

Catalog Addendum for Pima Medical Institute- Volume III published July 2011

Catalog Addendum for the Chula Vista Campus:

STAFF:

Kathy Hoersch	Campus Director
Mike Wegenka	Associate Director
Angie Dolfo	Student Services Coordinator
Dalia Corrigan	Receptionist
Deborah Mendoza	Medical Career Specialist
Donna Paige	Financial Aid Officer
Gilberto Ayala	Office Assistant
Ivette Coleman	Career Services Coordinator
Janna Shdeed	Financial Aid Coordinator
Jasmine Mallare	Financial Aid Officer
Josephine Jose	Career Development Assistant
Joy Schouten	Career Development Assistant
Laurie Florow	Office Manager
Leila Dolfo	Office Assistant
Linda Taylor	Career Development Assistant
Marie DeFede	Medical Career Services Coordinator
Marie Patzig	Office Assistant
Michelle Sandoval	Medical Career Specialist
Severino Magbuhat, Jr	Financial Aid Officer
Sharon Summers	Office Assistant

FACULTY:

Diane D. Williams, PhD CCH, RCH, CtHA, TTh, CtMH, NCPT, CMA, CCMA, CPT – Pacific College of Medical & Dental Careers; San Diego, California; PhD in Clinical Psychology & Hypnotherapy, Columbia State University; Ph.D. Health Care Administration, Rockville Univ	Faculty Coordinator
Jennifer Neves, NCICS Certificate Pacific College of Medical & Dental Assistants, San Diego, CA National Certified Insurance Coding Specialist	Career Prep Instructor & Lead Medical Administrative Assistant Instructor
Kippy Kruckenberg, NCMA Certificate Pima Medical Institute, Chula Vista, CA National Certified Medical Assistant	Career Prep Instructor & Medical Administrative Assistant Instructor
Jesus Polanco, Medical Assistant Certificate Pima Medical Institute, Chula Vista, CA	Career Prep Classroom Assistant
Vivian Torre, CCMA, Medical Assistant Certificate Pima Medical Institute, Chula Certified Clinical Medical Assistant	Career Prep Classroom Assistant
Yvette Ramirez, R.D.A. Certificate Concorde Career Institute San Diego, CA Licensed Registered Dental Assistant	Lead Dental Assistant Instructor

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Anne Castillo, R.D.A. Edutek Professional Colleges, San Diego, CA Licensed Registered Dental Assistant	Dental Assistant Instructor
Karen Coutts, M.Ed, B.A., A.A., R.D.A. M.Ed. Lehigh University Bethlehem, PA B.A. Temple University, Philadelphia, PA A.A. Southwestern Community College, Chula Vista, CA Licensed Registered Dental Assistant	Dental Assistant Instructor
Michele Hawkins, A.S., NCPT, NCMA A.S. Pima Medical Institute, San Diego, CA Certificate Apollo Medical College San Diego, CA National Certified Medical Assistant and National Certified Phlebotomy Assistant	Lead Medical Assistant Instructor
Tina Fojo-Perez, NCMA Certificate Pima Medical Institute, Chula Vista, CA National Certified Medical Assistant	Medical Assistant Instructor
Dominic Lacangan, Medical Assistant Certificate Pima Medical Institute, Chula Vista, CA	Medical Assistant Instructor & Medical Administrative Assistant Instructor
Julia Mendoza, Medical Assistant, NCMA Certificate Pima Medical Institute, Chula Vista, CA National Certified Medical Assistant	Medical Assistant Classroom Assistant
Terri Kondrashoff, Medical Assistant, NCMA Certificate Pima Medical Institute, Chula Vista, CA National Certified Medical Assistant	Medical Assistant Classroom Assistant
Nelsy Chavoya, Medical Assistant, CCMA Certificate Pima Medical Institute, Chula Vista, CA Certified Clinical Medical Assistant	Medical Assistant Classroom Assistant
Patricia Sensbach Certificate Pacific College of Medical and Dental Assistants San Diego, CA	Medical Administrative Assistant Instructor
Julee Reilly	Medical Administrative Assistant Classroom Assistant
Susan L. Geiger, L.P.T. Certificate Riverside Medical + Paratechnical College Riverside CA, Licensed Pharmacy Technician	Lead Pharmacy Technician Instructor
Benjamin Montoya, BS, L.P.T. BS California State Polytechnic University Pomona, CA, Licensed Pharmacy Technician	Pharmacy Technician Instructor
*Angelica Northrip, L.P.T. Certificate United Education Institute San Diego, Ca. Licensed Pharmacy Technician	Pharmacy Technician Instructor
Lisa F. Schmidt, Ph.D., RT(R)(M)CRT-CA Ph.D., University of Arizona, Tucson Licensed Radiologic Technologist, AZ+CA	Radiography Program Director

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Gerald "Jed" Miles, B.S., A.S., RT(R), CRT-CA
B.S. Florida Hospital College of Health Sciences
A.S. Loma Linda University, Loma Linda, CA
Licensed Radiologic Technologist

Radiography Clinical Coordinator

Richard Angulo, B.S., A.A., A.S., RT(R), CRT-CA
B.S. University of Phoenix, San Diego, CA
A.A. Mesa College, San Diego, CA
A.S. George Washington University, Washington, DC
Licensed Radiologic Technologist

Radiography Instructor

Debra Volpe, B.S., A.S., RCP, RRT
B.S. University of Redlands, Redlands, CA
A.S. in Respiratory Therapy
Mt. San Antonia College, Walnut, CA
RCP, RRT, California,

Respiratory Therapy Program Director

Karen McGowan., M.Ed, B.S., A.S., RCP, RRT
M.Ed, Touro University International, Cypress, CA
B.S. Touro University International, Cypress, CA
A.S. in Respiratory Therapy
Pima Medical Institute, Tucson, AZ
RCP, RRT, California,

Respiratory Therapy Clinical Director

William McGowan., RCP, RRT
A.S. in Respiratory Therapy,
Pima Medical Institute, Tucson, AZ
RCP, RRT, California,

Respiratory Therapy Instructor

Kenneth Haskins, A.S., RCP, RRT
A.S. in Respiratory Therapy
Pima Medical Institute, Chula Vista, CA
RCP, RRT, California,

Respiratory Therapy Instructor

Suzanne Pruitt, A.S., RCP, RRT
A.S. in Respiratory Therapy,
Grossmont College, San Diego, CA
RCP, RRT, California,

Respiratory Therapy Clinical Instructor

Andree Selland, B.S., RCP, RRT
B.S. in Respiratory Care
University of Mary, Bismarck, ND
RCP, RRT, California,

Respiratory Therapy Clinical Instructor

Chris Perez, A.S., RCP, CRT
A.S. in Respiratory Therapy
California College, San Diego, CA
RCP, RRT, California,

Respiratory Therapy Clinical Instructor

Christian Mance, A.S., RCP, RRT
A.S. in Respiratory Therapy,
Grossmont College, La Mesa CA
RCP, RRT, California,

Respiratory Therapy Clinical Instructor

Guiller Villafranca, A.S., RCP, CRT
A.S. in Respiratory Therapy
Pima Medical Institute, Chula Vista, CA
RCP, RRT, California,

Respiratory Therapy Clinical Instructor

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Jeffrey Gilmore, B.S., RCP, CRT B.S. in Respiratory Therapy Ohio State University, Columbus, OH RCP, RRT, California,	Respiratory Therapy Clinical Instructor
Marga Ciara Mance, A.S., RCP, CRT A.S. in Respiratory Therapy, California College, San Diego, CA RCP, RRT, California,	Respiratory Therapy Clinical Instructor
Michael Gonzalez, A.S., RCP, RRT A.S. in Respiratory Therapy Pima Medical Institute, Chula Vista, CA RCP, RRT, California,	Respiratory Therapy Clinical Instructor
Christopher Scardino, A.S., RCP, RRT A.S. in Respiratory Therapy Moraine Valley Community College, Palos Hts., IL. RCP, RRT, California,	Respiratory Therapy Clinical Instructor
Kenneth Haskins, A.S., RCP, RRT A.S. in Respiratory Therapy Pima Medical Institute, Chula Vista, CA RCP, RRT, California,	Respiratory Therapy Clinical Instructor
Rodolfo Hernandez, A.S., RCP, RRT A.S. in Respiratory Therapy Pima Medical Institute, Chula Vista, CA RCP, RRT, California,	Respiratory Therapy Clinical Instructor
Staci S. Greene, A.S., RCP, RRT A.S. in Respiratory Therapy Santa Fe Community College, Gainesville, FL RCP, RRT, California,	Respiratory Therapy Clinical Instructor
Jeanette Woempner, B.A., A.A., R.V.T. B.A. Alameda University A.A. Southwestern College, Chula Vista, CA Registered Veterinary Technician, CA	Veterinary Technician Program Director
Heather Andrews, A.S., R.V.T. A.S. Mesa College San Diego, CA Registered Veterinary Technician, CA	Veterinary Technician Clinical Director
Carl Graner, DVM Oregon State University, Corvallis, Oregon Doctor Veterinary Medicine, CA	Veterinary Technician Instructor
Karina Benish, B.S., R.V.T. B.S. Southern University of Illinois at Carbondale Registered Veterinary Technician, CA & TX	Veterinary Technician Instructor
Shelee Lyon, A.S., R.V.T. A.S. Mesa College San Diego, CA Registered Veterinary Technician, CA	Veterinary Technician Instructor

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Sandra Whitmarsh, R.V.T. A.S. Mesa College, San Diego, CA Registered Veterinary Technician, CA	Veterinary Technician & Assistant Instructor
Bianca White, Veterinary Assistant Certificate Pima Medical Institute, Chula Vista, CA	Veterinary Assistant Classroom Assistant
*Maria Casteneda, Veterinary Assistant Certificate Pima Medical Institute, Chula Vista, CA	Veterinary Assistant Classroom Assistant
*Carla Manzo, Veterinary Assistant Certificate Pima Medical Institute, Chula Vista, CA	Veterinary Assistant Classroom Assistant
*Maureen Nolan, B.A., M.A. M.A. in Education Administration CSULA, Los Angeles, CA B.A. U.S.C., Los Angeles, CA	General Education
*Philip Eugene Burow, B.A. B.A. in Psychology, San Diego State University, CA Multiple subject teaching credentials, Elementary Education, Sierra Nevada College	General Math
*Emma Marie Pumpelly, B.A., M.A. M.A. in Education, U.S. International University B.A. in Liberal Studies, Nazarene University, CA A.A. Adult Education, Southwestern College, CA	English

* Part-time Employees

Health Care Administration Online Faculty

Deborah Ayers

M.Ed., Adult Education/Educational Technology,
The Pennsylvania State University
B.S.B.A. Economics, Robert Morris University

Online Education Director/HCA Instructor
Full-time

Iris Bass

M.Ed., Educational Leadership, Northern Arizona University
B.A. Elementary Education, University of Arizona

HCA Instructor
Part-time

Michael Bishop

M. A. English Literature, Hunter College, SUNY, NY
B.A. French Literature with honors
College of Charleston, SC

HCA Instructor
Part-time

Garon Bodor

M.S. Environmental Biology, California State University
B.S. Biology, University of North Carolina
B.A. Psychology, University of North Carolina

HCA Instructor
Part-time

Mark Breen

M.M., Music Performance, Northern Illinois University,
B.M., Music Education, Arizona State University

HCA Instructor
Part-time

Toni Chamberlain

M.S. Leadership, Walden University
B.A. English Literature, University of WI, Madison

HCA Instructor
Part-Time

Andy Chlup

M. Ed. Educational Technology, Northern Arizona University
B.S. Elementary Education, Northern Arizona University

HCA Instructor
Part-time

Laura Ferries

M.A., Organizational Management, University of Phoenix
MBA, University of Phoenix
B.S., Business Management

HCA Instructor
Part-Time

Bob Gudeman

M.Ed. Physical Education, University of Illinois
B.A. Physical Education, University of Arizona

HCA Instructor
Part-time

Michael Hawkes

M.Ed. Educational Leadership, Northern Arizona University
B.S. Radiologic Science, Florida Hospital College of
Health Sciences

HCA Instructor
Part-Time

Eva Hearn

M.S. Public Health, University of Oklahoma
B.S. Healthcare Administration, Tennessee State University

