



THE COLLEGE OF
HEALTH CARE PROFESSIONS

**6330 East Highway 290, Suite 180
Austin, Texas 78723**

**Catalog Vol XXVI
Addenda**

Effective, August 11, 2022

COVID-19 Impact on Graduation Date and Program Delivery

At the time of your enrollment we have done our best to give you a projected graduation date, as stated on your enrollment agreement. Your estimated graduation date is determined based on program length and finishing the program in normal time. Your actual completion date can be impacted by various factors, including but not limited to; repeating failed classes, withdrawal, taking a leave of absence from program, changing programs, and/or delays in completing externship hours. COVID-19, and its mandated restrictions and orders are no exception and have the potential to impact and delay the estimated graduation date documented on your enrollment agreement. Delays in completing required on-campus activities and externship are a possibility should the COVID-19 pandemic be prolonged.

In addition, due to the situation in general and state and local orders associated with the COVID-19 pandemic, CHCP is unable to determine if and when delivery method operations will return to normal. As you have been informed, due to the pandemic both residential and blended delivery programs are being delivered remotely and you will be required to attend the campus for hands-on skills training and competency check-offs. There is the possibility that the entire program may be delivered remotely, with the exception of skills and competencies.

CHCP will work with all students over the duration of their program to communicate any changes as a result of the COVID-19 pandemic. Should you have any questions or concerns regarding your anticipated graduation date, please speak with your Program Director or the Director of Education.

ADDENDUM A- Holiday Schedule / Hours of Operation

Supplement to School Catalog

THE COLLEGE OF HEALTH CARE PROFESSIONS

6330 East Highway 290, Ste 180 Austin, TX 78723 (512) 617-5700

2022 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 / Hybrid Programs)	Dec 24, 2021 – Dec 31, 2021	n/a
Holiday Break (Blended Programs)	Dec 24, 2021 – Jan 17, 2022	n/a
Martin Luther King’s Birthday	Monday, Jan 17, 2022	Friday, Jan 21, 2022
Memorial Day	Monday, May 30, 2022	Friday, June 3, 2022
Summer Break	July 4 – July 8, 2022	n/a
Labor Day	Monday, Sept 5, 2022	Friday, Sept 9, 2022
Thanksgiving Holiday	Nov 24-25, 2022	Friday, Nov 18, 2022
Holiday Break (Residential Programs)	Dec 23, 2022 – Jan 2, 2023	Friday, Jan 6, 2023
Holiday Break (Blended Programs)	Dec 26, 2022 – Jan 16, 2023	n/a
Martin Luther King’s Birthday	Jan 16, 2023	Friday, Jan 20, 2024

Business Office Hours:

8:00am to 5:00pm, Monday through Thursday and 9:00am to 4:00pm on Friday. The office is not open weekends. All business transactions should be handled during business hours.

Education, Externship, and Placement Departmental Hours:

8:00am to 5:00pm, Monday through Thursday. The office is not open weekends. Instructors are available after 3:00 for remedial work and tutoring by appointment only.

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Eric Bing, CEO

Revised December 2021

ADDENDUM B - Tuition and Fee Schedule

Addendum to School Catalog

Effective date March 2, 2022

A registration fee which 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. The College has the right to charge a student/graduate a \$25.00 late fee in the event his/her monthly payment(s) should become delinquent more than 4 business days. 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. Transcripts and certificates of completion are not issued to graduates until all monies due the College have been paid in full. 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's account will be turned over to a collection agency or sold to a bank.

The following are the costs for each program:

<u>Dental Assistant Certificate Program (AUS)</u>		<u>Day Program</u>	<u>Evening Program</u>
	Registration Fee:	\$50.00	\$50.00
	Technology Fee:	300.00	300.00
	Textbooks:	Included in tuition	Included in tuition
	Tuition:	<u>\$16,950.00</u>	<u>\$14,950.00</u>
	Total Program Cost:	\$17,300.00	\$15,300.00
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<u>Diagnostic Medical Sonography AAS Degree Program (AUS)</u>	Registration Fee:	\$100.00	
	Technology Fee:	\$300.00	
	Textbooks:	Included in tuition	
	Tuition:	<u>\$42,400.00</u>	
	Total Program Cost:	\$42,800.00	
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<u>Limited Medical Radiologic Technologist Certificate Program (AUS)</u>	Registration Fee:	\$100.00	
	Technology Fee:	\$300.00	
	Textbooks:	Included in tuition	
	Tuition:	<u>\$25,900.00</u>	
	Total Program Cost:	\$26,300.00	
<hr/>			
<u>Medical Assistant Certificate Program (AUS)</u>	Registration Fee:	\$50.00	\$50.00
	Technology Fee:	\$300.00	300.00
	Textbooks:	Included in tuition	Included in tuition
	Tuition:	<u>\$16,500.00</u>	<u>\$14,500.00</u>
	Total Program Cost:	\$16,850.00	\$14,850.00

