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THE COLLEGE OF  
HEALTH CARE PROFESSIONS

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**Fort Worth Campus  
4248 North Freeway  
Fort Worth, Texas 76137**

## **Catalog XXIV Addenda**

*Effective January 1, 2021*

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## 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.

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# ADDENDUM A- Holiday Schedule / Hours of Operation

Supplement to School Catalog

## 2021 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 make-up day will result in an absence for the day which will be counted towards the cumulative absences for attendance.)

<b>Holiday</b>	<b>Date(s) observed</b>	<b>Make-Up Day</b>
Labor day	Sept 7, 2020	Friday, Sept 11, 2020
Thanksgiving Week Break	Nov 23-27, 2020	n/a
Holiday Break (Residential Programs)	Dec 24, 2020 – Jan 1, 2021	Friday, Dec 18, 2020
Holiday Break (Blended Programs)	Dec 24, 2020 – Jan 18, 2021	Friday, Dec 18, 2020
Martin Luther King’s Birthday	Jan 18, 2021	Friday, Jan 22, 2021
Memorial Day	May 31, 2021	Friday, June 4, 2021
4 <sup>th</sup> of July	July 5, 2021	Friday, July 9, 2021
Labor day	Sept 6, 2021	Friday, Sept 10, 2021
Thanksgiving Week Break	Nov 22-26, 2021	n/a
Holiday Break (Residential 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	Jan 17, 2022	Friday, Jan 21, 2022

### **Business Office Hours:**

8:00am to 5:00pm, 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, 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.

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



Eric Bing, CEO

Revised September 2020

## ADDENDUM – B Tuition and Fee Schedule

*Addendum to School Catalog*

*Effective date September 4, 2020*

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:

*\*Effective 11/1/2019 a Technology Fee has been instituted for LMRT and blended delivery programs starting after 01/01/2020.*

<b><u>Dental Assistant Certificate Program</u></b>	Registration Fee:	\$50.00
	Technology Fee:	\$300.00
	Textbooks:	Included in tuition
	Tuition:	<u>\$16,950.00</u>
	<b>Total Program Cost:</b>	<b>\$17,300.00</b>
<b><u>Cardiovascular Sonography AAS Degree Program</u></b>	Registration Fee:	\$100.00
	Textbooks:	Included in tuition
	Tuition:	<u>\$42,400.00</u>
	<b>Total Program Cost:</b>	<b>\$42,500.00</b>
<b><u>Diagnostic Medical Sonography AAS Degree Program</u></b>	Registration Fee:	\$100.00
	Textbooks:	Included in tuition
	Tuition:	<u>\$42,400.00</u>
	<b>Total Program Cost:</b>	<b>\$42,500.00</b>
<b><u>Limited Medical Radiologic Technologist Certificate Program with Medical Assisting Skills</u></b>	Registration Fee:	\$100.00
	Technology Fee:	\$300.00
	Textbooks:	Included in tuition
	Tuition:	<u>\$24,900.00</u>
	<b>Total Program Cost:</b>	<b>\$25,300.00</b>
<b><u>Medical Assistant Certificate Program</u></b>	Registration Fee:	\$50.00
	Technology Fee:	\$300.00
	Textbooks:	Included in tuition
	Tuition:	<u>\$16,950.00</u>
	<b>Total Program Cost:</b>	<b>\$17,300.00</b>

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**Medical Coding and Billing****Certificate Program**

Registration Fee:	\$50.00
Technology Fee:	\$300.00
Textbooks:	Included in tuition
Tuition:	<u>\$16,900.00</u>
<b>Total Program Cost:</b>	<b>\$17,250.00</b>

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**Other Charges**

Transcript Copy:	\$5.00
Late Payment Fee:	\$25.00

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**Repeat Course Fees**

Certificate Program (First repeated course)	\$100.00
Certificate Program (Any additional repeated course(s))	\$250.00
AAS and BS Degree Programs	Cost per Credit

