



THE COLLEGE OF
HEALTH CARE PROFESSIONS

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

Catalog XXXI Addenda

Effective December 14, 2025

ADDENDUM A- Holiday Schedule / Hours of Operation

Supplement to School Catalog

2026 HOLIDAY AND BREAK SCHEDULE

In most instances holidays that are observed on a scheduled class day will require a class schedule modification to make-up the time. Failure to attend these schedule hours will result in an absence for those hours and will be counted towards the cumulative absences for attendance. You will be notified at the start of the module of schedule changes when impacted by a holiday or break.

Holiday	Date(s) observed
Holiday Break	Dec 25, 2025 – Jan 16, 2026
Martin Luther King’s Birthday	Monday, Jan 19, 2026
Memorial Day	Monday, May 25, 2026
Summer Break	Friday, July 3 – 10, 2026
Labor Day	Monday, Sept 7, 2026
Thanksgiving Holiday	Nov 26-27, 2026
Holiday Break	Dec 25, 2026 – Jan 15, 2027
Martin Luther King’s Birthday	Monday, Jan 18, 2027

Business Office Hours:

8:00am to 5:00pm, Monday through Thursday, 8:00am to 4:00pm, Friday, 9:00am to 1pm, Saturday. All business transactions should be handled during business hours.

Education, Externship, and Placement Department Hours:

8:00am to 5:00pm Monday through Friday and 9:00am to 1pm, Saturday. Instructors are available after 1:30pm on weekdays 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

Revised December 2025

ADDENDUM – B Tuition and Fee Schedule

Addendum to School Catalog

Effective January 1, 2026

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>Dental Assistant Certificate Program</u>		<u>Program Cost</u>
	Registration Fee:	\$50.00
	Technology Fee:	\$500.00
	Textbooks:	Included in tuition
	Tuition:	<u>\$17,950.00</u>
	Total Program Cost:	\$18,500.00
<u>Cardiovascular Sonography AAS Degree Program</u>		
	Registration Fee:	\$100.00
	Technology Fee:	\$500.00
	Textbooks:	Included in tuition
	Tuition:	<u>\$42,400.00</u>
	Total Program Cost:	\$43,000.00
<u>Diagnostic Medical Sonography AAS Degree Program</u>		
	Registration Fee:	\$100.00
	Technology Fee:	\$500.00
	Textbooks:	Included in tuition
	Tuition:	<u>\$42,400.00</u>
	Total Program Cost:	\$43,000.00
<u>Health and Medical Administrative Services AAS Degree Completion Program</u>		
	Registration Fee:	\$50.00
	Technology Fee:	\$500.00
	Textbooks:	Included in tuition
	Tuition:	<u>\$11,300.00</u>
	Total Program Cost:	\$11,850.00
<u>Limited Medical Radiologic Technologist with Medical Assisting Skills Certificate Program</u>		
	Registration Fee:	\$100.00
	Technology Fee:	\$500.00
	Textbooks:	Included in tuition
	Tuition:	<u>\$24,900.00</u>
	Total Program Cost:	\$25,500.00
<u>Medical Assistant Certificate Program</u>		
	Registration Fee:	\$50.00
	Technology Fee:	\$500.00
	Textbooks:	Included in tuition
	Tuition:	<u>\$17,950.00</u>
	Total Program Cost:	\$18,500.00

Medical Coding and Billing Certificate Program

Registration Fee:	\$50.00
Technology Fee:	\$500.00
Textbooks:	Included in tuition
Tuition:	<u>\$17,950.00</u>
Total Program Cost:	\$18,500.00

Ophthalmic Assistant Certificate Program

Registration Fee:	\$50.00
Technology Fee:	\$500.00
Textbooks:	Included in tuition
Tuition:	<u>\$16,850.00</u>
Total Program Cost:	\$17,400.00

Pharmacy Technician Certificate Program

Registration Fee:	\$50.00
Technology Fee:	\$500.00
Textbooks:	Included in tuition
Tuition:	<u>\$16,950.00</u>
Total Program Cost:	\$17,500.00

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

Technology Fee includes but is not limited to, the Learning Management System (CANVAS), Chromebook, software, mouse, USB, online E-library, cybersecurity, technology upgrades, servers, campus wireless connectivity and network.

