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THE COLLEGE OF  
HEALTH CARE PROFESSIONS

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

**Catalog Vol XXVII**  
**Addenda**

*Effective January 13, 2023*

## ADDENDUM A- Holiday Schedule / Hours of Operation

*Supplement to School Catalog*

### 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:**

8:00 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.

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Eric Bing, CEO

## 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:

	Day	Evening	
<b><u>Diagnostic Medical Sonography</u></b>			
<b><u>AAS Degree Program</u></b>	Registration Fee:	\$100.00	
(SA)	Technology Fee:	\$400.00	
	Textbooks:	Included in tuition	
	Tuition:	<u>\$42,400.00</u>	
	<b>Total Program Cost:</b>	<b>\$42,900.00</b>	
<b><u>Emergency Medical Technician</u></b>			
<b><u>Certificate Program</u></b>	Registration Fee:	\$50.00	
(SA)	Technology Fee:	\$400.00	
	Textbooks:	Included in tuition	
	Tuition:	<u>\$2,450.00</u>	
	<b>Total Program Cost:</b>	<b>\$2,900.00</b>	
<b><u>Health and Medical Administrative Service</u></b>			
<b><u>AAS Degree Completion Program</u></b>	Registration Fee:	\$50.00	
(Blended Delivery)	Technology Fee:	\$400.00	
	Textbooks:	Included in tuition	
	Tuition:	<u>\$11,300.00</u>	
	<b>Total Program Cost:</b>	<b>\$11,750.00</b>	
<b><u>Limited Medical Radiologic Technologist with</u></b>			
<b><u>Medical Assisting Skills</u></b>	Registration Fee:	\$100.00	
<b><u>Certificate Program</u></b>	Technology Fee:	\$400.00	
(SA)	Textbooks:	Included in tuition	
	Tuition:	<u>\$24,900.00</u>	
	<b>Total Program Cost:</b>	<b>\$25,400.00</b>	
<b><u>Medical Assistant</u></b>			
<b><u>Certificate Program (Blended)</u></b>	Registration Fee:	\$50.00	\$50.00
(SA)	Technology Fee:	\$400.00	\$400.00
	Textbooks:	Included in tuition	Included in tuition
	Tuition:	<u>\$16,950.00</u>	<u>\$14,950.00</u>
	<b>Total Program Cost:</b>	<b>\$17,400.00</b>	<b>\$15,400.00</b>
<b><u>Medical Coding and Billing</u></b>			
<b><u>Certificate Program (Blended)</u></b>	Registration Fee:	\$50.00	\$50.00
(SA)	Technology Fee:	\$400.00	\$400.00
	Textbooks:	Included in tuition	Included in tuition
	Tuition:	<u>\$16,900.00</u>	<u>\$14,900.00</u>
	<b>Total Program Cost:</b>	<b>\$17,350.00</b>	<b>\$15,350.00</b>

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

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>
<b>Total Program Cost</b>	<b>\$17,400.00</b>	<b>\$15,400.00</b>

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**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>
<b>Total Program Cost:</b>	<b>\$38,400.00</b>

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**Other Charges**

Transcript Copy:	\$15.00
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**Re-Entry Fee**\$100.00

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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

## ADDENDUM C– Faculty and Staff

<b>CORPORATE</b>	
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

Randy L. Bullis .....	Campus President
Brenda Reyes.....	Director of Education
Ramona Mata .....	Assistant Director of Education
Miguel Vasquez.....	Director of Admissions
Michelle Mendez.....	Assistant Director of Admissions
Michael Sano.....	Market Director of Career Services
April Breakfield.....	Assistant Director of Career Services
Kerry Harris.....	Regional Director of Financial Aid
Jessica Harris.....	Assistant Director of Financial Aid
Olga Tanajara.....	Registrar
Letitia Hernandez.....	Externship Administrator
Oscar Palacios.....	Master II Admissions Advisor
Carolina Montelongo.....	Sr. Admissions Advisor
Jake Wiggins.....	Sr. Admissions Advisor
Heather Jimente.....	Master Admissions Advisor
Eric Renteria.....	Sr. Admissions Advisor
Gina Wolf.....	Financial Aid Advisor
Selena Pequeno .....	Career Services Advisor
Edgar Mendoza.....	Career Services Advisor
Helen Castillo.....	Day Receptionist
Jessica Longoria.....	Day Receptionist

### Staff and Faculty Credentials

**Brenda Reyes .....** Director of Education

- ◆ University of Phoenix, Masters of Business Administration
- ◆ University of Texas San Antonio, Bachelor of Science Biology
- ◆ Southwest School of Medical and Dental Assistants, Medical Assistant, Diploma

**Ramona Mata .....** Assistant 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**

**Karen Watson..... Diagnostic Medical Sonography Program Director – Full Time**

- ◆ New England College of Business; Master of Science, Business Ethics and Compliance
- ◆ Virginia College; Bachelor of Science, Healthcare Management Services
- ◆ Virginia College; Associate of Applied Science, Diagnostic Medical Sonography
- ◆ American Registry for Diagnostic Medical Sonography, ARDMS (AB)(OB/GYN)(RVT)

