



Bureau for Private Postsecondary Education
 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833
 P.O. Box 980818, West Sacramento, CA 95798-0818
 P (916) 431-6959 F (916) 263-1897 www.bppe.ca.gov
NOTICE TO COMPLY – CA207088590617 (Ed. Code § 94935, 5 5, CCR § 75010)



Institution Name:	Crescent School of Dialysis, LLC	Institution Telephone:	888-757-3929
Institution Code:	20708859	Administrator Name:	Allen Wadkins
Street Address:	571 N. Mountain Ave. Upland, CA 91786	Date of Inspection:	06/21/17

Nature and Facts of the Violation(s), Including a Reference to the Statute or Regulation Violated, and Manner in Which the Institution Must Correct the Violation to Achieve Compliance:

INSTITUTIONAL WEBSITE AND ADVERTISEMENTS

Education Code	Subsection , Description, and Required Correction
5, CCR §74117	<p>Website Requirements.</p> <p>In addition to the requirement in Section 94913(b) of the Code, an institution that maintains a website shall provide on the homepage of that website clear and conspicuous links to all the items required in Section 94913(a) of the Code.</p> <p>Institution website homepage does not have the current Catalog and 2014/2015 SPFS.</p> <p>To remedy this violation, the institution shall update its website homepage to include a clear and conspicuous link to the current Catalog and 2014/2015 SPFS.</p> <p>A printout or a link to the updated website shall be submitted with the institution’s response to the NTC and the last page of this document within the specified time frame.</p>

STUDENT RECORDS

Education Code or Code of Regulations	Subsection, Description, and Required Correction
5, CCR §71920(A)-(E)	<p>(b) In addition to the requirements of section 94900, the file shall contain all of the following pertinent student records:</p> <p>(5) In addition to the requirements of section 94900(b) of the Code, a transcript showing all of the following:</p> <p>(A) The courses or other educational programs that were completed, or were attempted but not completed, and the dates of completion or withdrawal;</p> <p>(B) Credit awarded for prior experiential learning, including the course title for which credit was awarded and the amount of credit;</p> <p>(C) Credit for courses earned at other institutions;</p> <p>(D) Credit based on any examination of academic ability or educational achievement used for admission or college placement purposes;</p>

Notice to Comply – CA207088590617

Inspector’s Initial: *H.D. MA*
 Administrator’s Initial: *AW*

	<p>(E) The name, address, website address, and telephone number of the institution.</p> <p>The institution did not maintain transcripts in the graduated student files.</p> <p>To remedy this violation, the institution shall update graduate files to contain transcripts showing the completion dates for each course a student completed. The institution shall submit with their NTC response, documentation of transcripts for the five graduate student files that were reviewed at the onsite inspection.</p> <p>The transcript documentation shall be submitted with the institution's response to the NTC and the last page of this document within the specified time frame.</p>
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INSTITUTIONAL RECORDS

Education Code or Code of Regulations	Subsection, Description, and Required Correction
<p>5, CCR §71930. Maintenance of Records.</p>	<p>(d) The institution shall maintain a second set of all academic and financial records required by the Act and this chapter at a different location unless the original records, including records stored pursuant to subdivision (b) of this section, are maintained in a manner secure from damage or loss. An acceptable manner of storage under this subsection would include fire resistant cabinets.</p> <p>The institution failed to maintain a second set of all academic and financial records at a separate location or maintain the records on site secure from damage or loss.</p> <p>To remedy this violation, the institution shall maintain a second set of all academic and financial records at a separate location or maintain the records on site secure from damage or loss.</p> <p>The institution shall provide either screen shots of electronic files maintained on the institutions server or provide address of where the records will be maintained and submit with the institution's response to the NTC and the last page of this document within the specified time frame.</p>

MISCELLANEOUS

Education Code or Code of Regulations	Subsection, Description, and Required Correction
<p>5, CCR §71720. Faculty.</p>	<p>(b) Instructors in an Educational Program Not Leading to a Degree.</p> <p>(2) Each Instructor shall maintain their knowledge by completing continuing education courses in his or her subject area, classroom management or other courses related to teaching.</p> <p>The institution did not maintain faculty records showing the instructor's completed the required continuing education courses.</p>

Notice to Comply – CA207088590617

Inspector's Initial: *S.D.*

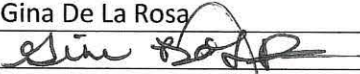
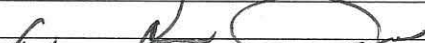
Administrator's Initial: *MA*

AW

To remedy this violation, the institution shall update the five faculty member's files that were reviewed at the onsite inspection with documentation of their completed continuing education courses and the institution's policy regarding instructors required continuing education.

The documentation and policy shall be submitted with the institution's response to the NTC and the last page of this document within the specified time frame.

Only minor violations are listed on this Notice to Comply.

Inspector's Name	Gina De La Rosa
Inspector's Signature	
Institution Administrator Name/Title:	Allen Wadkins/CEO Mohammed Ali/CEO
Institution Administrator's Signature	

Education Code can be located at: http://www.bppe.ca.gov/lawsregs/ppe_act.shtml
 Code of Regulations can be located at: <http://www.bppe.ca.gov/lawsregs/regs.shtml>

Notice to Comply – CA207088590617

Inspector's Initial: *A.D.*

Administrator's Initial:

MA
AW

IMPORTANT COMPLIANCE NOTICE

California Education Code §94935 and California Code of Regulations §75010 provide that the Bureau for Private Postsecondary Education (Bureau) shall issue a Notice to Comply for minor violations detected during a compliance inspection by the Bureau.

By no later than 30 days from the date of the inspection, you must either: 1) Remedy the noncompliance item(s), sign the below declaration and submit this form to the Bureau, along with documentation describing how compliance was achieved; or 2) File with the Bureau a written notice of disagreement, specifying the minor violation(s) described in the Notice to Comply with which you disagree, and appealing it by requesting an informal office conference. If a written notice of disagreement is not timely filed with the Bureau, the right to appeal is deemed to have been waived.

Failure to timely remedy the noncompliance item(s) or file a written request for an informal office conference may result in the Bureau taking administrative enforcement action.

DECLARATION

Attached to this document is a list describing how compliance was achieved for each violation and supporting documentation. I declare under penalty of perjury that all violations identified in this Notice to Comply are corrected as described in the attachment.

Signature

Date

Print Name and Title

THIS DECLARATION OR A NOTICE OF DISAGREEMENT MUST BE SUBMITTED TO THE BUREAU BY **July 21, 2017**.

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Inspector's Initial: *A.D. MA*

Administrator's Initial: *HW*