



San Marcos Campus Addendum  
Catalog Addendum for Pima Medical Institute, 2024-2025 Catalog published January 2024  
*Effective Dates: January 1, 2024 - December 31, 2025*

111 Campus Way, Suite 100  
San Marcos, CA 92078  
760.299.4500

*All class sessions, with the exception of clinical externships, will be held at the San Marcos campus located at the address above.*

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# Staff

Name	Credentials	Title
<b>PMI Leadership:</b>		
Andy Andress	MBA	Chief Executive Officer
Liby Lentz	MBA	President
Erik Nystrom		Chief Financial Officer
John Hanson	MBA	Chief Operating Officer
Jordan Utley	PHD	Director of Education
Marnie Doctor	MPH	Director of Regulatory Operations
Kathy Cheatham	BBA	Director of Financial Aid
Sandy Lopez	MA	Director of Human Resources
Kory Gray	BS	Director of Information Technology
Erin Fitzgerald	MBA	Director of Marketing and Board Secretary
Andy Andress	MBA	Director of Online Education (Interim)
Bree Fulp	MBA	Corporate Director of Admissions
DeWayne Johnson	MBA	Regional Director of Operations
Tara Dailey	MBA	Regional Director of Operations
<b>Campus Leadership and Staff:</b>		
Alex Poyuzina	JD, MATL	Campus Director
Maureen Moran	BA	Assistant Dean of Faculty
Chantal Ingle	BA, MA, Teaching Credential	Student Services Coordinator
Valeria Mata	AS	Office Assistant/Receptionist
Marilyn Quindo		Office Assistant
Mary Mikiel	BS, BA	Admissions Representative
Roy Huerta	BA	Admissions Representative
Catherine Cook	BA	Student Finance Coordinator
Aurora Lujan		Student Finance Officer
Piuti Ropati		Student Finance Officer
Daria Garcia	RMA, NCMA, AS, BS	Career Services Coordinator
Hannah Fisher		Career Services Advisor
April Wisecup	AA, BA	Registrar
Alysa Mena	AA, BA	High School Education Coordinator

# Faculty

Name	Credentials	Certificate / Degree	School	Current Title	Full-time / Part-time
Agan, Stacy	RVT	Associate of Arts, Liberal Arts & Sciences	Palomar College	Veterinary Assistant Instructor	Full-time
Anastasiadis, Anna	RDA	Dental Assistant Certificate	Cerritos College	Dental Assistant Lead Instructor	Full-time
Anderson, Carrie Jo	RVT, VTES	Master of Science, Instructional Systems	Florida State University	Veterinary Technician Program Director	Full-time
		Bachelor of Science, Interdisciplinary Social Science	Florida State University		
		Associate of Science, Veterinary Technology	Penn Foster College		
		Associate of Arts	Hillsborough Community College		
Azin, Ali	OTR/L	Master of Science, Occupational Therapy	California State University Dominguez Hills	Occupational Therapy Assistant Clinical Director	Full-time
		Bachelor of Arts, Psychology	University of California San Diego		
		Bachelor of Science, Cognitive Science	University of California San Diego		
Beltran, Josue	RCP-RRT	Associate of Science in Respiratory Therapy	Pima Medical Institute	Respiratory Therapy Clinical Instructor	Part-time
Becker, Kathy	CPhT	Bachelors of Science in Liberal Studies	Kaplan University	Pharmacy Technician Instructor	Part-time
		Pharmacy Technician	Boston Reed College		
Burns, Kelly	BSM, CPC, CPMA	Bachelor of Science, Management	University of Phoenix	Shared First Sequence Instructor	Part-time
Candela, Samantha	BS	Pharmacy Technican Certificate	Pima Medical Institute	Career Prep Instructor	Part-time
		Bachelor of Science in Health Care Administration	Pima Medical Institute		
Castro, Hope	RCP-RRT	Masters in Public Administration	Grand Canyon University	Respiratory Therapy Program Director	Full-time
		Bachelors of Science in Respiratory Therapy	Pima Medical Institute		
		Associates of Occupational Science in Respiratory Therapy	Pima Medical Institute		
Cedano, Alberto	RCP-RRT	Associate of Science	East Los Angeles College	Respiratory Therapy Clinical Instructor	Part-time
Charles, Shellee	BA	Bachelors in Instructional Design	University of Arizona (Global Campus)	Shared First Sequence Instructor	Full-time
		Associate of Health Care Administration	Pima Medical Institute		
Cheema, Rebecca	EdE	Doctor of Education	University of Northern Colorado	Physical Therapist Assistant Program Director	Full-time
	MA	Masters in Kinesiology	University of Northern Colorado		
	BS (ATC)	Bachelors of Science in Athletic Trainer	Kansas State University		
	AA (PTA)	Associates of Arts in Physical Therapy Assistant	Colby Community College		

# Faculty

Name	Credentials	Certificate / Degree	School	Current Title	Full-time / Part-time
Cruz, Diego	RCP-RRT	Associate of Occupational Science in Respiratory Therapy	Pima Medical Institute	Respiratory Therapy Clinical Instructor	Part-time
Davis, Hannah	OTR/L	Masters in Occupational Therapy Bachelors of Science in Health and Human Services Administration	University of Saint Augustine University of Arizona	Occupational Therapy Instructor	Full-time
Conover, Elizabeth	BSRT, RCP, RRT	Bachelors of Science in Respiratory Therapy Associates in Occupational Science	Pima Medical Institute Pima Medical Institute	Respiratory Therapy Instructor	Full-time
Eddow, Kyla	PT, DPT	Doctor of Physical Therapy Bachelor of Arts, Kinesiology with an emphasis in Physical Therapy	Azusa Pacific University, Azusa, CA Whittier College, Whittier, CA	Physical Therapist Assistant Clinical Director	Full-time
Elias, Lourdes	DVM	Doctor of Veterinary Medicine Bachelor of Arts	Western University of Health Sciences Mount Holyoke College	Veterinary Technician Instructor	Part-time
Felten, Jennifer	RMA	Certificate in X-Ray Technician/Back Office Medical Assisstant	Brightwood College	Medical Assistant Instructor	Part-time
Gambs-Anton, Gayla	RCP-RRT	Cerficate in Respiratory Therapy	Grossmont College	Respiratory Therapy Clinical Instructor	Part-time
Glating, Ashley	DVM	Doctor of Veterinary Medicine Master of Education Bachelor of Science	Oregon State University San Diego State University Arizona State University	Veterinary Technician Clinical Director	Part-time
Hargis, Dorothy	CMA	Associate of Science in Interdisciplinary Studies	Kaplan University	Health Care Administration- Certificate Lead Instructor & Medical Assistant Lead Instructor	Full-time
Hewitt, Jessica	BS, RCP-RRT	Bachelors in Exercise Science Associates in Reparatory Therapy	Northern Arizona University California College San Diego	Respiratory Therapy Instructor	Full-time
Hutton, Kari	RVT, VTS-Surgery	Associate in Science, Animal Health Technology	San Diego Mesa College	Veterinary Assistant Instructor	Part-time
Kenney, Ann	PTA	Associate of Science in Physical Therapist Assistant Bachelors of Science in Kinesiology	San Diego Mesa College California State University San Marcos	Physical Therapist Assistant Instructor	Part-time
Kudrik, Philip	RCP-RRT	Associate of Science in Respiratory Therapy	California College of San Diego	Respiratory Therapy Clinical Instructor	Part-time
Lancaster, Alicia	COTA\L	Bachelors in Communications Associate of Applied Science in Occupational Therapy Assistant	University of South Carolina (Upstate) Greenville Technical College	Occupational Therapy Program Director	Full-time

# Faculty

Name	Credentials	Certificate / Degree	School	Current Title	Full-time / Part-time
Lepper, Samantha	RCP-RRT	Associate of Science in Respiratory Therapy	Pima Medical Institute	Respiratory Therapy Clinical Instructor	Part-time
Mance, Christian	RCP-RRT	Associate of Science in Respiratory Therapy	Grossmont College	Respiratory Therapy Clinical Instructor	Part-time
Manuel, Rowan	RCT-RRT	Associate of Science in Respiratory Therapy	Concorde Community College	Respiratory Therapy Clinical Instructor	Part-time
Olarte, Chantel	RDA	Certificate in Dental Assisting	Silicon Valley Career Technical Education	Dental Assisting Instructor	Part-time
Pandya, Mona	RCP-RRT	Associate of Occupational Science	Pima Medical Institute	Respiratory Therapy Clinical Instructor	Part-time
Pietrzyk, Susan	PT	Bachelors of Science in Physical Therapy	University of Texas Health Science Center at San Antonio	Physical Therapist Assistant Instructor	Part-time
Scafani, Marilyn Carla	RCP, RRT	Associate of Science in Respiratory Therapy	California College-San Diego	Respiratory Therapy Instructor	Full-time
Showalter, Dawn	RCT-RRT	Associate of Science in Respiratory Therapy	Grossmont College	Respiratory Therapy Instructor	Full-time
Silva, Elizabeth	RDA	Certificate in Dental Assisting	Brightwood College	Dental Assistant Instructor	Part-time
Stark, Anthony	BS	Bachelor of Science, Biochemistry and Molecular Biology	University of Santa Cruz	General Education Instructor	Part-time
Valdivia, Esperanza	RCP-RRT	Associate of Occupational Science	Pima Medical Institute	Respiratory Therapy Clinical Instructor	Part-time
Vargas, Maria (Celeste)	CPT I	Phlebotomy Technician Certificate	Downey Adult School	Phlebotomy Technician Lead Instructor	Part-time
Villafuerte, Marina	RVT	Associate of Science, Veterinary Technology	Carrington College California San Jose	Veterinary Assistant Instructor	Full-time
Westhoff, Christii	RDA	Dental Assistant Diploma	Kaplan College	Dental Assistant Instructor	Part-time
Williams, Kimberley	RVT	Associate of Science, Animal Health Technology	San Diego Mesa College	Veterinary Technician Instructor	Full-time
Wilson, David	CMA	Associate of Science, Medical Specialties	California College San Diego	Medical Assistant Instructor	Full-time

# Online (Hybrid) Faculty

Online (hybrid) faculty teaching schedules will vary based on course offerings.

Name	Credentials	Certificate / Degree	School	Current Title	Full-time / Part-time
Barker, Jennifer	AS	Associate in Science Health Information Management	Wallace State Community College Bryan University	Hybrid Instructor	Part-time
Beck, Stefani	Diploma	Medical Office Assistant	Professional Skills Institute	Hybrid Medical Assistant Instructor	Part-time
Bernard, Ashley	MSOL BS AOS	Occupational Leadership Kinesiology Physical Therapist Assistant	Pima Medical Institute Arizona State University Pima Medical Institute	Hybrid Career Prep Instructor	Part-time
Berry, Michelle	PhD MA BA	History History US History/Political Science	University of Arizona University of Arizona Colorado College	Hybrid Instructor	Part-time
Braxton, Sheila	MA Ed.D BA	Forensic Psychology Counseling Psychology Psychology	Argosy University Argosy University University of Wisconsin	Hybrid Career Prep Instructor	Full-time
Britt, Leilani	AAS	Veterinary Technician	Pima Medical Institute	Hybrid Veterinary Assistant Instructor	Full-time
Broeske, Melissa	CCMA	Master of Science in Psychology Bachelor of Science in Psychology Associate of Arts in Psychology Medical Assistant Diploma	University of Phoenix University of Phoenix University of Phoenix Maric College	Hybrid Career Prep Instructor	Part-time
Bush, Shatterri	AAS BS MHA	Health Care Administration Health Care Administration Health Care Administration	Pima Medical Institute Pima Medical Institute Walden University	Hybrid Instructor	Part-time
Carriere, Britni	BA	Communication and Marketing	University of Houston	Hybrid Pharmacy Technician Instructor	Part-time
Chapman, Kirsten	AAS BS	Veterinary Technician Animal Science/Chemistry	San Juan College University of Findlay	Hybrid Veterinary Assistant Instructor	Part-time
Colton-Jones, Michele	BS MED	Sociology and Psychology Special Education	Towson State University Coppin State University	Hybrid Instructor	Part-time
Cosper-Roberts, Theresa	AAS	Veterinary Technology	San Juan College	Hybrid Veterinary Assistant Instructor	Part-time

## Online (Hybrid) Faculty

Name	Credentials	Certificate / Degree	School	Current Title	Full-time / Part-time
Cuelhoruiz, Shayla	LVT	AOS, Veterinary Technician	Pima Medical Institute	Hybrid Veterinary Assistant Instructor	Part-time
Dolly, Latasha	BS	Healthcare Management	American Intercontinental Univ.	Hybrid Medical Assistant Instructor	FT PD Radiography Bridge
	Diploma	Medical Assistant	Olympia College		
DuBois, Phillip	MS	Healthcare Administration	California College for Health Sciences	Hybrid Instructor	Part-time
Dusanek, Justine	CPC, CMAA, CEHRS	BS, Business Management	Brookline	Hybrid Career Prep Instructor	Full-time
		AS Business Medical Billing and Coding Certificate	Brookline Everest College		
Easom Colin	M.A.	Library and Information Management	Liverpool John Moores University, England	Hybrid Veterinary Technician Instructor	Full-time
	B.A.	Librarianship and Information Studies	Liverpool Polytechnic, England		
Farley, Jennifer	BS	BS - Health Promotion	Weber State University	Hybrid Career Prep Instructor	Full-time
Fernandez, Jalyn	CPHT	Associate of Applied Science in Pharmacy Technology	Heald College	Hybrid Pharmacy Technician Instructor	Full-time
Files, Janell	AA	Teacher Education	Central New Mexico Community College	Hybrid Career Prep Instructor	Part-time
	Certificate	Medical Assisting	Pima Medical Institute		
Fimbres, Amanda	Diploma	Medical Assisting	Everest Institute	Hybrid Medical Assistant Instructor	Part-time
Francis, Lindsay	BA	Biology	University of North Texas	Hybrid Veterinary Assistant Instructor	Part-time
	DVM	Doctor of Veterinary Medicine	Colorado State University		
	MS	Biomedical Sciences	Colorado State University		
	MS	Microbiology	Colorado State University		
Garza, Debra	MA	History	St. Mary's University	Hybrid Veterinary Technician Instructor	Part-time
	MS	Educational Leadership	Western Governors University		
	BA	Mathematics	Our Lady of the Lake University		
Hall, Tanisha	AS	Medical Assisting	Alamance Community College	Hybrid Instructor	Part-time
	BS	Business Administration	Strayer University		
	MS	Health Administration	Pfeiffer University		



## Online (Hybrid) Faculty

Name	Credentials	Certificate / Degree	School	Current Title	Full-time / Part-time
Hendrickson, Jean	DAR, DANB	Certificate, Dental Assisting	Renton Technical College	Hybrid Dental Assistant Instructor	Part-time
	BS	Business Administration	University of Phoenix		
Heredia, Forrest	AST	Electronics / Computer Engineering	ITT Technical Institute	Hybrid Medical Assistant Instructor	Part-time
	CMAA, CPC, CPC-I		National Health career Association		
	AAS	Radiography Technician	Pima Medical Institute		
Hutton, Fawn	BS	Healthcare Administration	Pima Medical Institute	Hybrid Instructor	Part-time
	MS	Organizational Leadership	Pima Medical Institute		
	B.S.	B.S. in Occupational Management	Colorado Christian University		
Jelmo, Shirley	CMA	Certified Medical Assistant	American Association of Medical Assistants	Hybrid Medical Assistant Instructor	Full-time
	RMA	Registered Medical Assistant	American Medical Technologists		
	BS	Health Care Administration	Pima Medical Institute	Hybrid Medical Assistant Instructor	Part-time
Kirkendoll, Carol	Diploma	Medical Assistant	Corinthian College		
LaCorte, Renee				Hybrid Instructor	Part-time
		Bachelor of Science in Healthcare Administration	Pima Medical Institute		
Lane, Galyna	RMA, BS	Certificate, Medical Assistant Registered Medical Assistant	Emily Griffith Technical College	Hybrid Medical Assistant Instructor	Full-time
	AA	Nursing	Castelton State College		
Lynch, Megan	BS	Health Sciences	Castelton State College	Hybrid Career Prep Instructor	Part-time
	MS	Nursing	Sacred Heart University		
	M.A.	Media Arts	University of Arizona	Hybrid Veterinary Technician Instructor	Part-time
Micromatis, Lucas	B.A.	English Literature	Berry College		
	M.A.	Career & Technical Education	University of South Florida	Hybrid Veterinary Technician Instructor	Part-time
Miller, Jennelle	B.A.S.	Veterinary Technology - Hospital Management	St. Petersburg University		
	AAS	Veterinary Technology	Columbus State Community College	Hybrid Veterinary Technician Instructor	Part-time
Molinar, Kerstin	BS	Animal Science			
	B.S.	Public Relations	University of Central Missouri	Hybrid Career Prep Instructor	Part-time
Moorehead, Elaythea	MBA	Marketing	Argosy University		

