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THE COLLEGE OF
HEALTH CARE PROFESSIONS

**McAllen Campus
1917 Nolana Ave, Suite 100
McAllen, Texas 78504**

**Addenda to:
Catalog Volume XXIX**

Effective January 12, 2024

The College of Health Care Professions

ADDENDUM A- Holiday Schedule / Hours of Operation

Supplement to School Catalog

2024 HOLIDAY AND BREAK SCHEDULE

(In most instances holidays that are observed on a scheduled class day will require a mandatory Friday make-up day as indicated below. Failure to attend the scheduled make-up day will result in an absence for the day and will be counted towards the cumulative absences for attendance.)

Holiday	Date(s) observed	Make-Up Day
Holiday Break (Residential Programs)	Dec 25, 2023 – Jan 1, 2024	Friday, Jan 5, 2024
Holiday Break (Blended/Hybrid Programs)	Dec 25, 2023 – Jan 15, 2024	n/a
Martin Luther King’s Birthday	Monday, Jan 15, 2024	Friday, Jan 19, 2024
Memorial Day	Monday, May 27, 2024	Friday, May 31, 2024
Summer Break	July 1 – July 5, 2024	n/a
Labor Day	Monday, Sept 2, 2024	Friday, Sept 6, 2024
Thanksgiving Holiday	Nov 28-29, 2024	Friday, Dec 6, 2024
Holiday Break (Residential Programs)	Dec 23, 2024 – Jan 3, 2025	n/a
Holiday Break (Blended/Hybrid Programs)	Dec 23, 2024 – Jan 10, 2025	n/a
Martin Luther King’s Birthday	Monday, Jan 20, 2025	Friday, Jan 24, 2025

Business Office Hours:

8:00am to 7:00pm, Monday through Thursday, 8:00am to 4:00pm, Friday. The office is not open on weekends. All business transactions should be handled during business hours.

Education Department Hours:


8:00am to 7:00pm Monday through Thursday, 8:00am to 4:00pm, Friday. The office is not open weekends. Instructors are available after 2:30pm for remedial and tutoring by appointment only.

Placement Department Hours:

8:00am to 7:00pm, Monday through Thursday, 8:00am to 4:00pm, Friday. The office is not open on weekends. All business transactions should be handled during business hours.

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Eric Bing, CEO

ADDENDUM B - Tuition and Fee Schedule

Addendum to School Catalog

Effective December 1, 2023

A registration fee that is calculated as part of the total program cost is due at the time of enrollment. **All tuition payments must be made before completion of a program**, unless other arrangements have been made via the enrollment agreement or finance plan. Each student will receive an enrollment agreement, which will outline the payment schedule. Students must be current on monthly payments to begin externship. Students who are not current on monthly payments by the completion of classroom training may be delayed in beginning their externship. For more details on this policy, see the catalog regarding externship attendance. In the event that a student does not meet the terms of the enrollment agreement or finance plan, the College will negotiate an alternative payment plan. If the student does not meet the terms of the alternative plan, the student may be temporarily blocked from classes.

The following are the costs for each program:

