

**Report of Survey Visit Requiring Action  
The College of Health Care Professions in Houston, Texas  
Vocational Nursing Education Program**

**Summary of Request**

Consider the report of the July 29, 2015 survey visit to The College of Health Care Professions in Houston, Texas Vocational Nursing (VN) Education Program pursuant to the April 23, 2015 Board Order. The survey visit was conducted by Beverly Skloss, MSN, RN, Contract Program Evaluator.

**Historical Perspective:**

- The College of Health Care Professions in Houston, Texas, was approved at the January 2011 Board meeting as the Academy of Health Care Professions.
- The name was changed to The College of Health Care Professions (CHCP) in December 2012.
- The CHCP is accredited by the Accrediting Bureau of Health Education Schools (ABHES) and is licensed by the Texas Workforce Commission (TWC).
- The program admitted their first cohort of twelve (12) students in July 2011 and six (6) completed the program in August 2012. The high attrition was reported to be related to academic failures and health issues.
- The program admitted twenty-three (23) students in August 2012 and thirteen (13) graduates from this class tested during the 2013 examination year.
- The program admitted another twenty-eight (28) students in May, 2013 and nineteen (19) students in September 2013. The examination results for the graduates are reflected in the examination results for 2014.
- Twenty-seven (27) students were admitted in January 2014, fifteen (15) in May 2014, and nineteen (19) in February 2015.
- The current enrollment in the VN program is forty-one (41) students.
- Wendy Cochran, RN, MSN, CNE, Associate Degree Nursing (ADN) Program Director, served as Interim Director for the VN program from April through July 2015, when Freda Sowell, MSN, MHA, RN, began as Director.
- There have been four (4) changes in Program Director since the program began.
- The approval status was changed from Full Approval to Full with Warning at April 2015 Board Meeting.
- A survey visit was conducted on July 29, 2015.
- The NCLEX-PN® pass rates for the past three (3) years are reflected in the table below:

<b>Examination Year</b>	<b>NCLEX-PN® Examination Pass Rate</b>	<b>Number of First Time Candidates (Passed/Total)</b>	<b>BON Approval Status</b>
2014	45.45%	15/33	Full with Warning
2013	53.85%	7/13	Full
2012	100%	6/6	Initial

## Summary of Survey Findings (See Attachment #1)

### Pros and Cons from Survey Visit:

#### Pros:

- Administration stated their support for the VN Program as it fulfills a continued need for nurses in the community.
- The program conducted a nation-wide search to find a new full-time Program Director who has received Board Staff approval to begin in August 2015.
- The program has an adequate number of active contracts with clinical affiliating agencies that provide a variety of clinical learning experiences.
- A full-time clinical coordinator assists with clinical learning experiences and serves as a liaison with clinical partners.
- Since the survey visit in July 2015, the new Program Director has been addressing the requirements and recommendations.

#### Cons:

- The program has experienced serious faculty and director turnover.
- New faculty with strong clinical skills have been recruited, but they lack faculty teaching experience. Their knowledge of test writing and item analyses are weak, indicating a need for faculty development.
- Faculty indicated that workload policies are not clear.
- Clinical evaluation tools are adequate, but could better reflect expectations for student progression in clinical skills and decision-making.
- Students indicated that there is inconsistency in enforcement of policies.

### Staff Rationales:

Board Staff have provided rationales for requirements and recommendations in the Board Order.

### Staff Rationale for Requirement #1:

Rule 214.7(a)(4) related to *Faculty* requires that "Written policies for nursing faculty workload shall allow sufficient time for faculty to accomplish those activities related to the teaching-learning process." In addition, Section (a)(6) states that "Written policies for nursing faculty shall include ...: faculty development ..." and Section (a)(6)(B) further requires that "A plan for nursing faculty development shall be offered to encourage and assist faculty members to meet the nursing program's needs as well as individual faculty members' professional development needs."

Policies related to workload are not clear and new policies ensuring faculty are provided professional development to fulfill their teaching responsibilities are needed.

**Therefore**, the program shall develop clearly written policies to define faculty workload and to design and fund ongoing faculty development to ensure that faculty are prepared for all teaching responsibilities. The Program Director shall provide copies of these policies to Board Staff not later than February 1, 2016.

**Staff Rationale for Requirement #2:**

Rule 214.9(h)) related to *Program of Study* states that “Faculty shall develop and implement evaluation methods and tools to measure progression of students’ cognitive, affective, and psychomotor achievements...” The clinical evaluation tools in place do not measure progression of student behaviors across the clinical levels.

**Therefore**, the Program Director and faculty shall review and revise the clinical evaluation tools to reflect progression of students’ cognitive, affective, and psychomotor achievements across the clinical levels. Copies of the revised clinical evaluation tools shall be submitted to Board Staff no later than February 1, 2016.

**Staff Rationale for Requirement #3:**

Rule 214.13(c) related to Total Program Evaluation (TPE) requires that “Implementation of the plan for total program evaluation shall be documented in the minutes.” Program Evaluator determined that meeting minutes are minimal and do not reflect implementation of the TPE.