## Online (Hybrid) Faculty

Name	Credentials	Certificate / Degree	School	Current Title	Full-time / Part-time
Neale, Charlotte	B.S.	Applied Management	Grand Canyon University	Hybrid Veterinary Technician Instructor	Part-time
Ohanuka, Albertus	RRT, RCP, EdS	EdS	Walden University	Hybrid Veterinary Technician Instructor	Part-time
Onofre, Veronica	Diploma	Dental Assistant	Gary Job Corps Center	Hybrid Dental Assistant Instructor	Part-time
Perez, Antonio	Diploma	Medical Assistant	Kaplan University	Hybrid Medical Assistant Instructor	Part-time
Phare, Samantha	RMA	Associate of Applied Science in Healthcare Administration	Pima Medical Institute	Hybrid Medical Assistant Instructor	Full-time
		Certificate, Medical Assistant Registered Medical Assistant	Pima Medical Institute		
Reyna, Marlyn				Hybrid Dental Assistant Instructor	Part-time
Richardson, Kacee	M.S.	Animal Science	University of Arizona	Hybrid Veterinary Technician Instructor	Part-time
	B.S.	Animal Science	University of Arizona		
Rodriguez Castro, Edgar	Certificate	Pharmacy Technician	Regional Center for Boarder Health	Hybrid Pharmacy Technician Instructor	Part-time
Rose, Susan	B.S.	Animal Science	University of Arizona	Hybrid Veterinary Technician Instructor	Part-time
	M.Ed.		Northern Arizona University		
Ruezga Garcia, Claudia	BS	Dentistry	Universidad Autonoma de Ciudad Juarez	Hybrid Dental Assistant Instructor	Full-time
Scala, Sandra		AS	Triton College	Hybrid Career Prep Instructor	Full-time
		MS	Phoenix Institute of Herbal Medicine and Acupuncture		
Smith, Carrie	RMA	Associate of Science in Medical Assistant	Inellitec College	Hybrid Medical Assistant Instructor	Full-time
Stevens, Tara	LVT	A.V.T., Veterinary Technology	Pierce College	Hybrid Veterinary Assistant Instructor	Part-time
		A.A., Arts & Sciences	Edmonds Community College		
Strahle, Josie	BS	General Biology	Arizona State University	Hybrid Instructor	Part-time
	MA	Teaching & Teaching Education	Arizona State University		
Sturgis, Cassandra	AAS	Healthcare Administration/Veterinary Technician	Colorado Christian University	Hybrid Veterinary Assistant Instructor	Part-time
	BS	Healthcare Administration	Colorado Christian University		

## Online (Hybrid) Faculty

Name	Credentials	Certificate / Degree	School	Current Title	Full-time / Part-time
Tawney, Traci	MEd	Special Education	University of Phoenix	Hybrid Veterinary Technician Instructor	Part-time
	BA	Communications	University of Washington		
Tolitsky, Melinda	D.C.		Parker Chiropractic College	Hybrid Veterinary Technician Instructor	Part-time
	B.S.	Anatomy	Parker Chiropractic College		
	B.A.	Spanish, Biology, Chemistry	University of Arizona		
Turner, Howard (Jeff)	BS	Psychology	Western Michigan University	Hybrid Career Prep Instructor	Full-time Hybrid ADF
	MA	Management	Indiana Wesleyan University		
Valencia, Regina	DMD	Doctor of Dental Medicine	Philippines, Centro Escolar University	Hybrid Career Prep Instructor	Full-time
Vecchia, Sara	AAS	Health Care Administration	Pima Medical Institute	Hybrid Pharmacy Technician Instructor	Full-time
	BS	Health Care Administration	Pima Medical Institute		
	Diploma	Pharmacy Technician	Carrington College		
Waldow, Jason	M.A.	Leadership	City University Seattle	Hybrid Veterinary Technician Instructor	Part-time
	B.A.	Journalism and Marketing	Evergreen State College		
Walker, Nichole	MA	Education/Elementary Teacher Education	University of Phoenix	Hybrid Veterinary Technician Instructor	Part-time
	BA	Communications	University of Mary		
Willis, Erica	AS	Liberal Arts	Faulkner University	Hybrid Instructor	Part-time
	BS	Human Resource Management	Faulkner University		
	MS	Psychology	Grand Canyon University		
Yarbray-White, Lashante	AAS	Allied Health	Augusta Tech	Hybrid Medical Assistant Instructor	Part-time
	BS	Management Healthcare Administration	DeVry University		
	PhD		Liberty University		

**SOC Codes**  
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PROGRAM	SOC CODE	EMPLOYMENT POSITIONS
<b>DENTAL ASSISTANT</b>	31-9091.00	Dental Assistant (DA), Certified Dental Assistant (CDA), Registered Dental Assistant (RDA), Expanded Duty Dental Assistant (EDDA), Expanded Functions Dental Assistant (EFDA), Oral Surgery Assistant, Orthodontic Assistant (Ortho Assistant)
<b>HEALTH CARE ADMINISTRATION-CERTIFICATE</b>	43-6013.00	Health Care Administrative Assistant, Medical Administrative Assistant, Health Care Secretary, Medical Secretary, Administrative Assistant, Assistant Office Manager, Clinic Office Assistant, Front Desk Receptionist, Medical Office Specialist, Medical Receptionist, Physician Office Specialist, Unit Clerk, Unit Support Representative, Ward Clerk, Front Office Assistant, Medical Insurance Clerk
<b>MEDICAL ASSISTANT</b>	31-9092.00	Certified Medical Assistant (CMA), Registered Medical Assistant (RMA), Certified Clinical Medical Assistant (CCMA), National Certified Medical Assistant (NCMA), Clinical Medical Assistant, Back Office Assistant <u>Manager, Back Office Manager</u>
<b>OCCUPATIONAL THERAPY ASSISTANT</b>	31-2011.00	Certified Occupational Therapist Assistant (COTA), Certified Occupational Therapist Assistant/Licensed (COTA/L), Certified Occupational Therapy Assistant (COTA), Certified Occupational Therapy Assistant-Licensed (COTA-L), Licensed Certified Occupational Therapist Assistant (COTA/L), Licensed Occupational Therapy Assistant, Occupational Therapist Assistant (OTA), Occupational Therapy Assistant (OTA)
<b>PHARMACY TECHNICIAN</b>	29-2052.00	Pharmacy Technician, Certified Pharmacy Technician (CPhT), RPhT (Registered Pharmacy Technician), Pharmacy Aid, Pharmacy Clerk, Compounding Technician, Filling Technician, IV Technician, Medication Technician
<b>PHLEBOTOMY TECHNICIAN</b>	31-9097.00	Phlebotomist, Phlebotomy Technician, Certified Phlebotomy Technician, Registered Phlebotomist
<b>PHYSICAL THERAPIST ASSISTANT</b>	31-2021.00	Physical Therapist Assistant (PTA), Physical Therapy Assistant (PTA), Certified Physical Therapist Assistant (CPTA), Licensed Physical Therapist Assistant (LPTA), Licensed Physical Therapy Assistant, Outpatient Physical Therapist Assistant
<b>RADIOGRAPHY</b>	29-2034.00	Radiographer, RT(R) (Registered Radiologic Technologist), Radiological Technologist, Radiology Technician (Radiology Tech), Radiology Technologist, Registered Radiographer, X-Ray Technician (X-Ray Tech), XRay Technologist (X-Ray Tech), Computed Tomography Technologist (CT Technologist), Mammographer
<b>RESPIRATORY THERAPY</b>	29-1126.00	Respiratory Therapist (RT), Certified Respiratory Therapist (CRT), Respiratory Care Practitioner, Registered Respiratory Therapist (RRT). Staff Respiratory Therapist, Certified Respiratory Therapy Technician (CRTT), Respiratory Therapy Technician (RTT), <u>Cardiopulmonary Rehabilitation Respiratory Therapist</u>
<b>SURGICAL TECHNOLOGY</b>	29-2055.00	Certified Surgical Technologist (CST), Certified Surgical Technician, Operating Room Surgical Technician (OR St), Operating Room Technician (OR Tech), Operating Room Technologist (OR Tech), Surgical Scrub Technician, Surgical Scrub Technologist (Surgical Scrub Tech), Surgical Technician, Surgical Technologist (Surgical Tech)
<b>VETERINARY ASSISTANT</b>	31-9096.00	Veterinary Assistant, Veterinarian Assistant, Animal Care Provider, Animal Caregiver, Animal Care Attendant, Animal Lab Assistant, Pet Care Attendant, Kennel Assistant, <u>Kennel Attendant, Kennel Technician</u>
<b>VETERINARY TECHNICIAN</b>	29-2056.00	Veterinarian Technician, Certified Veterinary Technician (CVT), Registered Veterinary Technician (RVT), Licensed Veterinary Technician (LVT), Veterinary Nurse, Veterinary <u>Technologist</u>

# Hours of Operation

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**Hours of Operation:**

Hours of Operation: 7:00 AM - 10:30 PM Monday through Thursday and 7:00 AM - 5:00 PM Friday  
Class Schedule: Morning Classes: 8:00 AM - 12:00PM; Monday through Friday  
Afternoon Classes: 1:00 PM - 5:00 PM; Monday through Friday  
Night Classes: 5:40 PM - 10:00 PM; Monday through Thursday

Student Breaks: 10 minutes per hour, not exceeding 40 minutes per 4 hours

Mealtimes: Pima Medical Institute does not provide "mealtime", however students are welcome to eat meals during student breaks

# Campus Information

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Campus	Catalog Page(s)	Current Catalog Statement	Action	New or Revised Statement
Denver	11	N/A	Added	<p>Pima Medical Institute is planning to make significant changes to the Ophthalmic Medical Technician program based on current market needs and feedback from the communities of interest. This change will not have a direct impact on students who enroll into the May 2024 program start and who progress through the program on schedule; however, this change could impact those who withdraw (official or unofficial) from the program. Any student who withdraws from the program and requests to return will be presented with available options at that time. Based on federal, state, and accrediting agency approval processes, there may also be a significant delay in when the restructured program will be available.</p>
Aurora	16	N/A	Added	<p>The Veterinary Technician Program at the Aurora campus was placed on probationary accreditation by the AVMA CVTEA. This change in classification is not an adverse decision and graduates of programs classified as probationary accreditation are graduates of an AVMA CVTEA accredited program.</p>
		<p>The Chula Vista Campus occupies approximately 24,000 square feet and is divided into nine major instructional areas. Each area contains appropriate instructional equipment and furniture. English as a Second Language Instruction is not offered by Pima Medical Institute, Chula Vista, CA.</p>		<p>The types of equipment used in classrooms include computers and laboratory areas for each program.</p> <p>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 processors, 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 hydrocolloid 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 &amp; fissure sealant equipment, 1 flat screen TV, DVD player, 4 computers with 1 printer.</p> <p>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.</p> <p>The pharmacy technician classroom includes an adding machine, cash register, compounding slabs, computers/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.</p>
Chula Vista	10		Updated	<p>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.</p> <p>The separate veterinary technician classroom includes large animal limb, large animal skull, anesthesia machine - small animal, autoclave, cardiac monitor, dehorner, dental instruments, splash shields, prophy 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, microhemotocrit 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 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.</p> <p>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.</p>

# Campus Information

## Addendum to the 2024-2025 Catalog published January 2024

Campus	Catalog Page(s)	Current Catalog Statement	Action	New or Revised Statement
				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.
Mesa	9	The Associate Degree Nursing Program does not currently have programmatic accreditation. The lack of national nursing accreditation may limit future educational and career options for students. The Pima Medical Institute Associate Degree Nursing program (system) holds pre-accreditation status from the National League for Nursing (NLN) Commission for Nursing Education Accreditation (CNEA), located at 2600 Virginia Avenue, NW, Washington, DC, 20037. Holding pre-accreditation status does not guarantee that initial accreditation by NLN CNEA will be received. They can be contacted at 800-669-1656 or through their website at <a href="http://www.nln.org/accreditation-services">www.nln.org/accreditation-services</a> .	Updated	The Associate Degree Nursing Program does not currently have programmatic accreditation. The lack of national nursing accreditation may limit future educational and career options for students. On September 26, 2022, the Arizona Board of Nursing (AZBN) placed the Associate Degree of Nursing program (ADN) at Pima Medical Institute, Mesa campus on Probationary Accreditation status for a minimum of 24 months; for more information, see <a href="https://www.azbn.gov/education/nursing-programs-lists/programs-under-current-discipline">https://www.azbn.gov/education/nursing-programs-lists/programs-under-current-discipline</a> . Graduates of Pima Medical Institute's Associate Degree Nursing Program are eligible to take the NCLEX-RN Exam.
Phoenix	17	N/A	Added	The Veterinary Technician Program at the Phoenix campus was placed on probationary accreditation by the AVMA CVTEA. This change in classification is not an adverse decision and graduates of programs classified as probationary accreditation are graduates of an AVMA CVTEA accredited program.

## Prospective Students

### Addendum to the 2024-2025 Catalog published January 2024

Section	Catalog Page(s)	Current Catalog Statement	Action	New or Revised Statement
Credit for life experience	154	Credit for life experience	Added	Credit for Experiential Learning: credit for experiential learning (also referenced as "life experience")
Late Enrollment / Hybrid Orientation	154	Candidates may be eligible to enroll after a program starts, depending upon space availability and date of enrollment. Candidates enrolling into hybrid certificate programs are required to complete a hybrid orientation prior to accessing online courses; students who have not completed the online orientation course by 3:00 pm (local time) the Friday of the program's start may be withdrawn from the program.	Updated	Candidates may be eligible to enroll after a program starts, depending upon space availability and date of enrollment. Candidates enrolling in hybrid certificate programs are required to complete a hybrid orientation prior to accessing online courses; students who have not completed the online orientation course by 11:59 pm (MST) the Friday of the program's start may be withdrawn from the program.
Wonderlic Scholastic Level Exam	153	N/A	Added	<p>Degree Programs:</p> <ul style="list-style-type: none"> <li>- Applicants for degree programs, excluding Nursing, are required to take the Wonderlic SLE and receive a minimum score of 20.</li> <li>- Applicants of the associate degree Nursing program are required to take the Wonderlic SLE and receive a minimum score of 23.</li> </ul> <p>Non-Degree Programs:</p> <ul style="list-style-type: none"> <li>- Applicants for non-degree programs, excluding Practical Nursing and Sterile Processing Technician, are required to take the Wonderlic SLE and receive a minimum score of 14.</li> <li>- Applicants for the Practical Nursing are required to take the Wonderlic SLE and receive a minimum score of 20.</li> <li>- Applicants for Sterile Processing Technician, are required to take the Wonderlic SLE and receive a minimum score of 16.</li> </ul>
PMI Math Admissions Test	153	N/A	Added	<p>Degree Programs:</p> <ul style="list-style-type: none"> <li>- Applicants for degree programs are required to take a Math Admission Test and receive a minimum score of 80% (24 out of 30 correct).</li> <li>- The use of a calculator is allowed.</li> <li>- No time limit.</li> <li>- The test can be taken up to 3 times using a different version for each attempt.</li> </ul> <p>Non-Degree Programs:</p> <ul style="list-style-type: none"> <li>- Applicants for the Pharmacy Technician program are required to take a Math Admission Test and receive a minimum score of 60% (18 out of 30 correct).</li> <li>- Applicants for the Practical Nursing program are required to take a Math Admission Test and receive a minimum score of 80% (24 out of 30 correct).</li> </ul>



## Current Students

### Addendum to the 2024-2025 Catalog published January 2024

Section	Catalog Page(s)	Current Catalog Statement	Action	New or Revised Statement
Graduation Requirements	167	<p>Students are awarded a certificate or degree when they have:</p> <ul style="list-style-type: none"> <li>• successfully completed the program of study with a minimum grade average of 77 percent in each course; and</li> <li>• completed exit requirements with Financial Services and Career Services personnel</li> <li>• have successfully completed the program of study with a minimum cumulative GPA of 3.0 or greater; and</li> </ul>	Updated	<p>Students are awarded a certificate or degree when they have:</p> <ul style="list-style-type: none"> <li>• successfully completed the program of study with a minimum grade average of 77 percent in each course; and</li> <li>• completed exit requirements with Financial Services and Career Services personnel</li> </ul>
Academic Integrity	161	PMI enforces standards of honesty and integrity in all academic related work and does not tolerate plagiarism, intentional misrepresentation, or misconduct.	Updated	PMI enforces standards of honesty and integrity in all academic related work and does not tolerate plagiarism, intentional misrepresentation, or misconduct. Unless use is clearly outlined in a course syllabus, this includes any content generated by software or artificial intelligence.
Course Assessments, Grades	163	N/A	Added	<p>Department of Education – Grade Status of Q (COVID-19 related extension):</p> <p>A grade status of ‘Q’ applies to courses that were not completed due to reasons related to the COVID-19 pandemic. The Q is considered a permanent designation and remains on the student’s transcript even if the student retakes the course(s). A student returning to the same program is required to repeat the course(s) that carry a Q designation, and the earned grade to the repeated course(s) is recorded on the student’s transcript. A Q designation is not included in the calculation of the GPA or counted in the hours attempted for the purposes of calculating the successful course completion percentage.</p>
Attendance / Absence	166	N/A	Added	Students enrolled into the San Marcos campus Phlebotomy Technician program that miss any scheduled classroom or laboratory hours must attend scheduled make-up classes or tutoring sessions to cover any missed course content. Make-up classes or tutoring sessions do not remove the classroom absence from the student’s record and will still count toward attendance advisement, attendance warning, and termination thresholds.
Student Services Department	167	N/A	Updated	Per the California Student Aid Commission data, the average housing cost in 2022/2023 is \$1,339.00 per month.