	Program Cost
<u>Dental Assistant Certificate Program (MCA)</u>	
Registration Fee:	\$50.00
Technology Fee:	\$400.00
Textbooks:	Included in tuition
Tuition:	<u>\$16,950.00</u>
Total Program Cost:	\$17,400.00
<u>Diagnostic Medical Sonography Associate of Applied Science Degree Program (MCA)</u>	
Registration Fee:	\$100.00
Technology Fee:	\$400.00
Textbooks:	Included in tuition
Tuition:	<u>\$42,400.00</u>
Total Program Cost:	\$42,900.00
<u>Health and Medical Administrative Services Completion Program (Blended) AAS Degree (MCA)</u>	
Registration Fee:	\$50.00
Technology Fee:	\$400.00
Textbooks/eBooks:	Included in tuition
Tuition:	<u>\$11,300.00</u>
Total Program Cost:	\$11,750.00
<u>Limited Medical Radiologic Technologist With Medical Assisting Skills Certificate Program (MCA)</u>	
Registration Fee:	\$100.00
Technology Fee:	\$400.00
Textbooks:	Included in tuition
Tuition:	<u>\$24,900.00</u>
Total Program Cost:	\$25,400.00
<u>Medical Assistant Certificate Program (MCA)</u>	
Registration Fee:	\$50.00
Technology Fee:	\$400.00
Textbooks:	Included in tuition
Tuition:	<u>\$16,950.00</u>
Total Program Cost:	\$17,400.00
<u>Medical Coding and Billing Certificate Program (MCA)</u>	
Registration Fee:	\$50.00
Technology Fee:	\$400.00
Textbooks:	Included in tuition
Tuition:	<u>\$16,950.00</u>
Total Program Cost:	\$17,400.00

<u>Pharmacy Technician</u>		
<u>Certificate Program (Blended)</u>		
<u>(SSA)</u>		
Registration Fee:		\$50.00
Technology Fee:		\$400.00
Textbooks:	Included in tuition	
Tuition:		<u>\$16,950.00</u>
Total Program Cost		\$17,400.00
<u>Physical Therapy Technician</u>		
<u>Certificate Program</u>		
<u>(MCA)</u>		
Registration Fee:		\$50.00
Technology Fee:		\$400.00
Textbooks:	Included in tuition	
Tuition:		<u>\$16,950.00</u>
Total Program Cost		\$17,400.00
<u>Other Charges</u>		
Transcript Copy:		\$15.00
<u>Repeat Course Fees</u>		
Non-Term Programs (Cost per course)		\$100.00
Term Programs		Cost per Credit

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Eric Bing, CEO

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ADDENDUM C – Faculty and Staff

Addendum to School Catalog

CORPORATE STAFF

Eric Bing	Chancellor / Chief Executive Officer
Laura Bledsoe	Chief Operations Officer
Karen Bryant	Interim Chief Financial Officer
Steve Horn	Chief Marketing Officer
Joanitt Montano	Provost / Senior VP of Academics
Shibu Thomas	EVP of Admissions
Bill Kohlhoff	SVP of Accreditation and Compliance
April Boyd	VP of Financial Aid

ADMINISTRATIVE STAFF

<u>Name</u>	<u>Position</u>
Joe Cortez	Campus President
Aleda Reyes	Director of Career Services
Andrea Hernandez	Director of Education
Joaquin Paez	Senior Director of Admissions II
Veronica Ortega	Senior Director of Financial Aid
Jillienne Bridges	Registrar
Irma Garcia	Receptionist
Ruby Aguilar	Receptionist
Crystal Gutierrez	Career Services Advisor
Miriam Paz	Career Services Advisor
Stephanie Perez	Senior Career Services Advisor
Yaimee Gomez	Financial Aid Advisor
Celina Nava	Financial Aid Advisor
Elizabeth Rocha	Financial Aid Advisor
Niria Duran	Master Admissions Advisor II
Jessica Eckbledt	Master Admissions Advisor II
Karina Ortegon	Master Admissions Advisor
Ryan De Leon	Senior Admissions Advisor
Samuel Rico III	Senior Admissions Advisor
Rebecca Casas	Admissions Advisor
Rosary Loera	Admissions Advisor