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Eric Bing, CEO

THE COLLEGE OF HEALTH CARE PROFESSIONS

4248 North Freeway, Fort Worth, Texas 76137**ADDENDUM C - Faculty and Staff***Supplement to School Catalog Revised 07/10/2024*

CORPORATE	
Eric Bing	Chancellor / Chief Executive Officer
Karen Bryant	Chief Financial Officer
Steve Horn	Chief Marketing Officer
Joanitt Montano	Provost / Senior VP of Academics
Joe Cortez	Senior EVP Ground Campuses and Admissions
Bill Kohlhoff	SVP of Accreditation and Compliance
April Boyd	VP of Financial Aid
LaRita Turner	VP of Career Services

ADMINISTRATION		
Name	Position	Full / Part-time
Kelli Metivier	Campus President	Full-time
LaShawn Dobbs	Administrative Assistant	Full-time
Patricia Torres	Receptionist	Full-time
Chloe Brown	Receptionist	Part-time
Alyssa Lewis	Director of Education	Full-time
Jheri Clark	Assistant Director of Education	Full-time
Nicole Kirkpatrick	Student Success Advisor	Full-time
Dana Cain	Student Success Advisor	Full-time
Gloria Fuller	Director of Career Services	Full-time
Ejiroghene Ejayeriese	Career Services Advisor	Full-time
Lamonica Miles	Career Services Advisor	Full-time
Danielle Clewis	Career Services Advisor	Full-time
Sonya Triplett	Career Services Advisor	Full-time
Annie Koonce	Externship Administrator	Full-time
Laura Tanner	Externship Administrator	Full-time
Damion Saunders	Assistant Director of Financial Aid	Full-time
Carol Lynn Bednar	Financial Aid Advisor	Full-time
Kevelyn McDowell	Financial Aid Advisor	Full-time
Karen Ware	Financial Aid Advisor	Full-time
Danyel Williams	Financial Aid Advisor	Full-time
Leesa Jarka	Financial Aid Advisor	Full-time
Frank Ferguson	Director of Admissions	Full-time
Sara Chipelesa	Assistant Director of Admissions	Full-time
Alkena Alford	Enrollment Coordinator	Full-time
Sandy Rangel	Master Admissions Advisor	Full-time
Brett Perkins	Senior Admissions Advisor	Full-time
Sandra Rojas	Senior Admissions Advisor	Full-time
Amber Posel	Senior Admissions Advisor	Full-time
Weston Vaughn	Senior Admissions Advisor	Full-time
Christopher Lester	Admissions Advisor	Full-time
Zayda Garcia	Admissions Advisor	Full-time
Micah Dunton	Admissions Advisor	Full-time
Tamarin Montgomery	Admissions Advisor	Full-time

FACULTY

Name	Position/Program	Full/Part	Education/Credentials
Sally Al-Assar	Faculty, General	Full	Yeditepe University, MSC, University of Sharjah, BSC.PT.
Aaron Halle	Program Director, HMAS	Full	University of St. Thomas Opus College of Business, MBA, Gustavus Adolphus College, BA, College of St. Catherines-St. Catherine University, AAS, RDMS, RVT
Nicole Kirkpatrick	Faculty, HMAS	Part	Bachelor of Science (BS) from Dallas Christian College and Master of Science in Organizational Leadership (MSOL) from The King's University.
Ulyses Quinonez	Program Director, Sonography	Full	Platt College, BS, RDMS (AB/OB), RVT
Veronica Stephen	Faculty, Clinical Coordinator, DMS	PRN	Odessa College, Associate in Applied Science Radiologic Technology, RDMS (AB BR OB/GYN), RVT (VT), CPR
Taylor Stapleton	Faculty, Clinical Coordinator, DMS	Full	Parker University, AAS- Diagnostic Medical Sonography, RDMS (AB)(OB/GYN), RVT, BLS-CPR
Sara Ogletree	Faculty, Clinical Coordinator, DMS	Full	Associates of Liberal Arts from Blinn College Associates of Science in Diagnostic Medical Sonography from Parker University ARDMS (AB, OB/GYN), RVT
Natalie Taylor	Faculty, Clinical Coordinator, Cardiac Concentration Coordinator, CVS	Part	Bachelor of Applied Science, Oregon Institute of Technology, Associate of Applied Science in Cardiovascular Sonography, El Centro College, RDCS, RVT
Gabriela Rodriguez	Faculty, Clinical Coordinator CVS	Full	Associates of Applied Science, Echocardiography, RCS
Connor Haas	Faculty, Clinical Coordinator, CVS	PRN	The College of Health Care Professions, Associate of Applied Science Cardiovascular Sonography, RCS, RVT
Haley Brantley	Faculty, Clinical Coordinator, CVS	Full	Hill College, Associate of Applied Science, Echocardiography, RCS
Madison Norton	Program Director, DA	Full	Dallas Dental Assistant School, Dental Assistant Certificate, RDA, CPR
Joel Albarran	Faculty, DA	Full	Everest College, Dental Assistant Certificate, RDA