## Satisfactory Academic Progress Addendum to the 2024-2025 Catalog published January 2024

### Satisfactory Academic Progress

PMI's policy on satisfactory academic progress consists of a qualitative measure, which is the grade point average (GPA), and a quantitative measure, which is the maximum time frame in which the program must be completed.<sup>1</sup>

To maintain satisfactory academic progress, students are required to maintain a minimum GPA and/or complete the program within one and one-half (1½) times the program length in order to maintain federal financial aid and VA education benefits. PMI will inquire about and maintain a written record of previous education and training, including military training, traditional college coursework and vocational training of the veteran or eligible person covered under policy 38 CFR 21.4253(d)(3).

**Nonterm-based (Certificate) Programs:** Students must maintain a cumulative GPA of 2.0 in their current program and must complete their program within one and one-half (1½) times the published length of the program, measured in credits and weeks. Students must complete all classroom requirements with a cumulative GPA of 2.0 prior to beginning the clinical experience.

#### Evaluation Schedule

Students are evaluated for satisfactory progress at the end of the first payment period, which is based on successful completion of 50% of the program's credit hours and weeks.

**Term-based (Semester) Programs (Excluding Master's Degree Program):** Students must successfully complete 67% of their attempted credits with a cumulative GPA of 2.0 or greater in their current program, and must complete their program within one and one-half (1½) times the published length of the program, measured in credits and weeks. Students must complete all classroom requirements with a cumulative GPA of 2.0 prior to beginning the clinical experience.

#### Evaluation Schedule

Students are evaluated for satisfactory academic progress (SAP) at the end of each semester.

**Financial Aid Warning:** Students who have not maintained the minimum SAP requirements are placed on financial aid warning status and notified via email. Students are still eligible for federal financial aid during this time. Students who achieve a cumulative program GPA of 2.0 of their attempted credits after the end of their next semester will be removed from financial aid warning status.

**Financial Aid Probation:** Students who continue to not meet the minimum SAP requirements at the end of the semester following the financial aid warning notification will be placed on financial aid probation status and are notified via email. Students will lose their eligibility for federal financial aid until they achieve satisfactory academic progress or a SAP appeal has been submitted and approved.

**SAP Appeal:** Concurrently, students may submit a SAP appeal. If approved (term-based students, excluding fully online degree programs), students receive one term of funding eligibility. Students enrolled in a fully online degree program may be placed on an academic improvement plan to meet the institution's satisfactory academic progress standards by a set period in time.

**Completion Length:** If a student is not able to complete the program within one and one-half (1½) times the program length measured in credits, the student can continue on a cash basis within the academic limits set forth in the course repetition policies and will no longer be eligible for financial aid.

**Master's Degree Program:** Students must successfully complete 67% of their attempted credits with a 3.0 or greater cumulative program GA (and maintain a minimum term GPA of 2.0), and must complete their program within one and one-half (1½) times the published length of the program. Only courses completed with a minimum grade of 2.0 may be applied toward program completion.

#### Evaluation Schedule

Students are evaluated for satisfactory progress at the end of each semester.

**Financial Aid Warning:** Students who have not maintained the minimum SAP requirements are placed on financial aid warning status and notified via email. Students are still eligible for federal financial aid during this time. Students who achieve a cumulative program GPA of 3.0 of their attempted credits after the end of their next semester will be removed from financial aid warning status.

**Financial Aid Probation:** Students who continue to not meet the minimum SAP requirements at the end of the semester following the financial aid warning notification will be placed financial aid probation status and are notified via email. Students will lose their eligibility for federal financial aid until they achieve satisfactory academic progress or a SAP appeal has been submitted and approved.

**SAP Appeal:** Concurrently, students may submit a SAP appeal. If approved, students may be placed on an academic improvement plan and granted additional time.

**Completion Length:** If a student is not able to complete the program within one and one-half (1½) times the program length, the student can continue on a cash basis within the academic limits set forth in the course repetition policies and will no longer be eligible for financial aid.

<sup>1</sup>Transfer credits relative to maximum time frame: All transfer credits will be considered when calculating maximum time frame. Maximum time frame will be limited to one and one-half (1½) times the prescribed length of coursework actually taken at PMI.

## Satisfactory Academic Progress Addendum to the 2024-2025 Catalog published January 2024

### *Pace for Program Completion*

The student's GPA and pace of completion may be affected by the following:

Status of Incomplete, Withdrawal, and Termination: The designation of incomplete, withdrawal, or termination is not included in the calculation of the GPA but will count as hours attempted for the purpose of calculating the successful course completion percentage.

Course repetition: For all students, only the highest grade is considered for GPA evaluation; all attempted credits are included for measurement of maximum time frame. Attendance in a course constitutes an attempt.

Transfer credit: Transfer credits are not included in the calculation of the GPA but will count toward credits attempted and credits earned.

### *SAP Appeal – Term Based Only*

Students in term-based programs that have been placed on financial aid probation have the right to appeal the determination based upon extenuating circumstances. Per the Department of Education, general eligibility requirements for a SAP appeal include the following (34 CFR 668.34(a)(9)):

- i. Medical emergencies
- ii. Severe health issues
- iii. Severe personal or family problems
- iv. Financial or personal catastrophe
- v. Returning for a second degree

Inability to master course material is not an extenuating circumstance.

SAP Appeal Application: Students who wish to submit an appeal must fill out the SAP Appeal application, include supporting documentation to substantiate the reason for the appeal, and submit within five (5) business days of receiving the email notification. Incomplete applications or documentation that does not support the request will result in a denied appeal. Completed forms are submitted to the campus or online student services coordinator, who will then contact the respective appeal committee team.

SAP Appeal Decision: All decisions made by the committee, the Corporate Student Services Manager/Online Student Success Manager, and the Corporate Financial Services office are final. The student will be notified of the final determination via email.

For on-ground / hybrid programs: an appeal may be approved for one payment period, at which time the student's progress must be reviewed for satisfactory progress; students not meeting satisfactory progress will no longer be eligible for Title IV funding and may be terminated from the program.

For fully online programs: an appeal may be approved for one payment period or a time granted in the academic plan; students not meeting satisfactory progress will no longer be eligible for Title IV funding and may be terminated from the program.

### *VA Eligibility*

In compliance with the Department of Veterans Affairs, PMI will inquire about and maintain a written record of previous education and training, including military training, traditional college coursework and vocational training of the veteran or eligible person covered under policy 38 CFR 21.4253(d)(3). Previous transcripts will be evaluated and credit will be granted, as appropriate.

# Financial Services Information

## Addendum to the 2022-2023 Catalog published July 2022

Section	Catalog Page(s)	Current Catalog Statement	Action	New or Revised Statement																				
Arizona	176	Should a student fail to return from an excused leave of absence, the effective date of termination for a student on a leave of absence is the earlier of the date the School determines the student is not returning or the day following the expected return date. Refunds will be made within 45 days of a student's withdrawal or termination date.	Updated	Should a student fail to return from an approved leave of absence, the effective date of termination for a student on a leave of absence is the earlier of the date the School determines the student is not returning or the day following the expected return date. Refunds will be made within 45 days of a student's withdrawal or termination date.																				
Colorado	178	Should a student fail to return from an excused leave of absence, the effective date of termination for a student on a leave of absence is the earlier of the date the School determines the student is not returning or the day following the expected return date.	Updated	Should a student fail to return from an approved leave of absence, the effective date of termination for a student on a leave of absence is the earlier of the date the School determines the student is not returning or the day following the expected return date.																				
Nevada	178	5. If a refund is owed, PMI shall pay the refund to the person or entity who paid the tuition within 15 calendar days after the: a. Date of cancellation by a student of their enrollment; b. Date of termination by PMI of the enrollment of a student; c. Last day of an authorized leave of absence if a student fails to return after the period of authorized absence; or d. Last day of attendance of a student, whichever is applicable.	Updated	5. If a refund is owed, PMI shall pay the refund to the person or entity who paid the tuition within 15 calendar days after the: a. Date of cancellation by a student of their enrollment; b. Date of termination by PMI of the enrollment of a student; c. Last day of an approved leave of absence if a student fails to return after the period of authorized absence; or d. Last day of attendance of a student, whichever is applicable.																				
Refund and Return Policies	175	An applicant who fails to meet the enrollment requirements is entitled to a refund of all monies paid. All monies paid by an applicant are refunded, minus a cancellation charge of \$100.00 if the applicant cancels enrollment within three (3) days (five [5] days in Washington and seven [7] days in California) after signing an enrollment agreement and making an initial payment but prior to the start of classes.	Updated	An applicant who fails to meet the enrollment requirements is entitled to a refund of all monies paid. All monies paid by an applicant are refunded if the applicant cancels enrollment within three (3) days (five [5] days in Washington and seven [7] days in California) after signing an enrollment agreement and making an initial payment but prior to the start of classes. An administrative charge of \$100 is applied for students who withdraw or are terminated after the student's right to cancel period up to 60% of the program.																				
Arizona and Montana	176	A cancellation fee is not charged if the applicant cancels the enrollment within three (3) business days of signing an enrollment agreement, but prior to starting classes. An applicant requesting cancellation more than three days after signing an enrollment agreement but prior to starting classes, is entitled to a refund of all monies paid minus the \$100 cancellation charge.  Refunds are calculated on tuition and registration fee only. No refunds will be due on textbooks, uniforms, and supplies. Full refunds will be issued in the event courses/programs are discontinued. All refunds are based on the actual last day of attendance. The official date of withdrawal or termination of a student shall be determined in the following manner: The date on which the School receives written notice of the student's intention to discontinue the training program; or the date on which the student violates published School policy, which provides for termination.	Updated	A cancellation fee is not charged if the applicant cancels the enrollment within three (3) business days of signing an enrollment agreement, but prior to starting classes. An applicant requesting cancellation more than three days after signing an enrollment agreement but prior to starting classes, is entitled to a refund of all monies paid.  Refunds are calculated on tuition and registration fee only. No refunds will be due on textbooks, uniforms, and supplies. Full refunds will be issued in the event courses/programs are discontinued. All refunds are based on the actual last day of attendance. The official date of withdrawal or termination of a student shall be determined in the following manner: The date on which the School receives written notice of the student's intention to discontinue the training program; or the date on which the student violates published School policy, which provides for termination.																				
Arizona and Montana	176	Should a student fail to return from an excused leave of absence, the effective date of termination for a student on a leave of absence is the earlier of the date the School determines the student is not returning or the day following the expected return date. Refunds will be made within 45 days of a student's withdrawal or termination date.  <b>ARIZONA AND MONTANA INSTITUTIONAL REFUND POLICY</b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th style="text-align: center;">A student terminating training:</th> <th style="text-align: center;">Is entitled to a refund of:</th> </tr> </thead> <tbody> <tr> <td>Within first 10% of enrollment period</td> <td>90% less \$100 cancellation charge</td> </tr> <tr> <td>After 10% but within the first 30% of enrollment period</td> <td>70% less \$100 cancellation charge</td> </tr> <tr> <td>After 30% but within the first 60% of enrollment period</td> <td>40% less \$100 cancellation charge</td> </tr> <tr> <td>After 60% of enrollment period</td> <td>no refund</td> </tr> </tbody> </table>	A student terminating training:	Is entitled to a refund of:	Within first 10% of enrollment period	90% less \$100 cancellation charge	After 10% but within the first 30% of enrollment period	70% less \$100 cancellation charge	After 30% but within the first 60% of enrollment period	40% less \$100 cancellation charge	After 60% of enrollment period	no refund	Updated	Should a student fail to return from an excused leave of absence, the effective date of termination for a student on a leave of absence is the earlier of the date the School determines the student is not returning or the day following the expected return date. Refunds will be made within 45 days of a student's withdrawal or termination date.  <b>ARIZONA AND MONTANA INSTITUTIONAL REFUND POLICY</b> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th style="text-align: center;">A student terminating training:</th> <th style="text-align: center;">Is entitled to a refund of:</th> </tr> </thead> <tbody> <tr> <td>Within first 10% of enrollment period</td> <td>90% less \$100 administrative charge after the Student's Right to Cancel period</td> </tr> <tr> <td>After 10% but within the first 30% of enrollment period</td> <td>70% less \$100 administrative charge</td> </tr> <tr> <td>After 30% but within the first 60% of enrollment period</td> <td>40% less \$100 administrative charge</td> </tr> <tr> <td>After 60% of enrollment period</td> <td>no refund</td> </tr> </tbody> </table>	A student terminating training:	Is entitled to a refund of:	Within first 10% of enrollment period	90% less \$100 administrative charge after the Student's Right to Cancel period	After 10% but within the first 30% of enrollment period	70% less \$100 administrative charge	After 30% but within the first 60% of enrollment period	40% less \$100 administrative charge	After 60% of enrollment period	no refund
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Borrower Rights and Responsibilities	170 -171	Same as in the catalog		<b>Borrower Rights and Responsibilities</b> When students take on student loans, they have certain rights and responsibilities. Before the first loan disbursement, the borrower has the right to receive: 1. The full amount of the loan; 2. The interest rate; 3. When the student must start repaying the loan; 4. The effect borrowing will have on the student's eligibility for other types of financial aid; 5. A complete list of any charges the student must pay (loan fees) and information on how those charges are collected; 6. The yearly and total amounts the student can borrow; 7. The maximum repayment periods and the minimum repayment amount; 8. An explanation of default and its consequences;																				

# Financial Services Information

## Addendum to the 2022-2023 Catalog published July 2022

Section	Catalog Page(s)	Current Catalog Statement	Action	New or Revised Statement
Borrower Rights and Responsibilities continued				<p>9. An explanation of available options for consolidating or refinancing the student loan; and</p> <p>10. A statement that the student can prepay the loan at any time without penalty.</p> <p>Before leaving the School, the borrower has the right to receive:</p> <ol style="list-style-type: none"> <li>1. The amount of the student’s total debt (principal and estimated interest), what the student’s interest rate is, and the total interest charges on the loan(s);</li> <li>2. A loan repayment schedule that lets the student know when their first payment is due, the number and frequency of payments, and the amount of each payment;</li> <li>3. If the student has a Federal Direct Loan, the name of the lender or agency that holds the student’s loan(s), where to send the student’s payments, and where to write or call if the student has questions;</li> <li>4. The fees the student should expect during the repayment period, such as late charges and collection or litigation costs if delinquent or in default;</li> <li>5. An explanation of available options for consolidating or refinancing the student’s loan; and</li> <li>6. A statement that the student can repay his/her loan without penalty at any time.</li> </ol> <p>The borrower has the following responsibilities:</p> <ol style="list-style-type: none"> <li>1. Understand that by signing the promissory note the borrower is agreeing to repay the loan according to the terms of the note;</li> <li>2. Make payments on the loan even if the borrower does not receive a bill or repayment notice;</li> <li>3. If the borrower applies for a deferment or forbearance, they must still continue to make payments until notification that the request has been granted;</li> <li>4. Notify the appropriate representative (institution, agency, or lender) that manages the loan when the student graduates, withdraws from college, or drops below half-time status; changes their name, address, or social security number; or transfers to another institution; and</li> <li>5. Receive entrance advising before being given the first loan disbursement and to receive exit advising before leaving the School.</li> </ol> <p>In addition, students must meet the standards for satisfactory academic progress in order to remain eligible to continue receiving financial assistance, as well as to remain eligible to continue as a student of PMI. Refer to the Satisfactory Academic Progress information in the Current Students section of this catalog. A graduate’s financial aid repayment commencement is determined by their last date of attendance.</p>

