



CITATION ORDER

Citation Issued To: DNA Phlebotomy School, LLC. 8374 Topanga Canyon Blvd., Unit 201 Canoga Park, CA 91304 Institution Code: 96668393	Citation Number: 2324089 Total Fine Amount: <b style="color: red;">\$6,000.00 Order of Abatement Included: Yes
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Elizabeth Elias issues this citation in her official capacity as Enforcement Chief of the Bureau for Private Postsecondary Education, California Department of Consumer Affairs (hereinafter referred to as the "Bureau").

LICENSING HISTORY

1. On or about February 21, 2020, the Bureau issued an Approval to Operate a Private Postsecondary Institution to DNA Phlebotomy School, LLC (hereinafter referred to as the "Institution"). This Approval to Operate will expire on or about February 20, 2025, unless renewed.

DISCIPLINE HISTORY

2. The Institution has the following discipline history:
 - [Citation No. 2021250, issued May 6, 2021](#)
 - Evidence of compliance; citation satisfied June 16, 2021
 - [Citation No. 2223039, issued February 27, 2023](#)

CITATION JURISDICTION

3. This administrative citation is issued to the Institution pursuant to California Education Code (CEC) section 94936; and Title 5 of the California Code of Regulations (5 CCR) section 75020 et seq. for the violation(s) described below.

CAUSE FOR CITATION & ASSESMENT OF FINE AND/OR ORDER OF ABATEMENT

4. The Institution is in violation of the following Bureau laws and regulations:

Violation #1:

5 CCR section 71930 (c)(3), (c)(4), (e) – Maintenance of Records

Cause for Citation: On or about January 30, 2023, Bureau staff emailed the Institution Owner to notify the institution of an announced compliance inspection scheduled for February 16, 2023, at 9:30am. The Institution Owner was in frequent email correspondence with Bureau staff prior to the inspection date.

On or about February 16, 2023, the Bureau conducted an Announced Compliance Inspection pursuant to CEC 94932.5(a). Bureau staff determined that the Institution did not have personnel present during normal business hours. Additionally, Bureau staff made attempts to contact the Institution by phone to gain access to the Institution for the Announced Compliance Inspection. Bureau staff left the Owner a voicemail, however Bureau Staff did not hear back from the Owner.

Administrative Fine: Pursuant to 5 CCR section 75030, the Bureau has determined this to be a “Class A” violation. The Institution is issued a fine of \$5,000.00.

Order of Abatement: N/A

Violation #2:

5 CCR section 74006 (a), (b) – Annual Fee in conjunction with CEC section 94931(b) – Late Payment

Cause for Citation: The Institution failed to pay its annual fee and 90-day late payment penalty fee for the 2023 calendar year.

Administrative Fine: Pursuant to 5, CCR 75030, the Bureau has determined this to be a “Class C” violation. The Institution is issued a fine of \$1,000.00.

Order of Abatement: Pursuant to 5, CCR 75020, the Bureau issues the following order of abatement:

The Bureau orders the Institution to pay its annual fee and 90-day late payment penalty fee for the 2023 calendar year.

COMPLIANCE WITH ORDER OF ABATEMENT

5. In accordance with the provisions of CEC section 94936 and 5 CCR section 75020, the Bureau issues the order(s) of abatement described above. Evidence of compliance with the order of abatement must be submitted to the Bureau within 30 days from the date of issuance of this citation. Evidence of compliance with the order of abatement may be sent by mail or email to:

- Mail: Bureau for Private Postsecondary Education
Attn: Discipline Unit – Tessa Barron
1747 North Market, Blvd., Suite 225
Sacramento, CA 95834
- Email: bppe.discipline@dca.ca.gov
 - In the subject line, please include the Institution name and citation number.

COMPLIANCE WITH ASSESSMENT OF FINE

6. In accordance with the provisions of CEC section 94936, and 5 CCR sections 75020 and 75030, the Bureau hereby orders this assessment of fines in the total amount of \$6,000.00 for the violations described above. Payment of the fines must be made to the Bureau within 30 days from the date of service of this citation unless an informal conference or hearing is requested. To assist the Bureau in processing the payment of fines, please submit the enclosed *Payment of Fine – Waiver of Appeal* form.

Payment must be sent to the Bureau by mail at:

- Bureau for Private Postsecondary Education
Attn: Discipline Unit – Tessa Barron
1747 North Market, Blvd., Suite 225
Sacramento, CA 95834

NOTICE OF APPEAL RIGHTS

7. You have the right to contest this citation through an informal conference with the Bureau pursuant to 5 CCR section 75020 and/or through an administrative hearing in accordance with Chapter 5 (Commencing with section 11500) of Part 1 of Division 3 of Title 2 of the Government Code.

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If you wish to contest this citation, you may submit a written request to the Bureau or submit the enclosed *Notice of Appeal of Citation – Request for Informal Conference and/or Administrative Hearing* form within 30 days from the date of issuance of this citation.

Failure to submit a written request for an informal conference and/or administrative hearing within 30 days from the date of issuance of this citation will forfeit your ability to appeal the citation.

If a hearing is requested, you are not required to comply with this citation until a final order is entered against you.

COMPLIANCE WITH FINE AND/OR ORDER OR ABATEMENT DISCLOSURE

8. Pursuant to BPC section 125.9 and 5 CCR 75050, payment of fine and/or compliance with any order of abatement does not constitute an admission of the violation charged and shall be represented as satisfactory resolution of the matter for the purposes of public disclosure.

Pursuant to 5 CCR 75050, failure to comply with this citation order, its order of abatement, and/or administrative fine by the required due date is grounds for denial or discipline of an approval to operate. Where a citation is not contested and fine is not paid, the full amount of the assessed fine shall be added to the fee for renewal of the approval to operate. An approval to operate shall not be renewed without payment of the renewal fee and fine.

BUREAU CONTACT INFORMATION

9. If you have any questions regarding this Citation, please contact Tessa Barron, Citation Analyst by email at Tessa.Barron@dca.ca.gov or by phone at (916) 574-7791.

“Original Signature on File”

10/24/2023

Elizabeth Elias
Enforcement Chief

Citation Date of Issuance

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Enclosures:

- Notice of Appeal of Citation: Request for Informal Conference and/or Administrative Hearing
- Payment of Fine – Waiver of Appeal
- Declaration of Service by Certified and First-Class Mail