



MODIFIED CITATION:
ASSESSMENT OF FINE AND ORDER OF ABATEMENT

To: Professional Medical Careers Institute of California, LLC., Owner
 Professional Medical Careers Institute
 920 Hampshire Road, Suite S
 Westlake Village, CA 91361

INSTITUTION CODE: 75356466
CITATION NUMBER: 1819171
MODIFIED CITATION ISSUANCE/SERVICE DATE: September 20, 2019
MODIFIED DUE DATE: October 20, 2019
FINE AMOUNT: \$ 600.00
ORDER OF ABATEMENT INCLUDED: YES

Christina Villanueva issues this Modified Citation: Assessment of Fine and Order of Abatement (Citation) in her official capacity as Discipline Manager of the Bureau for Private Postsecondary Education (Bureau) of the California Department of Consumer Affairs.

CITATION

A Modified Citation is hereby issued to Professional Medical Careers Institute of California, LLC., Owner of Professional Medical Careers Institute (Institution) located at 920 Hampshire Road, Suite S, Westlake Village, CA 91361, pursuant to Business and Professions Code section 125.9; California Education Code (CEC) sections 94936 and 94932; and Title 5 of the California Code of Regulations (5, CCR) section 75020 for the violations described below.

BACKGROUND

The Bureau previously issued Citation: Assessment of Fine and Order of Abatement No. 1819171 to the Owner of the Institution on April 16, 2019, which was appealed by the Institution and subsequently withdrawn without prejudice on September 12, 2019. On September 16, 2019, the Bureau received the payment of civil penalty in the amount of \$600.00.

Your payment of any monies related to this Citation shall not constitute an admission of the violation(s) charged.

VIOLATION

#	Below you will find the California Education Code (CEC) and/or Title 5 of the California Code of Regulations (5, CCR code) section(s) of law you are charged with violating.
1.	Violation: 5, CCR Section 71920(b)(1)(A). Student Records. <i>(b) In addition to the requirements of section 94900, the file shall contain all of the following pertinent student records:</i>

(1) Written records and transcripts of any formal education or training, testing, or experience that are relevant to the student's qualifications for admission to the institution or the institution's award of credit or acceptance of transfer credits including the following:

(A) Verification of high school completion or equivalency or other documentation establishing the student's ability to do college level work, such as successful completion of an ability-to-benefit test;

Bureau staff conducted a review of the Certified Nursing Assistant (CNA) program student files and found that files were missing the verification of high school completion or equivalency or other documentation establishing the student's ability to do college level work.

Order of Abatement:

The Bureau orders the Institution to submit an established policy and procedure of how the Institution will stay in compliance with 5, CCR section 71920(b)(1)(A)

Assessment of Fine:

The fine for this violation is \$500.00

The payment for the assessed fine was received on September 16, 2019.

2.

Violation:

5, CCR Section 71770(a)(1) Admissions Standards and Transferred Credits Policy.

(a) The institution shall establish specific written standards for student admissions for each educational program. These standards shall be related to the particular educational program. An institution shall not admit any student who is obviously unqualified or who does not appear to have a reasonable prospect of completing the program. In addition to any specific standards for an educational program, the admissions standards must specify as applicable that:

(1) Each student admitted to an undergraduate degree program, or a diploma program, shall possess a high school diploma or its equivalent, or otherwise successfully take and pass the relevant examination as required by section 94904 of the Code.

Bureau staff reviewed the Institutions admission policies and determined that the Institution failed to include specific written admission standards that requires students in the CNA program and Continuing Education programs to possess a high school diploma or equivalency, or to successfully complete an Ability to Benefit Exam.

Order of Abatement:

The Bureau orders the Institution to submit an established policy and procedure of how the Institution will stay in compliance with 5, CCR section 71920(b)(1)(A).

Assessment of Fine

The fine for this violation is \$100.00

The payment for the assessed fine was received on September 16, 2019.

TOTAL MODIFIED ADMINISTRATIVE FINE DUE: \$600.00

ASSESSMENT OF A FINE

In accordance with CEC section 94936; and 5, CCR sections 75020 and 75030, the Bureau hereby orders this assessment of fine in the amount of **\$600.00** for the violations described above.

COMPLIANCE WITH ORDER OF ABATEMENT

In accordance with the provisions of CEC section 94936 and 5, CCR section 75020 the Bureau hereby issues the order(s) of abatement described above. **Evidence of compliance with the order(s) of abatement must be submitted, to the Bureau within 30 days from the date of service of the Citation.**

The Institution gives up the right to an administrative hearing and all other rights accorded by the California Administrative Procedure Act and other applicable laws. The Institution's failure to pay the modified citation civil penalty pursuant to the terms of this settlement will result in this matter being referred to collection and will result in the full original penalty being imposed and due in full. The Bureau for Private Postsecondary Education may file an Amended Modified Citation for the failure of conditions required of the Institution.

CONTACT INFORMATION

If you have any questions regarding this Modified Citation, or desire further information, please contact Cheryl Lardizabal, Citation Analyst, at (916) 621-2591 or Cheryl.Lardizabal@dca.ca.gov.

Christina Villanueva
Discipline Manager

Date

Enclosure

- Declaration of Service by Certified and First-Class Mail