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

- ◆ American Registry for Diagnostic Medical Sonography, ARDMS (AB), RVS, ARRT

**Jamie Striplin..... Diagnostic Medical Sonography Instructor- Full Time**

- ◆ The College of Health Care Professions, Associate of Applied Science, Diagnostic Medical Sonography
- ◆ American Registry for Radiologic Technologists, R.T. (S) (ARRT)

**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)

### **Limited Medical Radiologic Technologist Certificate Program**

**Anita Aguillen..... LMRT Extern Coordinator – Full Time**

- ◆ Baptist School of Health Professions, Certificate in Radiologic Technology
- ◆ St. Phillips College, Certificate in Diagnostic Medical Ultrasound
- ◆ American Registry for Radiologic Technologists, ARRT; TX Dept. of State Health Services, CMRT

**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; TX Dept. of State Health Services, CMRT

**Angela Sancho..... LMRT Instructor – Full Time**

- ◆ Webster University, Master of Arts; Human Resource Development and Leadership
- ◆ Southern Arkansas University, Bachelors of Business Administration; Management
- ◆ Community College of the Air Force, Associates in Applied Science; Radiologic Technology
- ◆ Community College of the Air Force, Associates in Applied Science; Nuclear Medicine
- ◆ Community College of the Air Force, Associates in Applied Science; Medical Technologist
- ◆ American Registry for Radiologic Technologists, ARRT; TX Dept. of State Health Services, CMRT

**Jerry Narvaez.....LMRT 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

**Ann Elizabeth Cesnaitis..... LMRT Instructor – Full Time**

- ◆ Midwestern State University, Master of Science in Radiologic Sciences
- ◆ Midwestern State University, Bachelor of Science in Radiologic Sciences
- ◆ University of Texas (Texas Southmost College), Associates of Applied Science
- ◆ American Registry for Radiologic Technologists, ARRT; TX Dept. of State Health Services, CMRT

**Luis Zayas..... Instructor – 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

**Willie Griggs.....Instructor--Full Time**

- ◆ US Army, X-Ray Specialist
- ◆ American Registry for Radiologic Technologists, ARRT

**Medical Assistant Program**

**Chandra Hurt ..... Medical Assistant Program Director – Full Time**

- ◆ Everest College, Phoenix, Bachelor of Science in Business Administration
- ◆ University of Phoenix, Associate of Arts in Healthcare Administration
- ◆ American Medical Technologists, Registered Medical Assistant

**Kimberly Hernandez Medical Assistant Instructor – Full Time**

- ◆ National Institute of Technology, Medical Assistant Diploma
- ◆ National Association for Health Professionals, Nationally Registered Certified Medical Assistant

**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**

- ◆ 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

**Susan Morin .....Medical Assistant Instructor—Part Time**

- ◆ Stratford Career Institute, Certified Clinical Medical Assistant

**Medical Coding and Billing Program**

**Bea Montelongo . . . . . Medical Coding & Billing Program Director – Full Time**

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

**Physical Therapy Technician Program**

**Jamie Leasman ..... PTT Program Director – Full Time**

- ◆ ECPI University, Medical Careers Institute, Associate of Applied Science in Physical Therapy, Physical Therapist Assistant
- ◆ Texas Board of Physical Therapy Examiners, Licensed Physical Therapist Assistant
- ◆ American Education Certification Association, Certified Rehabilitation Therapy Technician

**Lauren Blacklock ..... PTT Instructor – Part 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

**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 . . . . . 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**

- Christopher Hooper . . . . . ST Program Director – Full Time**
- ◆ Southern New Hampshire University, Bachelor of Science in Health Sciences
  - ◆ Barstow Community College, Associate of Applied Science in Allied Health
  - ◆ Academy of Health Sciences-US Army, Surgical Technology Diploma
  - ◆ Certified Surgical Technologist, NBSTSA

- Robert Sechler . . . . . Instructor – Full Time**
- ◆ Associates Degree – Health and Medical Administrative Services – College of Health Care Professions
  - ◆ US Air Force, Surgical Service Apprentice
  - ◆ Certified Surgical Technologist, NBSTSA

- Lydia Banuelos . . . . . 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

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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 MEDICAL TECHNICIAN (EMT)

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

#### **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

**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/Blended Program Schedule**

**HEALTH AND MEDICAL ADMINISTRATIVE SERVICES – AAS**

MODULE START DATE	MODULE END DATE	ESTIMATED GRADUATION DATE (For Corresponding Module Start Date)
10/31/22	12/24/22	07/09/23
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

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## 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 <b>meets</b> the state educational requirements for a license or credential <b>COLUMN A - V.H.4.(i)a</b>	List the <i>state(s)</i> * where the institution determined that program curriculum <b>does not</b> meet the state educational requirements for a license or credential <b>COLUMN B - V.H.4.(i)b</b>	List the <i>state(s)</i> * where the institution <b>has not determined</b> whether its curriculum meets the state educational requirements for a license or credential <b>COLUMN C - V.H.4.(i)c</b>
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
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

# Emergency Medical Technician Certificate Program

Offered at San Antonio

**Objective:** The Emergency Medical Technician Certificate Program prepares students for entry-level employment as part of the healthcare team to provide care to emergency patients in an out-of-hospital setting. The program includes didactic, laboratory, and clinical components specifically designed to prepare students for entry into professional practice as Emergency Medical Technicians in the State of Texas.