<u>Medical Coding and Billing Certificate Program</u> (AUS)	Registration Fee:	\$50.00	\$50.00
	Technology Fee:	\$300.00	300.00
	Textbooks:	Included in tuition	Included in tuition
	Tuition:	<u>\$16,900.00</u>	<u>\$14,900.00</u>
	Total Program Cost:	\$17,250.00	\$15,250.00
<u>Surgical Technology – AAS Program</u> (AUS)	Registration Fee:	\$50.00	
	Technology Fee:	\$300.00	
	Textbooks:	Included in tuition	
	Tuition:	<u>\$37,950.00</u>	
	Total Program Cost	\$38,300.00	
<u>Health and Medical Administrative Service AAS Degree Completion Program</u>	Registration Fee:	\$50.00	
	Technology Fee:	\$300.00	
	Textbooks:	Included in tuition	
	Tuition:	<u>\$11,300.00</u>	
	Total Program Cost:	\$11,650.00	
<u>Other Charges</u>	Transcript Copy:	\$5.00	
	Late Payment Fee:	\$25.00	
<u>Repeat Course Fees</u>	Certificate Program (First repeated course)	\$100.00	
	Certificate Program (Any additional repeated course(s))	\$250.00	
	AAS Degree Programs	Cost per Credit	
<u>Re-Entry Fee</u>		\$100.00	

*

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Eric Bing, CEO

THE COLLEGE OF HEALTH CARE PROFESSIONS
 6330 East Highway 290, Ste 180, Austin Texas 78723

ADDENDUM C – Staff and Faculty

Supplement to School Catalog

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
Bobbi Rabine	VP of Admissions
April Boyd	VP of Financial Aid

AUSTIN CAMPUS

Monica Jeffs..... Campus President
 Kevin McCarty.....Director of Education
 Christi Sharp.....Assistant Director of Education
 Ambrosia Mmonu.....Director of Admissions
 Christin Barkus.....Assistant Director of Admissions
 Venessa Caples..... Master II Admissions Advisor
 Elizabeth Andrino.....Admissions Advisor
 Latricia Foster..... Admissions Advisor
 Alyssa Uribe..... Admissions Advisor
 Monita Saunders.....Director of Financial Aid
 Sally Stephens.....Senior Financial Aid Advisor
 Daniel HernandezFinancial Aid Administrator
 Jordan Keith..... Financial Aid Administrator
 LaRita Turner.....Senior Director of Career Services
 Nensi Nayak.....Career Services Advisor
 Shantell Shinnette.....Career Services Advisor
 Saliyah Parker.....Career Services Advisor
 Jeremy Sapp.....Registrar

LaVita Kerley.....Assistant Registrar
Monica Sayen.....Administrative Assistant

FACULTY

Jacqueline Jackson, RDA.....Dental Assistant Program Director
Allied Health Careers, Dental Assistant Certificate
Registered Dental Assistant

Zera James, RDA.....Dental Assistant Instructor*
Huston Tillotson University, Bachelor Degree in Education
The Academy of Health Care Professions, Dental Assistant Certificate
Registered Dental Assistant

Idalisha Giles, RDA.....Dental Assistant Instructor
Allied Health Careers, Dental Assisting Program

**Cassandra Perkins, AAS, RDMS (AB, OB/GYN, BR), RVT,Diagnostic Medical Sonography
Program Director**
Austin Community College, Diagnostic Medical Sonography

Whitney Browneller, AAS, RDMS ABD, RVT.....Diagnostic Medical Sonography, Clinical Coordinator
Central New Mexico Community College,
Associates of Diagnostic Medical Sonographer and Health Sciences

Amanda Kirkman,, BS, AAS, RDMS (AB, OB/GYN) RVT
Western Carolina University, Bachelor of Science
Asheville Buncombe Technical Community College, Associate of Applied Science

Latasha Lindsey, AAS, RDMS ABD, RVTDiagnostic Medical Sonography Instructor
Virginia College, Associate of Applied Science

David Pena, AAS RDMS, ABD.....Diagnostic Medical Sonography Instructor
Virginia College, Associate of Applied Science

Carl Whitley, B.S., R.Ph.Mod 1 Instructor
University of Texas-Austin, Bachelor of Science
Certified Tissue Bank Specialist