FACULTY

<u>Name</u>	<u>Position</u>	<u>Full-Time/ Part-Time</u>	<u>Degrees, Registries, Certifications, and Licenses</u>
Andrea Diaz	Diagnostic Medical Sonography Instructor	Full-Time	Diagnostic Medical Sonography AAS from The College of Health Care Professions Registered Sonography RDMS(OB/GYN) (ARMDS#212381) from the American Registry for Diagnostic Medical Sonography
Ashley Cruz	Medical Assistant Instructor	Part-Time	Medical Assistant from Brightwood College Registered Medical Assistant (AMT ID#2582386) from the American Medical Technologist
Annie Sandoval	Medical Assistant Program Director	Full-Time	Bachelor of Science in Health Care Management from The College of Health Care Professions Associates of Arts from South Texas College Nationally Registered Certified Medical Assistant (NRCMA) #169492 Nationally Registered Certified Phlebotomy Technician (NRCPT) #169492 Nationally Registered EKG Technician (NRCEKG) #169492 from the National Association of Health Professionals
Brenda Franklin	Health and Medical Administrative Services AAS Program Director	Full-Time	Bachelor of Science in Biology from the University of Texas Rio Grande Valley Bachelor of Science in Clinical Laboratory Science from the University of Texas Rio Grande Valley Texas Educator Certificate from the State Board for Educator Certification
Brenda Monte - longo	Medical Coding And Billing Program Director	Full-Time	Associates of Applied Science in Health and Medical Administrative Services, The College of Health Care Professions Medical Assistant Certificate from Southern Careers Institute Nationally Registered Certified Coding Specialist (NRCCS) #204956 Nationally Registered Certified Medical Assistant (NRCMA) #204956 Nationally Registered Certified Phlebotomy Technician (NRCPT) #204956 from National Association for Health Professionals
Christian Cortina	Medical Assistant Instructor	Full-Time	Associates of Applied Science in Health and Medical Administrative Services, The College of Health Care Professions Medical Assistant Certificate from Southern Careers Institute Nationally Registered Certified Medical Assistant from National Association for Health Professionals Certificate #192262
Ceferino Ibarra	Pharmacy Technician Instructor	Full-Time	Bachelor of Science in Psychology, The University of Texas Rio Grande Valley Pharmacy Technician Certificate from South Texas Vocational Institute Certified Pharmacy Technician from Pharmacy Technician Certification Board Certificate # 610107010346751
Chanda Kirkland	Module 1 Instructor	Full-Time	Associates of Applied Science – Medical Massage Therapy from High-Tech University Licensed Massage Therapist (MT110398) from the Texas Department of State Health Services Massage Therapy Instructor (MI2293) from the Texas Department of Licensing & Regulation

<u>Name</u>	<u>Position</u>	<u>Full-Time/ Part-Time</u>	<u>Degrees, Registries, Certifications, and Licenses</u>
Dave Gonzalez	Medical Assistant Instructor	Full-Time	Registered Medical Assistant from the American Medical Technologist – AMT #108641 Medical Assistant Clinical/Clerical from San Antonio College of Medical and Dental Assistants
Diana De La Luz	Dental Assistant Program Director	Full-Time	Bachelor of Science in Health Science from Purdue University Global Associate of Applied Science in Medical Practice Management from Brightwood College Texas Registered Dental Assistant from the Texas State Board of Dental Examiners (#12225)
Edith Cerda	Dental Assistant Instructor	Full-Time	Dental Assistant Diploma from San Antonio College of Medical and Dental Assistants Texas Registered Dental Assistant from the Texas State Board of Dental Examiners (#23435)
Elda Martinez	Medical Assistant Instructor	Full-Time	Associates of Applied Science in Health and Medical Administrative Services, The College of Health Care Professions Medical Assistant Certificate of Completion from San Antonio College of Medical And Dental Assistants Nationally Registered Certified Medical Assistant from National Association of Health Professionals Certificate #171464
Fernando Guerra	Limited Medical Radiologic Technologist With Medical Assisting Skills Program Director	Full-Time	Medical Radiologic Technologist – Limited Certificate (#LMR00202177) from the Texas Medical Board Certificate LMRT/Phlebotomy from Valley Grande Institute for Academic Studies
Gregory Hobbs	Diagnostic Medical Sonography Program Director	Full-Time	Master of Education, Digital Learning and Leading, Lamar University Bachelor of Applied Technology Medical and Health Services Management from South Texas College Associate of Applied Science in Diagnostic Medical Sonography from Delmar College. Associate of Nursing, Licensed Vocational Nurse from Kaplan College Registered Sonography RDMS(AB, OB/GYN, BR, RVT) (ARDMS#201938) from the American Registry of Diagnostic Medical Sonography
Henry Falcon	Physical Therapy Technician Instructor	Part-Time	Physical Therapist Assistant (License#2022440) from the Executive Council of Physical Therapy and Occupational Therapy Examiners/Texas State Board of Physical Therapy Examiners Bachelors of Science from The University of Texas at San Antonio Masters of Business Administration from Our Lady of the Lake University
Isaac Campos	Physical Therapy Technician Program Director	Full-Time	Certified Rehabilitation Therapy Technician (#12102-896) from the National Certification Career Association