**Student to Instructor Ratios**  
**Addendum to the 2024-2025 Catalog published January 2024**

State	Program	Student : Instructor Ratio
<b>Arizona</b>	Dental Assistant	Lab 12:1
	Nursing Assistant/ Nurse Aide	Clinic: 10:1 Lab 20:1
	Nursing	Clinic 10:1
	Pharmacy Technician	Lab 12:1 Lab (PHA 225) 8:1
	Radiography	Lab 10:1 Clinic (Technologist) 1:1 Clinic (CI) 10:1
	Respiratory Therapy	Clinic 6:1
	Surgical Technician	Lab 10:1
	Veterinary Technician	Lab w/out animals 12:1 Lab with animals 8:1
<b>California</b>	Dental Assistant	Lab 12:1 Preclinical/clinical lab 6:1
	Pharmacy Technician	Lab 12:1 Lab with sterile compounding (PHA 225) 8:1
	Radiography	Lab 10:1 Clinic (Technologist) 1:1 Clinic (CI) 10:1
	Respiratory Therapy	Clinic 6:1
	Veterinary Technician	Lab w/out animals 12:1 Lab with animals 8:1
<b>Colorado</b>	Nursing Assistant/ Nurse Aide	Clinic: 10:1 Lab 10:1
	Dental Assistant	Lab 12:1
	Practical Nursing	Lab 10:1
	Pharmacy Technician	Lab 12:1 Lab (PHA 225) 8:1
	Medical Laboratory Technician	Lab 10:1
	Radiography	Lab 10:1 Clinic (Technologist) 1:1 Clinic (CI) 10:1
	Respiratory Therapy	Clinic 6:1
	Surgical Technician	Lab 10:1
	Veterinary Technician	Lab w/out animals 12:1 Lab with animals 8:1
<b>Montana</b>	Veterinary Technician	Lab w/out animals 12:1 Lab with animals 8:1
<b>Nevada</b>	Dental Assistant	Lab 12:1
	Pharmacy Technician	Lab 12:1 Lab with sterile compounding (PHA 225) 8:1
	Radiography	Lab 10:1 Clinic (Technologist) 1:1 Clinic (CI) 10:1
	Respiratory Therapy	Clinic 6:1
	Veterinary Technician	Lab w/out animals 12:1 Lab with animals 8:1

## Student to Instructor Ratios

### Addendum to the 2024-2025 Catalog published January 2024

State	Program	Student : Instructor Ratio
<b>New Mexico</b>	Dental Assistant	Lab 12:1
	Dental Hygiene	Lab 10:1 for RDH 215 Biomaterials All other labs, preclinical, and clinical 5:1
	Pharmacy Technician	Lab 12:1 Lab with sterile compounding (PHA 225) 8:1
	Practical Nursing	Lab 10:1 Clinic 8:1
	Radiography	Lab 10:1 Clinic (Technologist) 1:1 Clinic (CI) 10:1
	Respiratory Therapy	Clinic 6:1
<b>Texas</b>	GENERAL	Classroom 30:1
	Nursing Assistant/ Nurse Aide	Clinic: 10:1 Lab 10:1
	Dental Assistant	Lab 12:1
	Dental Hygiene	Lab 10:1 for RDH 215 Biomaterials All other labs, preclinical, and clinical 5:1
	Veterinary Technician (El Paso Only)	Lab (live animal) 4:1
	Radiography	Lab 10:1 Clinic (Technologist) 1:1 Clinic (CI) 10:1
	Pharmacy Technician	Lab 12:1 Lab (PHA 225) 8:1
	Respiratory Therapy	Clinic 6:1
	Veterinary Technician	Lab w/out animals 12:1 Lab with animals 8:1
<b>Washington</b>	Dental Assistant	Lab 12:1
	Dental Hygiene	Lab 10:1 for RDH 215 Biomaterials All other labs, preclinical, and clinical 5:1
	Pharmacy Technician	Lab 12:1 Lab (PHA 225) 8:1
	Radiography	Lab 10:1 Clinic (Technologist) 1:1 Clinic (CI) 10:1
	Respiratory Therapy	Clinic 6:1
	Veterinary Technician	Lab w/out animals 12:1 Lab with animals 8:1

Note: Exceptions to online / distance education class size must be approved by the Corporate Education Director or Corporate Online Education Director.

# California Licensure Requirements

## Addendum to the 2024-2025 Catalog published January 2024

### **CALIFORNIA LICENSURE REQUIREMENTS**

The following statement applies to the Pharmacy Technician, Radiography, and Respiratory Therapy programs. The State of California requires graduates of 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:

**PHARMACY TECHNICIAN** - Pharmacy Technician Certification Board (PTCB) [www.ptcb.org](http://www.ptcb.org)  
California State Board of Pharmacy  
[www.pharmacy.ca.gov](http://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 \$8.00.
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 Education 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 \$105.00.

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](http://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](http://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.  
*Student graduates from the PMI Chula Vista Radiologic Technology Program receive the following documentation:*
  - a. An Associate of Occupational Science Degree in Radiologic Technology
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
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 \$112.00 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
  - a. The graduate must submit a copy of their current ARRT certificate or provide their California Diagnostic Radiologic
  - b. The application is found at <https://www.cdph.ca.gov/CDPH%20Document%20Library/ControlledForms/cdph8228.pdf>
  - c. The graduate must submit a non-refundable application fee of \$112.00 in the form of a check or money order made



# California Licensure Requirements

## Addendum to the 2024-2025 Catalog published January 2024

**RESPIRATORY THERAPY** - National Board for Respiratory Care (NBRC)

[www.nbrc.org](http://www.nbrc.org)

Respiratory Care Board (RCB)

[www.rcb.ca.gov](http://www.rcb.ca.gov)

On July 23, 2014 AB 1972 was signed by Governor Edmund G. Brown Jr., establishing the Registered Respiratory Therapist (RRT) exam as the minimum requirement for licensure effective January 1, 2015. Therefore, the Respiratory Care Board (Board) will no longer recognize passage of the Certified Respiratory Therapist (CRT) examination by new graduates for licensure as of January 1, 2015.

Those students will be required to take the new Therapist Multiple-Choice Examination (the new version of the NBRC exam which will be available 1/15/15), and pass the RRT examination to qualify for licensure. The cost for the Therapist Multiple-Choice Examination will remain the same as the current cost for the CRT examination (\$190 for new applicants and \$150 for repeat applicants). However, students/applicants taking the new exam will now be required to apply for (and pass) the Clinical Simulation Examination, which includes a fee of \$200 (for both new and repeat applicants).\*

Please contact the Board at 916.999.2190, or toll free at 866.375.0386 if you have any questions.

Before you apply for your examination you are strongly encouraged to review, in detail, the NBRC's Candidate Handbook. If you request your application for examination by calling the NBRC you will receive the handbook with your application. If you apply on-line or download the application, you can obtain a copy of the handbook by either:

- 1) visiting NBRC's website at [www.nbrc.org](http://www.nbrc.org). From the home page, click on "Examinations" then select "RRT." On the left side of the next screen click on "Candidate Handbook" or
- 2) calling the NBRC at 913.895.4900 and request a handbook be mailed to you.

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

1. Graduation from an CoARC approved Respiratory Therapy Program.
2. National Board of Respiratory Care (NBRC) to take the exam for RRT *credentialing*:
  - a. The exam Therapist Multiple Choice (TMC)(computer based exam; \$190.00)
  - b. Application online: [www.nbrc.org](http://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 a passing score, RRT level
  - e. Exam is taken at testing sites in CA (H&R Block, San Diego)
  - f. This is the graduate's *national credential*
  - g. This is the requisite exam for licensure status. (Alaska) does *not* have state licensure).
1. 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](http://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
  - e. Applicant goes through FBI and DOJ *extensive* background checks
  - f. Licensure Application fee: \$300.00
  - g. DMV "H-6": complete 10 year driving history in all states with DL held: \$15.00/state

# California Catalog Addendum

## Addendum to the 2024-2025 Catalog published January 2024

Pima Medical Institute is a private institution and is licensed to operate under the terms of California Education Code (CEC) section 94890(a)(1) until February 28, 2024 per CEC section 94890(b). Approval to Operate means compliance with the standards as set forth in the CEC and 5, CCR.

If a student obtains a loan for an educational program the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If a student has received federal student financial aid funds the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.

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 1747 N Market Blvd. Ste 225, Sacramento, CA 95834 or P.O. Box 980818, West Sacramento, CA 95798-0818, [www.bppe.ca.gov](http://www.bppe.ca.gov), (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 or by completing a complaint form, which can be obtained on the bureau's internet web site ([www.bppe.ca.gov](http://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.

The CalGrows Grant training and incentives for home- and community-based caregivers of California's aging population and persons with disabilities to increase access to clients served by CDA's Direct Care Workforce Initiative, titled "California GROWS in the Home and Community." Persons interested in participating in this program apply online, via the CalGrows website [www.calgrows.org](http://www.calgrows.org), and attest that they meet the following eligibility criteria:

- i. Live in the State of California
- ii. Work in the State of California as a paid or unpaid caregiver of aging adults or persons with disabilities in a non-institutional setting (excluding In-Home Support Services [IHSS] providers, unless they also maintain a role as a paid caregiver and are NOT a participant of the IHSS Career Pathways incentive program)
- iii. To qualify for incentives or stipends, caregivers must have been employed as a caregiver of aging adults or persons with disabilities for a minimum of two months prior to participating in the CalGrows program. Paid caregivers must supply proof of employment including pay stub and name and phone number of a supervisor that could be used for verification purposes.

Please note that the courses promoted by the Cal Grows Grant, including the LifeBound Geriatric Inclusive Care course are not offered by PMI and are excluded

The Caring4Cal Fund is aimed at expanding, enhancing, and strengthening California's Home- and Community-Based Services (HCBS) providers through recruitment, training, and retention. The California Department of Health Care Access and Information (HCAi) Caring4Cal program seeks to recruit and train eligible HCBS providers to grow and enhance the HCBS workforce. Programs will enhance providers' caregiving skills, contentment, job stability, and opportunities for career progression.

The Caring4Cal program is for current and aspiring licensed or certified home- and community-based service (HCBS) healthcare providers who live in California. Persons that meet the above criteria and are interested in participating in this program explore available courses and apply online, via the Caring4Cal website: <https://www.caring4cal.org/en/home-care-provider-training/>

Please note that the courses promoted by the Cal Grows Grant, including the Home Health Care Nursing Success course, the Introduction to Healthcare course, and the Home CARE Essentials course are not offered by PMI and are excluded from the institution's ABHES grant of accreditation.

# California Catalog Addendum

## Addendum to the 2024-2025 Catalog published January 2024

### 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),

Additional information about the agreements is included on the following pages. PMI supports the pursuit of life-long learning. In turn, PMI offers degree completion programs and maintains agreements with other institutions to provide graduates with multiple options for continuing their education.

Dr. Jordan Utley  
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

## Addendum to the 2024-2025 Catalog published January 2024

### *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 the following PMI associate degree programs: Dental Hygiene, Occupational Therapy Assistant, Physical Therapist Assistant, Radiography, Respiratory Therapy, and Veterinary Technician.

Graduates of PMI associate degree programs listed above can transfer up to 70 credits from the earned PMI degree toward fulfillment of the 120 credits required for completion of CSC's Bachelor of Applied Science (BAS) degree. Graduates of PMI associate degree programs listed above can also transfer 66 credits from the earned PMI degree towards fulfillment of the 120 credits required for completion of a CSC Bachelor of Arts or Bachelor of Science degree.

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.

For more information with regard to transferring to GCU and obtaining a discount contact Rob Radar, Office: 520-792-7818, cell: 619-261-8875 or email: Robert.Rader@gcu.edu

#### **MONTANA STATE UNIVERSITY**

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

Mountain 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 800-656-6782 x2888; email: admissions@msubillings.edu

# Student Credit Transfer Options

## Addendum to the 2024-2025 Catalog published January 2024

### **UNIVERSITY OF PHOENIX**

[www.phoenix.edu/pmistudents](http://www.phoenix.edu/pmistudents)

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.

#### **Contact for PMI Students, Graduates, and Employees (Faculty and Staff):**

Stefanny Gerard – 617-984-9643

[Stefanny.Gerard@phoenix.edu](mailto:Stefanny.Gerard@phoenix.edu)

### **CHAMBERLAIN COLLEGE**

[www.chamberlain.edu/info/pimamedicalinstitute](http://www.chamberlain.edu/info/pimamedicalinstitute)

877-298-8234

PMI Associate Degree Nursing graduates who pass the NCLEX and maintain current, active Registered Nurse licensure will be awarded up to 82 proficiency credits hours through the Chamberlain College of Nursing Articulation Plan (CCAP), which includes 37 liberal arts and science credits and 45 nursing credits.

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## Tuition Price List

### Addendum to the 2024-2025 Catalog published January 2024



Pima Medical Institute - San Marcos Campus  
Tuition Price List  
Effective January 1, 2024

Program	Total Cost	Tuition	Reg. Fee	Textbooks*	Uniforms*	Technology Fee	STRF**	Extern Weeks	Cost/Credit Hour	Total Credits/Clock Hours	Total Weeks (Day/Night)	Extern Credits/Hours
Dental Assistant (DEN)***	\$19,582.00	\$18,400.00	\$150	\$562	\$205	\$265	\$0.00	5	\$575.00	32/820	35	4/200
Health Care Administration Certificate (HCAC)	\$14,074.00	\$12,488.00	\$150	\$1,006	\$165	\$265	\$0.00	6	\$446.00	28/720	30	5/240
Medical Assistant (MA)	\$18,434.00	\$17,152.00	\$150	\$702	\$165	\$265	\$0.00	5	\$536.00	32/800	35	4/200
Occupational Therapy Assistant (OTA)	\$42,760.00	\$39,480.00	\$150	\$2,365	\$165	\$600	\$0.00	18	\$560.00	70.5/1712	80	15.5/720
Pharmacy Technician (PHA)	\$18,187.50	\$16,850.50	\$150	\$757	\$165	\$265	\$0.00	5	\$503.00	33.5/840	36	5/240
Phlebotomy Technician (PHL)	\$5,417.00	\$4,650.00	\$150	\$187	\$165	\$265	\$0.00	4	\$465.00	10/300	11/13	3.5/160
Physical Therapist Assistant (PTA)	\$47,352.50	\$43,823.50	\$150	\$2,614	\$165	\$600	\$0.00	16	\$659.00	66.5/1586	75	13.5/640
Respiratory Therapy (RT)	\$52,015.00	\$48,875.00	\$150	\$2,225	\$165	\$600	\$0.00	22	\$575.00	85/1955	85	15.5/720
Veterinary Assistant (VTA)	\$17,624.00	\$16,327.00	\$150	\$707	\$175	\$265	\$0.00	6	\$563.00	29/720	30	5/240
Veterinary Technician (VTT)	\$22,074.00	\$19,885	\$0	\$1,624	\$205	\$360	\$0.00	7	\$410.00	48.5/1055	47/52	5/225

\*Includes Tax @ 7.75%

\*\*Student Tuition Recovery Fee (STRF): Per BPPE, the institution collects an assessment of zero dollars (\$0) per one thousand dollars (\$1,000) of institutional charges.

\*\*\*Program Outline is unique to SM and CV, due to CA regulations

† Hybrid Programs: Students enrolling will have the option to purchase a laptop for \$476.

\*\*The uniform fee includes the cost associated with the required dosimeter in applicable programs. Students are required to wear PMI issued uniforms making this a mandatory fee.

The Registration Fee and the STRF Fee are non-refundable.

The registration fee is mandatory for each enrollment unless returning to the same program within 180 days or otherwise indicated in the Tuition Price List.

Certificate programs only have one period of attendance. Total charges for a period of attendance and the total charges for the entire certificate program are the same. For Associate Degree programs the schedule of total charges per period of attendance can be found on the following page.

The total technology fee included in the Tuition Price List is mandatory and represents the combined cost of charges for each enrollment period of the program, as published in the PMI Catalog. For example, a \$600.00 technology fee for a five-semester program would equal a semester charge of \$120.00. For term-based programs, students attending the program outside of the published length (e.g., course retakes or a reduction in course load for an online program) will continue to be charged a technology fee based on each additional semester in which the student is enrolled in the program.

Additional student expenses may include, but are not limited to required immunizations, health insurance, background check, drug screening, clinical registration fees, and travel/parking expenses related to clinical externships or field trips. Please contact the campus administrator for additional information.

