



AMENDED NOTICE TO COMPLY

CA-16229529-012024

Institution Name:	Northern California School of Sleep Medicine	Institution Telephone:	916-789-0112
Institution Code:	16229529	Administrator Name:	Kristen Vaughn
Street Address:	1130 Conroy Lane, Suite 600 Roseville, CA 95661	Inspection Date:	1/24/2024

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	CEC § 94913 (a)(5)	<p>Violation Description: The institution failed to provide its annual report on the institution’s website.</p> <p>Correction: Make available on the institution website the most recent annual report. Provide a link to the institution’s website that shows compliance with CEC § 94913 (a)(5).</p>
2	CEC § 94897 (l)	<p>Violation Description: The institution states on its website, https://www.californiasleepsolutions.com/a-step/, that it is BPPE approved without stating clearly that approval to operate means compliance with state standards as set forth in the California Private Postsecondary Education Act of 2009.</p> <p>Correction: On the institution website, https://www.californiasleepsolutions.com/a-step/, where it states it is BPPE approved, include the statement required by CEC § 94897 (l) that approval to operate means compliance with state standards as set forth in the California Private Postsecondary Education Act of</p>


Violation	Code Section Violated	Description of the violation and required correction.
		2009. Provide a link to the institution's website that shows compliance with CEC § 94897 (l).
3	5 CCR § 76140 (a) (1),(5),(10-12)	<p>Violation Description: The institution's 2023 Q2 Student Tuition Recovery Fund (STRF) substantiating backup data fails to include the following items:</p> <ul style="list-style-type: none"> • Student Identification Number • Address at the Time of Enrollment • Amount of STRF assessment collected • Quarter in which the STRF assessment was remitted to the Bureau • Third-party identifying information <p>Correction: The institution shall add to the 2023 Q2 STRF substantiating backup data to comply with 5 CCR § 76140 (a) (1),(5),(10-12). Provide a copy of the updated 2023 Q2 STRF substantiating backup data.</p>
4	5 CCR § 71760	<p>Violation Description: The institution fails to provide a self-monitoring procedure used by the institution to assure that it is maintained and operated in compliance with the Act and this Division.</p> <p>Correction: The institution shall add a self-monitoring procedure used to comply with 5 CCR § 71760. Provide a copy of the self-monitoring procedure.</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:	Kristen Vaughn
Bureau Compliance Analyst Name:	Luc Vang
Bureau Compliance Analyst Signature:	

NOTICE TO COMPLY DECLARATION

CA-16229529-012024

Institution Name:	Northern California School of Sleep Medicine	Institution Telephone:	916-789-0112
Institution Code:	16229529	Administrator Name:	Sherri Hanson
Street Address:	1130 Conroy Lane, Suite 600 Roseville, CA 96661	Inspection Date:	1/24/2024

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