Sandy Wendling	Faculty, DA	Full	Indiana School of Dentistry, Expanded Duties Program, RDA, CPR Instructor
Raul Rodriguez	Faculty, DA	Full	University of Monterrey Nuevo Leon, Mexico, School of Dentistry, Tarrant County College, RDA
Holly Cole	Program Director, LMRT	Full	John Peter Smith Institute for Health Career Development-Medical Radiologic Technologist-Limited Certificate
Allison Evans	Faculty, LMRT	Full	The College of Health Care Professions, Limited Medical Radiologic Technologist Certification, The College of Health Care Professions, Associate of Applied Science, Medical Radiologic Tech – Limited Certificate
Kari Cashion	Faculty, LMRT	Full	North Central Texas College, Associates of Applied Science in Radiology, R.T.(R)(ARRT)
Brandon Collins	Faculty, LMRT	Full	The College of Health Care Professions, Limited Medical Radiologic Technologist Certification, ATI Career Training Center, Associate Degree in Graphic Design, Medical Radiologic Technologist – Limited Certificate, CPR
Gricel Adam	Faculty, LMRT	Full	The College of Health Care Professions, Associate of Applied Science in Limited Medical Radiologic Tech, Medical Radiologic Tech – Limited Certificate, NRCMA,
Anna McGuire	Faculty, LMRT	Full	The College of Health Care Professions, Limited Medical Radiologic Technologist Certification, CCMA, CPR, BLS
Will Peters	Faculty, LMRT Externship	Full	The College of Health Care Professions, Limited Medical Radiologic Technologist Certification, The College of Health Care Professions, Associate of Applied Science, Medical Radiologic Tech – Limited Certificate
Sarah Hawkins	Faculty, LMRT	Full	Master of Science in Radiologic Sciences, Midwestern State University Bachelor of Science in Radiologic Sciences, Midwestern State University Associate of Applied Science in Radiologic Sciences, Lamar Institute of Technology RT(R)(CT)(ARRT)
Glen Dedman	Faculty, LMRT	Full	AAS in Radiologic Technology Tarrant County College, RT(R) , MRT
DeJoyce Courtney	Program Director, Medical Assistant	Full	The College of Health Care Professions, -Bachelor of Science, Health Care Administration, The College of Health Care Professions, -Associate of Applied Science, Health and Medical Administrative Services, Everest Institute, -NRCMA
Jerrie Butler	Lead Medical Assistant Instructor	Full	The College of Health Care Professions, Associate of Applied Science, Health and Medical Administrative Services, Education America, Medical Assistant Diploma, NRCMA, American Heart Association, BLS/ Heartsaver Instructor
Brandy Morrow	Faculty, Externship Coordinator, MA	Full	Remington College, Diploma, Medical Assistant, NRCMA American Heart Association, BLS Instructor
Stephanie Salinas	F Faculty, Externship Coordinator, MA	Full	The College of Health Care Professions, -Associate of Applied Science, Health and Medical Administrative Services, Concorde Career Institute- Certified Clinical Medical Assistant

