



## AFFIRMED CITATION ORDER

<b>Citation Issued To:</b> Professional Medical Careers Institute 920 Hampshire Road Suite S Westlake Village, CA 91361  <b>Institution Code:</b> 75356466	<b>Citation Number:</b> 23240274
	<b>Total Fine Amount:</b> <b>\$1,000.00</b>
	<b>Order of Abatement Included:</b> Yes

Elizabeth Elias issues this affirmed citation in her official capacity as Deputy Bureau Chief of Enforcement at the Bureau for Private Postsecondary Education, California Department of Consumer Affairs (hereinafter referred to as the "Bureau").

### LICENSING HISTORY

- On or about January 23, 2015, the Bureau renewed an Approval to Operate a Private Postsecondary Institution to Institution Code 75356466, Professional Medical Careers Institute, hereinafter referred to as the "Institution". This Approval to Operate expired on or about January 23, 2020, and has not been renewed. An application for renewal of the Institution's Approval to Operate a Private Postsecondary Institution was received on January 24, 2020, and was subsequently denied on or about April 16, 2024. The Institution appealed the denial and may continue to operate pending the adjudication of the denied renewal application.

### DISCIPLINE HISTORY

- The Institution has the following discipline history:
  - [Modified Settlement of Citation No. 1819171, issued on September 20, 2019](#)
    - Evidence of compliance; citation satisfied October 7, 2019
  - [Citation No. 2324185, issued on March 7, 2024](#)

### CITATION JURISDICTION

- This administrative citation is issued to the Institution pursuant to the statutory provisions of California Education Code (CEC) section 94936;

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Institution: Professional Medical Careers Institute  
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and Title 5 of the California Code of Regulations (5 CCR) section 75020 et seq. for the violation(s) described below.

### CITATION HISTORY

4. On or about June 10, 2024, the Bureau issued Citation No. 23240274. On or about June 25, 2024, the Bureau received an appeal with a request for an informal conference. The informal conference was held on July 26, 2024. No new substantive facts were presented during the informal conference; therefore, the Bureau affirms Citation No. 23240274.

### CAUSE FOR CITATION & ASSESMENT OF FINE AND/OR ORDER OF ABATEMENT

5. The Institution is in violation of the following Bureau laws and regulations:

<b>Violation #1:</b>
<b>CEC section 94897 (s)(u) – Prohibited Business Practices</b>
<b>Cause for Citation:</b> On or about November 7, 2023, the Bureau received a complaint which alleged the Institution refused to provide transcripts to a former student due to an outstanding debt owed to the Institution. Evidence collected during an investigation showed that the Institution’s enrollment agreement contains a policy noting students will not receive their transcript if an outstanding debt is owed. During an interview with the Institution, the Institution admitted it refused to provide the former student with transcripts, due to the outstanding debt owed.
Through the course of the investigation, the Bureau found the institutions policy to refuse to provide a transcript for a current or former student on the grounds that the student owes a debt, to be a direct violation of the Educational Debt Collection Practices Act, section 1788.93 of the Civil Code. Therefore, the institution is found to be in violation of CEC 94897 (s) and (u).
<b>Administrative Fine:</b> Pursuant to 5 CCR section 75030, the Bureau has determined this to be a “Class C” violation. The Institution is issued a fine of \$1,000.00.
<b>Order of Abatement:</b> Pursuant to 5 CCR section 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to update the enrollment agreement and school policies to be in compliance with Civil Code section 1788.93 and to submit a statement of attestation they have updated the enrollment agreement and school policies. The statement of attestation must be dated and signed by an authorized representative of the Institution.

Further, the Bureau orders the Institution to not refuse to provide transcripts to current and/or former students on the grounds that a student owes a debt.

### **COMPLIANCE WITH ORDER OF ABATEMENT**

6. In accordance with the provisions of CEC section 94936 and 5 CCR sections 75020 and 75040, the Bureau issues the order(s) of abatement described above. Evidence of compliance with the order of abatement must be submitted to the Bureau within 30 days from the date of issuance of this affirmed citation. Evidence of compliance with the order of abatement may sent by mail or email to:
  - Mail: Bureau for Private Postsecondary Education  
Attn: Discipline Unit – Nicole Pedersen  
1747 North Market, Blvd., Suite 225  
Sacramento, CA 95834
  - Email: [bppe.discipline@dca.ca.gov](mailto:bppe.discipline@dca.ca.gov)
    - In the subject line, please include the Institution name and citation number.

### **COMPLIANCE WITH ASSESSMENT OF FINE**

7. In accordance with the provisions of CEC section 94936, and 5 CCR section 75020 et seq., the Bureau hereby orders this assessment of fines in the total amount of \$1,000.00 for the violations described above. Payment of the fines must be made to the Bureau within 30 days from the date of issuance of this affirmed citation. To assist the Bureau in processing the payment of fines, please submit the enclosed *Payment of Fine – Waiver of Appeal* form.

Payment must be sent to the Bureau by mail at:

- Bureau for Private Postsecondary Education  
Attn: Discipline Unit – Nicole Pedersen  
1747 North Market, Blvd., Suite 225

Sacramento, CA 95834

### **NOTICE OF APPEAL RIGHTS**

8. Pursuant to 5 CCR section 75040(d), the affirmed decision is considered final, unless a request for a hearing was filed timely.

If the Institution requested a hearing and no longer chooses to proceed with the hearing, the Institution may request to withdraw the request for a hearing. If the Institution has not requested to withdraw the hearing, a hearing will be set to hear the matter.

### **COMPLIANCE WITH FINE AND/OR ORDER OR ABATEMENT DISCLOSURE**

9. Pursuant to 5 CCR section 75050, payment of fine and/or compliance with any order of abatement does not constitute an admission of the violation charged and shall be represented as satisfactory resolution of the matter for the purposes of public disclosure.

Pursuant to 5 CCR section 75050, failure to comply with this citation order, its order of abatement, and/or administrative fine by the required due date is grounds for denial or discipline of an approval to operate. Where a citation is not contested and fine is not paid, the full amount of the assessed fine shall be added to the fee for renewal of the approval to operate. An approval to operate shall not be renewed without payment of the renewal fee and fine. The Bureau may also enforce the administrative fine as if it were a money judgment pursuant to CEC section 94936.

### **BUREAU CONTACT INFORMATION**

10. If you have any questions regarding this Citation, please contact Nicole Pedersen, Citation Analyst by email at [Nicole.Pedersen@dca.ca.gov](mailto:Nicole.Pedersen@dca.ca.gov) or by phone at (916) 232-0510.

“Original Signature on File”

7/31/2024

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Elizabeth Elias  
Deputy Bureau Chief of Enforcement

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Citation Date of Issuance

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Enclosures:

- Payment of Fine
- Withdrawal of Request for Administration Hearing
- Declaration of Service by Certified and First-Class Mail