



THE COLLEGE OF
HEALTH CARE PROFESSIONS

4738 N.W. Loop 410
San Antonio, Texas 78229

Catalog Vol XXIX
Addenda

Effective January 12, 2024

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:

8:00 am to 8:00 pm, Monday through Thursday, 8:00 am to 4:00 pm Friday, and 9:00 am – 1:00 pm Saturday. All business transactions should be handled during business hours.

Education, Externship, and Placement Department Hours:

8:00 am to 7:00 pm Monday through Thursday. The office is not open on weekends. Instructors are available after 2:30 pm for remediation and tutoring.

The College of Health Care Professions is approved and regulated by the Texas Workforce Commission, Career Schools and Colleges, Austin, Texas

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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>Diagnostic Medical Sonography</u>	
<u>AAS Degree Program</u>	Registration Fee: \$100.00
(SA)	Technology Fee: \$400.00
	Textbooks: Included in tuition
	Tuition: <u>\$42,400.00</u>
	Total Program Cost: \$42,900.00
<u>Emergency Medical Technician</u>	
<u>Certificate Program</u>	Registration Fee: \$50.00
(SA)	Technology Fee: \$400.00
	Textbooks: Included in tuition
	Tuition: <u>\$1,545.00</u>
	Total Program Cost: \$1,995.00
<u>Health and Medical Administrative Service</u>	
<u>AAS Degree Completion Program</u>	Registration Fee: \$50.00
(Blended Delivery)	Technology Fee: \$400.00
	Textbooks: Included in tuition
	Tuition: <u>\$11,300.00</u>
	Total Program Cost: \$11,750.00
<u>Limited Medical Radiologic Technologist with</u>	
<u>Medical Assisting Skills</u>	Registration Fee: \$100.00
<u>Certificate Program</u>	Technology Fee: \$400.00
(SA)	Textbooks: Included in tuition
	Tuition: <u>\$24,900.00</u>
	Total Program Cost: \$25,400.00
<u>Medical Assistant</u>	
<u>Certificate Program (Blended)</u>	Registration Fee: \$50.00
(SA)	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</u>	
<u>Certificate Program (Blended)</u>	Registration Fee: \$50.00
(SA)	Technology Fee: \$400.00
	Textbooks: Included in tuition
	Tuition: <u>\$16,950.00</u>
	Total Program Cost: \$17,400.00

Physical Therapy Technician**Certificate Program****(SA)**

Registration Fee:	50.00
Technology Fee:	\$400.00
Textbooks:	Included in tuition
Tuition:	<u>\$16,950.00</u>
Total Program Cost	\$17,400.00

Surgical Technology**AAS Degree Program****(SA hybrid program)**

Registration Fee:	\$50.00
Technology Fee:	\$400.00
Textbooks/eBooks:	Included in tuition
Tuition:	<u>\$37,950.00</u>
Total Program Cost:	\$38,400.00

Other Charges

Transcript Copy:	\$15.00
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Repeat Course Fees

Non-Term Programs (Cost per course)	\$100.00
Term Programs	Cost per Credit

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Career Schools and Colleges, Austin Texas*

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Eric Bing, CEO

ADDENDUM C- Faculty and Staff

CORPORATE	
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

SAN ANTONIO CAMPUS

Christopher Williams	Campus President
Tenishia Jackson	Director of Education
Ramona Mata.....	Assistant Director of Education
David Alba.....	Director of Admissions
Heather Jemente.....	Assistant Director of Admissions
Michael Sano.....	Market Director of Career Services
April Karaz	Assistant Director of Career Services
Kerry Harris.....	Regional Director of Financial Aid
Gloria Delgado.....	Assistant Director of Financial Aid
Jessica Harris.....	Financial Aid Representative
Jessica Longoria.....	Financial Aid Representative
Xiomara Diaz.....	Financial Aid Representative
Olga Tanajara.....	Registrar
Letitia Hernandez.....	Externship Administrator
Oscar Palacios.....	Master II Admissions Advisor
Alexis Montelongo	Sr. Admissions Advisor
Marco Velasquez.....	Master Admissions Advisor
Yadisha Ortega.....	Sr. Admissions Advisor
Melissa Casarez.....	Sr. Admissions Advisor
Lynae Freisenhahn	Career Services Advisor
Edgar Mendoza.....	Sr. Career Services Advisor
Helen Castillo.....	Day Receptionist
Heather Galvez.....	Day Receptionist