Winnona Lopez-Yanson, MLT.....Mod 1 Instructor
Medical Laboratory Technician, U.S. Army
Combat Medic, U.S. Army
CPR Certified

- Bethany Shirley, AAS, CPC, CCMA..... Medical Assistant Program Director**
 Virginia College, Associates of Applied Science
 American Academy of Professional Coders, Certified Professional Coder
 National Health Career Association, Certified Clinical Medical Assistant
- Clarence McLean, CCMA.....Medical Assistant Externship Coordinator**
 Austin Community College, Associate of Applied Sciences
- Leslie Acuna, CCMAMedical Assistant Instructor**
 Southern Careers Institute, Certificate Medical Assistant
- Celeste Bucher, AAS, CCMA, CPT..... Medical Assistant Instructor**
 McKinley College, Associate of Applied Science
 Delta Junior College, Diploma in Medical Assistant
 Certified Medical Assistant
 Certified Phlebotomy Technician
 BLS Instructor
- Brent Denney, CCMA,Medical Assistant Instructor***
 Visalia Adult School, Certificate Medical Assistant
- Heather JohnsonMedical Assistant Instructor**
 El Paso College, Associate of Applied Science, RN
 Career Centers of Texas – El Paso, Medical Assistant Certificate
- Shentel Price, NRCMA..... Medical Assistant Instructor**
 Everest Institute, Certificate Medical Assistant
- Nathalie Valiente, CCMA.....MA Instructor**
 Tri-Cities Regional Occupational Program, Medical Assisting Clinical Courses
- Kathie Kohout, ASB, CPC, RMA..... HMAS & Medical Coding and Billing Program Director**
 Careercom Junior Business College, Associate of Specialized Business of Medical Assistant
- Desiree Sharp RT(R), MR, T, ARRT,rogram Director Limited Medical Radiology**
 Fort Hays State University, Associate Applied Science Degree, Radiologic Technology
 Fort Hays State University, Bachelor of Medical Diagnostic Image in Radiology, Radiology
- Charlotte Swenson RT(R)(T).....Limited Medical Radiology Externship Coordinator**
 Panworld University, Bachelor of Arts, Healthcare Administration
 Austin Community College, Associate Applied Science Degree, Radiologic Technology
 Allan Shivers School of Radiation Therapy, Certificate, Radiation Therapy
- Jillanne Salazar, MRT (R),Limited Medical Radiology Licensure & Credentialing Specialist**
 Grand Canyon University, Bachelor, Healthcare Administration (In Progress)
 Johnson College, Associate of Science, Radiologic Science
- Huey Tran RT(R)Limited Medical Radiology Program Instructor***
 Coleman College for Health Sciences, Associate in Applied Science, Radiologic Technologist
- Kyuanna Nealy R.T.(R)Limited Medical Radiology Program Instructor**
 College of Health Care Professions, Associate Applied Science Degree Health and Medical Administrative Services
 College of Health Care Professions, Limited Medical Radiologic Technologist Certificate

Tammy Santarelli, AAS, AST, CST.....Program Director Surgical Technology
Concorde Career College, Associate of Applied Science Surgical Technology
Rolla Technical Center, Certified Surgical Technologist

Taja Jackson, CST, AAS.....Surgical Technology Clinical Coordinator
Siena Heights University, Bachelors of Applied Science Surgical Technology
St. Phillips College, Certificate, Surgical Technology

Mark Hernandez, AAS, CST.....Surgical Technology Instructor
Texas Technical College, Associate of Applied Science Surgical Technology

Tanya Nichols-Herdt, AAS, NCCT.....Surgical Technology Instructor
Virginia College, Associate of Applied Science, Surgical Technology

Megan Hoyte, AAS, NCCT.....Surgical Technology Instructor
Herzog University, Associate of Applied Science Surgical Technology

Miranda Burge, AAS, CST.....Surgical Technology Preceptor
San Jacinto Community College, Associate of Applied Science, Surgical Technology

Rosemary Lopez, AAS, CST.....Surgical Technology Preceptor
Columbia Public Health Center, Certificate, Surgical Technology
Grury College, Bachelor of Science, Psychology and Biology

**Indicates Part time employee.*

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Eric Bing, CEO

Revised December 8, 2021

ADDENDUM D – Austin Campus Programmatic Start Schedule

Supplement to School Catalog,

Blended Program Schedule

MEDICAL ASSISTANT CERTIFICATE (MA), DENTAL ASSISTANT (DA)
 MEDICAL CODING AND BILLING CERTIFICATE (MCB), LIMITED MEDICAL RADIOLOGIC
 TECHNOLOGIST WITH MA SKILLS (LMRT-MAS)

