

**Consideration of Report of Routine Survey Visit Report to
Everest College in Fort Worth, Texas
Associate Degree Nursing Education Program**

Summary of Request:

Consider the survey report for the January 23, 2015 focused visit to Everest College Associate Degree Nursing (ADN) Education Program in Fort Worth, Texas. The visit was conducted related to the relocation of the ADN nursing program from its present location at 5237 North Riverside Drive, Suite #100, Fort Worth, Texas 76137 to 4200 South Freeway, Suite #1940, Fort Worth, Texas 76115 due to the closing of the North Riverside Drive Campus.

Historical Perspective:

- Everest College, Fort Worth, Texas is one of a network of career schools and colleges owned and operated by Corinthian Colleges, Incorporated (CCI).
- Everest College has been involved in vocational nursing (VN) education since 1997 and professional nursing education since 2007.
- Initial approval to establish a new two-year ADN program in Fort Worth was granted at the July 21, 2011 Texas Board of Nursing meeting.
- Everest College, Fort Worth is approved by both the Texas Workforce Commission (TWC) and the Texas Higher Education Coordinating Board (THECB). The college is also accredited by the Accrediting Commission for Independent Colleges and Schools (ACICS).
- A joint site visit was conducted on November 5, 2014 by Gayle Varnell, PhD, APRN, CPNP-PC, Nursing Consultant for Education and TWC staff (see Attachment #1).

Survey Visit Findings:

- The facilities at 4200 South Freeway, Suite 1940, Fort Worth, Texas 76115 fully meet the requirements set forth in §215.11 Facilities, Resources, and Service; §215.12 Records and Reports; and §215.13 Total Program Evaluation.
- Board Staff found the plan for relocation satisfactory (see Attachment #2).

Pros and Cons:

Pros:

- The director and college administration are willing to take measures for the program to be in full compliance with Rule 215.

Cons:

- None noted.

Staff Recommendation:

Move to accept the survey visit report (See draft letter in Attachment #3).

**TEXAS BOARD OF NURSING
SURVEY VISIT PROGRAM REPORT
Everest College in Fort Worth, Texas
Associate Degree Nursing Education Program**

Purpose of Visit: Focused visit related to relocation of ADN program from 5237 North Riverside Drive to 4200 South Freeway in Fort Worth, Texas.

Date(s) of Survey Visit: November 5, 2014

Board Staff Conducting Survey Visit: Gayle Varnell, PhD, RN, Nursing Consultant for Education.
NOTE: This was a joint visit with Texas Workforce Commission (TWC) Staff: L. Earl Woolbright, Integrated Service Area Manager Athena Blanding, Assistant Integrated Service Area Manager

BON Education Consultant and TWC Staff met with:

- Ruth Abbott, PhD, RN, Vice-President Nursing and Health Professions;
- Stephenie Akins, MSN RN, Campus Director of ADN Program; and
- Dina Faucher, PhD, RN, Regional Nursing and Health Professions Director.

In this report the nursing program met standards and criteria unless otherwise indicated by narrative. Narrative in the Evidence column documents findings of pertinent data, outstanding performance, or deficiencies. Narrative in the Comments column includes recommendations or requirements to be met based on analysis of the survey visit.

§215.11 FACILITIES, RESOURCES, AND SERVICES

STANDARD/CRITERIA	EVIDENCE	COMMENTS
(a) The governing entity shall be responsible for providing: (1) educational facilities, (2) resources, and (3) services which support the effective development and implementation of the professional nursing education program.	<ul style="list-style-type: none"> • There is ample space in the building for classrooms, student areas, faculty offices and a faculty lounge. The organizational chart incorporates the nursing program into the Ft. Worth South Campus. 	Criteria Met
(b) An appropriately equipped skills laboratory shall be provided to accommodate the maximum number of students allowed for the program. (1) The laboratory shall be equipped with hot and cold running water. (2) The laboratory shall have adequate storage for equipment and supplies.	<ul style="list-style-type: none"> • A 4 bed skills lab is located in room #150. The skills lab was designed to accommodate up to 20 students. • The lab is properly equipped with two sinks both with Hot/Cold running water and one sink is equipped with an eye wash station. • There is a large walk-in storage closet in the lab in addition to upper/lower cabinets that provide adequate storage of supplies. In addition there is a secondary supply closet (room # 145) located in close proximity to the skills lab for overflow storage of items. 	Criteria Met
(c) The dean/director and faculty shall have adequate secretarial and clerical assistance to meet the needs of the program.	<ul style="list-style-type: none"> • The director stated she has adequate secretarial/clerical assistance to meet the needs of the program. 	Criteria Met
(d) The physical facilities shall be adequate to meet the needs of the program in relation to the size of the faculty and the student body. (1) The dean/director shall have a private office. (2) Faculty offices shall be conveniently located and adequate in number and size to provide faculty with privacy for	<ul style="list-style-type: none"> • There is ample space in the building for classrooms, student areas, faculty offices and a faculty lounge. There are multiple restrooms in the building and all are ADA compliant. The Campus Nursing Director's (CND) office is located in room #116. • Faculty offices are located in room #177. Faculty has access to private conference space in room 	Criteria Met