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Eric Bing, CEO

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**THE COLLEGE OF HEALTH CARE PROFESSIONS**

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**4248 North Freeway, Fort Worth, Texas 76137****ADDENDUM C - Faculty and Staff***Supplement to School Catalog Revised 1/6/2020*

<b>CORPORATE</b>	
Eric Bing	Chancellor / Chief Executive Officer
Laura Bledsoe	Chief Operations Officer
J.P. Schippert	Chief Financial Officer
Steve Horn	Chief Marketing Officer
Joanitt Montano	Provost / Senior VP of Academics
Bill Kohlhoff	Senior VP of Accreditation and Compliance
Bobbi Rabine	VP of Admissions
Ian Avington	VP of Career Services
Sylwia Trzesniowska	Assistant VP of Financial Aid

<b>ADMINISTRATION</b>		
<b>Name</b>	<b>Position</b>	<b>Full / Part-time</b>
David Beckford	Campus President	Full-time
Kelli Metivier	Director of Education	Full-time
Erin James	Assistant Director of Education	Full-time
Kim Allen	Director of Career Services	Full-time
Jane Lam	Senior Director of Financial Aid	Full-time
Angie Garza	Director of Admissions	Full-time
Tamilya Davis	Career Services Advisor	Full-time
Gaeyla McCrory	Senior Career Services Advisor	Full-time
Melissa Contreras	Career Services Advisor	Full-time
Megan Burkhart	Admissions Advisor	Full-time
Sierra Reyes	Admissions Advisor	Full-time
Charlotte Morris	Senior Admissions Advisor	Full-time
Michael Murphy	Senior Admissions Advisor	Full-time
Brittany Boyd	Senior Admissions Advisor	Full-time
Susan Green	Admissions Advisor	Full-time
Marisela Mueller	Admissions Advisor	Full-time
Samantha Greaves	Admissions Advisor	Full-time
Juan Angel	Admissions Advisor	Full-time
Nichole Wright	Receptionist/Library Asst.	Full-time
Camille Garcia	Receptionist/Library Asst.	Full-time
Laura Rodriguez	Financial Aid Advisor	Full-time
Lily Perez	Senior Financial Aid Advisor	Full-time
Adelina Munoz	Senior Financial Aid Advisor	Full-time
Elizabeth Kurland	Financial Advisor	Full-time
Lynn Martin	Registrar	Full-time
Shawanna Fouts	Assistant Registrar	Full-time
Maria McWilson	Externship Coordinator	Full-time
Laura Tanner	Externship Administrator	Full-time
Annie Koonce	Externship Administrator/Site Developer	Full-time