(Changes in Bold)

**Associate Degree Tuition Charges - San Marcos**  
**Addendum to the 2024-2025 Catalog published January 2024**  
**Schedule of Total Charges for a Period of Attendance**  
**Effective January 1, 2024**

**Occupational Therapy Assistant:**

	Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Total
Tuition	8,400.00	8,120.00	7,560.00	7,560.00	7,840.00	39,480.00
Reg Fee	150	0	0	0	0	150
Textbooks	935	702	634	94	0	2,365
Uniform	165	0	0	0	0	165
Technology Fee	120	120	120	120	120	600
STRF	0.00	0	0	0	0	0.00
Grand Total	9,770.00	8,942.00	8,314.00	7,774.00	7,960.00	42,760.00

**Physical Therapist Assistant:**

	Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Total
Tuition	9,555.50	9,226.00	7,908.00	8,237.50	8,896.50	43,823.50
Reg Fee	150	0	0	0	0	150
Textbooks	1,405	435	600	79	95	2,614
Uniform	165	0	0	0	0	165
Technology Fee	120	120	120	120	120	600
STRF	0.00	0	0	0	0	0.00
Grand Total	11,395.50	9,781.00	8,628.00	8,436.50	9,111.50	47,352.50

**Respiratory Therapy:**

	Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Total
Tuition	9,555.50	9,226.00	7,908.00	8,237.50	8,896.50	43,823.50
Reg Fee	150	0	0	0	0	150
Textbooks	1,405	435	600	79	95	2,614
Uniform	165	0	0	0	0	165
Technology Fee	120	120	120	120	120	600
STRF	0.00	0	0	0	0	0.00
Grand Total	11,395.50	9,781.00	8,628.00	8,436.50	9,111.50	47,352.50

**Veterinary Technician: (VA PMI Grads Only)**

	Period 1	Period 2	Period 3	Total
Tuition	7,790.00	6,355.00	5,740.00	19,885.00
Reg Fee	0	0	0	0
Textbooks	1,449	0	175	1,624
Uniform	205	0	0	205
Technology Fee	120	120	120	360
STRF	0.00	0	0	0.00
Grand Total	9,564.00	6,475.00	6,035.00	22,074.00



**STUDENT TUITION RECOVERY FUND (STRF)**  
**Addendum to the 2024-2025 Catalog published January 2024**

STATE OF CALIFORNIA  
STUDENT TUITION RECOVERY FUND (STRF)

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 North Market Blvd., Suite 225, Sacramento, CA 95834, (916) 574-8900 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

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

## Program Start Dates: 2024

### Addendum to the 2024-2025 Catalog published January 2024

#### Certificate Programs

Dental Assistant (AM)	Schedule	Program Details	Start Date	Term 2	Extern	End Date
	Mon - Fri 8:00 am - 12:00 pm 35 wks	Sequence: 6 wks Sequence 1, 2, 3, 4 & 5 Externship: 5 wks Version: DA-D24 Credits: 32 Hours: 820 Trm 1=24 / Trm 2=11	1/24/24	7/31/24	9/11/24	10/15/24
			3/6/24	9/11/24	10/23/24	11/26/24
			4/17/24	10/23/24	12/4/24	1/21/25
			5/29/24	12/4/24	1/29/25	3/4/25
			7/31/24	1/29/25	3/12/25	4/15/25
			9/11/24	3/12/25	4/23/25	5/27/25
			10/23/24	4/23/25	6/4/25	7/8/25
			12/4/24	6/4/25	7/16/25	8/19/25
1/29/25			7/16/25	8/27/25	9/30/25	

Dental Assistant (EVE)	Schedule	Program Details	Start Date	Term 2	Extern	End Date
	Mon - Thur 5:40pm - 10:00pm 35 wks	Sequence: 7 wks Sequence 1, 2, 3, 4 & 5 Externship: 5 wks Version: DA-N24 Credits: 32 Hours: 820 Trm 1=28 / Trm 2=12	2/14/24	8/28/24	10/16/24	11/19/24
			4/3/24	10/16/24	12/4/24	1/21/25
			5/22/24	12/4/24	2/5/25	3/11/25
			7/10/24	2/5/25	3/26/25	4/29/25
			8/28/24	3/26/25	5/14/25	6/17/25
			10/16/24	5/14/25	7/2/25	8/5/25
			12/4/24	7/2/25	8/20/25	9/23/25
			2/5/25	8/20/25	10/8/25	11/11/25
3/26/25			10/8/25	11/26/25	1/13/26	

Medical Assistant (AM)	Schedule	Program Details	Start Date	Term 2	Extern	End Date
	Mon - Fri 8:00 am - 12:00 pm 35 wks	Sequence: 6 wks Career Prep Sequence 1, 2, 3 & 4 Externship: 5 wks Version: MA-G-D24 Crds: 32 / Hrs: 800 Trm 1=24 / Trm 2=11	1/24/24	7/31/24	9/11/24	10/15/24
			3/6/24	9/11/24	10/23/24	11/26/24
			4/17/24	10/23/24	12/4/24	1/21/25
			5/29/24	12/4/24	1/29/25	3/4/25
			7/31/24	1/29/25	3/12/25	4/15/25
			9/11/24	3/12/25	4/23/25	5/27/25
			10/23/24	4/23/25	6/4/25	7/8/25
			12/4/24	6/4/25	7/16/25	8/19/25
1/29/25			7/16/25	8/27/25	9/30/25	

Medical Assistant (AFT)	Schedule	Program Details	Start Date	Term 2	Extern	End Date
	Mon - Fri Hybrid 35 wks	Sequence: 6 wks Career Prep Sequence 1, 2, 3 & 4 Externship: 5 wks Version: MA-H-D24 Crds: 32 / Hrs: 800 Trm 1=24 / Trm 2=11	1/3/24	6/19/24	7/31/24	9/3/24
			2/14/24	7/31/24	9/11/24	10/15/24
			3/27/24	9/11/24	10/23/24	11/26/24
			5/8/24	10/23/24	12/4/24	1/21/25
			6/19/24	12/4/24	1/29/25	3/4/25
			7/31/24	1/29/25	3/12/25	4/15/25
			9/11/24	3/12/25	4/23/25	5/27/25
			10/23/24	4/23/25	6/4/25	7/8/25
12/4/24			6/4/25	7/16/25	8/19/25	

Medical Assistant (EVE)	Schedule	Program Details	Start Date	Term 2	Extern	End Date
	Mon - Fri Hybrid 35 wks	Sequence: 6 wks Career Prep Sequence 1, 2, 3 & 4 Externship: 5 wks Version: MA-H-N24 Crds: 32 / Hrs: 800 Trm 1=24 / Trm 2=11	1/3/24	6/19/24	7/31/24	9/3/24
			2/14/24	7/31/24	9/11/24	10/15/24
			3/27/24	9/11/24	10/23/24	11/26/24
			5/8/24	10/23/24	12/4/24	1/21/25
			6/19/24	12/4/24	1/29/25	3/4/25
			7/31/24	1/29/25	3/12/25	4/15/25
			9/11/24	3/12/25	4/23/25	5/27/25
			10/23/24	4/23/25	6/4/25	7/8/25
12/4/24			6/4/25	7/16/25	8/19/25	

## Program Start Dates: 2024

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Pharmacy Technician (AM)	Schedule	Program Details	Start Date	Term 2	Extern	End Date
	Mon - Fri 8:00 am - 12:00 pm 36 wks	Sequence: 6 wks Career Prep Sequence 1, 2, 3 & 4 Externship: 6 wks Version: RXT-G-D24 Crds: 33.5 / Hrs: 840 Trm 1=24 / Trm 2=12	1/24/24	7/31/24	9/11/24	10/22/24
			3/6/24	9/11/24	10/23/24	12/3/24
			4/17/24	10/23/24	12/4/24	1/28/25
			5/29/24	12/4/24	1/29/25	3/11/25
			7/31/24	1/29/25	3/12/25	4/22/25
			9/11/24	3/12/25	4/23/25	6/3/25
			10/23/24	4/23/25	6/4/25	7/15/25
			12/4/24	6/4/25	7/16/25	8/26/25
1/29/25			7/16/25	8/27/25	10/7/25	

Pharmacy Technician (EVE)	Schedule	Program Details	Start Date	Term 2	Extern	End Date
	Mon - Fri Hybrid 36 wks	Sequence: 6 wks Career Prep Sequence 1, 2, 3 & 4 Externship: 6 wks Version: RXT-H-N24 Crds: 33.5 / Hrs: 840 Trm 1=24 / Trm 2=12	2/14/24	7/31/24	9/11/24	10/22/24
			3/27/24	9/11/24	10/23/24	12/3/24
			5/8/24	10/23/24	12/4/24	1/28/25
			6/19/24	12/4/24	1/29/25	3/11/25
			7/31/24	1/29/25	3/12/25	4/22/25
			9/11/24	3/12/25	4/23/25	6/3/25
			10/23/24	4/23/25	6/4/25	7/15/25
			12/4/24	6/4/25	7/16/25	8/26/25

Phlebotomy (AM)	Schedule	Program Details	Start Date	Term 2	Extern	End Date
	Mon - Fri 8:00 am - 12:00 pm 11 wks	Sequence: 7 wks Externship: 4 wks Version: PHLD1 Crds: 10 / Hrs: 300 Trm 1 = 11 Wks	1/24/24		3/13/24	4/9/24
			3/13/24		5/1/24	5/28/24
			5/1/24		6/19/24	7/16/24
			6/19/24		8/7/24	9/3/24
			8/7/24		9/25/24	10/22/24
			9/25/24		11/13/24	12/10/24
			11/13/24		1/15/25	2/11/25
			1/15/25		3/5/25	4/1/25
3/5/25				4/23/25	5/20/25	

Veterinary Assistant (AM)	Schedule	Program Details	Start Date	Term 2	Extern	End Date
	Mon - Fri 8:00 am - 12:00 pm 30 wks	Sequence: 6 wks Career Prep Sequence 1, 2 & 3 Externship: 6 wks Version: VTA-G-D24 Crds: 29 / Hrs: 720 Trm 1=18 / Trm 2=12	1/24/24	5/29/24	7/10/24	8/20/24
			3/6/24	7/31/24	9/11/24	10/22/24
			4/17/24	9/11/24	10/23/24	12/3/24
			5/29/24	10/23/24	12/4/24	1/28/25
			7/31/24	12/4/24	1/29/25	3/11/25
			9/11/24	1/29/25	3/12/25	4/22/25
			10/23/24	3/12/25	4/23/25	6/3/25
			12/4/24	4/23/25	6/4/25	7/15/25
1/29/25			6/4/25	7/16/25	8/26/25	

Veterinary Assistant (AFT)	Schedule	Program Details	Start Date	Term 2	Extern	End Date
	Mon - Fri Hybrid 30 wks	Sequence: 6 wks Career Prep Sequence 1, 2 & 3 Externship: 6 wks Version: VTA-H-D24 Crds: 29 / Hrs: 720 Trm 1=18 / Trm 2=12	1/3/24	5/8/24	6/19/24	7/30/24
			2/14/24	6/19/24	7/31/24	9/10/24
			3/27/24	7/31/24	9/11/24	10/22/24
			5/8/24	9/11/24	10/23/24	12/3/24
			6/19/24	10/23/24	12/4/24	1/28/25
			7/31/24	12/4/24	1/29/25	3/11/25
			9/11/24	1/29/25	3/12/25	4/22/25
			10/23/24	3/12/25	4/23/25	6/3/25
12/4/24			4/23/25	6/4/25	7/15/25	

Veterinary Assistant (EVE)	Schedule	Program Details	Start Date	Term 2	Extern	End Date
	Mon - Fri Hybrid 30 wks	Sequence: 6 wks Career Prep Sequence 1, 2 & 3 Externship: 6 wks Version: VTA-H-N24 Crds: 29 / Hrs: 720 Trm 1=18 / Trm 2=12	1/3/24	5/8/24	6/19/24	7/30/24
			2/14/24	6/19/24	7/31/24	9/10/24
			3/27/24	7/31/24	9/11/24	10/22/24
			5/8/24	9/11/24	10/23/24	12/3/24
			6/19/24	10/23/24	12/4/24	1/28/25
			7/31/24	12/4/24	1/29/25	3/11/25
			9/11/24	1/29/25	3/12/25	4/22/25
			10/23/24	3/12/25	4/23/25	6/3/25
12/4/24			4/23/25	6/4/25	7/15/25	

## Program Start Dates: 2024

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#### Degree Programs

Occupational Therapy Assistant (AM)	Schedule	Program Details	Sem Start	Sem End	End Date
	Mon - Thur 8:00 am - 12:00 pm 80 wks	5 Semesters Term / Sem: 16 wks Version: OTA-10 70.5 Crds / 1,712 Hrs	1/3/24	4/23/24	
			5/1/24	8/20/24	
			8/28/24	12/17/24	
			1/8/25	4/29/25	
			5/7/25	8/26/25	8/26/25

Occupational Therapy Assistant (AFT)	Schedule	Program Details	Sem Start	Sem End	End Date
	Mon - Thur 1:00 pm - 5:00 pm 80 wks	5 Semesters Term / Sem: 16 wks Version: OTA-10 70.5 Crds / 1,712 Hrs	8/28/24	12/17/24	
			1/8/25	4/29/25	
			5/7/25	8/26/25	
			9/3/25	12/23/25	
			1/7/26	4/28/26	4/28/26

Physical Therapist Assistant (AM)	Schedule	Program Details	Sem Start	Sem End	End Date
	Mon - Thur 8:00 am - 12:00 pm 75 wks	5 Semesters Term / Sem: 15 wks Version: PTA14 66.5 Crds / 1,586 Hrs	3/20/24	7/2/24	
			7/10/24	10/22/24	
			10/30/24	2/25/25	
			3/5/25	6/17/25	
			6/25/25	10/7/25	10/7/25

Respiratory Therapy (AM)	Schedule	Program Details	Sem Start	Sem End	End Date
	Mon - Fri 8:00 am - 12:00 pm 85 wks	5 Semesters Term / Sem: 17 wks Version: RT20 85 Crds / 1,955 Hrs	4/17/24	8/13/24	
			8/21/24	12/17/24	
			1/8/25	5/6/25	
			5/14/25	9/9/25	
			9/17/25	1/27/26	1/27/26

Respiratory Therapy (AFT)	Schedule	Program Details	Sem Start	Sem End	End Date
	Mon - Fri 12:30 pm - 4:30 pm 85 wks	5 Semesters Term / Sem: 17 wks Version: RT20 85 Crds / 1,955 Hrs	10/16/24	2/25/25	
			3/5/25	7/1/25	
			7/9/25	11/4/25	
			11/12/25	3/24/26	
			4/1/26	7/28/26	7/28/26

Veterinary Technician (AM)	Schedule	Program Details	Start Date	On Ground	Extern	End Date
	Mon - Fri 8:00 am - 12:00 pm 47 wks	5 Sequences Sequence: 8 wks Extern/Seminar: 7 wks Version: VTTD18 Crds: 77.5 / Hrs: 1,055 Trm: 1=16/2=16/3=15	2/21/24	4/17/24	11/27/24	1/28/25
			4/17/24	6/12/24	2/5/25	3/25/25
			6/12/24	8/7/24	4/2/25	5/20/25
			8/7/24	10/2/24	5/28/25	7/15/25
			10/2/24	11/27/24	7/23/25	9/9/25
			11/27/24	2/5/25	9/17/25	11/4/25
			2/5/25	4/2/25	11/12/25	1/13/26
			4/2/25	5/28/25	1/21/26	3/10/26

Veterinary Technician (AFT)	Schedule	Program Details	Start Date	On Ground	Extern	End Date
	Mon - Fri 1:00 pm - 5:00 pm 47 wks	5 Sequences Sequence: 8 wks Extern/Seminar: 7 wks Version: VTTD18 Crds: 77.5 / Hrs: 1,055 Trm: 1=16/2=16/3=15	2/21/24	4/17/24	11/27/24	1/28/25
			4/17/24	6/12/24	2/5/25	3/25/25
			6/12/24	8/7/24	4/2/25	5/20/25
			8/7/24	10/2/24	5/28/25	7/15/25
			10/2/24	11/27/24	7/23/25	9/9/25
			11/27/24	2/5/25	9/17/25	11/4/25
			2/5/25	4/2/25	11/12/25	1/13/26
			4/2/25	5/28/25	1/21/26	3/10/26

## Program Information

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Program	Catalog Page(s)	Action	Notification
Dental Assistant Medical Assistant Medical Billing and Coding Pharmacy Technician Sterile Processing Technician Veterinary Assistant	29 - 34, 38 - 45, 47 - 50, 55 - 60	Added	<p>In 2024, Pima Medical Institute will be updating certificate program start and sequence dates. As PMI works through the transition, this may result in a scheduled break within the program. If the program in which you are enrolled is impacted, this could extend your estimated graduation date. Students who fail one or more courses or withdraw from the program and decide to reenroll at a later date may also be impacted by the scheduled break. This interruption will not affect any tuition, fees, or other program information.</p> <p>Adjusted dates are published in the campus catalog addendum, which is available <a href="https://pmi.edu/admissions-financial-aid/academic-catalog/">https://pmi.edu/admissions-financial-aid/academic-catalog/</a>. After reviewing the revised schedule, if you have any concerns related to the adjusted dates, please contact your admissions representative or student services coordinator.</p>
Certificate and Degree Programs (except Online programs)	28 - 124	Updated	<p>As PMI returns to campus, programs may be either on-ground or hybrid. Programs designated as 'On-Ground' mean the program is offered on campus and students are expected to attend class in person. Programs designated as 'Hybrid' mean the program is offered using a combination of on-ground and online formats. Programs, courses, lectures, and labs that are scheduled to be on-ground require the student to physically attend on campus on the days/times announced. Refer to the program's Prospective Student Handout for information on the delivery method of each course within the hybrid programs.</p> <p>On-ground programs/courses will be taught on campus barring any emergencies impacting the regular operations of campus facilities, in which case students may be notified of a change from an on-ground to hybrid delivery method, and any changes in the course schedule (days and times of courses). These changes may impact a student's progression through the program, semester or sequence dates, and graduation.</p>
Health Care Administration	76	Updated	<p>PMI certificate programs that block-transfer into semester III include Dental Assistant (except Dental Assistant - California campuses), Health Care Administration Certificate, Medical Assistant, Medical Billing and Coding, Pharmacy Technician, and Sterile Processing Technician.</p>

## Program Information

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*Refer to Program Information pages (i.e., Program Outline and/or Course Descriptions) at the end of this document.*

Program	Catalog Page(s)	Action	Notification
Diagnostic Medical Sonography	72 - 75	Added	The Diagnostic Medical Sonography program has been added to the San Antonio campus. See the following program pages for the program outline and course descriptions.
Ophthalmic Medical Technician	N/A	Added	The Ophthalmic Medical Technician program has been added to the Denver campus. See the following program pages for the program outline and course descriptions.
Master of Science in Organizational Leadership - Health Care Administration and Public Health Administration Specialization	141 - 148	Updated	The Master of Science in Organizational Leadership program (both specializations) have minor changes to the course prerequisites. See the following program pages for the updated course descriptions.