The Emergency Medical Technician Certificate Program will prepare students to take the National Registry exam for EMT-B, as a basic program.

**Program Requirements:** Each program participant must have at least a high school diploma or GED, and should be able to read and write English. All entrants must pass the Scholastic Level Exam with a minimum score of 13. Participants must consent to a background check, submit proof of vaccinations and should also have good coordination, be neat, professional, and have excellent customer service skills.

\*All students must pass the **National Registry Exam** to become eligible for state certification, therefore, applicants must meet all requirements (such as application, fee, etc.) set forth by National Registry. Requirements: successful completion of state approved Emergency Medical Technician (EMT) course that meets National Emergency Medical Services Educational Standards for EMT. Candidates must have completed course within the last two years, and the Program Director must verify successful course completion on the National Registry Website. Candidates must have current CPR-BLS for "Healthcare Provider" or equivalent credential. Successful completion of the National Registry EMT cognitive (knowledge) examination and a state approved psychomotor (skills) examination. <https://www.nremt.org>

\***To work in Texas, candidate must gain state certification by meeting the following requirements:** be at least 18 years old, high school diploma or GED, successful completion of DSHS approved EMS training course, submit a completed EMS Personnel Certification application and fee, pass the national registry exam, submit fingerprints for Texas/FBI criminal history check.

\*Once you gain National Registry certification and meet all requirements for State certification, then you may apply for Texas Certification. *Additional information may be found at <https://www.dshs.state.tx.us/emstraumasystems/CertInfo.shtm> CHCP will pay for the background check, registration and fingerprinting.*

**Program Length:** 16 weeks

		LECTURE HOURS	LAB HOURS	EXTERN HOURS	TOTAL HOURS
<b>MODULE I</b>					
EMT100	EMT Orientation	40	10	0	50
<b>Total Module I</b>		<b>40</b>	<b>10</b>	<b>0</b>	<b>50</b>
<b>MODULE II</b>					
EMT200	EMT Laboratory	18	32	0	50
<b>Total Module II</b>		<b>18</b>	<b>32</b>	<b>0</b>	<b>50</b>
<b>MODULE III</b>					
EMT300	EMT Clinical	0	0	72	72
<b>Total Module III</b>		<b>0</b>	<b>0</b>	<b>72</b>	<b>72</b>
<b>Total Program Hours</b>		<b>58</b>	<b>42</b>	<b>72</b>	<b>172</b>

**Total Program Hours = 172**

**Note:** The length of time that is normally required to complete the program is 16 weeks. If one does not pass a course(s) necessary for completion of the program, the student must retake the failed course(s) the next time it is offered provided that space is available. Upon satisfactory completion of all course work, clinical externship, and payment of all monies due, the student is awarded a certificate of completion. Successful completion of course work is defined as completing the program with a minimum cumulative GPA of 2.0.

## COURSE DESCRIPTIONS

Course descriptions include the course number, title, and synopsis, a listing of lecture, laboratory, externship hours, and total clock hours. For example, the listing 10/20/30/60 indicates that the course consists of 10 hours of lecture, 20 hours of laboratory, 30 externship hours, 60 total clock hours.

<b>EMT100</b>	<b>EMT ORIENTATION</b>	<b>40/10/0/50</b>
<p>Students are introduced to emergency medical services and learn basic cognitive knowledge in medical terminology, anatomy and physiology, and pharmacology. The course continues with information on EMS systems, crew resources, and legal issues and documentation. Patient assessment is covered and students begin to practice hands-on skills with CPR. <b>Prerequisite: None.</b></p>		
<b>EMT200</b>	<b>EMT LABORATORY</b>	<b>18/32/0/50</b>
<p>This course continues with cognitive learning while also allowing students practice in the psychomotor skills required in the NREMT psychomotor examination. Students perform patient assessment/management, bag-valve-mask ventilation, oxygen administration, spinal immobilization, bleeding control, shock management, cardiac arrest management, joint mobilization, and long bone immobilization. Students must pass a final written exam with at least 80% and a final skills assessment prior to the clinical experience. <b>Prerequisite: Module I.</b></p>		
<b>EMT300</b>	<b>EMT CLINICAL</b>	<b>0/0/72/72</b>
<p>The EMT Clinical allows students to practice the skills learned from both the online study and hands-on skills components of the program. Students complete a minimum of 48 hours in ambulance-based field experience and an additional 24 hours in a hospital emergency department. Students also complete online test prep for the National Registry exam. <b>Prerequisite: Modules I and II.</b></p>		

*Note: Students must successfully complete all prerequisite courses in sequence before advancing. Other courses may not be offered in the sequence listed below. Module 1 is a prerequisite for all other modules.*