Cont. Name	Position	Full-Time/ Part-Time	<u>Degrees, Registries, Certifications, and Licenses</u>
Jason Hernandez	Limited Medical Radiologic Technologist With Medical Assisting Skills Instructor	Full-Time	Radiologic Technologist (#473744) from the American Registry of Radiologic Technologists Medical Radiologic Technologist - (General Certificate #GMR00101460) from the Texas Medical Board Associate of Applied Science Radiologic Technology from South Texas College
Jonathan Diaz	Medical Assistant Instructor	Full-Time	Associates of Applied Science in Health and Medical Administrative Services, The College of Health Care Professions Medical Assistant Certificate from South Texas Vo-Tech Nationally Registered Certified Medical Assistant (NRCMA) #64902 Nationally Registered Certified Phlebotomy Technician (NRCPT) #64902 from National Association for Health Professionals
Jeffrey Arneson	Limited Medical Radiologic Technologist With Medical Assisting Skills Instructor	Full-Time	Limited Medical Radiologic Technologist Certification from Valley Grande Institute for Academic Studies Medical Radiologic Technologist – Limited Certificate (#LMR00202923) from the Texas Medical Board
Marisol Garcia	Dental Assistant Instructor	Full-Time	Texas Registered Dental Assistant from the Texas State Board of Dental Examiners (#56142)
Laura Echavarria	Medical Assistant Instructor	Full-Time	Medical Assistant from Kaplan College Nationally Certified Medical Assistant (NCCT ID#867030) from the National Center for Competency Testing
Liza Wright	Dental Assistant Instructor	Full-Time	Associates of Applied Science in Health and Medical Administrative Services, The College of Health Care Professions Dental Assistant Diploma from San Antonio College of Medical and Dental Assistants Texas Registered Dental Assistant from the Texas State Board of Dental Examiners (#19978)
Elena Cazares	Medical Coding And Billing Instructor	Full-Time	Medical Office Specialist Certificate of Completion from South Texas Vo-Tech Nationally Registered Certified ICD-10 Coding Specialist From National Association of Health Professions Certificate #139413 Nationally Registered Certified Administrative Health Assistant Certificate #139413
Miguel Maldonado	Pharmacy Technician Program Director	Full-Time	Associates of Science Degree from The University of Texas Brownsville and Texas Southmost College Bachelor of Multidisciplinary Studies from The University of Texas Rio Grande Valley Certified Pharmacy Technician (CPhT) Certification#580107010177368 from Pharmacy Technician Certification Board Registered Pharmacy Technician from Texas State Board of Pharmacy Registration No. 188685