HCA Instructor
Part-time

Kelly Heisinger

M.A., English, California State University
B.A., English, University of California

HCA Instructor
Part-time

<p>Forrest Johnson M.A., English Literature, Boston College B.A., English, Montreat College B.S., Outdoor Education, Montreat College</p>	<p>HCA Instructor Part-time</p>
<p>Denise King BS Management/Accounting, California University of Pennsylvania MA ED Educational Praxis, Carlow University MBA California University of Pennsylvania</p>	<p>HCA Instructor Part-Time</p>
<p>Leanna Konechne M.Ed., Educational Leadership, Northern Arizona University B.A. English and Biology, Montana State University</p>	<p>HCA Instructor Part-Time</p>
<p>Dug Lee M.A. Clinical Psychology, Fielding Graduate University M.A. Applied Behavioral Science, Bastyr University B.S. Business Administration, University of Tennessee</p>	<p>HCA Instructor Part-Time</p>
<p>Liby Lentz M.A. Human Resource Management, University of Phoenix B.S. Business Administration, University of Arizona</p>	<p>HCA Instructor Part-time</p>
<p>Janice Lewis B.S. Health Care Administration, University of Phoenix A.A. Health Care Administration, University of Phoenix</p>	<p>HCA Instructor Part-time</p>
<p>Elizabeth Martinez DHA, Health Administration, University of Phoenix MSN, Nursing, University of Phoenix BSN, University of Phoenix</p>	<p>HCA Instructor Part-time</p>
<p>Lydiann McFadden M.A. Special Education, Arizona State University B.A. Elementary Education, Arizona State University</p>	<p>HCA Instructor Part-time</p>
<p>Lucas Micromatis M.A. Media Arts, University of Arizona Post-Baccalaureate Teacher Certification, University of Arizona B.A. English Literature, Berry College</p>	<p>HCA Instructor Part-time</p>
<p>Shanel Oliver M.B.A., University of Phoenix, Sacramento B.S. Business Management, University of Phoenix, Sacramento</p>	<p>HCA Program Director Full-time</p>
<p>Katie Pifer M.Ed., Special Education, University of Phoenix</p>	<p>HCA Instructor Part-time</p>
<p>Bonnie Poole M.Ed., Instructional Design, Western Governors University B.S., Health Science, Quinnipiac College</p>	<p>HCA Instructor Part-time</p>

Cathy Salazar

M.S., Human Service/Health & Wellness, Liberty University
B.S., Holistic Science, South Baylo University

HCA Instructor
Part-time

Lisa Schmidt

Ph.D. Higher Education
M.A. Higher Education, University of Arizona
B.F.A. Graphic Design, University of Arizona
A.A.S Radiologic Technology, Pima Community College

HCA Instructor
Part-Time

Cynthia Smathers

M.Ed., Psychology, Northern Arizona University
B.A. Education/Psychology, Ottawa University
A.A., Mental Health, Mesa Community College
A.S.N., Nursing, Excelsior College

HCA Instructor
Part-time

Maria Strevay

M.A. Education, University of Phoenix
M.B.A. Accounting, University of Phoenix
B.A. English, Old Dominion University

HCA Instructor
Part-time

Jason Waldow

M.S. Communications, Eastern Washington University
M.A. Business Leadership, Seattle, City University
B.A. Marketing/Journalism, Evergreen State

HCA Instructor
Part-time

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The following statements are added to the Volume III catalog published in July 2011 under Admission Requirements and Procedures on page 109:

Language Proficiency

To demonstrate language proficiency, prospective students are required to take an entrance exam or demonstrate successful completion of an associate degree or higher by an institution recognized by the Department of Education or Council for Higher Education Accreditation. Academic program materials and instruction are provided solely in English. English language services are not provided.

The following statements are added to the Volume III catalog published in July 2011 under Admission Requirements and Procedures on page 109:

International Students

The Tucson, Seattle, and Denver campuses are Student and Exchange Visitor Program (SEVP) approved and are therefore eligible to sponsor international student visas. The Albuquerque, Chula Vista, Colorado Springs, East Valley, Houston, Las Vegas, Mesa, and Renton Campus are not SEVP approved and therefore cannot sponsor international student visas.

The following statements are added to the Volume III catalog published in July 2011 under Student Services on page 109:

Housing

The Chula Vista campus does not provide or assist students in finding housing. There are no dormitory facilities under our control. The availability of housing located reasonably near the institution's facilities is an estimation of cost \$795 - \$1565 for a one bedroom per ForRent.com.

Language Services

Pima Medical Institute does not provide English language services.

The following statements are added to the Volume III catalog published in July 2011 under the Health Care Administration Program on page 49:

Distance Education Communication

Online faculty respond to emails within 24 hours of receipt. Online faculty grade and return tests, quizzes, assignments, and exams within 48 hours of receipt; students receive feedback and have access to grades within the aforementioned timeframe.

The following statement is added to the Volume III catalog published in July 2011 under the Refund and Tuition Obligation, paragraph 7, on page 111:

The cancellation and refund policy applies to both on-ground and the distance education programs.

CALIFORNIA LICENSURE REQUIREMENT NOTICE

The following statement applies to the Veterinary Technician program, Pharmacy Technician program, Radiography program, and Respiratory Therapy program. The State of California requires graduates of Veterinary Technician, Pharmacy Technician, Radiography, and Respiratory Therapy programs to be licensed, registered, or certified in order to obtain employment in the field. Relevant website links and licensure eligibility requirements are listed by program below:

VETERINARY TECHNICIAN – American Association of Veterinary State Boards (AAVSB) www.aavsb.org
Veterinary Technician National Exam (VTNE) www.aavsb.org/vtne
Veterinary Medical Board (VMB)
www.vmb.ca.gov/forms_pubs/rvt_instruction.pdf

List of Requirements for eligibility for licensure as a Veterinary Technician in the State of California include the following:

1. Graduate from an AVMA or California approved RVT program
2. Apply for, take, and pass the California RVT Examination
3. Submit required documentation with application:
 - Certified transcripts showing degree conferred or copy of diploma
 - DOJ and FBI fingerprint clearance
 - Passport photo (2x2)
4. Appropriate fees must be submitted with application
5. Submit all applicable registration fees

PHARMACY TECHNICIAN – Pharmacy Technician Certification Board (PTCB) www.ptcb.org
California State Board of Pharmacy www.pharmacy.ca.gov

List of Requirements for eligibility for licensure as a Pharmacy Technician in the State of California include the following:

1. Submit a sealed copy of a Practitioner Self-Query Report to the Board of Pharmacy at a cost of \$16.00
2. Submit a Live Scan receipt, showing fingerprint submission information at a cost of \$69.00
3. Submit a certified copy of High School transcripts or a certified copy of an official transcript of your General Educational Development (GED) test results (cost may vary)
4. Submit an Affidavit of Completed Coursework or Graduation for Pharmacy Technician from one of the following: course which provides a minimum of 240 hours of instruction as specified in Title 16 California Regulation section 1793.6(c), course/program accredited by the American Society of Health-System Pharmacists or the Accreditation Council for Pharmacy Education instruction, or an Associate Degree in Pharmacy Technology program. Certified copy of Pharmacy Technician Certification Board certificate or armed services training copy of the DD214 can be submitted in place of the aforementioned affidavit.

5. Submit an application with attachments 1-4 above to the California State Board of Pharmacy with a passport photo attached and a fee of \$80.00.

NOTICE: Effective July 1, 2012, the State Board of Equalization and the Franchise Tax Board may share taxpayer information with the Board. You are obligated to pay your state tax obligation. This application may be denied or your license may be suspended if the state tax obligation is not paid.

RADIOGRAPHY – Joint Review Committee on Education in Radiologic Technology (JRCERT)

www.jrcert.org

American Registry of Radiologic Technologists Examination (ARRT)

<http://www.arrt.org>

California Department of Public Health Radiologic Health Branch (CDPH-RHB)

www.cdph.ca.gov/programs/pages/radiologichealthbranch.aspx

List of Requirements for eligibility for licensure as a Radiologic Technologist in the State of California include the following:

1. Graduation from an approved Radiography Technology program and obtainment of Fluoroscopy School Certification Completion.
Student graduates from the PMI Chula Vista Radiologic Technology Program receive the following documentation:
 - a. An Associate of Occupational Science Degree in Radiologic Technology
 - b. A Fluoroscopy School Certification of Completion
2. The graduate completes the American Registry of Radiologic Technologists National Certification Examination.
3. Upon passing, and within 4 – 6 weeks the graduate receives the ARRT certification by mail
4. The graduate can then submit an application to the California Department of Public Health Radiologic Health Branch for the Radiologic Technology Certificate Application (Form CDPH 8200 – website
<http://www.cdph.ca.gov/pubsforms/forms/Pages/RHBCertificationForms%28HealingArts%29.aspx>)
5. Following the application, the graduate must submit the following with the application:
 - a. A copy of the ARRT certificate for Radiography
 - b. A non-refundable application fee of \$75.00 in the form of a check or money order made payable to the CDPH-RHB.
 - c. The graduate will be notified of their application status within 30 calendar days of submission of the application.
6. Graduates from the PMI Chula Vista Radiologic Technology Program have the option of also submitting the Radiologic Technology Fluoroscopy Permit Application (CDPH 8218).
 - a. The graduate must submit a copy of the graduation diploma or certificate of completion from a CDPH-RHB approved Radiologic Technologist fluoroscopy school (PMI is approved). The graduate, upon completion of the PMI program, receives a fluoroscopy certificate of completion, see 1.b. on this document.
 - b. The application is found at
<http://www.cdph.ca.gov/pubsforms/forms/CtrldForms/cdph8218.pdf>
 - c. The graduate must submit a non-refundable application fee of \$75.00 in the form of a check or money order made payable to the CDPH-RHB

7. The RHB will notify the graduate of the following:
 - a. That their application is complete and the CDPH – RHB decision regarding the application is:
 - i. The application is acceptable, and what examination, if applicable the graduate must pass within 180 days in order to complete the application.
 - ii. Instructions will be sent to the graduate on how to submit payment of the non-refundable examination fee (\$100.00 made payable to the ARRT).
 - iii. Or the RHB will notify the graduate that the application is not accepted for filing, and what specific information, documentation or fee the graduate must submit within 30 calendar days in order for the CDPH-RHB to consider the application acceptable.

RESPIRATORY THERAPY – National Board for Respiratory Care (NBRC) www.nbrc.org
 Respiratory Care Board (RCB) www.rcb.ca.gov

List of Requirements for eligibility for licensure as a Respiratory Care Practitioner (RCP) in the State of California include the following:

1. Graduation from a CoARC approved Respiratory Therapy Program.
2. National Board of Respiratory Care (NBRC) to take the entry-level practitioner exam for *credentialing*:
 - a. The CRT exam (140 questions; computer based exam; \$190.00)
 - b. Application online: www.nbrc.org
 - c. This exam can be scheduled and taken as soon as student is officially “cleared” for graduate status from PMI.
 - d. Must achieve 75% or > to pass
 - e. Exam is taken at one of ten testing sites in CA (H&RBlock, San Diego)
 - f. This is the graduate’s *national credential*.
 - g. This is the requisite exam in 49/50 states for licensure status. (Alaska does *not* have state licensure).
3. State of CA for licensure as a Respiratory Care Practitioner (RCP) Process.
 - a. This process can begin as early as 90 days prior to graduation (early filing helps to expedite the process).
 - b. Application online: www.rcb.ca.gov
 - c. *Live Scan* fingerprints / passport photos (2): \$70.00
 - d. Professional Ethics course must be taken online from the AARC or CSRC; passed with 80% or >, and completion certificate submitted. (3 hours; \$40.00)
 - e. Applicant goes through FBI and DOJ *extensive* background checks
 - f. Licensure Application fee: \$200.00
 - g. DMV “H-6”: complete 10 year driving history in all states with DL held: \$15.00/state.
 - h. When state Respiratory Care Board (RCB) receives notification from the NBRC that applicant passed CRT exam; then approximately \$150.00 more required to RCB to obtain “official” license number and verification (card). (This is based on applicant’s DOB)
 - i. When money has been sent and verified, the applicant receives RCP number/verification, and is now “legal” to practice Respiratory Care in CA.