# Licensure Determination Disclosure Certificate Programs

In compliance with [34 CFR 668.43](#) Pima Medical Institute has made a reasonable effort to determine graduate eligibility for licensure in all states/territories for programs designed and advertised as leading to licensure. The chart below lists PMI programs and states/territories where the curriculum meets licensure requirements, states/territories where the curriculum does not meet licensure requirements, and states/territories in which PMI has been unable to determine if the curriculum meets state licensure requirements. All consumers should be advised that due to the frequent changes to statutes, rules, and regulations PMI cannot guarantee licensure based on the lists below.

Program	Program does not lead to licensure or Licensure Not Required	Meets Licensure Requirements	Does Not Meet Licensure Requirements	Undetermined	Notes
Dental Assistant	Alabama, Alaska, Arizona, Arkansas, Colorado, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Kansas, Kentucky, Louisiana, Maine, Maryland, Michigan, Minnesota, Mississippi, Missouri, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, North Carolina, North Dakota, Ohio, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Texas, US Virgin Islands, Utah, Vermont, Virginia, West Virginia, Wisconsin, Wyoming	California ( <i>Chula Vista and San Marcos Programs ONLY</i> ), District of Columbia (Level I), Guam, N. Mariana Islands, Tennessee, Washington	California+, Iowa, Massachusetts, Montana**, New York	American Samoa, Puerto Rico	+Graduates from DA programs at the following campuses are not eligible for licensure in the state of California: Mesa, Phoenix, Tucson, Aurora, Colorado Springs, Denver, Las Vegas, Albuquerque, El Paso, Houston, San Antonio, Renton, and Seattle ** <i>The State of Montana does not have licensure requirements for this profession; however, regulations prohibit hiring of non-CODA (Commission on Dental Accreditation) trained Dental Assistants.</i>  Contact information for State/Territory Licensing Boards in which the PMI program Does Not Meet licensure requirements or Undetermined can be found at <a href="https://pmi.edu/wp-content/uploads/2022/01/State-Licensing-Board-Contact-Information_DA.pdf">https://pmi.edu/wp-content/uploads/2022/01/State-Licensing-Board-Contact-Information_DA.pdf</a>
Health Care Administration	Licensure not required				
Medical Assistant	Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Guam, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina North Dakota, Ohio, Oregon, Pennsylvania, Puerto Rico, Rhode Island, South Carolina, Tennessee, Texas, US Virgin Islands, Utah, Vermont, Virginia, West Virginia, West Virginia, Wisconsin, Wyoming	South Dakota, Washington		American Samoa, N. Mariana Islands	Contact information for Licensing Boards of states/territories that PMI has been Unable to Make a Licensure Determination can be found at <a href="https://pmi.edu/wp-content/uploads/2022/03/Licensing-Board-Contact-Info_MA.pdf">https://pmi.edu/wp-content/uploads/2022/03/Licensing-Board-Contact-Info_MA.pdf</a>

Program	Program does not lead to licensure or Licensure Not Required	Meets Licensure Requirements	Does Not Meet Licensure Requirements	No Licensure Determination	Notes
Medical Billing and Coding	Licensure not required				
Patient Care Technician	Licensure not required*				* Applicants to the PCT program must be a certified nursing assistant (CNA). Graduates of the PCT programs are eligible to take the Board of Nephrology Examiners Nursing Technology (BONENT) Exam.
Pharmacy Technician	Hawaii, Maine, Missouri, Pennsylvania, South Carolina	Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maryland, <b>Massachusetts</b> +, Michigan, Minnesota, Mississippi, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, <b>North Dakota</b> +, <b>Ohio</b> +, Oregon, Rhode Island, South Dakota, Tennessee, Texas, <b>Utah</b> +, Vermont, Virginia, <b>Washington</b> ^, <b>West Virginia</b> +, Wyoming, Puerto Rico, Guam	Alabama, District of Columbia, <b>Massachusetts</b> +, <b>North Dakota</b> +, <b>Ohio</b> +, Oklahoma, <b>Utah</b> +, <b>Washington</b> ^, <b>West Virginia</b> +	Wisconsin, American Samoa, N. Mariana Islands, US Virgin Islands	+State licensure/registration is required – applicants for licensure must have graduated from an ASHP-Accredited program – graduates from the Mesa, Tucson, Chula Vista, San Marcos, Colorado Springs, Denver, Albuquerque, El Paso, Houston, San Antonio, and Renton campuses do not meet this requirement and are therefore not eligible for licensure/registration in these states. Graduates from the Las Vegas program do meet these requirements. ^State licensure/registration is required – applicants for state licensure/registration must have graduated from an ASHP-Accredited program or a program approved by the Washington State Pharmacy Quality Assurance Commission (WSPQAC) – graduates from the Mesa, Tucson, Chula Vista, San Marcos, Colorado Springs, Denver, Albuquerque, El Paso, Houston, San Antonio campus do not meet this requirement and are therefore not eligible for licensure/registration in the state of Washington. Graduates from the Las Vegas campus and Renton Campus do meet this requirement.  Contact information for State Licensing Boards in which the PMI program Does Not Meet Licensure Requirements/Undetermined can be found at <a href="https://pmi.edu/wp-content/uploads/2022/01/State-Licensing-Board-Contact-Information_RXT-1.pdf">https://pmi.edu/wp-content/uploads/2022/01/State-Licensing-Board-Contact-Information_RXT-1.pdf</a>
Phlebotomy Technician	Alabama, Alaska, Arizona, Arkansas, Colorado, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, New Hampshire, New Jersey, New Mexico, New York, North Carolina North Dakota, Ohio, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, West Virginia, West Virginia, Wisconsin, Wyoming	California* ( <i>San Marcos Program ONLY</i> ), Nevada, Washington	California*, Louisiana	American Samoa, District of Columbia, Guam, N. Mariana Islands, Puerto Rico, US Virgin Islands	*California requires completion of a state-approved Phlebotomy Training Program to obtain licensure/certification in the state. Only graduates from the San Marcos program are eligible. Graduates from the East Valley, Phoenix, Tucson, El Paso, Houston, San Antonio, and Renton programs are not eligible for licensure/certification in the state of California.  Contact information for State Licensing Boards in which the PMI program Does Not Meet Licensure Requirements/Undetermined can be found at <a href="https://pmi.edu/wp-content/uploads/2022/01/State-Licensing-Board-Contact-Information_PHLB.pdf">https://pmi.edu/wp-content/uploads/2022/01/State-Licensing-Board-Contact-Information_PHLB.pdf</a>



Program	Program does not lead to licensure or Licensure Not Required	Meets Licensure Requirements	Does Not Meet Licensure Requirements	No Licensure Determination	Notes
Sterile Processing Technician	Alabama, Alaska, Arizona, Arkansas, California, Colorado, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Mexico, North Carolina, North Dakota, Ohio, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming	Connecticut, New Jersey, New York, Tennessee		American Samoa, Guam, N. Mariana Islands, Puerto Rico, US Virgin Islands	<p>Graduates of this program are eligible to take the CRCST Credentialing Examination.</p> <p>Contact information for State Licensing Boards in which the PMI program Does Not Meet Licensure Requirements/Undetermined can be found at <a href="https://pmi.edu/wp-content/uploads/2022/03/State-Licensing-Board-Contact-Information_SPT.pdf">https://pmi.edu/wp-content/uploads/2022/03/State-Licensing-Board-Contact-Information_SPT.pdf</a></p>
Veterinary Assistant	Licensure not required				

## Licensure Determination Disclosure Associate Degree Programs

In compliance with [34 CFR 668.43](#) Pima Medical Institute has made a reasonable effort to determine graduate eligibility for licensure in all states/territories for programs designed and advertised as leading to licensure. The chart below lists PMI programs and states/territories where the curriculum meets licensure requirements, states/territories where the curriculum does not meet licensure requirements, and states/territories in which PMI has been unable to determine if the curriculum meets licensure requirements. All consumers should be advised that due to the frequent changes to statutes, rules, and regulations PMI cannot guarantee licensure based on the lists below.

Program	Program does not lead to licensure or Licensure Not Required	Meets Licensure Requirements	Does Not Meet Licensure Requirements	Undetermined	Notes
Dental Hygiene		All States/Territories			Graduates of CODA Accredited programs are eligible to apply to take the National Board Dental Hygiene Examination and other board examinations as required for state licensure.
Diagnostic Medical Sonography	Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Jersey, New York, North Carolina, Ohio, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, Washington DC, West Virginia, Wisconsin, Wyoming, US Virgin Islands	New Hampshire, New Mexico, North Dakota, Oregon		American Samoa, Guam, N. Mariana Islands, Puerto Rico	Graduates of PMI DMS programs may be eligible to apply for the American Registry of Diagnostic Medical Sonography (ARDMS) board examination through one of the available pathways.  Contact information for Licensing Boards that are Undetermined to meet requirements can be found <a href="#">HERE</a> .
Medical Laboratory Technician		Alabama, Alaska, Arizona, Arkansas, Colorado, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, North Carolina, Ohio, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, Washington D.C., West Virginia, West Virginia, Wisconsin, Wyoming	California, New York, North Dakota	American Samoa, Guam, N. Mariana Islands, Puerto Rico, US Virgin Islands	Contact information for State Licensing Boards in which the PMI program Does Not Meet licensure requirements can be found <a href="#">HERE</a> .

Program	Program does not lead to licensure or Licensure Not Required	Meets Licensure Requirements	Does Not Meet Licensure Requirements	Undetermined	Notes
Ophthalmic Medical Technician		All States/Territories			Graduates of this program are eligible to apply to take the Certified Ophthalmic Technician <sup>®</sup> examination administered by the Joint Commission on Allied Health Personnel in Ophthalmology <sup>®</sup> .
Occupational Therapy Assistant		All States/Territories			Graduates of the OTA program are eligible to apply to take the National Certification Examination for Occupational Therapy Assistant (COTA) administered by the National Board for Certification in Occupational Therapy (NBCOT).
Paramedic		Arizona*, Nevada*  Alabama, Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, New Hampshire, New Jersey, New Mexico, North Carolina, North Dakota, Ohio, Oklahoma, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, Washington DC, West Virginia, Wisconsin, Wyoming	Alaska, New York, Oregon	American Samoa, Guam, N. Mariana Islands, Puerto Rico, US Virgin Islands	*The Paramedic program is a hybrid program offered at the Mesa and Las Vegas campuses and available to residents of Arizona and Nevada, respectively. The Paramedic program meets requirements for licensure and employment in those states. While there are online components, this program requires on-ground attendance at the campus at which the student is enrolled and cannot be completed solely via distance education.  Graduates of the Paramedic program are eligible to apply to take the National Registry of Emergency Medical Technicians (NREMT) certification examination at the paramedic level.  Contact information for State Licensing Boards in which the PMI program Does Not Meet Licensure Requirements/Undetermined can be found <a href="#">HERE</a> .
Physical Therapist Assistant		All States/Territories			Graduates of PMI PTA programs are eligible to apply to take the National Physical Therapy Examination for Physical Therapist Assistants (NPTE-PTA) which is administered by the Federation of State Boards of Physical Therapy (FSBPT).

Program	Program does not lead to licensure or Licensure Not Required	Meets Licensure Requirements	Does Not Meet Licensure Requirements	Undetermined	Notes
Radiography		All States/Territories			Graduates of PMI RAD programs are eligible to apply to take the American Registry of Radiologic Technologists (ARRT) examination for certification.
Respiratory Therapy		All States/Territories			Graduates of PMI RT programs are eligible to apply to take the National Board for Respiratory Care Therapist Multiple-Choice (TMC) Examination. Those who meet the threshold on the TMC are eligible to take the Clinical Simulation Examination (CSE) to obtain the Registered Respiratory Therapist (RRT) credential.
Surgical Technology	Alabama, Alaska, Arizona, California, Connecticut, Delaware, Florida, Georgia, Hawaii, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, New Hampshire, New Mexico, North Carolina, Ohio, Rhode Island, South Dakota, Utah, Vermont, Washington DC, West Virginia, Wisconsin, Wyoming, US Virgin Islands, American Samoa, Guam, N. Mariana Islands, Puerto Rico	Arkansas, Colorado, Idaho, Illinois, Indiana, Massachusetts, Nevada, New Jersey, New York, North Dakota, Oregon, Pennsylvania, South Carolina, Tennessee, Texas, Virginia, Washington			Graduates of PMI ST programs are eligible to apply to take the Certified Surgical Technologist (CST <sup>®</sup> ) exam administered by the National Board of Surgical Technology and Surgical Assisting (NBSTSA).
Veterinary Technician	Arizona, Colorado, District of Columbia, Florida, Hawaii, Massachusetts, Montana, New Hampshire, New Jersey, Rhode Island, US Virgin Islands, Vermont, West Virginia, Wyoming	Alabama, Alaska, Arkansas, California, Connecticut, Delaware, Georgia, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Michigan, Minnesota, Mississippi, Missouri, Nebraska, Nevada, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Puerto Rico, South Carolina, South Dakota, Tennessee, Texas, Utah, Virginia, Washington, Wisconsin		American Samoa, Guam, N. Mariana Islands	Graduates of PMI VTT programs are eligible to apply to take the Veterinary Technician National Examination (VTNE) and applicable state board examinations.  Contact information for Licensing Boards that are Undetermined to meet requirements can be found <a href="#">HERE</a> .

## Licensure Determination Disclosure

### Nursing Programs

In compliance with [34 CFR 668.43](#) Pima Medical Institute has made a reasonable effort to determine graduate eligibility for licensure in all states/territories for programs designed and advertised as leading to licensure. The chart below lists PMI programs and states/territories where the curriculum meets licensure requirements, states/territories where the curriculum does not meet licensure requirements, and states/territories in which PMI has been unable to determine if the curriculum meets licensure requirements. All consumers should be advised that due to the frequent changes to statutes, rules, and regulations PMI cannot guarantee licensure based on the lists below.