Cont. Name	Position	Full-Time/ Part-Time	<u>Degrees, Registries, Certifications, and Licenses</u>
Nathaniel Perez	Medical Assistant Instructor	Full-Time	Medical Assistant from Southern Careers Certified Clinical Medical Assistant from National Healthcareer Association (E8P5Y8B7)
Norma Tabares	Blended Student Services Coordinator	Full-Time	Computerized Bookkeeping Specialist from Southern Careers Institute
Ofelia Salinas	Externship Coordinator	Full-Time	Medical Assistant Clinical/Clerical from San Antonio College of Medical and Dental Assistants Certified Medical Coder from Practice Management Institute (C28822) Registered Medical Assistant from the American Medical Technologist (ID#82273)
Vivian Saenz	Diagnostic Medical Sonography Instructor	Full-Time	Masters of Science in Radiologic Science, The University of Texas MD Anderson Cancer Center School of Health Professions Bachelor of Science in Radiologic Sciences from Midwestern State University Registered Sonography RDMS (AB OB/GYN) (ARDMS#107535) from the American Registry of Diagnostic Medical Sonography Radiologic Technologist (ID#258382) from the American Registry of Radiologic Technologist Certified Medical Radiologic Technologist (#GMR00012921) from the Texas Medical Board
Jennifer Duran	Limited Medical Radiologic Technologist With Medical Assisting Skills Instructor	Full-Time	Associates of Applied Science from The University of Texas at Brownsville and Texas Southmost College Medical Radiologic Technologist- (General Certificate #GMR02000209) from the Texas Medical Board Radiologic Technologist from the American Registry of Radiologic Technologists

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Revised January 2023

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ADDENDUM D – Programmatic Start Schedule

Supplement to School Catalog

MCALLEN CAMPUS

Blended Program Schedule

DENTAL ASSISTANT (DA), MEDICAL ASSISTANT (MA), PHARMACY TECHNICIAN (PHARM),
PHYSICAL THERAPY TECHNICIAN (PTT), MEDICAL CODING AND BILLING (MCB)
LIMITED MEDICAL RADIOLOGIC TECHNOLOGIST with MEDICAL ASSISTING SKILLS (LMRTMAS)

MODULE START DATE	MODULE END DATE	ESTIMATED GRADUATION DATE (For Corresponding Module Start Date)		
		DA, MA, PTT, PHT	MCB	LMRTMAS
10/30/23	11/22/23	08/02/24	08/16/24	01/10/25
11/27/23	12/22/23	08/30/24	09/13/24	02/21/25
01/16/24	02/09/24	09/27/24	10/11/24	03/21/25
02/12/24	03/08/24	10/25/24	11/08/24	04/18/25
03/11/24	04/05/24	11/22/24	12/06/24	05/16/25
04/08/24	05/03/24	12/20/24	01/10/25	06/13/25
05/06/24	05/31/24	02/07/25	02/21/25	07/11/25
06/03/24	06/28/24	03/07/25	03/21/25	08/15/25
07/08/24	08/02/24	04/04/25	04/18/25	09/12/25
08/05/24	08/30/24	05/02/25	05/16/25	10/10/25
09/03/24	09/27/24	05/30/25	06/13/25	11/04/25
09/30/24	10/25/24	06/27/25	07/11/25	12/05/25
10/28/24	11/22/24	08/01/25	08/15/25	01/16/26
11/25/24	12/20/24	08/29/25	09/12/25	02/27/26
01/13/25	02/07/25	09/26/25	10/10/25	03/27/26
02/10/25	03/07/25	10/24/25	11/04/25	04/24/26

Hybrid Program

DIAGNOSTIC MEDICAL SONOGRAPHY - AAS DEGREE PROGRAM

SEMESTER START DATE	SEMESTER END DATE	ESTIMATED GRADUATION DATE (For Corresponding Semester Start Date)
10/30/23	03/10/24	10/26/25
03/11/24	06/30/24	03/15/26
07/08/24	10/27/24	07/05/26
10/28/24	03/09/25	11/01/26
03/10/25	06/29/25	03/14/27

