



NOTICE TO COMPLY
 CA-52959470-08132024

Institution Name:	Phlebotomy Plus LLC	Institution Telephone:	(925) 226-8617
Institution Code:	52959470	Administrator Name:	Lorena Uribe
Street Address:	4550 Balfour Road, Suite B Brentwood, CA 94513	Inspection Date:	August 13, 2024

The Bureau for Private Postsecondary Education (Bureau) issues this Notice to Comply pursuant to California Education Code (CEC) section 94935 and Title 5 of the California Code of Regulations (5 CCR) section 75010.

California Private Postsecondary Education Act: https://www.bppe.ca.gov/lawsregs/ppe_act.pdf
 Title 5 of the California Code of Regulations: <https://www.bppe.ca.gov/lawsregs/regs.pdf>

Violation	Code Section Violated	Description of the violation and required correction.
1	5 CCR § 76140 (a)(1-13)	<p>Violation Description: The institution’s 2023 4th Quarter and 2024 1st Quarter STRF supporting documentation failed to contain record of the student’s (1) Student identification number, (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, (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>Correction: The institution shall update the 2023 4th Quarter and 2024 1st Quarter STRF supporting documentation, pursuant to 5 CCR § 76140(a) (1-13).</p>
2	5 CCR § 71810 (b)(4)(A)	<p>Violation Description: Although page 21 of the institution’s 2024 catalog states, “Applicants must speak, read, and write in English.” the catalog failed to establish the level of English language proficiency required of all</p>

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		<p>students and documentation needed to identify English language proficiency.</p> <p>Correction: The institution shall update its catalog to include the above-mentioned information, pursuant to 5 CCR § 71810 (b)(4)(A).</p>
3	5 CCR § 71810 (b)(4)(B)	<p>Violation Description: The institution's 2024 catalog failed to identify whether English language services are provided and, if so, the nature of the service and its cost.</p> <p>Correction: The institution shall update its catalog to include the above-mentioned information, pursuant to 5 CCR § 71810 (b)(4)(B).</p>
4	CEC § 94909 (a)(8)(B) in conjunction with CEC § 94920 (b)	<p>Violation Description: Page 26 of the institution's 2024 catalog, contains an unenforceable statement regarding the deduction of equipment within the cancellation period. The statement does not comply with CEC § 94920 (b).</p> <p>Correction: The institution shall update the refund and cancelation policy in its catalog. The policy must demonstrate compliance with CEC § 94909 (a)(8)(B) and CEC § 94920 (b).</p>
5	5 CCR § 71810 (b)(6)	<p>Violation Description: The institution's 2024 catalog is missing the institution's policies and practices regarding any form of financial aid. According to the institution's website the institution accepts WIOA vouchers and offers a special \$250 discount, however the institution failed to include this information in the catalog.</p> <p>Correction: The institution shall update its catalog to include policies and procedures regarding any form of financial aid including WIOA and discounts, pursuant to 5 CCR § 71810 (b)(6).</p>
6	5 CCR § 71800 (e)(1)(3)(4)(5)(12)	<p>Violation Description: On page 9 of the institution's enrollment agreement, the institution failed to separately itemize the charges for tuition, lab supplies and equipment, textbook, Pre-Check drug testing, background check, and BLS certification. Each of these charges must be separately itemized in the enrollment agreement.</p>

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		<p>Correction: The institution shall update the enrollment agreement to separately itemized all institution fees, pursuant to 5 CCR § 71800 (e)(1)(3)(4)(5)(12).</p>
7	CEC § 94911 (e)(2) in conjunction with CEC § 94920 (b)	<p>Violation Description: On page 9 & 10 of the institution’s enrollment agreement, contains an unenforceable statement regarding the deduction of STRF within the cancellation period. The statements do not comply with CEC § 94920 (b).</p> <p>Correction: The institution shall update the refund and cancelation policy in its enrollment agreement. The policy must demonstrate compliance with CEC § 94911 (e)(2) and CEC § 94920 (b).</p>
8	CEC § 94911 (e)(2)	<p>Violation Description: The institution’s enrollment agreement failed to include a statement that, if the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.</p> <p>Correction: The institution shall update the enrollment agreement to include the above-mentioned statement, pursuant to CEC § 94911 (e)(2).</p>
9	CEC § 94897 (l)	<p>Violation Description: On the institution’s homepage, the institution states it has approval to operate by BPPE, however the institution failed to define the term approved by.</p> <p>Correction: The institution shall update the statement on its website, where the institution identifies it is approved by BPPE to state, “BPPE APPROVED - Approval to Operate means compliance with state standards as set forth in the California Private Postsecondary Education Act of 2009”.</p>
10	CEC § 94913 (b)	<p>Violation Description: On the institution’s homepage, the institution states it has approval to operate by BPPE, however the statement failed to include information concerning where students may access the Bureau’s website.</p>

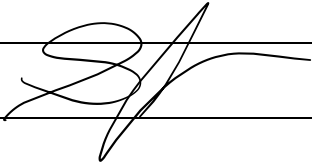
Violation	Code Section Violated	Description of the violation and required correction.
		<p>Correction: The institution shall update the statement on its homepage where the institution identifies it has approval to operate by BPPE to include the Bureau's website (www.bppe.ca.gov), pursuant to CEC § 94913 (b).</p>

Pursuant to 5 CCR section 75010(d), the Institution may do either of the following:

- (1) Within 30 days from the date of the inspection, sign and return the notice to comply, declaring under penalty of perjury that the violation was corrected and describing how compliance was achieved; or
- (2) Within 30 days from the date of the inspection, file with the Bureau a written notice of disagreement, specifying the minor violations described in the notice to comply with which the person approved to operate the institution disagrees, 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.

Pursuant to CEC section 94935(h), failure to comply with the notice to comply will result in the Bureau taking appropriate administrative enforcement action.

The Notice to Comply was given to the Institution's owner, person in control, chief academic officer, chief executive officer, chief operating officer, institution director, or any person delegated by any of the aforementioned persons to facilitate the inspection or accept such notice as set forth below.

Notice To Comply Given To Name & Title:	Lorena Uribe, CEO/Owner
Bureau Compliance Analyst Name:	Gema Fider
Bureau Compliance Analyst Signature:	

NOTICE TO COMPLY DECLARATION

CA-52959470-08132024

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I declare under penalty of perjury that each violation identified in this Notice to Comply has been corrected and attached with this declaration is evidence to support the correction of each violation identified.

Signature

Date

Print Name and Title