Program	Program does not lead to licensure or Licensure Not Required	Meets Licensure Requirements	Does Not Meet Licensure Requirements	Undetermined	Notes
Nursing Assistant/Aide (certificate)		Arizona, Colorado, Florida, Michigan, New Mexico, Texas	Alaska	Alabama, Arkansas, California, Connecticut, Delaware, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New York, North Carolina, North Dakota, Ohio, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Utah, Vermont, Virginia, Washington, Washington D.C., West Virginia, Wisconsin, Wyoming, American Samoa, Guam, N. Mariana Islands, Puerto Rico, US Virgin Islands	<p>*this is an on-ground program available to residents of Arizona, Colorado, and Texas and meets licensure/certification requirements in those states.</p> <p>After licensure is obtained in the state (AZ, CO, or TX) transfer of licensure may be available via state reciprocity compacts. Prospective students and current students are strongly encouraged to contact the state professional licensing board or similar regulatory body in the state(s) where they plan to work to determine licensure requirements before enrolling in a program.</p> <p>State professional licensing board contact information can be found <a href="#">HERE</a>.</p>
Nursing (Associate Degree)		Arizona*	Alabama, Alaska, Illinois	Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina North Dakota, Ohio, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, Washington D.C., West Virginia, West Virginia, Wisconsin, Wyoming, American Samoa, Guam, N. Mariana Islands, Puerto Rico, US Virgin Islands	<p>*this is an on-ground program available to residents of Arizona and is approved for licensure by the Arizona State Board of Nursing.</p> <p>After licensure is obtained in AZ, transfer of state licensure may be available via state reciprocity compacts. Prospective students and current students are strongly encouraged to contact the state professional licensing board or similar regulatory body in the state(s) where they plan to work to determine requirements before enrolling in a program.</p> <p>State professional licensing board contact information can be found <a href="#">HERE</a>.</p>
Practical Nursing (PN) (certificate)		Colorado, New Mexico	Alabama, Alaska, Illinois	Arizona, Arkansas, California, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New York, North Carolina North Dakota, Ohio, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, Washington D.C., West Virginia, Wisconsin, Wyoming, American Samoa, Guam, N. Mariana Islands, Puerto Rico, US Virgin Islands	<p>*The Albuquerque program is a hybrid program available to residents of New Mexico. The Albuquerque program is approved by the New Mexico Board of Nursing. While there are online components, this program requires on-ground attendance at the campus at which the student is enrolled and cannot be completed solely via distance education.</p> <p>*The Aurora program is an on-ground program available to residents of Colorado. The Aurora program is approved for licensure by the Colorado State Board of Nursing.</p> <p>After licensure is obtained in the state (CO or NM), transfer of licensure may be available via state reciprocity compacts. Prospective students and current students are strongly encouraged to contact the state professional licensing board or similar regulatory body in the state(s) where they plan to work to determine requirements before enrolling in a program.</p> <p>State professional licensing board contact information can be found <a href="#">HERE</a>.</p>



## State Licensure Determination Disclosure Online Programs

In compliance with [34 CFR 668.43](#) Pima Medical Institute has made a reasonable effort to determine graduate eligibility for licensure in all states for programs designed and advertised as leading to licensure. The chart below lists PMI programs and states where the curriculum meets licensure requirements, states where the curriculum does not meet licensure requirements, and states in which PMI has been unable to determine if the curriculum meets state licensure requirements. All consumers should be advised that due to the frequent changes to state statutes, rules, and regulations PMI cannot guarantee licensure based on the lists below.

### Online Associate Degree Programs

Program	Program does not lead to licensure or Licensure Not Required	Meets Requirements	Does Not Meet Requirements	No Licensure Determination	Notes
Radiography - Bridge		All States*			*applicants to this program must document graduation from one of the following: a United States military program in radiologic sciences; a JRCERT accredited radiologic sciences program; a foreign program in radiologic sciences equivalent in length to one year or more of college coursework; or an approved or licensed limited scope radiography program. Graduates of this program are eligible to apply to take the American Registry of Radiologic Technologists (ARRT) examination for certification.
Health Care Administration	Program does not lead to licensure				

### Online Bachelor's Degree Programs

Program	Program does not lead to licensure or Licensure Not Required	Meets Requirements	Does Not Meet Requirements	No Licensure Determination	Notes
BS Health Care Administration	Does not lead to Licensure – Licensure not required to work in field.				
BS Nursing	Does not lead to Licensure*				*admission to the program requires that applicants maintain an active and unencumbered license as a registered nurse and be employed as a registered nurse (RN).

Program	Program does not lead to licensure or Licensure Not Required	Meets Requirements	Does Not Meet Requirements	No Licensure Determination	Notes
BS Physical Therapist Assist	Does not lead to Licensure*				*Applicants to this degree program must have graduated from a PTA program accredited by CAPTE. This is a degree completion program. Licensure/certification as a PTA in a state within the United States is required prior to taking courses in semesters three and four.
BS Rad Sciences	Does not lead to Licensure*				*Applicants to this degree completion program must hold an American Registry of Radiologic Technologists (ARRT) certification.
BS Res Therapy	Does not lead to Licensure*				*Applicants to this degree completion program must be registered respiratory therapist (RRT).

### Online Master's Degree Program

Program	Program does not lead to licensure or Licensure Not Required	Meets Requirements	Does Not Meet Requirements	No Licensure Determination	Notes
MS Organizational Leadership	Does not lead to Licensure				



# Diagnostic Medical Sonography

**Objective:** To develop in students the intrapersonal and professional skills needed to perform as competent entry-level general sonographers through didactic instruction, hands-on laboratory practice, and clinical experiences. Among the topics covered in the curriculum are anatomy and physiology, pathophysiology, ultrasound scanning techniques and protocols, the sonographer's scope of practice, medical terminology, patient care, communications, medical law and ethics, and other topics necessary to be effective members of the sonography team.

Graduates of this program receive an Associate of Applied Science Degree.

**Admissions Requirements:** In addition to the Admissions requirements listed in the Prospective Students section of this catalog, an interview with the program director and/or faculty is required. Refer to the program specific Prospective Student Handout for more information.

## At a Glance

**Program Type:** Associate Degree

**Delivery Method:** On-ground or hybrid\*

\*See "Note" on Course Descriptions page.

**Semester Credits:** 82.5

Program Length	Total
Program Hours	2,160
Program Weeks	90
Program Semesters (15 weeks per semester)	6

## Campus Locations



AZ: Phoenix

TX: El Paso, Houston, San Antonio

Semester I					
Course #	Course	Theory	Lab	Extern	Credits
BIO 119	Anatomy and Physiology	45			3.0
CCM 115	Communications	45			3.0
CLE 115	Medical Law and Ethics	30			2.0
CMT 100	Medical Terminology	15			1.0
MTH 140	Math Applications	45			3.0
PHY 102	Physics	45			3.0
Semester I Total		225			15.0

Semester II					
Course #	Course	Theory	Lab	Extern	Credits
DMS 122	Patient Care	30	15		2.5
DMS 125	Sonographic Physics and Instrumentation	90			6.0
DMS 152	Introduction to Sonographic Scanning and Instrumentation Lab		60		2.0
DMS 162	Abdominal and Small Parts Sonography I	45			3.0
Semester II Total		165	75		13.5

Semester III					
Course #	Course	Theory	Lab	Extern	Credits
DMS 182	Abdominal and Small Parts Sonography II	90			6.0
DMS 183	Abdominal and Small Parts Sonography Lab		120		4.0
DMS 200	Vascular Imaging I	30			2.0
DMS 201	Vascular Imaging I Lab		60		2.0
Semester III Total		120	180		14.0

Semester IV					
Course #	Course	Theory	Lab	Extern	Credits
DMS 242	Vascular Imaging II	30			2.0
DMS 243	Vascular Imaging II Lab		60		2.0
DMS 255	Obstetric and Gynecology Sonography	90			6.0
DMS 256	Obstetric and Gynecology Sonography Lab		90		3.0
Semester IV Total		120	150		13.0

Semester V					
Course #	Course	Theory	Lab	Extern	Credits
DMS 270	Clinical Practicum I			540	12.0
DMS 275	Sonography as a Profession	15			1.0
Semester V Total		15		540	13.0

Semester VI					
Course #	Course	Theory	Lab	Extern	Credits
DMS 280	Clinical Practicum II			540	12.0
DMS 285	Sonography Examination Review	30			2.0
Semester VI Total		30		540	14.0

<b>Program Total</b>		<b>675</b>	<b>405</b>	<b>1,080</b>	<b>82.5</b>
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# Diagnostic Medical Sonography • Course Descriptions

Note: Hybrid delivery is offered only at El Paso and Phoenix campuses. Refer to the Prospective Student Handout at these campuses for course-specific delivery methods in these hybrid programs.

## Semester I

### **BIO 119 Anatomy and Physiology**

Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0

This course introduces the structures and functions of systems within the human body, including integumentary, musculoskeletal, endocrine, nervous, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive. Course content addresses the roles of cellular, tissue, and organ structures within each system and within the human body as a whole.

Prerequisites: None

### **CCM 115 Communications**

Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0

This course provides an overview of the concepts and components of communication. Verbal and nonverbal communication, technical and professional writing, speaking and listening critically, evaluating and synthesizing material from diverse cultural sources and points of view, and other topics are included.

Prerequisites: None

### **CLE 115 Medical Law and Ethics**

Total Course Hours: 30 (30 Theory, 0 Lab, 0 Extern) Semester Credits: 2.0

This course provides an overview of ethics and the law as they apply to medical professions and practice. Topics include scope of practice, legal issues, ethical considerations, patient rights, informed consent, standards of care, documentation and coding, and the use of best practices to prevent legal difficulties.

Prerequisites: None

### **CMT 100 Medical Terminology**

Total Course Hours: 15 (15 Theory, 0 Lab, 0 Extern) Semester Credits: 1.0

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

Prerequisites: None

### **MTH 140 Math Applications**

Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0

This course focuses on the fundamentals of college algebra necessary for understanding mathematical concepts and performing measurements and calculations. Mathematical operations covered include fractions, decimals, algebraic equations, basic statistics, measurement, geometric concepts, and graphing functions.

Prerequisites: None

### **PHY 102 Physics**

Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0

This course provides an overview of the fundamental concepts of physics. Topics include properties of matter, mechanics of measurement, force and motion, gravity, temperature and heat, sound waves, thermodynamics, electricity, and magnetism.

Prerequisites: None

## Semester II

### **DMS 122 Patient Care**

Total Course Hours: 45 (30 Theory, 15 Lab, 0 Extern) Semester Credits: 2.5

This course introduces the provision of safe, high-quality patient care. Topics include communication skills, professional sonographer/patient interaction, patient rights, privacy, identification and assessment, patient preparation for various sonographic examinations, infection control, patient transfer and immobilization, and body mechanics and ergonomics. Also addressed are emergency situations and the provision of care for patients with special needs and patients with tubes and oxygen administration devices.

Prerequisites: Semester I courses

### **DMS 125 Sonographic Physics and Instrumentation**

Total Course Hours: 90 (90 Theory, 0 Lab, 0 Extern) Semester Credits: 6.0

This course applies basic principles of physics within diagnostic medical ultrasound. Topics include basic acoustic principles, wave analysis, propagation of waves in tissue, physics of pulse-echo, image optimization, hemodynamics, Doppler imaging principles, and the instrumentation of the ultrasound unit. Course content also addresses issues of quality assurance, quality control, imaging artifacts, and patient/sonographer safety. This course prepares students for the ARDMS Sonography Principles and Instrumentation (SPI) exam.

Prerequisites: Semester I courses

# Diagnostic Medical Sonography • Course Descriptions

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## **DMS 152 Introduction to Sonographic Scanning and Instrumentation Lab**

*Total Course Hours: 60 (0 Theory, 60 Lab, 0 Extern) Semester Credits: 2.0*

This course introduces the operation of ultrasound instrumentation to ensure sonographic image optimization and provides opportunities to learn the operating console controls and the transducer. Also addressed are manipulation of 2-D gray scale, color Doppler, continuous-wave Doppler, and 2-D Doppler applications, equipment inspection and maintenance, quality control/quality assurance, infection control, and ergonomic considerations.

*Prerequisites: Semester I courses*

## **DMS 162 Abdominal and Small Parts Sonography I**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course introduces sonographic scanning of organs and structures of the abdomen including limited abdominal vasculature, abdominal wall and peritoneal cavities, gastrointestinal tract, musculoskeletal structures, non-cardiac chest, breast, neck, infant hip, neonatal/infant head; neonatal/infant spine. Topics include anatomy, physiology, pathophysiology, exam indications, sonographic appearance and findings, and sonographic scanning techniques and common protocols.

*Prerequisites: Semester I courses*

## Semester III

## **DMS 182 Abdominal and Small Parts Sonography II**

*Total Course Hours: 90 (90 Theory, 0 Lab, 0 Extern) Semester Credits: 6.0*

A continuation of DMS 162, this course introduces sonographic scanning of the major organs and structures of the abdomen including the liver, gallbladder/biliary system, pancreas, urinary system, adrenal gland, spleen, and the scrotum, prostate, and penis. Topics include anatomy, physiology, pathophysiology, exam indications, sonographic and Doppler appearance and findings, and sonographic scanning techniques and common protocols. Also covered are ultrasound guided interventional procedures, ultrasound techniques for transplant organs, assessment of anatomic structures for trauma-related abnormalities, and assessment of postoperative anatomy.

*Prerequisites: Semesters I and II courses*

## **DMS 183 Abdominal and Small Parts Sonography Lab**

*Total Course Hours: 120 (0 Theory, 120 Lab, 0 Extern) Semester Credits: 4.0*

This course provides opportunities to learn proper scanning techniques, common protocols, interpretation of sonographic and Doppler findings, and recognizing normal anatomical variations and pathology of the major organs of the abdomen, abdominal wall, abdominal vasculature, noncardiac chest, extremity nonvascular structures, and superficial structures to include the breast, neck, testes, penis, prostate, scrotum, infant hip, neonatal/infant head, and neonatal/infant spine.

*Prerequisites: Semesters I and II courses*

## **DMS 200 Vascular Imaging I**

*Total Course Hours: 30 (30 Theory, 0 Lab, 0 Extern) Semester Credits: 2.0*

This course introduces scanning of the arterial and venous systems with a focus on the vasculature of the major organs of the abdomen, and related hemodynamic considerations. Topics include anatomy, physiology, pathophysiology, exam indications, sonographic and Doppler appearance and findings, and sonographic scanning techniques and common protocols. Also covered are the principles and techniques of 2-D Doppler, color Doppler, power Doppler, and waveform interpretation.

*Prerequisites: Semesters I and II courses*

## **DMS 201 Vascular Imaging I Lab**

*Total Course Hours: 60 (0 Theory, 60 Lab, 0 Extern) Semester Credits: 2.0*

This course provides opportunities to learn proper scanning techniques, common protocols, interpretation of sonographic and Doppler findings, and recognizing normal anatomical variations and pathology of the abdominal vasculature, including the carotid arteries. Also addressed are the principles and techniques of 2-D Doppler, color Doppler, power Doppler, and waveform interpretation.

*Prerequisites: Semesters I and II courses*

## Semester IV

## **DMS 242 Vascular Imaging II**

*Total Course Hours: 30 (30 Theory, 0 Lab, 0 Extern) Semester Credits: 2.0*

A continuation of DMS 200, this course introduces scanning of the peripheral arterial and venous vasculature. Topics include anatomy, physiology, pathophysiology, exam indications, sonographic and Doppler appearance and findings, and sonographic scanning techniques and common protocols. Also covered are the principles and techniques of spectral wave analysis, interpretation of color Doppler and power Doppler, complementary vascular imaging procedures, and emerging technologies.

*Prerequisites: Semesters I, II, and III courses*

## **DMS 243 Vascular Imaging II Lab**

*Total Course Hours: 60 (0 Theory, 60 Lab, 0 Extern) Semester Credits: 2.0*

This course provides opportunities to learn proper scanning techniques, common protocols, interpretation of sonographic and Doppler findings, and recognizing normal anatomical variations and pathology of the peripheral arterial and venous vasculature. Also addressed are the principles and techniques of 2-D Doppler, color Doppler, power Doppler, and waveform interpretation.

*Prerequisites: Semesters I, II, and III courses*

# Diagnostic Medical Sonography • Course Descriptions

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## **DMS 255 Obstetric and Gynecology Sonography**

*Total Course Hours: 90 (90 Theory, 0 Lab, 0 Extern) Semester Credits: 6.0*

This course introduces scanning of the gynecologic and obstetric patient. Topics include anatomy, physiology, pathophysiology, exam indications, sonographic and Doppler appearance and findings, and sonographic scanning techniques and common protocols for the gravid and nongravid female. Also covered are fertilization, embryology, fetal biometry and measurements, and related interventional procedures.

