



THE COLLEGE OF
HEALTH CARE PROFESSIONS

1964 SW Military Drive
San Antonio, Texas 78221

**Addenda to
Catalog Volume XXIX**

Effective September 3, 2024

The College of Health Care Professions
1964 SW Military Drive
San Antonio, Texas 78221

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 5:00pm, Monday through Thursday, 9:00am to 4:00pm Friday. The office is not open on weekends. All business transactions should be handled during business hours.

Education, Externship, and Placement Department Hours:

8:00am to 5:00pm Monday through Thursday. The office is not open weekends. Instructors are available after 2:30pm for remedial and tutoring by appointment only.

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

“The information contained in this supplement is true and correct to the best of my knowledge.”



Eric Bing, CEO

ADDENDUM B - Tuition and Fee Schedule

Addendum to School Catalog

Effective April 17, 2024

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:

	<u>Program Cost</u>
<u>Dental Assistant</u>	
<u>Certificate Program Blended</u>	
(SSA)	
Registration Fee:	\$50.00
Technology Fee:	\$400.00
Textbooks:	Included in tuition
Tuition:	<u>\$16,950.00</u>
Total Program Cost:	\$17,400.00
<hr/>	
<u>Health and Medical Administrative Services</u>	
<u>Completion Program (Blended)</u>	
<u>AAS Degree</u>	
(NW online, SSA)	
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
<hr/>	
<u>Medical Assistant</u>	
<u>Certificate Program (Blended)</u>	
(SSA)	
Registration Fee:	\$50.00
Technology Fee:	\$400.00
Textbooks:	Included in tuition
Tuition:	<u>\$16,950.00</u>
Total Program Cost:	\$17,400.00
<hr/>	
<u>Medical Coding and Billing</u>	
<u>Certificate Program (Blended)</u>	
(SSA)	
Registration Fee:	\$50.00
Technology Fee:	\$400.00
Textbooks:	Included in tuition
Tuition:	<u>\$16,950.00</u>
Total Program Cost:	\$17,400.00

Pharmacy Technician**Certificate Program (Blended)**
(SSA)

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

Patient Care Multi-skilled Technician
Certificate Program

Registration Fee:	\$50.00
Textbooks:	Included in tuition
Tuition:	<u>\$2,745.00</u>
Total Program Cost:	\$2,795.00

Phlebotomy Technician Certificate Program

Registration Fee:	\$50.00
Textbooks:	Included in tuition
Tuition:	<u>\$1,150.00</u>
Total Program Cost:	\$1,200.00

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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Eric Bing, CEO

The College of Health Care Professions
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San Antonio, Texas 78221

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 SOUTH CAMPUS

Rosina Perez.....	Campus President
Jasmine Williams.....	Director of Education
Monica Casas Moreno.....	Director of Admissions
Misty Moran.....	Director of Career Services
Laura Lumsden.....	Registrar
La Donna Grant.....	Director of Financial Aid
Lauren Ortega.....	Continuing Education Coordinator
Carolina Montelongo.....	Master Admissions Advisor
Joseph Gonzales.....	Admissions Advisor
Joel Contreras.....	Admissions Advisor
Abby Salinas.....	Admissions Advisor
Josephine Chavez.....	Financial Aid Advisor
Lesly Gonzalez.....	Financial Aid Advisor
Linda Contreras.....	Career Services Advisor
Kristina Martinez.....	Career Services Advisor
Lisa Salinas.....	Career Services Advisor
Jacob Martinez.....	Receptionist
Rosalinda Valadez.....	Receptionist

Faculty Credentials

Dental Assistant Program

Evelyn Gillis, Dental Assistant Program Director – Full Time

Huntington Institute – Dental Assistant Certificate
 Alamo Colleges – Associate of Arts Degree
 Registered Dental Assistant

Steve Trim, Dental Assistant Instructor – Full Time

USAF – Dental Assistant Certificate
 Brightwood College – Associates in Health Information
 Registered Dental Assistant

Aida Enriquez, Dental Assistant Instructor – Full Time

Alamo Colleges – Associate Degree in Dental Assisting
 Registered Dental Assistant

Medical Assistant Program

Sonia Vargas, Medical Assistant Program Director – Full Time

The College of Health Care Professions – Associate of Applied Science Health and Medical Administrative Services
National Registered Certified Medical Assistant- NAHP
National Registered Certified Coding Specialist- NAHP

Enrique Lozano, Medical Assistant Externship Coordinator – Full Time

National Registered Certified Medical Assistant- NAHP

Virginia Ambriz, Medical Assistant Instructor – Full Time

National Registered Certified Medical Assistant- NAHP

Cinthy Valdez, Medical Assistant Instructor – Full Time

Certified Medical Assistant-AAMA
Associates of Applied Science- Medical Assisting