The following statement is added on the Volume III catalog published in July 2011 under the Chula Vista Campus under description of facilities on page 5:

The types of equipment used in classrooms include computers and laboratory areas for each program.

The dental assistant classroom includes, 6 operatory stations, 6 dental chairs with operator unit, 3 x-ray units, 6 digital x-ray programs with 3 sensors, 5 x-ray view boxes, 3 lead aprons, 3 high speed hand pieces, 7 low speed hand pieces, 12 water and air syringes, 1 air compressor system, 2 automatic x-ray processor, 3 model trimmers, 6 model vibrators, 1 lathe with 2 attachments, 3 amalgamators, 3 curing lights, 3 Dexter with radio teeth and 1 regular teeth, 3 coronal polishing Dexter heads, 28 bench mounts, 3 lab micromotor hand pieces, 1 hydrocollid conditioning bath, 2 autoclaves, 1 intra-oral camera, 1 Pentamix impression machine, vital sign monitor, EKG, 2 vacuum former, printer, x-ray duplicators, 1 ultrasonic unit, 1 oxygen unit, pit & fissure sealant equipment, 1 flat screen TV, DVD player, 4 computers with 1 printer.

The medical assisting has 2 lecture classrooms with sinks, computers, and a printer in each room. The large lab includes 4 exam rooms, 2 sinks, 4 exam tables, 4 gooseneck lamps, 2 autoclaves, 2 venipuncture drawing chairs, 6 venipuncture and blood drawing practice arms, 4 ECG machines, 1 holter monitor, emergency clean-up kit, 2 eye wash stations, 6 glucometers, 2 HemaQue, miscellaneous medical instruments, ophthalmoscope, otoscope, 4 mayo stands, 4 medical waste containers, 2 microhematocrit centrifuges, 2 regular centrifuges, 4 microscopes, 2 nebulizers, 2 pediatric practice dummies, 1 pediatric scale, 3 pulse oximeters, refrigerator, 2 scales, 9 floor model sphygmomanometers, 6 manual sphygmomanometers, electronic and tympanic thermometers, 2 urinalysis test machines, Vacutainer tube rocker, walker, wheel chair, cane, and 2 pair of crutches.

The pharmacy technician classroom includes an adding machine, cash register, compounding slabs, computer/printers, containers for syrups and pills, counting trays, dispensers, electronic scales, weight sets metric and apothecary, funnels/filter equipment, glass graduates/cylinders, laminar air flow hoods, mortars and pestles, original drug bottles, pill and tablet counters, large and small spatulas, ointment bases – Aquaphor, Aquaphilic, etc., gelatin capsules, methylcellulose, glycerin, sodium chloride, mineral oil, cherry syrup, labels, coal tar solution, Ichthammol ointment, corn syrup, salicylic acid powder, lactose powder, cornstarch, camphor, menthol crystals, glass stirring rods, and torsion balance.

The veterinary classroom includes refrigerator, microscopes, otoscope, refractometer, exam table, anesthesia machine, IV stand, x-ray view box, x-ray cassettes, caliper, lead apron with thyroid shield, lead gloves, film markers, specimen jars, crash cart, anatomical model (small animal), sink, autoclave, centrifuge, cages, and miscellaneous surgical instruments.

The separate veterinary technician classroom includes large animal limb, large animal skull, anesthesia machine - small animal, autoclave, cardiac monitor, dehorner, dental instruments, splash shields, prophylactic heads, electric clippers, emergency crash kit, endotracheal tubes, esophageal stethoscopes, laryngoscope, nail trimmers, oral dosing equipment, oral speculum, cages complying w/federal regulations, examination tables, oximeter/capnograph, surgical lights, surgical tables, surgical gowns, towels and drapes, basic surgical instruments, tourniquet, feeding and gavage tubes, vaginal speculum, warming pad blanket, twitch, restraint pole, Elizabethan collars, muzzles, cat bags, tonometer, blood mixer/ rocker, centrifuge, microhematocrit centrifuge, clinical chemistry analyzer, differential blood cell counter, electronic blood cell counter, hand tally cell counters, hemocytometer, incubator, refractometer, lab scales, microscopes, lead apron with lead thyroid collar, lead gloves, radiation safety

badges, storage racks for gloves and aprons, portable x-ray machine, x-ray viewer, mop and bucket, automated film processor, calipers, cassette holders, digital film unit and processor, film ID markers, and high speed/rare earth screens.

The respiratory therapy classroom includes body box, Collins water seal, Breon, Koko Spirometer, isolette, Sechrist infant ventilator, Bennett MA1 ventilator, Curasse ventilator with chest shell, PR 2 IPPB machine, Bird Mark 7 IPPB machine, ultrasonic nebulizer and stand, SPAG nebulizer, croup tent, PulmoAide air compressor, therapy vest, 2 hospital beds, crash cart with disposable supplies, EKG, 12 lead EKG machine, EKG rhythm simulator, x-ray view boxes, arterial arm, arterial line set-up, 2 IV poles, pulmonary artery catheters, pulse oximeter/end-tidal CO2 monitor, pleuravac, 4 O2 flowmeters, room air flowmeters, basic adult CPR mannequin, modified CPR mannequin with intubation head attached, pediatric intubation head, galvanic fuel cell O2 analyzers, Wright's respirometer, negative inspiratory force gauge, lung simulator, full-sized spine board with c-collar/foam wedges, various sized Shiley trach tubes and inner cannulae, various sized Portex trach tubes and inner cannulae, transtracheal O2 catheters, apnea monitor, low pressure monitor, liquid O2 reservoir with portable carrier, and O2 concentrator.

The radiologic technology classroom includes life sized skeletal model, VCR/TV, x-ray table with Potter-Bucky diaphragm, energized x-ray tube, wall mounted wall bucky, energized control panel, full body positioning phantom, lead apron, half lead apron, pair of lead gloves, calipers, portable cassette holder, various sized film cassettes, hot light, curved film cassette, portable grid cassette, various lead markers, foam positioning sponges, foot stool, wheel chair, IV pole, standing eight scale, gurney/stretchers, wire mesh screen, aluminum step wedge, densitometer, table top processor, film bin, wall mounted sage lights, and film patient ID camera/flashers.

The materials that will be used for instruction are based on the individual program and could include towels, gauze, cotton balls, bandages, pit & fissure sealant materials, vacutainers, capillary tubes, critoseal, plastic urine specimen cups, urinometer, urine tek tubes and caps, strep test dipsticks, pregnancy test dipsticks, Snellen charts, leashes, muzzles, rabies pole, splints, cast padding, tape, hot/cold packs, alcohol, betadine scrub, slides, cover slips, pipettes, Elisha tests, needles, syringes, gloves, shoe covers, stethoscope, catheters, masks, gowns, face shields, scrub brushes, thermometers and various wall charts.

The following statement is added to the Volume III catalog published in July 2011 under Dental Assistant Program Admission Requirements on page 21:

All students admitted to the Dental Assistant program must have a course in Basic Life Support (CPR) prior to the first day of class.

The following statement is added to the program addendum for the Veterinary Technician Program:

Day and Evening programs at the Chula Vista campus are 86 weeks in length.

The following statement is added to the Volume III catalog published in July 2011 within Health Care Administration under Admission Requirements on page 49:

Medical Administrative Assistant graduates with 27 or more credits and meeting the above requirements will not be required to obtain 1000 hours of relevant health care administration experience prior to entering the HCA program.

Revision to the Volume III Catalog

The following sections replace the identical sections noted in the Volume III catalog on pages 106-109: Re-Admission, Attendance Requirements, Academic Advisement/Probation, Leave-of-Absence Policy, and Satisfactory Academic Progress:

Re-Admission

Students who withdraw from a program and return to complete the same program will be charged the following:

- Tuition: Charged by academic credit based on prevailing rates.
- Registration Fee.
- Books/Uniforms as necessary.

Students who do not appeal within 60 days of the date of termination forfeit further rights to appeal and may only apply for re-admission upon the following conditions:

- A minimum of six months and one grading period must elapse from the date of termination.
- Provide a written plan detailing how the student has addressed the issues which led to their termination. The written plan must also contain action items that will direct the student to successful completion of program requirements.
- Meet with the Campus Director and/or Program Director.

Any balance due from a prior enrollment at Pima Medical Institute must be satisfied or a payment plan arranged before re-enrollment will be considered. If a year or more has passed since the last date of attendance, the student must retake the entrance exam. Upon re-enrollment students are responsible for the cost of courses to be taken. Courses required for the completion of any program will be prescribed by the Campus Director and/or the Program Director.

Returning students may be required to audit previously completed courses before enrolling in courses needed for program completion.

Attendance Requirements

Students are to notify Pima Medical Institute by phone prior to class time if they are going to be absent or late. Notice of prolonged absence must be made in person or by letter to the appropriate school administrator, as designated by the Campus Director. All absent time, including late arrivals and early departures, regardless of reason, is recorded and becomes part of the student record.

Students with absences in excess of 5% of the total number of classroom hours in a program (certificate programs) or semester (degree programs) receive attendance advisement. Students with absences of 10% of the total number of classroom hours in a program or semester are placed on attendance probation. Absences in excess of 15% of the total program or semester class hours may result in termination for unsatisfactory attendance. All externship absences must be made up prior to graduation. Made up externship absences are not deleted from the 15% calculation. Any externship absences in excess of 15% of the scheduled clinical hours may result in termination.

Students may be absent 6.0% of the scheduled externship/clinical hours each semester in the following programs: Dental Hygiene, Diagnostic Medical Sonography, Mortuary Science, Nursing, Occupational Therapy Assistant, Ophthalmic Medical Technician, Physical Therapist Assistant, Radiation Therapy, Radiography, Advanced Placement Track Radiography, and Respiratory Therapy. Absences must be requested by the student and approved by the Clinical Director. Absence time exceeding 6.0% must be accrued prior to the start of the next semester or graduation from the program, as determined by the Program Director.

Catalog Addendum for Pima Medical Institute, Volume III published July 2011

Students absent for fourteen (14) consecutive calendar days (including weekends) from the last date of academically related activity, including externship, will be terminated. Perfect attendance awards are given only to students that have completed all class hours.

Academic Advisement and Warning

Students are monitored for academic progress and at the end of their sequence or semester. For certificate programs, except Diagnostic Medical Sonography, each sequence is seven (7) weeks or less; students are advised of their academic progress at the end of each sequence. For the Diagnostic Medical Sonography program, students are advised of their academic progress at mid and end of sequence; each sequence is 12 weeks. For Associate and Bachelor Degree programs, except Veterinary Technician, students are advised of their academic progress at mid and end of semester; each semester is 15-17 weeks. For the Veterinary Technician program, students are advised of their academic progress at the end of each sequence. Students who have not maintained a minimum GPA of 2.0 in a term or semester are placed on academic warning. Academic warning continues throughout the next term or semester. Students who achieve a cumulative 2.0 GPA after the end of their next term or semester will be removed from academic warning. Students who do not achieve a cumulative 2.0 GPA while on academic warning may be terminated for unsatisfactory progress. Students whose enrollments are terminated for violation of the attendance policy may not reenter before the start of the next grading period.

Leave-of-Absence Policy

A leave-of-absence may be granted for non-term programs only. Upon submission of written request, a leave of absence may be granted for up to a maximum of 180 days in a 12 month period. Students may request more than one leave-of-absence during a 12 month period provided the total time granted does not exceed 180 days. Time spent during an approved leave-of-absence is not considered accrued time for a course or program.

Student status is not changed from active to leave-of-absence unless the request procedure and associated forms are completed. To request a leave-of-absence:

- Submit a written request to the campus, stating the reason and the amount of time needed for the leave-of-absence.
- Complete and sign all required forms.

Students who do not complete the forms and are not in attendance are marked absent and will be terminated if the number of absences exceeds fourteen (14) consecutive calendar days (including weekends).

Students who have not requested a leave-of-absence extension, or do not return to class on the approved leave-of-absence return date, will be terminated.

In the state of Texas:

- Programs and seminars less than 40 hours: no leave-of-absence permitted.
- Programs and seminars less than 200 hours: in a 12-month calendar period, a student may have no more than two (2) leaves of absence. A leave-of-absence may be no more than 30 total calendar days.
- Programs and seminars greater than 200 hours but less than 600 hours: in a 12-month calendar period, a student may have no more than two (2) leaves of absence. A leave-of-absence may be no more than 60 total calendar days.