STANDARD/CRITERIA	EVIDENCE	COMMENTS
<p>conferences with students and uninterrupted work.</p> <p>(3) Space for clerical staff, records, files, and equipment shall be adequate.</p> <p>(4) There shall be mechanisms which provide for the security of sensitive materials, such as examinations and health records.</p> <p>(5) Classrooms, laboratories, and conference rooms shall be conducive to learning and adequate in number, size, and type for the number of students and the educational purposes for which the rooms are used.</p> <p>(6) Teaching aids shall be provided to meet the objectives/outcomes of the program.</p> <p>(7) Adequate restrooms and lounges shall be provided and be convenient to the classroom.</p>	<p>#175 and #115 for 1:1 student conversations.</p> <ul style="list-style-type: none"> The nursing department will store faculty files, student files, graduate files and withdrawals in a fireproof file cabinet located in a file room that is located directly across the hall from the CND office. This space will also accommodate standard filing cabinets which all lock for storage of materials and testing items. There is one classroom (room #151) that will seat 20 students which is equipped with a smart board and a computer lab that has 20 laptop computers available for student use. The computer lab (room #108) is also equipped with a smart board and can be utilized for additional classroom space as needed. The skills lab also has 5 computers available for student use. There are multiple restrooms in the building and all are ADA compliant. 	
<p>(e) 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.</p> <p>(1) Provisions shall be made for accessibility, availability, and timely delivery of information resources.</p> <p>(2) Facilities and policies shall promote effective use, i.e. environment, accessibility, and hours of operation.</p>	<ul style="list-style-type: none"> The library resource center is located in room # 178. Computers are available in the library for students accessing the online data bases. Students may also access these databases from anywhere they have internet access. 	Criteria Met

§215.12 Records and Reports

STANDARD/CRITERIA	EVIDENCE	COMMENTS
<p>(a) Accurate and current records shall be maintained for a minimum of two (2) years in a confidential manner and be accessible to appropriate parties, including Board representatives. These records shall include, but are not limited to:</p> <p>(1) records of current students, including the student's application and required admission documentation, evidence of student's ability to meet objectives/outcomes of the program, final clinical practice evaluations, signed receipt of written student policies furnished by manual and/or electronic means, evidence of student receipt of the Board license eligibility information as specifically outlined in §215.8(b) of this chapter (relating to Students), and the statement of withdrawal from the program, if applicable;</p> <p>(2) faculty records;</p> <p>(3) administrative records, which include minutes of faculty meetings for the past three (3) years, and school catalogs;</p> <p>(4) the current program of study and curriculum including mission and goals</p>	<ul style="list-style-type: none"> The ADN program follows the college's written policies in regard to maintenance of educational and financial records. The official student academic and departmental records are maintained on the Fort Worth Campus in the Nursing Department. In addition, the nursing department maintains working records of applicants, and currently enrolled students. These records include the application to the nursing program, background check passage notification, confirmation letter, test referral and resignation letter, acknowledgement forms, physical form, immunization record, copy of CPR card, copy of driver's license, counseling forms and clinical evaluations. These records are kept in the student's individual folder in a locked fireproof file cabinet. After graduation, records are maintained in the nursing department for a minimum of 3 years. Faculty files, student files, graduate files and withdrawals will be maintained in a fireproof file cabinet located in a file room that is located directly across the hall from the CND office. This space will also accommodate standard filing cabinets which all lock for storage of additional materials as required by the Board including but not limited to testing items, faculty meeting minutes, annual CANEP/NEPIS reports etc. 	Criteria Met

STANDARD/CRITERIA	EVIDENCE	COMMENTS
<p>(philosophy and outcomes), and course outlines; (5) agreements with affiliating agencies; and (6) the master plan of evaluation with most recent data collection. (b) Record forms may be developed by an individual school. (c) Hospital employment forms are not to be used for student records. (d) Records shall be safely stored to prevent loss, destruction, or unauthorized use. (e) Copies of the program's CANEP, NEPIS, and important Board communications shall be maintained as appropriate.</p>	<ul style="list-style-type: none"> The proposed catalogue addendum which includes the current approved program of study, curriculum, mission/goals and course outlines and catalogue incorporates the nursing program into the Fort Worth South Campus. 	