Teresa Diaz, Medical Assistant Instructor – Full Time

National Registered Certified Medical Assistant- NAHP
Certified Phlebotomy Technician- NHA

Dr. Jose Francisco Gomez, Medical Assistant Instructor, - Part Time

School of Medicine, University of Guadalajara Mexico, 1988 Medical Doctor (M.D.)
Specialist in General Surgery
National Registered Certified Medical Assistant-NAHP/NHA

Medical Coding and Billing Program

Rochelle Villanueva, Medical Coding & Billing Instructor –Full Time

National Registered Certified Coding Specialist-NAHP
National Registered Certified Medical Assistant-NAHP
Associates of Applied Science Medical Administration

Pharmacy Technician Program

Benny Crawford, Pharmacy Technician Instructor, Program Lead – Full Time

Community College of the Air Force, RTX, CPht
Registered Pharmacy Technician – Texas State Board of Pharmacy
Certified Pharmacy Technician – PTCB
Certified Pharmacy Technician – NHA
NPTA Certification – Sterile Compounding, Non-Sterile Compounding, and Handling of Hazardous Drugs

Michelle Henry, Pharmacy Technician Instructor – Full Time

San Antonio College – Pharmacy Technician Certificate
Registered Pharmacy Technician – Texas State Board of Pharmacy
Certified Pharmacy Technician – NHA

Gloria Garcia, Pharmacy Technician Instructor – Part Time

San Antonio College – Associate Degree in Criminal Justice
Registered Pharmacy Technician – Texas State Board of Pharmacy
Certified Pharmacy Technician – NHA

Shiee Smith, Pharmacy Technician Instructor- Part time
Community College of the Air Force, RTX, CPht
Registered Pharmacy Technician – Texas State Board of Pharmacy
Certified Pharmacy Technician – NHA

Health and Medical Administrative Services

Luisa Torres, Program Director
University of Texas Rio Grande – Master of Health Science

Phlebotomy Technician Certificate Program

Teresa Diaz, Phlebotomy Instructor – Full Time
National Registered Certified Medical Assistant- NAHP
Certified Phlebotomy Technician- NHA

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Eric Bing, CEO

Revised January 2023

ADDENDUM D – Programmatic Start Schedule

South San Antonio Campus Supplement to School Catalog

Blended Program Schedule

DENTAL ASSISTANT CERTIFICATE, MEDICAL ASSISTANT CERTIFICATE,
PHARMACY TECHNICIAN CERTIFICATE, MEDICAL CODING AND BILLING CERTIFICATE

MODULE START DATE	MODULE END DATE	ESTIMATED GRADUATION DATE (For Corresponding Module Start Date)	
		Dental Assistant Medical Assistant Pharmacy Technician	Medical Coding and Billing
10/30/23	11/22/23	08/02/24	08/16/24
11/27/23	12/22/23	08/30/24	09/13/24
01/16/24	02/09/24	09/27/24	10/11/24
02/12/24	03/08/24	10/25/24	11/08/24
03/11/24	04/05/24	11/22/24	12/06/24
04/08/24	05/03/24	12/20/24	01/10/25
05/06/24	05/31/24	02/07/25	02/21/25
06/03/24	06/28/24	03/07/25	03/21/25
07/08/24	08/02/24	04/04/25	04/18/25
08/05/24	08/30/24	05/02/25	05/16/25
09/03/24	09/27/24	05/30/25	06/13/25
09/30/24	10/25/24	06/27/25	07/11/25
10/28/24	11/22/24	08/01/25	08/15/25
11/25/24	12/20/24	08/29/25	09/12/25
01/13/25	02/07/25	09/26/25	10/10/25
02/10/25	03/07/25	10/24/25	11/04/25

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

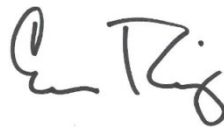
Residential Program Schedule

PHLEBOTOMY TECHNICIAN (PHLEB), PATIENT CARE MULTI-SKILLED TECHNICIAN (PCMT)

MODULE START DATE	MODULE END DATE	ESTIMATED GRADUATION DATE (For Corresponding Module Start Date)	
		PHLEB	PCMT
05/06/24	05/31/24	08/02/24	09/27/24
06/03/24	06/28/24	08/30/24	10/25/24
07/08/24	08/02/24	09/27/24	11/22/24
08/05/24	08/30/24	10/25/24	12/20/24
09/03/24	09/27/24	11/22/24	02/07/25
09/30/24	10/25/24	12/20/24	03/07/25
10/28/24	11/22/24	02/07/25	04/04/25
11/25/24	12/20/24	03/07/25	05/02/25
01/13/25	02/07/25	04/04/25	05/30/25
02/10/25	03/07/25	05/02/25	06/27/25

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Revised April 2024

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ADDENDUM E – State Specific Credentialing Disclosure

Supplement to School Catalog

South San Antonio 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
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
Phlebotomy 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