Students in term based programs (semester programs) are not eligible for a leave of absence.

Catalog Addendum for Pima Medical Institute, Volume III published July 2011

Satisfactory Academic Progress

Pima Medical Institute's Satisfactory Academic Progress policy consists of two components: a qualitative measure (GPA) and quantitative measure (maximum time frame).

Satisfactory Progress Definition:

Non Term Based Programs (certificate programs): Students must maintain a grade point average of 2.0 and must complete their program within one and one-half (1½) times the published length of the program measured in weeks.

- Financial Aid Warning: Students are evaluated for satisfactory progress at the end of each payment period. Students who have not maintained a minimum cumulative GPA of 2.0 in a payment period lose Financial Aid funding. Upon successful completion of previously funded credits, students regain Federal Financial Aid eligibility for the remaining program credits.

Term Based Programs (semester programs): Students must maintain a grade point average of 2.0 and must complete their program within one and one-half (1½) times the published length of the program measured in weeks.

- Financial Aid Warning: Students are evaluated for satisfactory progress at the end of each semester. To maintain Satisfactory Academic Progress, students must successfully complete 67% of their attempted credits with a 2.0 or greater GPA. Students who have not maintained a minimum cumulative GPA of 2.0 in a semester are placed on Financial Aid Warning. Students who have been placed on Financial Aid Warning are eligible for Federal Financial Aid while on Financial Aid Warning. Students who achieve a cumulative 2.0 GPA after the end of next semester will be removed from Financial Aid Warning. If a cumulative 2.0 GPA is not achieved the student will be placed on academic probation and will lose their eligibility for Federal Financial Aid until Satisfactory Academic Progress has been achieved or a financial aid appeal has been submitted and approved.

Appeal Process: The student has the right to appeal the determination of not meeting satisfactory progress based upon extenuating circumstances. The student request should be submitted to the Campus Director. A committee will review appeals on a case-by-case basis. Appeal approval may be granted for extenuating circumstances beyond the control of the student. Inability to master course material is not an extenuating circumstance. All decisions made by the committee are final.

Grading: Grades for all courses completed and attempted are recorded on students' permanent transcripts using the following grading system:

Grade	Standing	Percentage
A	Excellent	93-100%
B	Good	85-92%
C	Average	77-84%
F	Failing	76% or lower
INC	Incomplete	
X	Leave of Absence	
W	Withdrawn	
T	Terminated	

Pima Medical Institute does not award pass/fail grades.

Catalog Addendum for Pima Medical Institute, Volume III published July 2011

Failed Course/Repetition: Students may repeat a failed course a maximum of 2 additional times. Only the highest grade is considered for GPA evaluation, but all attempted credits are included for the measurement of maximum time frame. Repetition of a failed course may be at the expense of the student as determined by the Campus Director.

Non-Credit Remedial Course Repetition: Non-credit remedial courses may be offered as determined by the Campus Director and may be at the expense of the student.

Incomplete: An incomplete grade is given when required course work has not been completed by the end of the term. Course work includes assignments and activities other than examinations. All work must be completed within two weeks from the end of the term. Failure to comply with the two-week limit results in the incomplete grade reverting to a grade of "0" (zero) for the course work. Students should contact the instructor within the aforementioned two-week period to make-up incomplete work.

Examination Make-Up Policy: Students absent on examination day are given a make-up examination on the first day they return to class. Students are required to receive instructor approval prior to the absence. Examinations include quizzes, tests, graded lab demonstrations, and midterm and final exams. The earned score on a make-up examination is reduced by 10%. A grade of zero is given for examinations not taken on the day of return or without instructor approval. With proper documentation, the score reduction may be waived for students who are absent due to jury duty, military obligation, death of an immediate family member, or birth of a son or daughter.

Transfer Credits relative to Maximum Timeframe: All transfer credits will be considered when calculating maximum timeframe. Maximum timeframe will be limited to one and one-half (1½) times the prescribed length of course work actually taken at Pima Medical Institute.

Withdrawal/Termination: Students who withdraw or are terminated from a course or program of study are charged according to the settlement policy on the enrollment agreement. Courses not completed at the time of withdrawal or termination are assigned grades of W or T respectively. Students who wish to appeal a termination should follow the grievance procedure described in this catalog. If a student withdraws their financial aid is terminated. If a student re-enrolls the length of the program may be extended.

Externship: Students must complete all classroom requirements with a cumulative grade point average of 2.0 prior to beginning externship. While on externship, students will be required to attend the externship full-time (typically 40 hours per week), unless noted in the catalog addendum.

Revision to the Volume III Catalog

The following statement is currently in the Volume III catalog published in July 2011 under Federal Financial Aid Programs on page 114:

Academic Year	Subsidized Rates
2012-13	6.8%

The statement has been replaced with the following:

Academic Year	Subsidized Rates
2012-13	3.4%

Catalog Addendum for Pima Medical Institute, Volume III published July 2011

Revision to the Volume III Catalog

The following statement has been removed from the Volume III catalog published in July 2011 under Admission Requirements and Procedures on page 106:

Prospective students who do not have a high school diploma or GED, are above the compulsory school age, or if under compulsory school age have met state compulsory school age requirements, may be accepted as applicants in some programs if they achieve a passing score on a federally approved test as administered by an independent third-party tester contracted by Pima Medical Institute.

CALIFORNIA CATALOG ADDENDUM

Pima Medical Institute is approved to operate by the State of California Bureau for Private Postsecondary Education until December 31, 2016.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833 www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's internet web site www.bppe.ca.gov.

This institution has not had a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, and has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec.1101 et seq.).

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION.

The transferability of credits you earn at Pima Medical Institute is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree, diploma, or certificate you earn in your program is also at the complete discretion of the institution to which you may seek to transfer. If the credits, or degree, diploma, or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Pima Medical Institute to determine if your credits, or degree, diploma, or certificate will transfer.

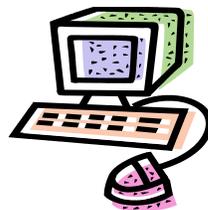


Online and On-ground Articulation Agreements

Pima Medical Institute (PMI) has four articulation agreements with the following institutions: Chadron State College (CSC), Grand Canyon University (GCU), Montana State University, Billings (MSU), and the University of Phoenix (UOP). The agreements allow PMI students to pursue online or on-ground baccalaureate degree completion programs or advanced degrees. CSC and GCU allow for PMI degree and non-degree students to transfer credit, while MSU and UOP allow for PMI degree students to transfer credit.

Further detail of the agreements can be found within the following pages. PMI supports the pursuit of life-long learning so please consider the aforementioned options as an excellent opportunity to continue your education.

Ty Druse
Corporate Education Director
Pima Medical Institute



Pima Medical Institute does not guarantee the transfer of credit to any other institution. The college and/or university to which a student applies determine transfer of credit. The articulation agreements in this guide are subject to change.



STUDENT CREDIT TRANSFER OPTIONS ***REGIONALLY*** ***ACCREDITED INSTITUTIONS***

CHADRON STATE COLLEGE

1000 Main St.
Chadron NE 69337
(308) 432-6000
www.csc.edu

Chadron State College (CSC) allows transfer of credit for PMI degree and non-degree students.

PMI graduates can transfer up to 70 credits from an earned PMI associate's degree or up to 36 credits from an earned PMI certificate program toward fulfillment of the 125 credits required for completion of CSC's Bachelor of Applied Science (BAS) degree.

PMI bachelor degree graduates can transfer into a CSC graduate program on a conditional basis until the student successfully completes 12 graduate credit hours with a minimum 3.25 GPA.

For more information regarding transferring to CSC contact the Start Office at 800-242-3766 x6060

GRAND CANYON UNIVERSITY

3300 West Camelback Road
Phoenix, AZ 85017
800.800.9776
www.gcu.edu

Grand Canyon University (GCU) allows transfer of credit for PMI degree and non-degree students.

PMI associate degree graduates can transfer up to 84 credits to GCU. Several bachelor degree options are available, many specific to fields of study at PMI.

PMI bachelor degree graduates can transfer into several GCU graduate programs.

Interested students need to contact Joanie Baquet-Hammond in order to obtain a discount. For more information regarding transferring to GCU contact Joanie Baquet-Hammond, Business Development Manager, 520-358-3739; e-mail: Joanie.Hammond@gcu.edu



STUDENT CREDIT TRANSFER OPTIONS REGIONALLY ACCREDITED INSTITUTIONS

MONTANA STATE UNIVERSITY

1500 University Drive
Billings, MT 59101
www.msubillings.edu

Montana State University (MSU) allows transfer of credit for PMI degree students.

PMI graduates can transfer up to 36 credits from an earned PMI associate's degree. The Bachelor of Applied Science (BAS) and Bachelor of Science in Liberal Studies (BSLS) degree completion programs at MSU are intended to provide online degree completion opportunities for PMI students who have completed an Associate of Occupational Science Degree in Radiography or Respiratory Therapy.

For more information regarding transferring to MSU contact the New Student Services department at 800-565-6782 x2888; e-mail: admissions@msubillings.edu

UNIVERSITY OF PHOENIX

www.phoenix.edu

University of Phoenix (UOP) allows transfer of credit for PMI degree students. Credit from associate degrees, awarded at PMI, will transfer to UOP; however, additional general education credits may be needed to fulfill the program requirements.

Students from PMI will be granted admission to a baccalaureate degree program at the UOP based on academic requirements as a result of having earned an associate degree.

PMI bachelor degree graduates can transfer into several UOP graduate programs.

For more information regarding transferring to UOP contact a representative from the respective campus location:

Albuquerque – Loyola Herrera – 505-331-8046

Chula Vista – Felix Sablan – 858-650-3843

Colorado Springs – Joe Moore – 719-314-6246

Denver – Jennifer Lucero – 720-201-2739

Mesa/East Valley – Jeremy Hammond – 512-431-2834

Houston – Demetrius Walker – 713-576-4039

Las Vegas – Eric Dillon – 702-352-0431

Renton/Seattle – Constance Kronlund – 425-572-1691

Tucson – Bill Clyde – 520-239-5220

2012* START SCHEDULE *2012

**Pima Medical Institute
Chula Vista Campus**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
DTA AM 8:00-12:15 MON-FRI SEQUENCE	23	*	5	16	29	*	9	20	*	1	12	*
DTA AFT 12:45-5:00 MON-FRI SEQUENCE	23	*	5	16	29	*	9	20	*	1	12	*
DTA PM 5:30-10:00 MON-THU SEQUENCE	17	*	5	23	*	11	30	*	17	*	5	*
MAA AFT 12:45-5:00 MON-FRI SEQUENCE	*	*	*	*	*	*	9	20	*	1	12	*
MDA AM 8:00-12:15 MON-FRI SEQUENCE	23	*	5	16	29	*	9	20	*	1	12	*
MDA AFT 12:45-5:00 MON-FRI SEQUENCE	23	*	5	16	29	*	9	20	*	1	12	*
MDA PM 5:30-10:00 MON-THU SEQUENCE	17	*	5	23	*	11	30	*	17	*	5	*
PHA AM 8:00-12:15 MON-FRI SEQUENCE	23	*	5	16	29	*	9	20	*	1	12	*
PHA AFT 12:45-5:00 MON-FRI SEQUENCE	23	*	5	16	29	*	9	20	*	1	12	*
PHA PM 5:30-10:00 MON-THU SEQUENCE	17	*	5	23	*	11	30	*	17	*	5	*
VTA AM 8:00-12:15 MON-FRI SEQUENCE	23	*	5	16	29	*	9	20	*	1	12	*
VTA AFT 12:45-5:00 MON-FRI SEQUENCE	23	*	5	16	29	*	9	20	*	1	12	*
VTA PM 5:30-10:00 MON-THU SEQUENCE	17	*	5	23	*	11	30	*	17	*	5	*
VTT (P) AM 8:00-12:30 MON-THU	23	*	5	*	7	*	9	*	10	*	12	*
VTT (P) AFT 12:45-5:15 MON-THU SEQUENCE	17	*	5	*	7	*	9	*	10	*	12	*
VTT (P) PM 5:30-10:00 MON-THU SEQUENCE	17	*	5	*	7	*	9	*	10	*	12	*
RAD AFT 12:30 -5:00 MON-THU SEMESTER	9	*	*	*	*	*	*	*	4	*	*	*
RT AM 8:00 -12:00 MON-FRI SEMESTER	*	*	*	23	*	*	*	*	*	*	*	*
RT AFT 1:00-5:00 MON-FRI SEMESTER	*	*	*	*	*	*	*	*	*	15	*	*
HCA ON-LINE	4	*	*	*	2	*	*	29	*	*	*	*
FLOUROSCOPY ON-LINE	25	*	*	*	16	*	*	*	19	*	*	*