MODULE START DATE	MODULE END DATE	ESTIMATED GRADUATION DATE (For Corresponding Module Start Date)		
		DA, MA	MCB	LMRT- MAS
11/29/21	12/23/21	09/02/22	09/16/22	02/24/23
01/18/22	02/11/22	09/30/22	10/14/22	03/24/23
02/14/22	03/11/22	10/28/22	11/11/22	04/21/23
03/14/22	04/08/22	11/23/22	12/09/22	05/19/23
04/11/22	05/06/22	12/23/22	01/13/23	06/16/23
05/09/22	06/03/22	02/10/23	02/24/23	07/21/23
06/06/22	07/01/22	03/10/23	03/24/23	08/18/23
07/11/22	08/05/22	04/07/23	04/21/23	09/15/23
08/08/22	09/02/22	05/05/23	05/19/23	10/13/23
09/06/22	09/30/22	06/02/23	06/16/23	11/10/23
10/03/22	10/28/22	06/30/23	07/14/23	12/08/23
10/31/22	11/23/22	08/04/23	08/18/23	01/26/24
11/28/22	12/23/22	09/01/23	09/15/23	02/23/24
01/17/23	02/10/23	09/29/23	10/13/23	03/22/24
02/13/23	03/10/23	10/27/23	11/10/23	04/19/24

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)
10/25/21	01/07/22	07/10/22
01/18/22	03/13/22	09/04/22
03/14/22	05/08/22	10/30/22
05/09/22	07/03/22	12/24/22
07/11/22	09/04/22	03/12/23
09/06/22	10/30/22	05/07/23
10/31/22	12/24/22	07/09/23
01/17/23	03/12/23	09/03/23

Hybrid Program

DIAGNOSTIC MEDICAL SONOGRAPHY - AAS DEGREE PROGRAM

SEMESTER START DATE	SEMESTER END DATE	ESTIMATED GRADUATION DATE (For Corresponding Semester Start Date)
11/01/21	03/11/22	10/27/23
03/14/22	07/08/22	03/08/24
07/11/22	10/28/22	07/03/24
10/31/22	03/10/23	10/25/24
03/13/23	07/10/23	03/14/25


Hybrid Program

SURGICAL TECHNOLOGY AAS DEGREE PROGRAM

SEMESTER START	SEMESTER END DATE	ESTIMATED GRADUATION DATE (For Corresponding Start Date)
10/25/21	01/07/22	07/07/23
01/18/22	03/11/22	09/01/23
03/14/22	05/06/22	10/27/23
05/09/22	07/08/22	12/22/23
07/11/22	09/02/22	03/08/24
09/06/22	10/28/22	05/03/24
10/31/22	12/24/22	07/03/24
01/17/23	03/10/23	08/30/24
03/13/23	05/05/23	10/25/24

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THE COLLEGE OF HEALTH CARE PROFESSIONS

ADDENDUM E – State Specific Credentialing Disclosure

Supplement to School Catalog

Austin 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
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

Additional Austin Campus Specific Scholarships and Grants

Central Texas Community Workforce Development Scholarship

Available to new enrollees intending to pursue their Medical Assistant education at The College of Health Care Professions Austin Campus.

Eligibility:

- Must be a first-time enrollee in a program at The College of Health Care Professions.
- Must meet all current admissions requirements at The College of Health Care Professions and be accepted for admission.
- Must enroll in the Medical Assistant Certificate program.
- Must reside in 11-county area of Central Texas (Bastrop, Blanco, Burnet, Caldwell, Fayette, Gonzales, Hays, Lee, Llano, Travis, or Williamson counties).
- Must be from an underserved community and demonstrate financial need.
- Must complete the “CHCP Workforce Development Scholarship” application form and submit with required essay.
- Must maintain a cumulative GPA of 2.0 and be continuously enrolled; withdrawing from school will result in ineligibility.
- Must be a U.S. Citizen or permanent resident.

Other Terms and Conditions:

- All application materials and proof of eligibility must be provided on or before the time of start. If all of the application materials and proof of eligibility are not provided to The College of Health Care Professions on or before the time of start, the student is not eligible for the CHCP Central Texas Workforce Development Scholarship and will be responsible for the total cost of tuition and fees.
- The CHCP Central Texas Workforce Development Scholarship cannot be used in conjunction with any other CHCP discounts or scholarships. It is non-transferable, non-refundable, and has no cash value.
- CHCP scholarship funding is limited and if exhausted, students may not be awarded the scholarship.

Additional Information:

- A copy of the CHCP Workforce Development Scholarship application and requirements may be obtained at: <http://www.chcp.edu/tuition-financial-aid/scholarships-grants>