



THE COLLEGE OF
HEALTH CARE PROFESSIONS

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

**Catalog Vol XXVII
Addenda**

Effective, January 13, 2023

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

2023 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 23, 2022 – Jan 2, 2023	Friday, Jan 6, 2023
Holiday Break (Blended/Hybrid Programs)	Dec 26, 2022 – Jan 16, 2023	n/a
Martin Luther King’s Birthday	Monday, Jan 16, 2023	Friday, Jan 20, 2023
Memorial Day	Monday, May 29, 2023	Friday, June 2, 2023
Summer Break	July 3 – July 7, 2023	n/a
Labor Day	Monday, Sept 4, 2023	Friday, Sept 8, 2023
Thanksgiving Holiday	Nov 23-24, 2023	Friday, Nov 17, 2023
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

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.

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

Revised January 2023

ADDENDUM B - Tuition and Fee Schedule

Addendum to School Catalog

Effective date January 6, 2023

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

<u>Medical Coding and Billing Certificate Program (AUS)</u>	Registration Fee:	\$50.00	\$50.00
	Technology Fee:	\$400.00	\$400.00
	Textbooks:	Included in tuition	Included in tuition
	Tuition:	<u>\$16,900.00</u>	<u>\$14,900.00</u>
	Total Program Cost:	\$17,350.00	\$15,350.00
<u>Surgical Technology – AAS Program (AUS)</u>	Registration Fee:	\$50.00	
	Technology Fee:	\$400.00	
	Textbooks:	Included in tuition	
	Tuition:	<u>\$37,950.00</u>	
	Total Program Cost	\$38,400.00	
<u>Health and Medical Administrative Service AAS Degree Completion Program</u>	Registration Fee:	\$50.00	
	Technology Fee:	\$400.00	
	Textbooks:	Included in tuition	
	Tuition:	<u>\$11,300.00</u>	
	Total Program Cost:	\$11,750.00	
<u>Other Charges</u>	Transcript Copy:	\$15.00	
<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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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
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
Venessa Caples.....	Assistant Director of Admissions
Elizabeth Andrino.....	Admissions Advisor
Alyssa Uribe.....	Admissions Advisor
Marcos Hernandez.....	Admissions Advisor
Monita Saunders.....	Director of Financial Aid
Sally Stephens.....	Senior Financial Aid Advisor
Daniel Hernandez	Financial Aid Administrator
Jordan Keith.....	Financial Aid Administrator
LaRita Turner.....	Senior Director of Career Services
Nensi Nayak.....	Career Services Advisor
Shantell Shinnette.....	Assistant Director of Career Services
Saliyah Parker.....	Career Services Advisor
Jeremy Sapp.....	Registrar
Monica Sayen.....	Administrative Assistant

FACULTY

Jacqueline Jackson, AAS, RDA.....Dental Assistant Program Director
The College of Health Care Professions, AAS Health and Medical Management
Allied Health Careers, Dental Assistant Certificate

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

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

Cassandra Perkins, MS, BAAS, AAS, RDMS (AB, OB/GYN, BR), RVT,Diagnostic Medical Sonography Program Director
Western Governors University, Learning Experience Design and Educational Technology
Texas State University, Bachelor of Art and Science, Organization, Workforce, and Leadership Studies
Austin Community College, Diagnostic Medical Sonography

Amanda Kirkman,, BS, AAS, RDMS (AB, OB/GYN) RVT..Diagnostic Medical Sonography Instructor
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

William Barrett, MPSLA, BS, AS, LP.....Emergency Medical Technician Program Director
Arizona State University, Master Public Safety Leadership and Administration
University of Antelope Valley, Bachelor of Science, Psychology
University of Antelope Valley, Associates of Science, Paramedic 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

**Katy Jimenez, BS, CMOM, LMRT.Health and Medical Administrative Services Program Director/
LMRT Instructor**
The College of Health Care Professions, BS Health Care Management
The Academy of Health Care Professions, LMRT Certificate