Pima Medical Institute - Chula Vista Campus
Tuition Price List
Effective July 1, 2012

Program	Total Cost	Tuition	Reg.	STRF	Books*	Uniform*	Extern Weeks	Total Credits/ Clock Hours	Total Weeks (Day/Night)	Extern Credits/ Hours
Dental Assistant (DEN)**	\$13,765.00	\$12,950	\$150	\$35.00	\$465	\$165	5	31/820	35/40	4/200
AAS Health Care Administration (HCA)	\$12,118.00	\$10,471	\$300	\$30.00	\$1,317	\$0	NA	37 / 570	48	NA
Fluoroscopy	\$880.00	\$730	\$150	\$0.00	\$0	\$0	NA	03/55.0	6	NA
Medical Assistant (MA)	\$11,979.00	\$11,240	\$150	\$30.00	\$394	\$165	5	34/800	35/40	4/200
Medical Administrative Asst (MAA)	\$8,980.50	\$8,060	\$150	\$22.50	\$583	\$165	6	29/720	30/34	5/240
Pharmacy Technician (PHA)**	\$12,284.00	\$11,420	\$150	\$30.00	\$519	\$165	3	33/720	33/38	2.5/120
Sterile Products Certification Course	\$730.00	\$730	\$0	\$0.00	\$0	\$0	NA	40 Hours	4	NA
Radiography (RAD)**	\$33,823.00	\$31,630	\$150	\$85.00	\$1,793	\$165	64	92.5/2882	96	44/2048
Respiratory Therapy (RT)**	\$35,325.50	\$33,260	\$150	\$87.50	\$1,663	\$165	22	89/2016	85	15.5/720
Veterinary Assistant (VTA)	\$11,898.00	\$11,060	\$150	\$30.00	\$493	\$165	6	30/720	30/34	5/240
Veterinary Technician (VTA Grads)	\$18,908.50	\$17,330	\$0	\$47.50	\$1,366	\$165	7	47.5/1040	47/47-55	5/225

*Includes Tax @ 7.75% STRF is \$2.50 per \$1000 in tuition/fees/books/uniform and is non-refundable **Program Outline is unique to CV, due to CA regulations
 Online Programs (HCA)- Reg. Fee includes Registration Fee (\$100), Application Fee (\$50), Credit Transfer Fee (\$150). PMI graduates are not required to pay the Credit Transfer Fee.
 (Changes in Bold)

STATE OF CALIFORNIA
STUDENT TUITION RECOVERY FUND (STRF)

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education.

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepays all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or the Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Requirements and application for filing a claim against Student Tuition Recovery Fund can be obtained at www.bppe.ca.gov/applications/strf.pdf. Questions regarding the STRF may be directed to the: BUREAU FOR PRIVATE POSTSECONDARY EDUCATION, P.O. BOX 980818 WEST SACRAMENTO, CA 95798-0818, (888) 370-7589.

MEDICAL ADMINISTRATIVE ASSISTANT

OBJECTIVE

To develop in students the personal traits and professional skills needed to perform as competent entry-level Medical Administrative Assistants. The program provides students with knowledge of medical terminology, law, office management, medical insurance, computers, and accounting procedures.

-Catalog Addendum for Volume III published in July of 2011 (11/17/11)

ADMISSION REQUIREMENTS

Successful completion of a typing test. Please reference additional requirements on page 106 of this catalog.

Course #	Course	Theory	Lab	Extern	Credits
CSK 100	Study Skills*	15			1.0
CAT 150	Anatomy, Physiology, and Terminology*	55			3.5
CCB 100	Computer Basics*		15		0.5
CMF 95	Math Fundamentals*	20			1.0
CHS 100	CPR & First Aid*	10	5		0.5
Career Prep Sequence Total		100	20		6.5

*Successful completion of CSK 100, CAT 150, CCB 100, and CMF 95 is required either online or on-ground prior to externship.

Course #	Course	Theory	Lab	Extern	Credits
MAA 100	Office Management	30	30		3.0
MAA 102	Introduction to Insurance and Coding	15	15		1.5
MAA 104	Business Writing and EHR	15	15		1.5
Professional Sequence I Total		60	60		6.0

**Professional Sequence I must be successfully completed prior to entrance into Professional Sequences II and III.

Course #	Course	Theory	Lab	Extern	Credits
MAA 132	Communication	15			1.0
MAA 134	Vital Sign Basics		15		0.5
MAA 136	Computer Applications for the Medical Office	15	45		2.5
MAA 138	Medical Billing and Coding	15	15		1.5
Professional Sequence II Total		45	75		5.5

Course #	Course	Theory	Lab	Extern	Credits
MDA 136	Medical Law and Ethics	15			1.0
MAA 142	Electronic Health Records	15	45		2.5
MAA 144	Written Communication in the Medical Office	30	15		2.5
Professional Sequence III Total		60	60		6.0

Course #	Course	Theory	Lab	Extern	Credits
MAA 155	Externship			240	5.0
Externship Total				240	5.0
PROGRAM TOTALS		265	215	240	29



LOCATIONS



Albuquerque, Chula Vista, Colorado Springs, Denver, East Valley, Houston, Mesa, Tucson

PROGRAM INFORMATION

DELIVERY METHOD: *Online (Career Prep), on-ground*

Program length is 30 weeks days and 34 weeks evening. There is a total of 720 hours of training. Graduates of this program are granted a certificate.

COURSE DESCRIPTIONS

CSK 100 Study Skills

Provides an opportunity to learn and adopt methods to promote success in school, work, and life. Topics to be covered include time management, reading skills, memory techniques, goal setting, and stress management.

Prerequisites: None

CAT 150 Anatomy, Physiology, and Terminology

The focus of the course is developing a basic framework for the language of medicine through an understanding of anatomy and physiology, including discussion of the pathology, procedures, and medications involved in treatment. Medical terms are learned within the context of the structure and function of the following body systems: integumentary, musculoskeletal, nervous, endocrine, lymphatic, cardiovascular, respiratory, digestive, urinary, reproductive, and senses.

Prerequisites: None

CCB 100 Computer Basics

Through demonstration and hands-on experience, students will gain a general understanding of computers. Hardware, software, basic word processing, and Internet use are explained.

Prerequisites: None

CMF 95 Math Fundamentals

The course reviews basic mathematical skills including whole numbers, fractions, decimals, proportions, ratios, percentages, combined applications, and measurement systems. It provides students with a solid foundation for higher math concepts.

Prerequisites: None

CHS 100 CPR & First Aid

Students will learn how to administer first aid in non-life threatening emergencies such as seizures, fainting, and minor wounds. Procedures for activating the emergency medical system and providing CPR are also covered.

Prerequisites: None

MAA 100 Office Management

Practical aspects of medical office procedures are presented and practiced in this course. Students will perform procedures related to friendly and efficient telephone techniques, appointment scheduling, patient reception and processing, and medical records management. Financial aspects of a medical office including billing and financial records will also be discussed.

Prerequisites: None

MAA 102 Introduction to Insurance and Coding

This course will cover third-party reimbursement, diagnostic and procedural coding, insurance coding, insurance terminology, and types of government sponsored insurance including worker's compensation. Students will perform coding tasks and complete sample insurance claim forms.

Prerequisites: None

MAA 104 Business Writing and EHR

Students develop an understanding of Electronic Health Records. Word processing techniques are applied to the types of documents typically found in a medical environment. HIPAA rules are discussed. Opportunities are given to write and to edit. Students create sample portfolios that may serve as references in the workplace.

Prerequisites: None

MAA 132 Communication

This course provides the student with experience with the wide range of communication skills necessary for success in medical administrative assisting. Verbal and non-verbal communication, speaking and listening critically, taking into consideration age and cultural differences, and other topics are included. Opportunities will be given to role play patient interaction and to develop materials necessary to communicate with patients.

Prerequisites: Professional Sequence I

MAA 134 Vital Sign Basics

This course will focus on having students learn the measurement of basic vital signs. In a lab setting, students will observe the demonstration of obtaining vital signs and then will practice measuring basic vital signs. Proper documentation within a medical record will also be emphasized.

Prerequisites: Professional Sequence I

MAA 136 Computer Applications for the Medical Office

This course will use a hands-on approach to have students working with Microsoft Word © and Microsoft Excel ©, especially for application in the medical office.

Prerequisites: Professional Sequence I

MAA 138 Medical Billing and Coding

Information regarding third-party reimbursement, diagnostic and procedural coding, and health insurance claim forms are presented. Students will perform coding tasks and complete sample insurance claim forms.

Prerequisites: Professional Sequence I

COURSE DESCRIPTIONS

MDA 136 Medical Law and Ethics

The main focus of this course is the legal issues and guidelines relating to Medical Assisting. Topics include access and disclosure of medical information, patient confidentiality, and ethical considerations.

Prerequisites: Professional Sequence I

MAA 142 Electronic Health Records

Students will build upon previous knowledge of Electronic Health Records. They will be given opportunities to explore at a much deeper level the functionality of an EHR program and to practice office management skills using the EHR program.

Prerequisites: None

MAA 144 Written Communication in the Medical Office

Students will practice spelling, grammar, and typing skills with an emphasis on accuracy and fluency. These skills will be applied in producing written communication documents for a medical office.

Prerequisites: None

MAA 155 Externship

This course provides students with opportunities to apply professional skills learned in the classroom.

Prerequisites: Career Prep and Professional Sequences I, II, and III

RESPIRATORY THERAPY

OBJECTIVE

To provide students with academic and clinical training in preparation for employment as an Advanced Level Respiratory Therapist. Students have the opportunity to develop professional skills in advanced respiratory care techniques (including neonatal and adult special care procedures), general and advanced pharmacology, cardiopulmonary disease, patient assessment and therapeutics.

ADMISSION REQUIREMENTS

An 80% minimum score on the mathematics screening exam, a high school diploma or GED and an interview with the Program Director are required. Please reference additional requirements on page 106 of this catalog.

-Catalog Addendum for Volume III published in July of 2011 (12/29/11)

Course #	Course	Theory	Lab	Extern	Credits
CSK 101	Study Skills	16			1.0
CMT 105	Medical Terminology	16			1.0
IC 111	Introduction to Computer/Technical Writing	16			1.0
MT 102	Math Applications	32			2.0
CHP110	General Sciences	38			2.5
BIO 126	Anatomy & Physiology	62			4.0
MB 115	Microbiology	22			1.0
AP 116	Cardiac Anatomy & Physiology	30			2.0
AP 117	Pulmonary Anatomy & Physiology	74			4.5
PC 120	Patient Assessment	28	6		2.0
Semester I Total		334	6		21.0

Course #	Course	Theory	Lab	Extern	Credits
RX 150	Pharmacology	34			2.0
RES 130	Cardiopulmonary Diagnostics	44	28		3.5
RES 140	Cardiopulmonary Diseases	40			2.5
RES 160	Respiratory Pediatrics	30			2.0
RES 170	Respiratory Therapeutics I	32	24		2.5
RES 175	Respiratory Therapeutics II	48	60		5.0
Semester II Total		228	112		17.5

Course #	Course	Theory	Lab	Extern	Credits
CCM 125	Communications	24			1.5
RES 190	Respiratory Care Practicum I			252	5.5
RES 200	Pulmonary Rehabilitation & Wellness	20			1.0
RES 210	Critical Care Techniques	34	16		2.5
RES 240	Emergency Care	52			3.0
RES 220	Advanced Patient Assessment	36	10		2.5
Semester III Total		166	26	252	16.0

Course #	Course	Theory	Lab	Extern	Credits
RES 250	Advanced Pharmacology	46			3.0
RES 230	Advanced Pulmonary Diagnostics	38			2.5
RES 280	Introduction to Mechanical Ventilation	58	58		5.5
RES 290	Respiratory Care Practicum II			252	5.5
Semester IV Total		142	58	252	16.5

Course #	Course	Theory	Lab	Extern	Credits
CSK 200	Career Preparation	16			1.0
RES 270	Cardiovascular Diagnostics	50			3.0
RES 260	Respiratory Perinatology	50			3.0
RES 285	Advanced Mechanical Ventilation	58	20		4.5
RES 295	Respiratory Care Practicum III			216	4.5
RES 275	NBRC Review Course	30			2.0
Semester V Total		204	20	216	18.0
PROGRAM TOTALS		1074	222	720	89.0



LOCATIONS



Albuquerque, Chula Vista, Denver, Houston, Las Vegas, Mesa, Renton, Tucson

PROGRAM INFORMATION

DELIVERY METHOD: *Online (course list below), on-ground*

Program is 85 weeks in length. The total number of program hours is 2,016 at all campuses except Las Vegas. The Las Vegas campus program hours total 2,061. The Las Vegas program includes one additional 3 credit class (HST 205 Nevada History and US Constitution). The Chula Vista program includes one unique class (PSY 100 Interpersonal Communications, 1 credit) and eliminates one class (CSK 200 Career Preparation, 1 credit). Graduates of the Houston program receive an Associate of Applied Science, while all other graduates receive an Occupational Associate degree. Graduates are eligible to apply to sit for the National Board for Respiratory Care Therapist Certification level and Therapist Registry level examination.