**Therefore**, the Program Director and faculty shall submit copies of faculty minutes to Board Staff providing evidence that the faculty are making decisions based upon data in the Total Program Evaluation Plan. These copies shall be submitted no later than February 1, 2016.

**Staff Rationale for Recommendation #1:**

During the student interview, students indicated that they would like more scheduled time in the nursing skills lab.

**Therefore**, faculty are encouraged to review the allocation of time for clinical learning experiences to determine if more time for student practice in the skills lab could be arranged.

**Staff Rationale for Recommendation #2:**

During the student interview, students also commented that the policies are well-defined and available to students, but not consistently enforced.

**Therefore**, faculty are encouraged to include a student representative in a review of all student policies to determine where policies are not consistently enforced and to establish a process for enforcement.

**Staff Recommendation:**

Move to accept the report of the survey visit to The College of Health Care Professions in Houston, Texas and issue the requirements/conditions and recommendation in the attached letter and Board Order (Attachment #2).

**Summary of Survey Visit  
The College of Health Care Professions in Houston, Texas  
Vocational Nursing Education Program**

**Purpose of Survey visit:** Authorized by Board at April 2015 meeting

**Date of Visit:** July 29, 2015

**Board Representative Conducting Visit:** Beverly Skloss, MSN, RN, Contract Program Evaluator

**Program Evaluator met with:**

- Dr. S. David Vaillancourt, Chief Academic Officer
- Terri Lowery, MBA, President
- Val Galvan, M.Ed, Director of Education
- Wendy Cockron, RN, MSN, VN Interim Program Director
- Velma Bailey, BSN, RN, Instructor
- Anna Marie Johnson, LVN, Faculty
- Yiana Melendez, MBA, Faculty
- Four (4) VN students

**Program Evaluator:**

- Reviewed the curriculum and all syllabi;
- Reviewed the Student Handbook and Faculty Handbook;
- Reviewed exams, assignments, and clinical evaluation tools;
- Reviewed clinical affiliation agreements;
- Interviewed four (4) students;
- Toured facilities housing the nursing program;
- Held initial conference with director and administration;
- Met with faculty members;
- Reviewed records and documents including: student and faculty files, minutes of faculty meetings, and the Total Program Evaluation (TPE) Plan; and
- Conducted exit interview with the Program Director and administration.

**Summary of Findings:**

Administration

- Administration indicated the nursing program fulfills a need in the local community and has comparable status with other education units in the college.
- Lines of authority are clearly defined.
- Wendy Cockron, RN, MSN, ADN Program Director served as VN Interim Program Director since April 2015 while a new Director was being recruited.

- Ms. Cochran stated she is supported by administration to direct the program in all aspects and does not carry a teaching load.
- Clear channels of communication between the director and administration were evident.
- Since faculty salaries were considered an issue in the past, administration conducted salary surveys with other educational institutions in the area and found them to be comparable.
- There have been four (4) program directors since the program began operation.

#### Program of Study:

- The twelve (12) month program of study is designed to be completed in three (3), sixteen (16) week levels.
- The program is comprised of 1436 clock hours: 592 didactic hours and 844 clinical hours.
- The organization of the curriculum is based upon simple to complex and designed to ensure students are competent in skills prior to entering the clinical setting.
- *The Differentiated Essential Competencies (DECs) (2010)* have been fully incorporated into the curriculum. Clinical evaluation tools reflect the DECs.
- Standardized testing is used throughout the program for admission, progression, remediation, and readiness for the NCLEX-PN® examination.
- An effective process for testing and testing analysis is being used.
- Students interviewed indicated they do not have enough time in the skills lab for hands-on activities.

#### Faculty:

- Six (6) full-time and one (1) part-time faculty teach in the VN program. One is non-nursing faculty with non-nursing content teaching assignments.
- Faculty members are dedicated and possess strong experience in nursing practice, but teaching experience is limited.
- Faculty reported they feel supported by each other, the Program Director, and administration.
- Faculty stated that the workload is not clear in the Faculty Handbook. The information is specific on the number of hours for classroom, but not clinical hours.
- Even though the workload policies are not clear, faculty members indicate that they have adequate time for instructional preparation.
- Faculty currently have regular meetings with minutes available from February 2014 to present. Minutes do not reflect the use of the Total Program Evaluation Plan.
- A faculty development policy is in place, but does not accommodate specific faculty needs, such as test writing skills and growth in unfamiliar content areas.
- There has been a high faculty turnover rate with difficulty recruiting staff with nursing education experience.

#### Students:

- The program admits two (2) cohorts annually in February and October with a maximum of thirty (30) students per cohort. The number admitted varies based on the number of qualified applicants.
- At the time of the survey visit, seventeen (17) students that started in February 2015, were enrolled in the program.
- Students reported they enrolled in the VN Program because of the desire to become a nurse and the availability of enrollment slots.

- Students cited hands-on clinical learning experiences as being the most valuable part of the program.
- Students stated that the policies are well-defined, clearly written, and available to students. However, students indicated that policies are not consistently enforced.
- Students interviewed indicated the need for more supplies in the skills lab and expressed concerns about limited accessibility, but the tour of the facilities did not support this concern.
- Students also expressed the desire for more preparation for the NCLEX examination while in the program.