Odine Kabamba	Faculty, MA	Full	Kaplan College Medical assistant diploma, NRMCA, American heart association BLS certified, Udemy- online course Project management Professional PMKB certificate
Elizabeth Isom	Faculty, MA	Full	Associates of Science, Weatherford College, NRCMA, The College of Health Care Professions, American Heart Association, BLS / Heartsaver Instructor
Sonya Roberts	Faculty, MA	Full	Hawaii Business College, RMA Certification, BLS certified
Iqra Baig	Faculty, MA	Full	Kaplan College, Medical Assistant Diploma, MAC
Shaleace Marrow	Faculty, Externship Coordinator, MA	Full	Colorado Mesa University, Associate of Applied Science Intravenous certification, Nationally Registered Medical Assistant
Erin Glazener	Faculty, MA	Full	The College of Health Care Professions-Associate of Applied Science, Health Care Management, American Medical Technologists, RMA, American Heart Association, BLS / Heartsaver Instructor
Ambere Sabo	Faculty, MA	Full	The College of Health Care Professions-Associate of Applied Science, Health and Medical Administrative Services, Kaplan College, Diploma, Medical Assistant, NRCMA American Heart Association, BLS Instructor
Evelyn Fuentes	Faculty, MA	Full	PCI Health Training Center, Medical Assistant Diploma, Certified Clinical Medial Assistant
Marcus Marcy	Faculty, MA	Full	Kaplan College, Diploma, Medical Assistant, NRCMA American Heart Association, BLS Instructor
Sheredon Gayle	Faculty, MA	Full	Bryant and Stratton Business Institute- Associate of Occupational Studies, NRCMA
Vickey Peoples	Program Director, Medical Coding & Billing	Full	Texas Christian University, Administrative Medical Specialist, NRCCS
Charlie Reynolds	Faculty, MCB	Full	Glendale Community College, AAS, St. Joseph's Hospital & Medical Center, diploma, NA, CMOM, CMC, NRCMA, CPR
Lauren Shepherd	Faculty, OA	Full	International Joint Commission on Allied Health Personnel in Ophthalmology, Ophthalmic Assistant (COA)
Barbara Morgan	Faculty, OA	Full	International Joint Commission on Allied Health Personnel in Ophthalmology, Ophthalmic Assistant (COA)
Linda Janku	Faculty, OA	Full	International Joint Commission on Allied Health Personnel in Ophthalmology, Ophthalmic Assistant (COT)
Whitney Holcomb	Program Director, Pharmacy Technician	Full	Lamar University, Bachelor of Science in University Studies, CPhT, Ph.T.R.
Amber Allen	Faculty, PhT	Full	University of North Texas, Bachelor of Science in Public Health & Biology; Navarro College, Associate of Science in Biology; CPhT, Ph.T.R.
Shatoya Blackmon	Faculty, PhT	Part	Everest College, Diploma in Pharmacy Technician, CPhT, Ph.T.R.

Megumi Hirano	Faculty, PhT	Full	Health Sciences University of Hokkaido, Japan, Pharmacology Master's Degree; Health Sciences University of Hokkaido, Japan, Bachelor Degree, Santa Rosa Junior College, CPhT
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ADDENDUM D – Fort Worth Campus Programmatic Start Schedule

Supplement to School Catalog

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
01/20/26*	05/10/26	-	-
05/11/26	09/06/26	05/07/28	05/07/28
09/08/26*	12/24/26	-	-
01/19/27*	05/09/27	-	-

* 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), PHARMACY TECHNICIAN (PHT), OPHTHALMIC ASSISTANT (OA)

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

Hybrid/Blended Program Schedule

HEALTH AND MEDICAL ADMINISTRATIVE SERVICES – AAS

MODULE START DATE	MODULE END DATE	ESTIMATED GRADUATION DATE (For Corresponding Module Start Date)
10/27/25	12/21/25	07/05/26
01/20/26	03/15/26	09/06/26
03/16/26	05/10/26	11/01/26
05/11/26	07/05/26	12/24/26
07/13/26	09/06/26	03/14/27
09/08/26	11/01/26	05/09/27
11/02/26	12/27/26	07/03/27
01/19/27	03/14/27	09/05/27

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ADDENDUM E – State Specific Credentialing Disclosure

Supplement to School Catalog

Fort Worth Campus

Revised April 2024

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
Cardiovascular Sonography - Associate of Applied Science	Texas	N/A	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
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	N/A	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	N/A	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	N/A	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
Ophthalmic Assistant - Certificate	Texas	N/A	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