COURSE DESCRIPTIONS

The following course(s) may be offered on-ground and/or online: CSK 101 Study Skills, CMT 105 Medical Terminology, IC 111 Introduction to Computer/Technical Writing, MT 102 Math Applications, CHP 110 General Sciences, BIO 126 Anatomy & Physiology, and HST 205 Nevada History and US Constitution.

CSK 101 Study Skills

Provides an opportunity to learn and adopt methods to promote success in school and life.

Prerequisites: None

CMT 105 Medical Terminology

The course focuses on the development of a basic framework for the language of medicine. Through memorization and practice in spelling and pronunciation of medical roots, suffixes, and prefixes, students learn to create, analyze, and apply medical terms.

Prerequisites: None

IC 111 Introduction to Computer/Technical Writing

This course provides an overview of the operation of computers and their applications in the field of allied health. Students will develop critical-thinking skills as they learn to seek out reliable sources of information, and analyze and synthesize that information in research and writing.

Prerequisites: None

MT 102 Math Applications

This course provides the student with the fundamentals of college algebra. Mathematical operations covered include: fractions, decimals, percents, ratios and algebraic equations. Additional topics include a review of the metric system, scientific notation, graphing and dosing calculations.

Prerequisites: None

CHP 110 General Sciences

This lecture course introduces chemistry concepts of atomic theory, the use of the periodic chart, chemical bonding and balancing equations. This course will also include an introduction to basic physics, which includes laws of gaseous particles, relative humidity, temperature, conversion, pressure, and partial pressures.

Prerequisites: None

BIO 126 Anatomy & Physiology

The objective of this course is to provide the student with knowledge of the structure and function of the human body. Cells, tissues and organs are described and discussed as components of their respective systems. Course content includes the structure and function of the following systems: integumentary, musculoskeletal, the endocrine, cardiovascular (including blood, heart, blood vessels and circulation), lymphatic, immune, respiratory, digestive, urinary and reproductive systems.

Prerequisites: None

MB 115 Microbiology

This course presents the basics of microbiology. Topics include bacteriology, virology, mycology, equipment processing and infection control in the clinical setting.

Prerequisites: None

AP 116 Cardiac Anatomy & Physiology

Provides an in-depth study of the heart, including the functions of the heart, its components and the chemical and physical processes involved.

Prerequisites: None

AP 117 Pulmonary Anatomy & Physiology

The course provides an in-depth study of the lungs and their functions, including pulmonary structure and the physiology of gas transport.

Prerequisites: None

PC 120 Patient Assessment

Introduces the techniques of observation, palpation, percussion and auscultation, and performance of vital signs for head to toe patient evaluation. Also introduced are communication techniques for interaction with the patient and their family.

Prerequisites: None

RX 150 Pharmacology

Presents major pharmacological agents used in treating cardio-pulmonary diseases. Provides knowledge of pharmaceutical classification, drug action and modes of administration, the metric system, medications and special handling procedures.

Prerequisites: Successful completion of AP 116 Cardiac Anatomy & Physiology and AP 117 Pulmonary Anatomy & Physiology

RES 130 Cardiopulmonary Diagnostics

This course presents an introduction to basic cardiopulmonary diagnostic testing. Topics include, but are not limited to: ABGs; PFTs; EKGs; CXRs; bronchoscopy; pulmonary function testing, which includes the machines, equipment and accessories utilized for diagnosis.

COURSE DESCRIPTIONS

Prerequisites: Successful completion of AP 116 Cardiac Anatomy & Physiology and AP 117 Pulmonary Anatomy & Physiology

RES 140 Cardiopulmonary Diseases

In-depth study of cardiopulmonary diseases, the etiology of each disease, the clinical manifestations of each disease and the appropriate management of the disease by the respiratory care practitioner.

Prerequisites: Successful completion of AP 116 Cardiac Anatomy & Physiology and AP 117 Pulmonary Anatomy & Physiology

RES 160 Respiratory Pediatrics

The focus of this course is to introduce assessment skills needed to treat the pediatric patient, study diseases particular to pediatrics and appropriate therapies and resuscitative procedures.

Prerequisites: Successful completion of AP 116 Cardiac Anatomy & Physiology and AP 117 Pulmonary Anatomy & Physiology

RES 170 Respiratory Therapeutics I

The course provides an introduction to medical gas, storage systems, oxygen devices, monitoring systems and the use of hyperbaric oxygen related to respiratory care.

Prerequisites: Successful completion of AP 116 Cardiac Anatomy & Physiology and AP 117 Pulmonary Anatomy & Physiology

RES 175 Respiratory Therapeutics II

This course covers the various therapeutic modalities used in respiratory care. Indications, side effects, hazards and basis for application are stressed. Specific focus on technologies for airway clearance and hyperinflation.

Prerequisites: Successful completion of AP 116 Cardiac Anatomy & Physiology and AP 117 Pulmonary Anatomy & Physiology

CCM 125 Communications

This course surveys critical elements in the area of written and interpersonal communications in health care settings. Students will examine aspects of communication that affect quality of patient care, including ethical and legal decision-making.

Prerequisites: Successful completion of Semester I and Semester II courses

RES 190 Respiratory Care Practicum I

Basic therapeutic modalities used by respiratory care practitioners in a hospital to include, but not be limited to emergency room, Medical/Surgical and Pediatric general floor clinical settings. Included are modalities of aerosol therapy, humidity therapy, hyperinflation, oxygen therapy, chest physiotherapy, airway care and arterial blood gas sampling and analysis. Learners will assess, analyze and apply therapeutic modalities based upon patient outcomes.

Prerequisites: Successful completion of Semester I and Semester II courses

RES 200 Pulmonary Rehabilitation & Wellness

This course presents the basic elements required in designing the components of a cardio-pulmonary rehabilitation program. Topics include community and individual health promotion, patient education, family training, smoking cessation programs and how to deal with tobacco issues. Instruction also focuses on the importance and benefits of home health care.

Prerequisites: Successful completion of Semester I and Semester II courses

RES 210 Critical Care Techniques

Instructional focus is centered on emergency management and maintenance of artificial airways according to AHA ACLS standards.

Prerequisites: Successful completion of Semester I and Semester II courses

RES 240 Emergency Care

This course provides knowledge of basic and advanced life support, triage techniques and identification of pathophysiology. Topics include: emergency care applications and management of drowning; hypo- and hyperthermia; shock; poisons; drug overdose; burns, diving accidents and other types of trauma.

Prerequisites: Successful completion of Semester I and Semester II courses

RES 220 Advanced Patient Assessment

This course provides knowledge and application of advanced patient assessment techniques and skills in Respiratory Therapy. Interpretation of laboratory data and the nutritional status of the critical care patient are stressed.

Prerequisites: Successful completion of Semester I and Semester II courses

RES 250 Advanced Pharmacology

This course provides a review of respiratory specific drugs, cardiac drugs, sedatives, and pain maintenance drugs as they relate to cardiopulmonary function. Also addressed are vaccinations currently recommended for adult respiratory patients.

Prerequisites: Successful completion of Semester III courses

RES 230 Advanced Pulmonary Diagnostics

An in-depth course that provides knowledge of arterial blood gas analysis, pulmonary function testing, chest radiography, cardiac stress testing, and assessment of sleep disorders.

Prerequisites: Successful completion of Semester III courses

RES 280 Introduction to Mechanical Ventilation

This course introduces the indications, mechanics, and physiologic effects of mechanical ventilation. Topics include initiation, moni-

COURSE DESCRIPTIONS

toring, management, and discontinuance of mechanical ventilation.

Prerequisites: Successful completion of Semester III courses

RES 290 Respiratory Care Practicum II

Structured to provide the learner with opportunities to apply respiratory care modalities in intensive care settings. Included are modalities for pulmonary functions, polysomnography, arterial blood gas sampling and interpretation of results, airway care, bronchoscopy, and ventilator management for adult and pediatric patients. The learner will have the opportunity to assess, analyze and apply therapeutic modalities based upon patient outcomes, using appropriate AARC CPG-based upon ventilator management.

Prerequisites: Successful completion of Semester III courses

CSK 200 Career Preparation

Prepares students with skills needed to conduct a successful job search, including resume writing and preparing cover letters, exploring the job market, and evaluating benefits. Emphasis is placed on employee relations with regard to supervision, job description, and evaluation.

Prerequisites: Successful completion of Semester IV courses

RES 270 Cardiovascular Diagnostics

An in-depth course designed to instruct the learner on the application and analysis of electrocardiogram testing, EST interpretation and hemodynamic monitoring.

Prerequisites: Successful completion of Semester IV courses

RES 260 Respiratory Perinatology

Provides an in-depth study of normal neonatal anatomy and physiology, labor and delivery, high-risk infants, resuscitation, mechanical ventilation and common neonatal pathologies and modalities for their treatment.

Prerequisites: Successful completion of Semester IV courses

RES 285 Advanced Mechanical Ventilation

This course provides the student with knowledge of advanced concepts and applications of mechanical ventilation including high frequency ventilation to adult, pediatric, and neonatal patients.

Prerequisites: Successful completion of Semester IV courses

RES 295 Respiratory Care Practicum III

This course involves clinical application of the diagnostic and therapeutic modalities presented in the classroom and lab setting. Emphasis is placed on neonatal, pediatric and adult mechanical ventilation, airway management and cardiopulmonary monitoring of patients.

Prerequisites: Successful completion of Semester IV and Semester V courses

RES 275 NBRC Review Course

The course is designed to prepare the learner for all three levels of National Board of Respiratory Care examinations to include clinical simulations, CRT and written RRT examinations.

Prerequisites: Successful completion of Semester IV courses

PSY 100 Interpersonal Communications

This course provides students with an introduction to interpersonal communications, which allows them to discover personal communication strengths and weaknesses affecting interpersonal relationships. Communication concepts and skills are introduced that can be used to improve relationships between caregivers, those they care for, and their families.

Prerequisites: None

HST 205 Nevada History and US Constitution

A survey of the history of the state of Nevada with focus on mining, gaming, government and recent developments in population expansion. The course will review the Nevada State Constitution and legal ramifications. The essentials of the US Constitution will also be examined. The course is designed to meet Nevada History/US Constitution Associate degree requirement.

Prerequisites: None

RADIOGRAPHY

-Catalog Addendum for Volume III published in July of 2011 (04/30/12)

OBJECTIVE

To develop in students the personal traits and professional skills needed to perform as competent entry-level Radiologic Technologists. Students will be presented with information in anatomy and physiology, methods of patient care, psychology, medical terminology, radiographic techniques, and communications.

ADMISSION REQUIREMENTS

An 80% minimum score on mathematics screening exam, a high school diploma or GED, and an interview with the Program Director are required. Please reference additional requirements on page 106 of this catalog.