#### Clinical Learning Experiences:

- The program has active clinical contracts with a number of affiliating agencies that provide adequate clinical opportunities for the curriculum.
- Skills lab and simulation lab activities are utilized.
- Faculty provide supervision during all clinical learning experiences and maintain BON required ratios.
- Clinical preceptors are utilized and guidelines are well written.
- Clinical learning experiences are scheduled to correlate with didactic content.
- Criteria for selecting clinical agencies are well-defined.
- The clinical evaluation tools are based upon course content. However, these tools do not indicate expectations of student progression through the levels in the clinical experiences.

#### Facilities, Resources, and Services:

- A full array of student services is offered on site.
- There are computer labs available in the nursing building and students have twenty-four (24) hour access to online resources.
- There is ample, open parking available adjacent to the program building.
- Classroom space is adequate and conducive to learning.
- Skills and simulation labs are adequately equipped.
- Media equipment is available for every classroom.
- The Program Director is provided with a fully-furnished private office. Faculty share a large office with cubicles for each faculty.
- The program has clerical and secretarial support.
- The Program Director and faculty agreed that resources are adequate to meet all teaching needs.
- The facilities include restrooms, faculty and student lounges, break areas, and study areas.

#### Records and Reports:

- Faculty files provide evidence of faculty qualifications, responsibilities, and faculty evaluations.
- The program has a Total Program Evaluation (TPE) Plan that is designed to be used for decision making.
- Meeting minutes do not consistently reflect implementation of the TPE and minutes were only available for 2015.
- Student files contain all documents required by Rule 214.
- Clinical affiliation agreements are up to date.
- Storage of files meets the requirement of Rule 214.

DRAFT LETTER

January 26, 2016

Freda Sowell, MSN, MHA, RN, Program Director  
Vocational Nursing Education Program  
The College of Health Care Professions  
240 Northwest Mall Blvd  
Houston, TX 77092

Dear Ms. Sowell,

At the January 21-22, 2016 meeting, members of the Texas Board of Nursing considered the report of the July 29, 2015 survey visit to The College of Health Care Professions in Houston, Texas, Vocational Nursing Education Program. The Board wishes to thank ----- for being present to answer questions. It was the decision of the Board to accept the report of the survey visit and issue requirements/conditions and recommendations in the attached Board Order.

Requirements are mandatory criterion based on program assessment indirectly related to the rules that must be addressed in the manner prescribed.

Recommendations are specific 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 any questions or if we may be of assistance, please contact board staff at [Janice.hooper@bon.texas.gov](mailto:Janice.hooper@bon.texas.gov) or (512) 305-6814.

Sincerely,  
Katherine Thomas, MN, RN, FAAN  
Executive Director

Copy: Terri Lowery, MBA, President, CHCP  
Accrediting Bureau of Health Education Schools  
Texas Workforce Commission

## BEFORE THE TEXAS BOARD OF NURSING

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### **In the Matter of:**

The College of Health Care Professions  
Vocational Nursing Education Program  
Houston, Texas

### **ORDER OF THE BOARD**

A public meeting of the Texas Board of Nursing, hereinafter referred to as the Board, was held on January 21-22, 2016, 333 Guadalupe, Tower II, Room 225, Austin, Texas, to consider the report of the survey visit to The College of Health Care Professions Vocational Nursing Education Program in Houston, Texas, pursuant to Section 301.157, Texas Occupations Code and 22 Texas Administrative Code, Chapter 214 and based upon findings from the July 29, 2015 survey visit.

After review and due consideration of the filed materials, as well as the presentation by representatives from The College of Health Care Professions in Houston, Texas, and other interested parties, if any, the Board hereby ACCEPTS the report of the survey visit to The College of Health Care Professions Vocational Nursing Education Program in Houston, Texas, and hereby imposes the following requirements/conditions and recommendations:

#### **Requirements:**

1. The program shall develop clearly written policies to define faculty workload and to design and fund ongoing faculty development to ensure that faculty are prepared for all teaching responsibilities. The Program Director shall provide copies of these policies to Board Staff no later than February 1, 2016.
2. The Program Director and faculty shall review and revise the clinical evaluation tools to reflect progression of students' cognitive, affective, and psychomotor achievements across the clinical levels. Copies of the revised clinical evaluation tools shall be submitted to Board Staff no later than February 1, 2016.

3. The Program Director and faculty shall submit copies of faculty minutes to Board Staff providing evidence that the faculty are making decisions based upon data in the Total Program Evaluation Plan. These copies shall be submitted no later than February 1, 2016.

Recommendations:

1. The faculty members are encouraged to review the allocation of time for clinical learning experiences to determine if more time for student practice in the skills lab could be arranged. The program shall provide a response to this recommendation no later than March 1, 2016.
2. The faculty members are encouraged to include a student representative in a review of all student policies to determine where policies are not consistently enforced and to establish a process for enforcement. The program shall provide a response to this recommendation no later than March 1, 2016.

Entered this 21st day of January, 2016

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Katherine A. Thomas, MN, RN, FAAN  
Executive Director  
On behalf of the Texas Board of Nursing