Bethany Shirley, AAS, CPC, CCMA..... Medical Assistant/Medical Coding & Billing 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, AAS, NRCMA****Medical Assistant Instructor**
 The College of Health Care Professions, AAS Health and Medical Management
 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
- Brent Denney, CCMA,****Medical Assistant Instructor***
 Visalia Adult School, Certificate Medical Assistant
- Heather Johnson, NRCMA**.....**Medical Assistant Instructor**
 Career Centers of Texas – El Paso, Medical Assistant Certificate
- Shentel Price, NRCMA**..... **Medical Assistant Instructor**
 Everest Institute, Certificate Medical Assistant
- Kevin Ramirez, ACS, CCMA**.....**Medical Assistant Instructor**
 Austin Community College, Associate in Computer Science
 National Education Center, Medical Assistant
- Nathalie Valiente, CCMA**.....**Medical Assistant, Assistant Program Director**
 Tri-Cities Regional Occupational Program, Medical Assisting Clinical Courses
- Desiree Sharp RT(R), MR, T, ARRT,** **Limited Medical Radiologic Technologist
 Program Director**
 Fort Hays State University, Associate Applied Science Degree, Radiologic Technology
 Fort Hays State University, Bachelor of Medical Diagnostic Image in Radiology, Radiology
- Charlotte Swenson, BA, AAS, RT(R)(T)****Limited Medical Radiologic Technologist
 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, AS, MRT (R),****Limited Medical Radiologic Technologist Licensure &
 Credentialing Specialist**
 Johnson College, Associate of Science, Radiologic Science
- Mary Northum, BS, AAS, LMRT**.....**Limited Medical Radiologic Technologist Instructor**
 The College of Health Care Professions, Bachelor of Science, Healthcare Management
 The College of Health Care Professions, Associates of Applied Science, Health and Medical Management
 The College of Health Care Professions, Limited Medical Radiologic Technology
- Huyen Tran AAS, RT(R)****Limited Medical Radiologic Technologist Instructor***
 Coleman College for Health Science, Associate in Applied Science, Radiologic Technologist
- Kyuanna Nealy, BS, AAS, LMRT****Limited Medical Radiologic Technologist Instructor**
 College of Health Care Professions, Bachelor of Science, Health Care Management
 College of Health Care Professions, Associate Applied Science Degree Health and Medical Administrative Services
 College of Health Care Professions, Limited Medical Radiologic Technologist Certificate
- Anna Munoz, AAS, RT(R) (ARRT)**.....**Limited Medical Radiography Program Instructor***
 The College of Health Care Professions, Associates of Applied Science Radiographic Technology
 The College of Health Care Professions, Limited Medical Radiographic Technology

Aleathia Herklotz, AAS, CST.....**Surgical Technology Clinical Coordinator**
Virginia College, Associate of Applied Science, Surgical Technology

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

Megan Hoyte, AAS, CST.....**Surgical Technology Instructor**
Herzing University, Associate of Applied Science Surgical Technology

Renee Pousha, AAS, CST.....**Surgical Technology Instructor**
Austin Community College, Associate of Applied Science Surgical Technology

Yvonne Hidrogo, AA, AAS, RDA, CST.....**Surgical Technology Instructor**
Austin Dental Assistant School, Dental Assistant Certification
Fresno City College, Associates of Liberal Arts, Surgical Technology
Fresno City College, Surgical Technology Certification

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

James Hudson, AAS, CST.....**Surgical Technology Preceptor**
Virginia College, Associate of Applied Science, Surgical Technology

**Indicates Part time employee.*

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Revised January 2023

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
11/28/22	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
03/13/23	04/07/23	11/22/23	12/08/23	05/17/24
04/10/23	05/05/23	12/22/23	01/12/24	06/14/24
05/08/23	06/02/23	02/09/24	02/23/24	07/19/24
06/05/23	06/30/23	03/08/24	03/22/24	08/16/24
07/10/23	08/04/23	04/05/24	04/19/24	09/13/24
08/07/23	09/01/23	05/03/24	05/17/24	10/11/24
09/05/23	09/29/23	05/31/24	06/14/24	11/08/24
10/02/23	10/27/23	06/28/24	07/12/24	12/06/24
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

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)
		10/31/22
01/17/23	03/12/23	09/03/23
03/13/23	05/07/23	10/29/23
05/08/23	07/02/23	12/24/23
07/10/23	09/03/23	03/10/24
09/05/23	10/29/23	05/05/24
10/30/23	12/24/23	06/30/24
01/16/24	03/10/24	09/01/24

Hybrid Program

DIAGNOSTIC MEDICAL SONOGRAPHY - AAS DEGREE PROGRAM

SEMESTER START DATE	SEMESTER END DATE	ESTIMATED GRADUATION DATE (For Corresponding Semester Start Date)
10/31/22	03/10/23	10/25/24
03/13/23	07/10/23	03/14/25
07/10/23	10/29/23	06/30/25
10/30/23	03/10/24	10/26/25
03/11/24	06/30/24	03/15/26

Hybrid Program

SURGICAL TECHNOLOGY AAS DEGREE PROGRAM

SEMESTER START	SEMESTER END DATE	ESTIMATED GRADUATION DATE (For Corresponding Start Date)
10/31/22	12/24/22	07/03/24
01/17/23	03/10/23	09/01/24
03/13/23	05/05/23	10/27/24
05/08/23	07/02/23	12/22/24
07/10/23	09/03/23	03/09/25
09/05/23	10/29/23	05/04/25
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

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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>