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## FACULTY

Name	Position/Program	Full/Part	Education/Credentials
Deb Crossland	Program Director, CVS	Full	Dallas Baptist University, BA Kinesiology; Nebraska Methodist College of Nursing and Allied Health, AAS-Cardiovascular Sonography; ARDMS-RVT, RDCS, CPR
Natalie Taylor	Faculty, CVS	Full	Sanford Brown, AAS-Cardiovascular Technology, Cameron University, General Studies-Biology, BLS Provider, RCS, RVS
Lynne Turner	Program Director, DA	Full	Bryan Institute, Diploma, RDA
Tony Quinn	Faculty, DA	Full	School of Health Care Sciences, Diploma, Dental Assistant, RDA, Nitrous Oxide, CPR
Francisco Torres	Faculty, DA	Part	Tarrant County College, AAS, Gary Job Corps Center, Diploma, RDA
Sandy Wendling	Faculty, DA	Full	Indiana School of Dentistry, Expanded Duties Program, RDA, CPR
Tikka Kemallee	Faculty, DMS	Part	University of Toledo, BS, Ultrasound Diagnostic School, diploma, RDMS, RVT, PS
Athena Haas	DMS Program Director	Full	El Centro College, AAS, Texas Women's University, Bachelor of Applied Science, Health Studies, RDMS, RVT
Aaron Halle	Faculty, DMS	Full	University of St. Thomas Opus College of Business, MBA, Gustavus Adolphus College, BA, College of St. Catherines-St. Catherine University, AAS, RDMS, RVT
Veronica Stephen	Faculty, DMS	Full	Odessa College, Associate in Applied Science Radiologic Technology, RDMS (AB BR OB/GYN), RVT (VT), CPR
Alyssa Lewis	Program Director, LMRT	Full	The College of Health Care Professions, Diploma, LMRT, Mississippi Valley State, Bachelor of Education, LMRT Certificate, CPR
David Erickson	Faculty, LMRT	Full	Austin Community College, Associate of Applied Science Radiology, RT(R)(VI)
Teresa Traverso	Faculty, LMRT	Full	Tarrant County Junior College, AAS, Radiologic Technology, RT
Roxanna Smith	Faculty, LMRT	Part	Tarrant County Junior College, AAS, Saint Joseph Hospital School of Radiologic Technology, diplomas, RT
Brandon Collins	Faculty, LMRT; Externship Coordinator	Full	The College of Health Care Professions, Diploma, LMRT, ATI Career Training Center, Associate Degree in Graphic Design, Medical Radiologic Technologist – Limited Certification, CPR
Penny Aydelott	Faculty, LMRT	Sub	Kilgore College, AAS, Radiologic Technology, RT
Amy Gant	Faculty, LMRT	Full	Midwestern State University, BS in Radiologic Sciences, Tyler Junior College, Associate in Radiologic Sciences, R.T. (R)

Marianne Paredes	Program Director, MA	Full	Kaplan University, B.S. – Health Sciences, National Education Center, Medical Assistant Diploma, RMA
Kayla Shockley	Faculty, MA	Full	Kaplan College, Diploma, Medical Assistant, NRCMA
Laura Tanner	Faculty, Mod 1, Externship Administrator	Full	TCU, BS – Physical Education, Wellness Skills, Inc, Diploma, LMT, MTI
Michole Ewing	Faculty, MA	Full	Detroit Business Institute, Diploma, Medical Assistant, CCMA, CET, CPT, BLS Instructor, CPT
Sheila White	Faculty, MA	Full	Alameda University, AA, Extended Health Education, LVN, Ultrasound Diagnostics, Diploma, MA, NRCMA
Olga Castano	Faculty, MA	Part	Everest College, Diploma, Medical Assistant, NRCMA, CPR
Jheri Clark	Faculty, MA	Full	Tyler Junior College, A.A. - English, Arlington Medical Institute, Medical Assistant Certificate, NRCMA
Jerrie Butler	Faculty, MA	Full	Education America, Medical Assistant Diploma, NRCMA
Maria McWilson	Faculty, MA; Externship Coordinator	Full	National Education Center, Diploma, MA, NRCMA
Vickey Smith	Program Director, MCB	Full	TCU, Administrative Medical Specialist Certificate, NRCCS
Charlie Reynolds	Faculty, MCB	Part	Glendale Community College, AAS, St. Joseph's Hospital & Medical Center, diploma, NA, CMOM, CMC
Sharon Brown	Faculty, MCB	Part	Ashford University, Bachelor of Science, Cameron College, Associate in Applied Sciences, CMA/CCA, CMA, RT, RDA, NCT

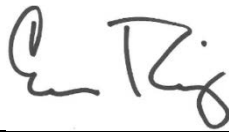


**DISTANCE EDUCATION GENERAL EDUCATION FACULTY**

Name	Position/Program	Full/Part	Education/Credentials
Lagault, Elizabeth	Gen Ed/Hybrid/Algebra	Part Time	M.S, Salem State College (Education); B.S Salem State College (Education)
Matlock, Marla	Gen Ed/ Hybrid/ A & P, Medical Terminology	Part Time	M.S., Univ. of Texas Medical Branch (Nursing Education); B.S., Univ. of Texas Medical Branch (Nursing)
Meyer, Phyllis	Gen Ed/ Hybrid/English	Part Time	M.A., Loyola University (Mass Communication); B.A., University of New Orleans (Social Studies Education)