§215.13 Total Program Evaluation

STANDARD/CRITERIA	EVIDENCE	COMMENTS
<p>(a) There shall be a written plan for the systematic evaluation of the total program. The plan shall include evaluative criteria, methodology, frequency of evaluation, assignment of responsibility, and indicators (benchmarks) of program and instructional effectiveness. The following broad areas shall be periodically evaluated: (1) organization and administration of the program; (2) philosophy/mission and objectives/outcomes; (3) program of study, curriculum, and instructional techniques, including online components of the professional nursing education program, if applicable; (4) education 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 sites/campuses. (b) All evaluation methods and instruments shall be periodically reviewed for appropriateness. (c) Implementation of the plan for total program evaluation shall be documented in the minutes. (d) Major changes in the professional nursing education program shall be evidence-based and supported by rationale.</p>	<ul style="list-style-type: none"> The written plan for systemic evaluation for the total program follows the guidelines and example provided by the Texas Board of Nursing. The systematic evaluation has been customized by the faculty and is utilized to determine the effectiveness of the program. The evaluation includes criteria, frequency of evaluation, assignment of responsibility, methodology, indicators of Program and Institutional effectiveness and an action plan for addressing findings. There have been no graduates to take the NCLEX-RN licensure exam to date. The program is currently under initial approval by the board and therefore, no major curriculum changes have been made to date. Revisions to the Faculty Handbook for policies/procedures regarding faculty duties and performance have been made to reflect the change of address. Revisions to the Student Handbook for policies/procedures regarding student admission/progression/retention/promotion and performance have been made to reflect the change of address. 	<p>Criteria Met</p>

DRAFT LETTER

November 6, 2014

Everest College - Fort Worth
5237 Riverside Dr., Ste. 100
Fort Worth, TX 76137

Dear Ms. Akins:

I would like to thank you for the documents that Everest College submitted along with their request to relocate the Associate Degree Nursing Program from its current location to Everest College - Fort Worth South, La Gran Plaza de Fort Worth, 4200 South Freeway Ste. 1940, Fort Worth, TX 76115. I found the information very thorough and complete.

A joint survey visit made by The Texas Board of Nursing and Texas Workforce Commission to assess the resources and facilities of the proposed relocation site on November 5, 2014 found the facilities more than adequate to accommodate the ADN Nursing Program. It was a pleasure to meet you as well as Ruth Abbott, PhD, RN, Vice-President Nursing and Health Professions Corinthian Colleges, Inc. and Dina Faucher, PhD, RN, Regional Nursing and Health Professions Director—West.

Board Staff have determined that the new facilities meet Board approval. Please notify The Texas Board of Nursing when the move is complete so that we can make the necessary changes to our mailing list. Once we receive official notification of the move, we will submit the change of address to the National Council of State Boards of Nursing.

If you have any questions or if we may be of assistance, please contact staff at 512.621-5179 or gayle.varnell@bon.texas.gov.

Sincerely,

Gayle P. Varnell, PhD, APRN, CPNP-PC
Nursing Consultant for Education

Copy: Dr. Ruth Abbott
Dr. Dina Faucher
Virginia Bosman, Texas Workforce Commission (TWC)
Earl Woolbright, TWC

DRAFT LETTER

January 26, 2015

Everest College
La Gran Plaza de Fort Worth
4200 South Freeway, Ste. 1940
Fort Worth, TX 76115

Dear Ms. Akins:

At the January 23-24, 2015 meeting, members of the Texas Board of Nursing discussed the report of the November 5, 2014 survey visit conducted by Board staff to Everest College School of Nursing Fort Worth, Texas Associate Degree Nursing Education Program. Based upon the discussion and review of documents, it was the decision of the Board to accept the report of the survey visit.

Sincerely,

Katherine A. Thomas, MN, RN, FAAN
Executive Director

copy: Texas Workforce Commission (TWC)