Staff and Faculty Credentials

Tenishia Jackson.....Director of Education

- ◆ Troy State University Master of Science Management
- ◆ Auburn University Bachelors of Science Criminal Justice

Ramona MataAssistant Director of Education

- ◆ Bellevue University, Master of Arts in Management
- ◆ University of Southern New Hampshire, Bachelor of Science in Business Studies, Human Resources
- ◆ Community College of the Air Force, Associates of Applied Science, Instructor Technology
- ◆ Community College of the Air Force, Associates of Applied Science, Logistics Management

Olga Tanajara..... Registrar

- ◆ Career Point College – Accounting Certificate

Letitia Hernandez.....Extern Administrator

- ◆ The Institute of Technology, Certified Medical Assistant

Diagnostic Medical Ultrasound Program

Danielle Gooch..... Diagnostic Medical Sonography Program Director – Full Time

- ◆ Austin Peay State University BA of Science Biology
- ◆ Vanderbilt University School of Medicine Certificate Diagnostic Medical Sonography
- ◆ American Registry for Diagnostic Medical Sonography, ARDMS (AB)(OB/GYN)(RVT)(RDMS)

Debbie Farmer..... Diagnostic Medical Sonography Instructor – Full Time

- ◆ The College of Health Care Professions AAS Health Care Management
- ◆ American Registry for Diagnostic Medical Sonography, ARDMS (AB), RVS, ARRT

Evelyn Hernandez..... Diagnostic Medical Sonography Instructor- Part Time

- ◆ University of Texas at San Antonio BA Multidisciplinary Studies
- ◆ St. Phillips College AAS Diagnostic Medical Sonography
- ◆ American Registry for Diagnostic Medical Sonography, ARDMS (AB)(RVT)

Sheila Maldonado..... Diagnostic Medical Sonography Clinical Coordinator-Full Time

- ◆ Columbia Central University AS Diagnostic Medical Sonography
- ◆ Southwest University BS Radiology Management
- ◆ American Registry for Diagnostic Medical Sonography, ARDMS (AB)(OB/GYN)(RVT)(RDMS)

Elisa Saenz..... Diagnostic Medical Sonography Instructor- Full Time

- ◆ St. Phillips College AAS Diagnostic Medical Sonography
- ◆ American Registry for Diagnostic Medical Sonography, ARDMS (AB)(RVT)

Laken Granados.....Diagnostic Medical Sonography Instructor –Part Time

- ◆ St. Phillips, Associate of Applied Science, Diagnostic Medical Sonography
- ◆ American Registry for Radiologic Technologists, R.T. (S) (ARRT)
- ◆ American Registry for Diagnostic Sonography, ARDMS AB

Limited Medical Radiologic Technologist Certificate Program

Luis ZayasLMRT Program Director – Full Time

- ◆ The College of Health Care Professions, Associates in Health and Medical Administrative Services
- ◆ The College of Health Care Professions, Limited Medical Radiologic Technologist; LMRT
- ◆ Texas Medical Board-Medical Radiologic Technologist-Limited Certificate

Erin Hosket.....LMRT Extern Coordinator--Full Time

- ◆ Texas Tech University Health Science Center BS Healthcare Management
- ◆ St. Phillips Community College AAS Radiography Technologist
- ◆ American Registry for Radiologic Technologists, ARRT

Rita Machts.....LMRT Instructor – Full Time

- ◆ Southwest Texas State University – BS, Healthcare Administration
- ◆ St. Phillips College, Associate of Applied Science, Radiologic Technology
- ◆ American Registry for Radiologic Technologists, ARRT

