



Bureau for Private Postsecondary Education
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NOTICE TO COMPLY – CA-52921161-0323 (Ed. Code §94935 & 5, CCR §75010)

Institution Name:	Massage and Bodywork Education Center (MBEC)	Institution Telephone:	(209) 840-2560
Institution Code:	52921161	Administrator Name:	Michelle Lynn Scott
Street Address:	202 N. 2nd Ave. Oakdale, CA 95361	Date of Inspection:	March 20, 2023


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:

Item No.	Education Code (CEC) or Regulation (5, CCR)	Subsection , Description, and Required Correction
1	5, CCR 76140(a)(1-13). Record Keeping Requirements	<p>(a) A qualifying institution shall collect and maintain records of student information to substantiate the data reported on the STRF Assessment Reporting Form and records of the students' eligibility under the Fund. Such records shall include the following for each student:</p> <ol style="list-style-type: none"> (1) Student identification number, (2) First and last names, (3) Email address, (4) Local or mailing address, (5) Address at the time of enrollment, (6) Home address, (7) Date enrollment agreement signed, (8) Courses and course costs, (9) Amount of STRF assessment collected, (10) Quarter in which the STRF assessment was remitted to the Bureau, (11) Third-party payer identifying information, (12) Total institutional charges charged, and (13) Total institutional charges paid. <p>On March 20, 2023, during my onsite inspection at Massage and Bodywork Education Center (MBEC), I requested their most recent (3rd quarter) STRF substantiating data for their most recent STRF Assessment form, which was received and processed by the Bureau on October 17, 2022.</p> <p>MBEC's owner, Michelle Scott, provided me with a STRF Student List, which was missing the following data:</p> <ol style="list-style-type: none"> (3) Email address, (4) Local or mailing address, (5) Address at the time of enrollment, (6) Home address, (7) Date enrollment agreement signed,

	<p>(8) Courses and course costs, (9) Amount of STRF assessment collected, (10) Quarter in which the STRF assessment was remitted to the Bureau, (11) Third-party payer identifying information, (12) Total institutional charges charged, and (13) Total institutional charges paid.</p> <p>To remedy this minor violation, MBEC shall provide the remainder of the missing STRF substantiating data for the 3rd quarter of 2022 and advise the Bureau of MBEC's continuing plan to maintain the required STRF substantiating data within thirty days of this Notice to Comply.</p>
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5, CCR

Only minor violations are listed on a Notice to Comply.

Inspector's Name	Sam Alcantar
Inspector's Signature	<i>Sam Alcantar</i>
Institution Administrator Name/Title:	Michelle Lynn Scott, Director/Owner
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>

RETURN THIS FORM WITHIN THE SPECIFIED TIME FRAME WITH EITHER: 1) VERIFICATION OF COMPLIANCE OR 2) A NOTICE OF DISAGREEMENT

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 **APRIL 20, 2023**