Course #	Course	Theory	Lab	Extern	Credits
CSK 101	Study Skills	16			1.0
RA 100	Radiography I	48			3.0
CMT 105	Medical Terminology	16			1.0
MT 203	Math Applications	48			3.0
RA 102	Positioning I	32	32		3.0
BIO 130	Anatomy and Physiology I	32			2.0
CCM 110	Communications	48			3.0
Semester I Total		240	32		16.0

Course #	Course	Theory	Lab	Extern	Credits
RA 118	Positioning II	48	32		4.0
RA 206	Physics	48			3.0
RA 110	Principles of Exposure	48			3.0
RA 121	Methods of Patient Care	48	16		3.5
BIO 140	Anatomy and Physiology II	32			2.0
CLE 110	Medical Law & Ethics	16			1.0
Semester II Total		240	48		16.5

Course #	Course	Theory	Lab	Extern	Credits
CCL 110	Computer Literacy	24	16		2.0
RA 130	Radiographic Biology	32			2.0
RA 300	Clinical Externship I			512	11.0
Semester III Total		56	16	512	15.0

Course #	Course	Theory	Lab	Extern	Credits
RA 114	Adv. Rad Imaging & Spec. Proc	48			3.0
RA 112	Pathology I	16			1.0
RA 301	Clinical Externship II			512	11.0
Semester IV Total		64		512	15.0

Course #	Course	Theory	Lab	Extern	Credits
RA 201	Radiography II	48			3.0
RA 212	Pathology II	16			1.0
RA 302	Clinical Externship III			512	11.0
Semester V Total		64		512	15.0

Course #	Course	Theory	Lab	Extern	Credits
RA 202	Radiography III	64			4.0
RA 303	Clinical Externship IV			512	11.0
Semester VI Total		64		512	15.0
PROGRAM TOTALS		728	96	2048	92.5



LOCATIONS



Albuquerque, Chula Vista, Denver, Houston, Las Vegas, Mesa, Seattle, Tucson

PROGRAM INFORMATION

DELIVERY METHOD: *Online (course list below), on-ground*

Program is 96 weeks in length. The total number of program hours is 2,872 at all campuses except Chula Vista and Las Vegas. The Chula Vista campus program hours total 2,882 and the Las Vegas campus program hours total 2,917. The Chula Vista program includes 2 different classes (RA 100C Radiography I: 2 credits and RA 102C Positioning I: 4 credits). The Las Vegas program includes one additional 3 credit class presented online or on-ground (HST 205 Nevada History and US Constitution). Graduates of the Houston program receive an Associate of Applied Science, while all other graduates receive an Associate of Occupational Science degree. Graduates are qualified to apply to take the American Registry of Radiologic Technologists Examination for Certification.

COURSE DESCRIPTIONS

The following courses may be offered on-ground and/or online: CMT 105 Medical Terminology, CCM 110 Communications, CSK 101 Study Skills, CCL 110 Computer Literacy, CLE 110 Medical Law & Ethics, RA 202 Radiography III, HST 205 Nevada History and US Constitution

CSK 101 Study Skills

Provides an opportunity to learn and adopt methods to promote success in school and life.

Prerequisites: None

RA 100 Radiography I

This course provides the student with introduction to the field of Radiologic Technology through a broad overview of the radiography curriculum. Content areas include: imaging equipment, radiographic examinations, image production, patient care, radiation protection, imaging modalities, and professional growth and development.

Prerequisites: None

CMT 105 Medical Terminology

The course focuses on the development of a basic framework for the language of medicine. Through memorization and practice in spelling and pronunciation of medical roots, suffixes, and prefixes, students learn to create, analyze, and apply medical terms.

Prerequisites: None

MT 203 Math Applications

This course provides the student with the fundamentals of college algebra. Mathematical operations covered include: fractions, decimals, algebraic equations, basic statistics, word problems, and graphing.

Prerequisites: None

RA 102 Positioning I

Positioning I covers basic terminology, anatomy and radiographic procedures. In the laboratory, students practice positioning through simulation on peers and radiographic exposure of man-made models of corresponding body parts.

Prerequisites: None

BIO 130 Anatomy and Physiology I

The objective of this course is to provide the student with knowledge of the structure and function of the human body. Cells and tissues will be described, and organs will be discussed as components of their respective systems. Course content includes the structure and function of the integumentary and musculoskeletal systems.

Prerequisites: None

CCM 110 Communications

This course provides the student with experience with the wide range of communication skills necessary for success in health professions. Verbal and non-verbal communication, technical and professional writing, speaking and listening critically, health literacy, evaluating and synthesizing material from diverse cultural sources and points of view, and other topics are included.

Prerequisites: None

RA 118 Positioning II

This course is a continuation of Positioning I. Additional radiographic procedures are covered. Students will also learn advanced positioning skills for age-specific populations. Laboratory practice is through peer simulation and radiographic exposure of man-made models.

Prerequisites: Successful Completion of Semester I courses

RA 206 Physics

This course provides an in-depth analysis of radiologic physics. Some of the topics and principles covered include: atomic structure, electricity, electromagnetism, equipment operation and maintenance, x-ray production, and x-ray interactions.

Prerequisites: Successful Completion of Semester I courses

RA 110 Principles of Exposure

This course covers the technical factors that affect the diagnostic quality of radiographic images. Topics covered include image acquisition, image receptors, image processing, beam limitation, grids, contrast, density, detail sharpness and distortion.

Prerequisites: Successful Completion of Semester I courses

RA 121 Methods of Patient Care

Students are taught basic patient care skills as they apply to Radiologic Technology. Emphasis is placed on: safety, infection control, aseptic techniques, administration of contrast media, pharmacology, patient assessment, care of the critical patient, emergency care, and care of tubes, catheters and vascular lines.

Prerequisites: Successful Completion of Semester I courses

BIO 140 Anatomy and Physiology II

A continuation of BIO 130, this course content includes the structure and function of the endocrine, nervous, cardiovascular (including blood, heart, blood vessels and circulation), lymphatic, respiratory, digestive, urinary and reproductive systems.

Prerequisites: Successful completion of BIO 130 Anatomy and Physiology I

COURSE DESCRIPTIONS

CLE Medical Law and Ethics

Students are provided an overview of ethics and the law as they apply to medical practice. Topics include: documentation, standards of care, patient rights, informed consent and employment discrimination.

Prerequisites: None

CCL Computer Literacy

Through demonstration and hands-on experience, students will gain a general understanding of computers. Hardware, software, basic word processing, spread sheets, Power point presentations and Internet use are explained. Students will use technology to retrieve, evaluate and synthesize information from diverse sources and points of view.

Prerequisites: None

RA 130 Radiographic Biology

This course provides the student with instruction on X-ray interactions with matter, radiation effects on the molecular and cellular levels, acute and long-term radiation responses and radiation protection principles.

Prerequisites: Successful Completion of Semester I and II courses

RA 300 Clinical Externship I

Clinical experience under supervision of clinical staff and faculty correlated with theories presented in the classroom.

Prerequisites: Successful Completion of Semester I and II courses

RA 114 Advanced Radiographic Imaging & Procedures

This course presents radiography skills and equipment used in various imaging procedures and modalities. Topics include, but are not limited to: conventional tomography; digital imaging; fluoroscopy; cardiovascular and interventional radiology; computed tomography imaging; magnetic resonance imaging; mammography; bone densitometry; ultrasound; nuclear medicine; radiation oncology; and trauma exams.

Prerequisites: Successful Completion of Semester I, II and III courses

RA 112 Pathology I

This course provides an overview of radiographic pathology. Topics include pathologies of the musculoskeletal, respiratory, gastrointestinal, hepatobiliary and urinary systems.

Prerequisites: Successful Completion of Semester I, II and III courses

RA 301 Clinical Externship II

This course is a continuation of RA 300. This course continues to provide the student with clinical experience under the supervision of clinical staff and faculty. Students will develop clinical competence by performing a variety of radiographic procedures on a diverse patient population. Student learning and competence will be determined in part through frequent critique and evaluation, as well as specific formative and summative assessment tools. Students are expected to demonstrate increasing clinical skill and competence.

Prerequisites: Successful Completion of Semester I, II and III courses

RA 201 Radiography II

This course covers the application of classroom theory and practical externship in the critique of analog and digital radiographic image quality, with an emphasis on technical factors, equipment, processing, artifacts and quality control.

Prerequisites: Successful Completion of Semester I, II, III, and IV courses

RA 212 Pathology II

This course is a continuation of Pathology I. Topics include pathologies of the hematopoietic, cardiovascular, nervous, endocrine, and reproductive systems; diseases and trauma.

Prerequisites: Successful Completion of Semester I, II, III and IV courses

RA 302 Clinical Externship III

This course is a continuation of RA 301. This course continues to provide the student with clinical experience under the supervision of clinical staff and faculty. Students will develop clinical competence by performing a variety of radiographic procedures on a diverse patient population. Student learning and competence will be determined in part through frequent critique and evaluation, as well as specific formative and summative assessment tools. Students are expected to demonstrate increasing clinical skill and competence.

Prerequisites: Successful Completion of Semester I, II, III, and IV courses

RA 202 Radiography III

This course is designed to prepare the student for examination for certification by the American Registry of Radiologic Technologists (ARRT).

Prerequisites: Successful Completion of Semester I, II, III, IV and V courses

RA 303 Clinical Externship IV

This course is a continuation of RA 302. This course continues to provide the student with clinical experience under the supervision of clinical staff and faculty. Students will develop clinical competence by performing a variety of radiographic procedures on a diverse patient population. Student learning and competence will be determined in part through frequent critique and evaluation, as well as specific formative and summative assessment tools. Students are expected to demonstrate the clinical skill and competence as required of an entry level radiographer.

COURSE DESCRIPTIONS

Prerequisites: Successful Completion of Semester I, II, III, IV and V courses

HST 205 Nevada History and US Constitution

A survey of the history of the state of Nevada with focus on mining, gaming, government and recent developments in population expansion. The course will review the Nevada State Constitution and legal ramifications. The essentials of the US Constitution will also be examined. The course is designed to meet Nevada History/US Constitution Associate degree requirement.

Prerequisites: None

VETERINARY TECHNICIAN

OBJECTIVE

To develop in students the personal traits and professional skills needed to perform as competent entry-level Veterinary Technicians. The program provides students with knowledge of medical terminology, anatomy and physiology, office management, examination techniques, radiologic, dental, and surgical procedures as they relate to veterinary care.

-Catalog Addendum for Volume III published in July of 2011 (12/09/11)

ADMISSION REQUIREMENTS

An 80% minimum score on mathematics screening exam, a high school diploma or GED, and an interview with the Program Director are required. Applicants must provide evidence of a certificate/diploma from an approved veterinary assistant program and successfully transfer 30 credits. Additional requirements can be found on page 106 of this catalog and in the respective VTT program's policy and procedure manual.

	Theory	Lab	Extern	Credits
Career Prep & Veterinary Assisting Professional Sequences I, II, III & Extern	295	185	240	30.0
Veterinary Assistant Totals	295	185	240	30.0

Course #	Course	Theory	Lab	Extern	Credits
CCM 111	Communications*	45			3.0
MTH 128	Math Applications*	30			2.0
SCI 120	Foundations in Biology and Chemistry*	60			4.0
VTT 176	Introduction to Veterinary Technology*	25			1.5
Professional Sequence I Total		160	0	0	10.5

Course #	Course	Theory	Lab	Extern	Credits
VTT 222	Food and Fiber Animal	45	10		3.0
VTT 224	Diagnostic Imaging for Veterinary Technicians	15	15		1.5
VTT 226	Small Animal Nursing for Veterinary Technicians	15	60		3.0
Professional Sequence II Total		75	85	0	7.5

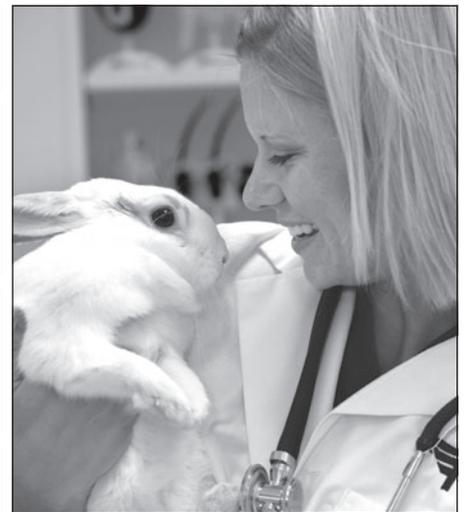
Course #	Course	Theory	Lab	Extern	Credits
VTT 232	Laboratory Animal Science	20	15		1.5
VTT 234	Laboratory Procedures for Veterinary Technicians	30	35		3.0
VTT 236	Anatomy and Physiology for Veterinary Technicians	30	30		3.0
Professional Sequence III Total		80	80	0	7.5

Course #	Course	Theory	Lab	Extern	Credits
VTT 242	Dentistry Techniques	15	15		1.5
VTT 244	Pharmacology for Veterinary Technicians	45			3.0
VTT 246	Surgical Nursing for Veterinary Technicians	30	40		3.0
VTT 248	Clinic Surgery and Lab		15		0.5
Professional Sequence IV Total		90	70	0	8.0

Course #	Course	Theory	Lab	Extern	Credits
VTT 252	Exotic Animal Medicine and Nursing	15	15		1.5
VTT 254	Equine Medicine and Nursing	45	15		3.5
VTT 256	Emergency Procedures	30	10		2.0
VTT 258	Clinic Surgery and Lab		30		1.0
Professional Sequence V Total		90	70	0	8.0

Course #	Course	Theory	Lab	Extern	Credits
VTT 262	Veterinary Technician Seminar*	15			1.0
VTT 291	Externship			225	5.0
Externship		15	0	225	6.0
PROGRAM TOTALS		805	490	465	77.5

*These courses are offered online, hybrid or on-ground.