Stephen Barry Knight.....LMRT Instructor – Part Time

- ◆ St. Phillips College AAS Radiography Technologist
- ◆ American Registry for Radiologic Technologists, ARRT

Jerry Narvaez.....MRT Instructor – Part Time

- ◆ Texas State University, Bachelor of Science in Allied Health
- ◆ St. Phillips College, Associate of Applied Science, Radiologic Technology
- ◆ American Registry for Radiologic Technologists, ARRT

Krystal Dispennette..... LMRT Instructor – Full Time

- ◆ The College of Health Care Professions AAS Radiologic Technology
- ◆ The College of Health Care Professions Certificate Limited Medical Radiologic Technologist
- ◆ American Registry for Radiologic Technologists, ARRT

Alex JonesInstructor – Full Time

- ◆ St. Philip’s College Associates Degree Radiology Technology

Medical Assistant Program

Kimberly Hernandez.....Medical Assistant Program Director – Full Time

- ◆ The College of Health Care Professions, Associates in Health and Medical Administrative Services
- ◆ National Institute of Technology, Medical Assistant Diploma
- ◆ National Association for Health Professionals, Nationally Registered Certified Medical Assistant

Sheila Gonzalez.....Medical Assistant Extern Coordinator—Full Time

- ◆ LBJ High School MA Certificate

Laronn Stevens Medical Assistant Instructor – Full Time

- ◆ The University of Texas at San Antonio, Bachelor of Arts in Medical Humanities
- ◆ Thomas Edison State University, Associate in Applied Science
- ◆ US Navy, Field Medical Service Technician and Hospital Corpsman “A” school

Dejaree Dubose Medical Assistant Instructor – Full Time

- ◆ The College of Health Care Professions, Associates in Health and Medical Administrative Services
- ◆ Platt College, Certified Medical Assistant

Gloria Davis.....Medical Assistant Instructor—Full Time

- ◆ The College of HealthCare Professions, Associate of Applied Science in HMAS
- ◆ Career Point College, Certified Medical Assistant

Stephanie RomeroMedical Assistant Instructor—Part Time

- ◆ Allied Health Careers, Certified Clinical Medical Assistant

Sofia AguirreMedical Assistant Instructor—Part Time

- ◆ San Antonio College of Medical and Dental Assistants, Registered Certified Medical Assistant

Medical Coding and Billing Program

Bea Montelongo Medical Coding & Billing Program Director – Full Time

- ◆ Kaplan College, Medical Office Specialist
- ◆ National Health Careers Association, Certified Billing and Coding Specialist

Valerie Martinez Medical Coding & Billing/MA Instructor – Full Time

- ◆ Kaplan College Associates Degree Medical Practice Management
- ◆ San Antonio College of Medical and Dental Assistants Medical Computer Specialist

Physical Therapy Technician Program

Lauren Blacklock PTT Program Director – Full Time

- ◆ Texas State University, Bachelor of Science in Exercise and Sports Science
- ◆ Golden West College, Associate of Arts in Liberal Arts
- ◆ American Education Certification Association, Certified Rehabilitation Therapy Technician

Caroline Belmar..... PTT Instructor – Full Time

- ◆ St. Phillips College AAS Physical Therapist Assistant
- ◆ American Education Certification Association, Certified Rehabilitation Therapy Technician

Carmen Rovira PTT Instructor – Full Time

- ◆ Columbia University Center, Master of Business Administration, Health Service Organizations
- ◆ The University of Puerto Rico, Medical Science Campus- School of Allied Health Professions, Bachelor of Science in Health Service Administration
- ◆ The University of Puerto Rico, Humacao Campus, Associate of Applied Science in Physical Therapy
- ◆ Puerto Rico Examination Board of Healthcare Professions, Physical Therapist Assistant

Lorena Carreno.....Mod 1 Instructor – Full Time

- ◆ San Antonio College of Medical and Dental Assistants – Dental Assistant Certification
- ◆ Texas State Board of Dental Examiners – Registered Dental Assistant