Hybrid/Blended Program

HEALTH AND MEDICAL ADMINISTRATIVE SERVICES AAS DEGREE COMPLETION PROGRAM

MODULE START DATE	MODULE END DATE	ESTIMATED GRADUATION DATE (For Corresponding Module Start Date)
10/30/23	12/24/23	06/30/24
01/16/24	03/10/24	09/01/24
03/11/24	05/05/24	10/27/24
05/06/24	06/30/24	12/22/24
07/08/24	09/01/24	03/09/25
09/03/24	10/27/24	05/04/25
10/28/24	12/22/24	06/29/25
01/13/25	03/09/25	08/31/25

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THE COLLEGE OF HEALTH CARE PROFESSIONS

ADDENDUM E – State Specific Credentialing Disclosure

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McAllen Campus

Revised May 2022

Program Name and Credential Awarded	Indicate <i>state(s)</i> * where enrolled students are physically located.	List the <i>state(s)</i> * where the institution determined that program curriculum meets the state educational requirements for a license or credential COLUMN A - V.H.4.(i)a	List the <i>state(s)</i> * where the institution determined that program curriculum does not meet the state educational requirements for a license or credential COLUMN B - V.H.4.(i)b	List the <i>state(s)</i> * where the institution has not determined whether its curriculum meets the state educational requirements for a license or credential COLUMN C - V.H.4.(i)c
Dental Assistant Certificate	Texas	Texas	N/A	AL, AK, American Samoa, AZ, AR, CA, CO, CT, DE, FL, GA, Guam, HI, ID, IL, IA, KS, KY, LA, ME, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, N. Marianas Island, OH, OK, OR, PA, PR, RI, SC, SD, TN, UT, VT, Virgin Islands, WA, WV, WI, WY
Diagnostic Medical Sonography – Associate of Applied Science	Texas	Texas	NA	AL, AK, American Samoa, AZ, AR, CA, CO, CT, DE, FL, GA, Guam, HI, ID, IL, IA, KS, KY, LA, ME, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, N. Marianas Island, OH, OK, OR, PA, PR, RI, SC, SD, TN, UT, VT, Virgin Islands, WA, WV, WI, WY
Limited Medical Radiologic Technologist with Medical Assisting Skills	Texas	Texas	NA	AL, AK, American Samoa, AZ, AR, CA, CO, CT, DE, FL, GA, Guam, HI, ID, IL, IA, KS, KY, LA, ME, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, N. Marianas Island, OH, OK, OR, PA, PR, RI, SC, SD, TN, UT, VT, Virgin Islands, WA, WV, WI, WY
Medical Assistant Certificate	Texas	Texas	NA	AL, AK, American Samoa, AZ, AR, CA, CO, CT, DE, FL, GA, Guam, HI, ID, IL, IA, KS, KY, LA, ME, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, N. Marianas Island, OH, OK, OR, PA, PR, RI, SC, SD, TN, UT, VT, Virgin Islands, WA, WV, WI, WY
Medical Coding and Billing Certificate	Texas	Texas	NA	AL, AK, American Samoa, AZ, AR, CA, CO, CT, DE, FL, GA, Guam, HI, ID, IL, IA, KS, KY, LA, ME, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, N. Marianas Island, OH, OK, OR, PA, PR, RI, SC, SD, TN, UT, VT, Virgin Islands, WA, WV, WI, WY
Pharmacy Technician Certificate	Texas	Texas	NA	AL, AK, American Samoa, AZ, AR, CA, CO, CT, DE, FL, GA, Guam, HI, ID, IL, IA, KS, KY, LA, ME, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, N. Marianas Island, OH, OK, OR, PA, PR, RI, SC, SD, TN, UT, VT, Virgin Islands, WA, WV, WI, WY
Physical Therapy Assistant Certificate	Texas	Texas	NA	AL, AK, American Samoa, AZ, AR, CA, CO, CT, DE, FL, GA, Guam, HI, ID, IL, IA, KS, KY, LA, ME, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, N. Marianas Island, OH, OK, OR, PA, PR, RI, SC, SD, TN, UT, VT, Virgin Islands, WA, WV, WI, WY