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**ADDENDUM D – Fort Worth Campus Programmatic Start Schedule**

*Supplement to School Catalog*

**Residential Day Schedule**

LIMITED MEDICAL RADIOLOGIC TECHNOLOGIST CERTIFICATE

MODULE START DATE	MODULE END DATE	<b>ESTIMATED GRADUATION DATE</b> (For Corresponding Module Start Date)
		Limited Medical Radiologic Technologist
09/21/20	10/23/20	10/29/21
10/26/20	12/04/20	12/10/21
12/07/20*	01/15/21	
01/19/21*	02/19/21	
02/22/21*	03/26/21	
03/29/21*	04/30/21	
05/03/21*	06/04/21	
06/07/21*	07/09/21	
07/12/21*	08/13/21	
08/16/21*	09/17/21	

\*no new starts

**Residential Evening Schedule**

LIMITED MEDICAL RADIOLOGIC TECHNOLOGIST CERTIFICATE

MODULE START DATE	MODULE END DATE	<b>ESTIMATED GRADUATION DATE</b> (For Corresponding Module Start Date)
		Limited Medical Radiologic Technologist
09/21/20	11/10/20	03/25/22
11/11/20*	01/15/21	
01/19/21*	03/09/21	
03/10/21*	04/30/21	
05/03/21*	06/22/21	
06/23/21*	08/13/21	
08/16/21*	10/05/21	
10/06/21*	12/03/21	

\*no new starts

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### Hybrid Program

DIAGNOSTIC MEDICAL SONOGRAPHY - AAS DEGREE PROGRAM  
CARDIOVASCULAR SONOGRAPHY - AAS DEGREE PROGRAM

SEMESTER START DATE	SEMESTER END DATE	ESTIMATED GRADUATION DATE (For Corresponding Semester Start Date)	
		CVS	DMS
08/31/20	12/23/20	09/02/22	09/02/22
01/19/21	05/07/21	12/23/22	12/23/22
05/10/21*	8/27/21		
08/30/21	12/23/21	09/01/23	09/01/23
01/18/22	05/06/22	12/22/23	12/22/23

\* Semester start date, no new enrollments

### Blended Program Schedule

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

MODULE START DATE	MODULE END DATE	ESTIMATED GRADUATION DATE (For Corresponding Module Start Date)		
		DA, MA	MCB	LMRT- MAS
08/31/20	09/25/20	06/04/21	06/18/21	
09/28/20	10/23/20	07/02/21	07/09/21	
10/26/20	11/20/20	07/30/21	08/13/21	01/28/22
11/30/20	12/23/20	08/27/21	09/10/21	02/25/22
12/07/20*	01/15/21	08/27/21	09/10/21	02/25/22
01/19/21	02/12/21	09/24/21	10/08/21	03/25/22
02/15/21	03/12/21	10/22/21	11/05/21	04/22/22
03/15/21	04/09/21	11/19/21	12/10/21	05/20/22
04/12/21	05/07/21	12/24/21	01/14/22	06/17/22
05/10/21	06/04/21	02/11/22	02/25/22	07/22/22
06/07/21	07/02/21	03/11/22	03/25/22	08/19/22
07/06/21	07/30/21	04/08/22	04/22/22	09/16/22
08/02/21	08/27/21	05/06/22	05/20/22	10/14/22
08/30/21	09/24/21	06/03/22	06/17/22	11/11/22
09/27/21	10/22/21	07/01/22	07/15/22	12/09/22
10/25/21	11/19/21	08/05/22	08/19/22	01/20/23
11/29/21	12/24/21	09/02/22	09/16/22	02/24/23
01/18/22	02/11/22	09/30/22	10/14/22	03/24/23

\*New start only

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Eric Bing, CEO

Revised September 11, 2020