LOCATIONS



Chula Vista, Colorado Springs, East Valley, Las Vegas, Renton, Seattle, Tucson

PROGRAM INFORMATION

DELIVERY METHOD: *Online, hybrid, on-ground*

Day program is 77 weeks in length. Evening program is 81 to 89 weeks in length depending on the campus schedule. The total number of program hours is 1,760 at all campuses except in Las Vegas. The Las Vegas campus program hours total 1,805 and includes one additional 3 credit class presented online or on-ground (HST 205 Nevada History and US Constitution). Graduates of this program are granted an Associate of Applied Science degree. Graduates of accredited programs are eligible to sit for the Veterinary Technician National Examination (VTNE) and applicable state board examinations.

COURSE DESCRIPTIONS

CCM 111 Communications

This course provides the student with experience with the wide range of communication skills necessary for success in health professions. Verbal and non-verbal communication, technical and professional writing, speaking and listening critically, health literacy, evaluating and synthesizing material from diverse cultural sources and points of view, and other topics are included. Legal and ethical issues in communication are addressed.

Prerequisites: None

MTH 128 Math Applications

This course provides the student with the fundamentals of college algebra used in applied settings by the Veterinary Technician. Topics include: fractions, decimals, linear equations, basic statistics, pharmaceutical math, and graphing.

Prerequisites: None

SCI 120 Foundations in Biology and Chemistry

This course provides an introduction to the fundamentals of chemistry and various life sciences as they relate to veterinary technology. Topics include: inorganic and organic chemistry, biochemistry, cellular biology and the biology of various life processes. This course provides a foundation for applied coursework in veterinary technology.

Prerequisites: None

VTT 176 Introduction to Veterinary Technology

The course presents the student with an introduction to veterinary science and the role of the credentialed veterinary technician on the veterinary team. Topics include the history of the field, scope of practice, ethical and legal issues, professionalism and a survey of employment opportunities. This course provides the opportunity to learn and adopt methods and life skills that aid success in a professional degree program and the workplace, and promote life-long learning.

Prerequisites: None

VTT 222 Food and Fiber Animal

This course introduces the veterinary nursing student to livestock and animal science. This includes an overview of various segments of the livestock and poultry industries. Building on previous anatomy and physiology coursework, the primary focus of the course is the nursing and medicine of food animals and poultry. Coursework and lab exercises cover restraint, behavior, husbandry, nursing care, sampling techniques, bandaging, radiography as well as medicine and a review of common surgeries of food and fiber species (bovine, caprine, ovine, camelid and swine). Additional topics include a survey of issues in poultry health and management.

Prerequisites: Successful completion of Professional Sequence I

VTT 224 Diagnostic Imaging for Veterinary Technicians

This course furthers the training in radiology, begun in veterinary assistantship, with advanced studies in screens, positioning and contrast studies. Students will learn to utilize a portable radiology machine. The course introduces the student to basic ultrasound techniques and digital radiography.

Prerequisites: Successful completion of Professional Sequence I

VTT 226 Small Animal Nursing for Veterinary Technicians

This course provides advanced training in various nursing procedures within the Veterinary Technician's scope of practice. Topics include: catheterization, aspiration, centesis, necropsy, endotracheal and gastric intubation, rectal and reproductive procedures, sensory organ exams and testing, bandaging and sling techniques.

Prerequisites: Successful completion of Professional Sequence I

VTT 232 Laboratory Animal Science

This course provides an overview of the principles of laboratory animal research and the role of the veterinary technician in the husbandry and nursing of small mammalian species, and participation in research activities. Students will work with selected species that may include mice, rats, guinea pigs and rabbits, as well as other small mammals. The use of primates and non-mammalian species will be discussed.

Prerequisites: Successful completion of Professional Sequence I

VTT 234 Laboratory Procedures for Veterinary Technicians

This course focuses on diagnostic tests performed in the veterinary laboratory and includes discussion of various diseases and disorders of the body systems. Experience in bacteriology, endocrinology, hematology, serology, and parasitology is part of the curriculum.

Prerequisites: Successful completion of Professional Sequence I

VTT 236 Anatomy and Physiology for Veterinary Technicians

An in depth analysis of the anatomy and physiology of the domestic species, with focus on the cat and dog. In the lab sessions, students will identify anatomical features and demonstrate an understanding of body function. Dissection and necropsy technique is mandatory.

Prerequisites: Successful completion of Professional Sequence I

VTT 242 Dentistry Techniques

This course presents the tasks and techniques within the scope of practice of a veterinary technician. Included are examination, cleaning, scaling, polishing, and in some jurisdictions, extractions. Tooth anatomy and terminology is reviewed as well as the common veterinary dental diseases and disorders. Also addressed are protocols for veterinary dental radiography and assisting the DVM in advanced techniques.

COURSE DESCRIPTIONS

Prerequisites: Successful completion of Professional Sequence I

VTT 244 Pharmacology for Veterinary Technicians

This course focuses on those pharmacological topics within the scope of the Veterinary Technician. Topics include a review of pharmaceutical math and a detailed examination of the physiology and chemistry of drug effects on the nervous system. Also presented is a discussion of the proper protocol for many injectable and inhalant anesthetics, analgesics and anti-inflammatories. Chemotherapeutics, antimicrobial, antiparasitic and euthanasia agents are also addressed

Prerequisites: Successful completion of Professional Sequence I

VTT 246 Surgical Nursing for Veterinary Technicians

In defining the veterinary technician's role in surgery nursing, the student will be exposed to the intricacies of the anesthesia machine and receive training in setting, adjusting, and maintenance of the unit. The student will evaluate, medicate, anesthetize, prepare, and monitor a variety of surgical patients, as well as learn the protocol as a sterile scrub nurse. A review and demonstration of various monitoring equipment is provided, and the student will participate in several surgeries of various intensities.

Prerequisites: Successful completion of Professional Sequence I

VTT 248 Clinic Surgery and Lab

This course provides opportunities for the students to advance their experience with surgical and anesthetic procedures and protocols, through observation and applied practice. Students will deepen their understanding of laboratory and surgical procedures, from assessment to follow-up care. Students will practice a variety of lab skills appropriate to their level of study.

Prerequisites: Successful completion of Professional Sequence I

VTT 252 Exotic Animal Medicine and Nursing

This course presents an overview of the various exotic animals that are an increasing part of the pet population. The focus is on the anatomy, behavior, nutrition, diseases and restraint of various reptilian, amphibian and avian groups, as well as some of the exotic small mammals. Lab activities will include the restraint and physical examination of these species. Also addressed are the basic nursing of these species.

Prerequisites: Successful completion of Professional Sequence I

VTT 254 Equine Medicine and Nursing

This course introduces the veterinary nursing student to equine medicine and the role of the veterinary technician in the equine practice. Lecture and lab activities develops a more advanced understanding of equine anatomy and physiology and covers restraint, behavior, husbandry, nursing and sampling techniques, bandaging, and radiography. Content includes the common causes of lameness in the horse as well as the more commonly performed surgical procedures. Toxicological principles and the more common diseases and disorders of the horse will also be discussed.

Prerequisites: Successful completion of Professional Sequence I

VTT 256 Emergency Procedures

This course covers the role of the veterinary technician in emergency procedures, both at an emergency clinic and at the veterinary hospital. Topics include assessment and triage, shock pathophysiology and treatment, trauma, CPR review, toxicology, anesthetic and surgical emergencies, and the veterinary technician's role in maintenance of the veterinary emergency crash kit.

Prerequisites: Successful completion of Professional Sequence I

VTT 258 Clinic Surgery and Lab

This course provides opportunities for the students to advance their experience with surgical and anesthetic procedures and protocols, through observation and applied practice. Students will deepen their understanding of laboratory and surgical procedures, from assessment to follow-up care. Students will practice a variety of lab skills appropriate to their level of study.

Prerequisites: Successful completion of Professional Sequence I

VTT 262 Veterinary Technician Seminar

This course is designed to prepare the learner for the Veterinary Technician National Examination (VTNE). Content includes a comprehensive review of program content and the opportunity to participate in a simulated VTNE exam.

Prerequisites: Successful completion of Professional Sequences I-V

VTT 291 Externship

This course provides students with opportunities to apply professional skills learned in the classroom.

Prerequisites: Successful completion of Professional Sequences I-V and all laboratory competencies

HST 205 Nevada History and US Constitution

A survey of the history of the state of Nevada with focus on mining, gaming, government and recent developments in population expansion. The course will review the Nevada State Constitution and legal ramifications. The essentials of the US Constitution will also be examined. The course is designed to meet Nevada History/US Constitution Associate degree requirement.

Prerequisites: None

GED PREPARATION - Catalog Addendum for Volume III published in July of 2011 (05/01/2012)

OBJECTIVE

To prepare students for the GED Examination. During the course students take practice GED exams to help them prepare for the official GED examination. Results help the instructor and student develop an individualized study plan. These unofficial practice exams also help the student decide if he/she is ready to take the official GED exam. When the student is ready to take the official GED test, he/she is responsible for registering and paying for the test at an approved test center. Pima Medical Institute does not administer official GED examinations.

ADMISSION REQUIREMENTS

Achieve an NRS test benchmark for an Educational Functional Level of 4 or higher in math and 5 or higher in reading.

Course #	Course	Theory	Lab	Extern	Credits
ADE 80	GED Math	80	0	0	0
ADE 90	GED Reading and Writing	80	0	0	0
Course Totals		160	0	0	0



COURSE DESCRIPTIONS

ADE 80 GED Math

This course focuses on preparing the adult learner for the Math Subsection of the GED exam. Main topics include fractions, percents, decimals, algebra, and geometry. Reading tables, charts, and graphs, solving multi-step problems, and use of GED calculator functions are covered. The course culminates in mock GED testing for the math subsection and individualized study plans are developed.

Prerequisites: None

ADE 90 GED Reading and Writing

This course focuses on preparing the adult learner for the Language Arts Reading and Writing Subsections of the GED exam. Main topics include comprehension of nonfiction, fiction, poetry and drama genres. Writing the GED essay is emphasized. Social Studies and Science topics are woven into the reading activities. Interpretation of charts and graphs in context is included. The course culminates in mock GED testing for the Language Arts Reading and Writing, Social Studies, and Science subsections and individualized study plans are developed.

Prerequisites: None

LOCATIONS



Chula Vista, Denver, Las Vegas, Tucson

PROGRAM INFORMATION

DELIVERY METHOD: *On-ground*

This is an Adult Education course, not a college level course; therefore, college credits and grades are not granted upon course completion. Course length is 10 weeks. There are a total of 160 hours of training. Students who attend and participate in the full length of the course will receive a Certificate of Completion of the GED Preparation Course.

This course is not included within the institution's grant of accreditation and is not licensed, authorized, nor approved by any of the state agencies listed on pages 11 and 12 of the Catalog.