours; 227.5 laboratory hours; and 784.5 clinical hours for a total of 1805 total contact hours.
- The curriculum utilizes the systematic approach and includes all required content for vocational nursing education programs.
- Not all program documents reflect the *Differentiated Essential Competencies of Graduates of Texas Vocational Nursing Programs 2010* (DECs).
- It is unclear that all program and course objectives reflect vocational nursing scope of practice.
- All instruction is given using face-to-face teaching methodology.

Clinical Learning Experiences

- The majority of clinical experiences are held at Huntsville Memorial Hospital.
- Clinical affiliation agreements are signed and maintained in a secure location.
- It is unclear that sufficient clinical experiences are available to support two (2) cohorts of twenty-five (25) to thirty (30) students.
- Full-time faculty do not assume the major responsibility for supervising students in the clinical setting. Preceptors are used for all clinical learning experiences.
- Not all preceptors have a signed agreement.
- No clinical facilities evaluation tool was available.
- Simulation learning experiences are utilized at least once a month.
- The preceptor to student ratio is 1:19.
- Clinical learning experiences are provided in acute care, long term care, long term acute care, mental health facilities, and clinics.

Facilities, Resources, and Services

- The instructional facilities are located adjacent to the hospital and are sufficient. One large classroom has seating for thirty-five (35). A second classroom can seat twenty (20). A learning lab is equipped with six (6) beds, one (1) high fidelity manikin, two (2) infant Vital-Sim® manikins, one (1) child manikin, three (3) adult manikins, and one (1) adult Vial-Sim® manikin.
- The learning laboratory is well stocked with supplies.
- There are insufficient computers available for the number of enrolled students.
- The program lacks electronic resource/s to grade tests and complete test item analysis, validity and reliability.
- The program does not have full-time administrative support. A part-time employee is available three and one-half (3 ½) days per week.

Records and Reports

- All confidential files are kept in a secure location.
- Student files include the required signed receipt of Board licensure eligibility information.
- Faculty files are incomplete. Some files are missing letters of employment, immunizations, evaluations, transcripts, and CPR information.
- Faculty meeting minutes for the last three (3) years are up to date.
- Written minutes of faculty committees designed to carry out program functions were not available.

Total Program Evaluation

- The program's systematic plan of evaluation is missing key elements.
- Implementation of the plan is not documented in minutes.

DRAFT LETTER

Diane Hurley, MSN, RN
Director, Joe G. Davis Vocational Nursing Program
Huntsville Memorial Hospital
P.O. Box 4001
Huntsville, TX 77342-4001

Dear Ms. Hurley,

At the October 17-18, 2013 meeting, the members of the Texas Board of Nursing discussed the report of the June 19, 2013 survey visit to the Joe G. Davis School of Vocational Nursing at Huntsville Memorial Hospital in Huntsville, Texas. The Board members wish to thank you and _____ for being present to answer questions.

Based upon the discussion and review of the survey visit report, it was the decision of the Board to accept the findings of the survey visit and to issue the requirements and recommendation in the attached Board Order.

Requirements are mandatory criteria based upon program assessment directly related to the rules that must be addressed in the manner prescribed.

Recommendations are suggestions based upon program assessment indirectly related to the rules to which a program must respond but in a method of their choosing.

If you have questions or if Board Staff can assist in any way, please do not hesitate to contact the program Nursing Consultant for Education, Sandi Emerson, MSN, RN, via e-mail @ sandi.emerson@bon.texas.gov or via telephone @ 512-463-4631.

BEFORE THE TEXAS BOARD OF NURSING

In the Matter of:

Joe G. Davis School of Vocational Nursing
Vocational Nursing Education Program
in Huntsville, Texas

ORDER OF THE BOARD

A public meeting of the Texas Board of Nursing, hereinafter referred to as the Board, was held on October 17, 2013, 333 Guadalupe, Tower II, Room 225, Austin, Texas, to consider the report of the survey visit to Joe G. Davis School of Vocational Nursing in Huntsville, Texas, pursuant to Section 301.157, Texas Occupations Code and 22 Tex. Admin. Code Chapter 215.

Board members in attendance were: Kathy Shipp, MSN, RN, FNP; Nina Almasly, MSN, RN; Deborah Hughes Bell, CLU, ChFC; Patricia Clapp, BA; Tamara Cowen, MN, RN; Sheri Denise Crosby, JD, SPHR; Marilyn J. Davis, RN, BSN, MPA; Shelby Ellzey, BBA; Kathy Leader-Horn, LVN; Mary LeBeck, MSN, RN; Josefina Lujan, PhD, RN; and Beverly Jean Nutall, LVN.

After review and due consideration of the findings from the survey visit, as well as the presentation by representatives from the Joe G. Davis School of Vocational Nursing in Huntsville, Texas, and comments from other interested parties, if any, the Board hereby accepts the survey visit report and imposes the following conditions/requirements:

Requirements:

1. The program shall employ a qualified, dedicated vocational nursing education program director who has adequate time and support to manage the responsibilities of administering the vocational nursing education program in all its aspects. The administration shall submit to Board Staff evidence of the program director's job responsibilities and time assigned to administer the vocational nursing education program that is in compliance with Rule 214 no later than December 1, 2013.
2. The governing entity shall provide financial support and resources sufficient to support the number of students enrolled in the program, including, but not limited to, personnel, equipment, and supplies. Administration shall submit to Board Staff evidence that the program has the financial and resource support to provide educational opportunities for the number of enrolled students no later than January 15, 2014.

3. The faculty shall develop a vocational nursing faculty handbook that includes all required faculty policies in Rule 214.7 and a full description of the vocational nursing faculty organization as described in Rule 214.7(o). The program director shall submit to Board Staff a faculty handbook that describes the faculty organization, committees, and faculty policies no later than March 15, 2014.
4. The faculty shall develop student policies to include, but not limited to, student admission, dismissal, progression, and graduation; faculty and faculty evaluation; and, student participation in program governance. Policies shall be in accordance with Rule 214. The program shall submit to Board Staff copies of the student handbook and relevant policies no later than January 15, 2014.
5. The faculty shall review and revise the Total Program Evaluation Plan (TPE) to comply with Rule 214.13, and shall submit to Board Staff the revised TPE no later than March 15, 2014. The TPE shall include methods to evaluate all aspects of the program.
6. The faculty shall review and revise all program documents to include and reflect the 2010 *Differentiated Essential Competencies, 2010* (DECs) within the vocational nurse (VN) scope of practice. The program shall submit to Board Staff a DEC crosswalk and relevant written program documents that reflect the DECs and VN scope of practice no later than May 15, 2014.

Recommendation:

1. The program director and vocational nursing faculty are encouraged to evaluate and implement clinical supervision schedules that will assist students in the clinical setting to meet course objectives and program outcomes. The program director shall submit to Board Staff a written response describing the decision regarding student clinical supervision no later than December 1, 2013.

Failure to comply with these requirements may result in further consideration of the program's approval status, including the imposition of additional restrictions, conditions, monitoring, or other negative changes in the program's status up to withdrawal of approval.

Entered this 17th day of October, 2013

Kathy Shipp, MSN, RN, FNP
President of the Board