Surgical Technology Program

Jimmy Escolero Program Director – Full Time

- ◆ University of Incarnate Word, Masters Healthcare Administration
- ◆ Southern Illinois University, Bachelors Healthcare Management
- ◆ Certified Surgical Technologist, NBSTSA

Ryan WellsInstructor – Full Time

- ◆ The College of Health Care Professions, Associates Degree – Surgical Technology
- ◆ Certified Surgical Technologist, NBSTSA

Lydia Banelos Instructor– Full Time

- ◆ San Antonio College, Associates of Applied Science
- ◆ St. Phillips College, Surgical Technology Certificate
- ◆ Certified Surgical Technologist, NBSTSA

Mario McGee Instructor– Full Time

- ◆ Miller-Motte Technical College, Associate of Applied Science-Surgical Technology
- ◆ Certified Surgical Technologist, NBSTSA

Tiffany Hooper Instructor – Full Time

- ◆ Associates Degree – Health and Medical Administrative Services – College of Health Care Professions
- ◆ Baptist School of Health Professions, Surgical Technology Certificate
- ◆ Licensed Massage Therapist, Texas Department of Licensing and Regulation
- ◆ Certified Surgical Technologist, NBSTSA

Melissa Jackson Instructor – Full Time

- ◆ Baptist School of Health Professions, Associate of Applied Science-Surgical Technology
- ◆ Certified Surgical Technologist, NBSTSA

Marcus Fulton.....Instructor – Part Time

- ◆ Louisiana State University, Bachelor of General Studies
- ◆ Southern University, Associates of Surgical Technology
- ◆ Certified Surgical Technologist, NBSTSA

Monaque James Instructor – Full Time

- ◆ Concorde College, Associate of Surgical Technology
- ◆ Certified Surgical Technologist, NCCT

Health and Medical Administrative Services Program

Maria Isabel Montelongo.....Program Director Full Time

- ◆ Texas Tech University BA Political Science


Emergency Medical technician Program

Daryl Kyle Program Director Full Time

- ◆ Ashworth College Associates Degree Criminal Justice
- ◆ Temple Fire/EMS Academy Texas Firefighter/NREMT EMT

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A handwritten signature in black ink, appearing to read "Eric Bing". The signature is written in a cursive style with a large initial "E" and "B".

Eric Bing, CEO

ADDENDUM D – Programmatic Start Schedule

Supplement to School Catalog ,

SAN ANTONIO NORTH CAMPUS

Blended Program Schedule

MEDICAL CODING AND BILLING (MCB),

MEDICAL ASSISTANT (MA), LIMITED MEDICAL RADIOLOGIC TECHNOLOGIST WITH MEDICAL ASSISTING SKILLS (LMRT-MAS), and PHYSICAL THERAPY TECHNICIAN (PTT), EMERGENCY

MODULE START DATE	MODULE END DATE	ESTIMATED GRADUATION DATE (For Corresponding Module Start Date)		
		DA, MA, PTT	MCB	LMRT-MAS
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

SURGICAL TECHNOLOGY AAS DEGREE PROGRAM

MODULE START DATE	MODULE END DATE	ESTIMATED GRADUATION DATE (For Corresponding Start Date)
10/30/23	12/24/23	06/29/25
01/16/24	03/10/24	08/31/25
03/11/24	05/05/24	10/26/25
05/06/24	06/30/24	12/21/25
07/08/24	09/01/24	03/15/26
09/03/24	10/27/24	05/10/26
10/28/24	12/22/24	07/05/26
01/13/25	03/09/25	09/06/26
03/10/25	05/04/25	11/01/26

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	10/26/2025
10/28/24	03/09/25	3/15/2026
03/10/25	06/29/25	7/5/2026

Hybrid/Blended Program Schedule

HEALTH AND MEDICAL ADMINISTRATIVE SERVICES – AAS

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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Eric Bing, CEO

Revised November 2023

ADDENDUM E – State Specific Credentialing Disclosure

Supplement to School Catalog

San Antonio Campus

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
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
Emergency Medical 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
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
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
Surgical Technology 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