*Prerequisites: Semesters I, II, and III courses*

## **DMS 256 Obstetric and Gynecology Sonography Lab**

*Total Course Hours: 90 (0 Theory, 90 Lab, 0 Extern) Semester Credits: 3.0*

This course provides opportunities to learn proper scanning techniques, common protocols, interpretation of sonographic and Doppler findings, and recognizing normal anatomical variations and pathology of the gravid and nongravid female. Also addressed are the special concerns and protocols regarding sonographic and Doppler studies of the developing fetus, and related biometric measurements.

*Prerequisites: Semesters I, II, and III courses*

### Semester V

## **DMS 270 Clinical Practicum I**

*Total Course Hours: 540 (0 Theory, 0 Lab, 540 Extern) Semester Credits: 12.0*

This course provides clinical experience under direct supervision of qualified clinical staff. Students will develop clinical competence expertise in scanning through observing, assisting, and performing the full range of sonographer responsibilities. Student learning and competence will be determined in part through frequent critique and evaluation of the performance of required competencies.

*Prerequisites: Semesters I, II, III, and IV courses*

## **DMS 275 Sonography as a Profession**

*Total Course Hours: 15 (15 Theory, 0 Lab, 0 Extern) Semester Credits: 1.0*

This course examines the role and responsibilities of a sonographer in achieving and maintaining professional credentials and advancing expertise. Students will review ethical and legal aspects of professional practice as a sonographer. Also addressed are the skills required to transition into the workforce.

*Prerequisites: Semesters I, II, III, and IV courses*

### Semester VI

## **DMS 280 Clinical Practicum II**

*Total Course Hours: 540 (0 Theory, 0 Lab, 540 Extern) Semester Credits: 12.0*

This course advances the student's clinical experience under direct supervision of qualified clinical staff. Students gain expertise in scanning through observing, assisting, and performing the full range of sonographer responsibilities. Student learning and competence will be determined in part through frequent critique and evaluation of the performance of required competencies. By the completion of the course, students are expected to demonstrate the clinical skills and competence required of an entry-level sonographer.

*Prerequisites: Semesters I, II, III, IV, and V courses*

## **DMS 285 Sonography Examination Review**

*Total Course Hours: 30 (30 Theory, 0 Lab, 0 Extern) Semester Credits: 2.0*

This course is designed to prepare students for examination for certification by the American Registry of Diagnostic Medical Sonography (ARDMS) and/or the American Registry of Radiologic Technologists (ARRT).

*Prerequisites: Semesters I, II, III, IV, and V courses*

# Ophthalmic Medical Technician

**Objective:** To develop in students the personal traits and professional skills needed to perform as competent entry-level ophthalmic technicians. The program introduces students to skills necessary to perform preliminary vision and diagnostic testing prior to physician examination. Training includes surgical assisting, ultrasound, digital photography, and light-based imaging of the eye with scanning lasers.

Graduates of this program receive an Associate of Occupational Studies Degree and are eligible to apply to take the Certified Ophthalmic Technician® (COT) examination administered by the Joint Commission on Allied Health Personnel in Ophthalmology® (JCAHPO).

**Admissions Requirements:** In addition to the Admissions requirements listed in the Prospective Students section of this catalog, an interview with the program director and/or faculty is required.



Semester I					
Course #	Course	Theory	Lab	Extern	Credits
BIO 108	Anatomy and Physiology	60			4.0
CLE 125	Law and Ethics	30			2.0
CSK 100	Study Skills	15			1.0
MTH 130	Math Applications	15			1.0
PSY 105	Interpersonal Communications	30			2.0
OPH 100	Ocular Anatomy and Physiology	45			3.0
OPH 114	Ocular Disease	60			4.0
Semester I Total		255			17.0

Semester II					
Course #	Course	Theory	Lab	Extern	Credits
OPH 108	Refractometry	45	60		5.0
OPH 112	Basic Skills	30	60		4.0
OPH 115	Patient Services	30	30		3.0
Semester II Total		105	150		12.0

Semester III					
Course #	Course	Theory	Lab	Extern	Credits
OPH 217	Contact Lenses	30	60		4.0
OPH 222	Administrative Procedures	15			1.0
OPH 214	Ocular Motility	30	30		3.0
OPH 216	Special Diagnostics	30	60		4.0
Semester III Total		105	150		12.0

Semester IV					
Course #	Course	Theory	Lab	Extern	Credits
OPH 223	Surgical Assisting	30	30		3.0
OPH 207	Pharmacology	30			2.0
OPH 210	Clinical Externship I			256	5.5
OPH 235	Optics and Advanced Refractometry	30			2.0
OPH 225	Ophthalmic Photography and Imaging	30	60		4.0
OPH 230	Echography and Light-Based Imaging	15	30		2.0
Semester IV Total		135	120	256	18.5

Semester V					
Course #	Course	Theory	Lab	Extern	Credits
OPH 220	Clinical Externship II			640	14.0
Semester V Total			640	14.0	12

<b>Program Total</b>		<b>600</b>	<b>420</b>	<b>896</b>	<b>73.5</b>
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## At a Glance

**Program Type:** Associate's Degree

**Delivery Method:** Hybrid\*

\*See "Note" on Course Descriptions page

**Semester Credits:** 73.5

Program Length	Total
Program Hours	1,916
Program Weeks	80
Program Semesters (16 weeks per semester)	5

## Campus Locations



CO: Denver

# Ophthalmic Medical Technician • Course Descriptions

Note: Refer to the Prospective Student Handout at the campus for course-specific delivery method in this hybrid program.

## Semester I

### **BIO 108 Anatomy and Physiology**

Total Course Hours: 60 (60 Theory, 0 Lab, 0 Extern) Semester Credits: 4.0

This course focuses on the fundamentals of human anatomy and physiology and medical terminology. Subjects include the organization of the body, anatomy and physiology of cells and tissues, and the structures and functions of the following systems: cardiovascular, respiratory, endocrine, nervous, integumentary, musculoskeletal, lymphatic, digestive, urinary, and reproductive. Knowledge gained in this course will prepare the student for more complex theoretical and practical applications in subsequent technical courses.

Prerequisites: None

### **CLE 125 Law and Ethics**

Total Course Hours: 30 (30 Theory, 0 Lab, 0 Extern) Semester Credits: 2.0

Instruction provides an overview of basic legal and ethical principles and practices as related to medical professions. Topics include ethical considerations, legal issues, medical documentation, medical negligence, and the workplace.

Prerequisites: None

### **CSK 100 Study Skills**

Total Course Hours: 15 (15 Theory, 0 Lab, 0 Extern) Semester Credits: 1.0

This course provides students an opportunity to learn and adopt methods to promote success in school, work, and life. Topics include strategies to help students develop and improve their skills in time and stress management, reading comprehension and memorization, listening and note taking, and test preparation.

Prerequisites: None

### **MTH 130 Math Applications**

Total Course Hours: 15 (15 Theory, 0 Lab, 0 Extern) Semester Credits: 1.0

This course provides a review of math operations, skills, and computations that are used in performing optics calculations. Knowledge gained in this course will prepare the student for more complex theoretical and practical applications in subsequent technical courses.

Prerequisites: None

### **PSY 105 Interpersonal Communications**

Total Course Hours: 30 (30 Theory, 0 Lab, 0 Extern) Semester Credits: 2.0

This course begins to explore the psychological nature of humans and their interactions and provides students with an introduction to interpersonal communications. Students will gain an understanding of basic psychological concepts as well as an awareness of self and how these elements provide a foundation for interfacing with the social environment. Topics include but are not limited to adaptation, communication, group processes, and the impact of health on behavior. Communication concepts and critical thinking processes are introduced that can be used to influence professional behavior and improve relationships between caregivers, those they care for, and their families.

Prerequisites: None

### **OPH 100 Ocular Anatomy and Physiology**

Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0

Instruction on anatomy and physiology of the visual sensory organs and related structures.

Prerequisites: None

### **OPH 114 Ocular Disease**

Total Course Hours: 60 (60 Theory, 0 Lab, 0 Extern) Semester Credits: 4.0

Instruction on pathologic conditions affecting the visual sensory organs and related structures, including signs, symptoms, and treatment of common ocular disorders. The course addresses systemic diseases and their impact on the eye and on vision, and implications for treatment.

Prerequisites: None

## Semester II

### **OPH 108 Refractometry**

Total Course Hours: 105 (45 Theory, 60 Lab, 0 Extern) Semester Credits: 5.0

This course provides students with instruction in optical properties of the human eye, the interaction of light and lenses, and the laws governing optics. Methods will be taught to subjectively and objectively measure the refractive status of the eye.

Prerequisites: OPH 100 Ocular Anatomy and Physiology and OPH 114 Ocular Disease

### **OPH 112 Basic Skills**

Total Course Hours: 90 (30 Theory, 60 Lab, 0 Extern) Semester Credits: 4.0

This lecture and laboratory class presents basic eye exam procedures and techniques. Students are instructed in how to obtain a complete ocular and medical history and perform visual acuity assessments. Students will learn to perform the basic eye exam including ancillary testing. Students apply concepts related to the basic nature of light and the refractive condition of the eye.

Prerequisites: OPH 100 Ocular Anatomy and Physiology and OPH 114 Ocular Disease

### **OPH 115 Patient Services**

Total Course Hours: 60 (30 Theory, 30 Lab, 0 Extern) Semester Credits: 3.0

Instruction covers basic spectacle principles, the performance and documentation of lensometry, administration of ophthalmic medications, use of ocular dressings and shields, and other patient services. Students will be introduced to types of ophthalmic equipment and its maintenance. Students will perform lid eversion and tear production testing.

Prerequisites: OPH 100 Ocular Anatomy and Physiology and OPH 114 Ocular Disease

# Ophthalmic Medical Technician • Course Descriptions

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## Semester III

### **OPH 217 Contact Lenses**

*Total Course Hours: 90 (30 Theory, 60 Lab, 0 Extern) Semester Credits: 4.0*

Instruction covers the basic concepts of contact lenses. Included are techniques for fitting and evaluation of various kinds of contact lenses. Students learn how to instruct patients in insertion, removal, and care of contact lenses. Students will learn keratometry and corneal topography and their application to contact lens fitting.

*Prerequisites: Semesters I and II OPH-designated courses*

### **OPH 222 Administrative Procedures**

*Total Course Hours: 15 (15 Theory, 0 Lab, 0 Extern) Semester Credits: 1.0*

This course introduces the student to administrative procedures in practice and prepares them for contributing to the successful functioning of a clinic. Students will review the components of the various types of exams and related documentation. Also included is a focus on professional communication with patients and other health professionals. The application of critical thinking skills and self-reflective practices, and the role of continued professional development, will be stressed.

*Prerequisites: Semesters I and II OPH-designated courses*

### **OPH 214 Ocular Motility**

*Total Course Hours: 60 (30 Theory, 30 Lab, 0 Extern) Semester Credits: 3.0*

This lecture and laboratory class presents the fundamentals of ocular muscle balance and muscle interaction including current techniques for extraocular muscle evaluation.

*Prerequisites: Semesters I and II OPH-designated courses*

### **OPH 216 Special Diagnostics**

*Total Course Hours: 90 (30 Theory, 60 Lab, 0 Extern) Semester Credits: 4.0*

Instruction covers the fundamental techniques of visual field testing, slit lamp external examination of the anterior segment of the eye, measurement of intraocular pressure, scanning laser ophthalmic diagnostic imaging, and special procedures.

*Prerequisites: Semesters I and II OPH-designated courses*

## Semester IV

### **OPH 223 Surgical Assisting**

*Total Course Hours: 60 (30 Theory, 30 Lab, 0 Extern) Semester Credits: 3.0*

This course covers infection control, disinfection, sanitization, and sterilization methods and procedures. Students learn sterile technique and assisting methods for office and operating room surgical procedures.

*Prerequisites: Semesters I, II, and III courses*

### **OPH 207 Pharmacology**

*Total Course Hours: 30 (30 Theory, 0 Lab, 0 Extern) Semester Credits: 2.0*

Students are instructed on the use and effects of ophthalmic pharmacologic agents. Included are topical, oral, and injected medications, as well as those used in intraocular surgery. Instruction also examines the impact and interactions of other prescription medications, over-the-counter medications, supplements, and herbal agents.

*Prerequisites: Semesters I, II, and III courses*

### **OPH 210 Clinical Externship I**

*Total Course Hours: 256 (0 Theory, 0 Lab, 256 Extern) Semester Credits: 5.5*

Assignment to a physician's office or clinic to obtain practical experience to reinforce subject matter and skills learned in the classroom.

*Prerequisites: Semesters I, II, and III courses*

### **OPH 235 Optics and Advanced Refractometry**

*Total Course Hours: 30 (30 Theory, 0 Lab, 0 Extern) Semester Credits: 2.0*

Instruction includes the optical properties of the human eye, lenses, the interaction of light, and the laws governing optics. Also addressed are the principles and challenges of advanced refractometry.

*Prerequisites: Semesters I, II, and III courses*

### **OPH 225 Ophthalmic Photography and Imaging**

*Total Course Hours: 90 (30 Theory, 60 Lab, 0 Extern) Semester Credits: 4.0*

This lecture and laboratory course covers the fundamentals of ophthalmic photography including specific instruction in anterior and posterior segment digital photography and imaging as well as digital stereo photography. Included are essentials for fluorescein angiography, indocyanine green angiography, and scanning laser imaging.

*Prerequisites: Semesters I, II, and III courses*

### **OPH 230 Echography and Light-Based Imaging**

*Total Course Hours: 45 (15 Theory, 30 Lab, 0 Extern) Semester Credits: 2.0*

Instruction on ultrasonic techniques and light-based imaging used to measure corneal thickness and length of eye and to view pathology within the eye. Students will gain an understanding of intraocular lens calculation and selection.

*Prerequisites: Semesters I, II, and III courses*

## Semester V

### **OPH 220 Clinical Externship II**

*Total Course Hours: 640 (0 Theory, 0 Lab, 640 Extern) Semester Credits: 14.0*

Assignment to a physician's office or clinic to obtain practical experience to reinforce subject matter and skills learned in the classroom.

*Prerequisites: Semesters I, II, III, and IV courses*

# Master of Science (MS) in Organizational Leadership

## Health Care Administration (HCA) Specialization

**Objective:** The Master of Science in Organizational Leadership prepares graduate students to lead diverse organizations amidst a rapidly changing global landscape. In-depth examination of traditional and contemporary theories, coupled with research on communication, organizational behavior, and managing change, provides the framework for building advanced leadership skills. Students will cultivate a personal leadership approach that inspires diverse teams to work together and effect positive change for the diverse communities in which they serve and operate. The curriculum is designed to equip students with practical and analytical tools to successfully lead organizations through today's organizational challenges. Graduates of this program receive a Master of Science Degree.

**HCA Specialization:** The Master of Science in Organizational Leadership, Health Care Administration Specialization, will prepare students with the leadership skills necessary to work in health care administration. Leaders in the health care field have unique challenges inherent to a multidisciplinary environment that is often changing. Students will gain an in-depth understanding of strategic management processes, problem-solving through quality improvement strategies, financial management, and policies and processes surrounding health care administration.

**Admissions Requirements:** Applicants to this degree program must have graduated with a minimum of a baccalaureate degree from an accredited program recognized by the US Secretary of Education or the Council for Higher Education Accreditation (CHEA) earning a 2.75 GPA or greater. For applicants with previous graduate level credits, see additional Admissions and Transfer Credit requirements in the Prospective Students section of this catalog.

Semester I					
Course #	Course	Theory	Lab	Clinical	Credits
GRD 501	Introduction to Graduate Writing and Critical Analysis	45			3.0
LDR 515	Leadership Theory and Practice	45			3.0
Sequence I Total		90			6.0
Semester II					
Course #	Course	Theory	Lab	Clinical	Credits
LDR 518	Strategic Communication	45			3.0
LDR 525	Evidence-Based Management	45			3.0
Sequence I Total		90			6.0
Semester III					
Course #	Course	Theory	Lab	Clinical	Credits
LDR 555	Leading Diverse Teams	45			3.0
LDR 644	Leadership Ethics and Social Responsibility	45			3.0
Sequence I Total		90			6.0
Semester IV					
Course #	Course	Theory	Lab	Clinical	Credits
LDR 610	Leading Change and Innovation	45			3.0
HCA 570	Emerging Issues in Health Administration	45			3.0
Sequence I Total		90			6.0
Semester V					
Course #	Course	Theory	Lab	Clinical	Credits
HCA 630	Health Care Finance	45			3.0
HCA 655	Strategic Management of Patient-Centered Networks	45			3.0
Sequence I Total		90			6.0
Semester VI					
Course #	Course	Theory	Lab	Clinical	Credits
HCA 640	Leading Quality Improvement in Health Care	45			3.0
LDR 690	Professional Capstone	45			3.0
Sequence I Total		90			6.0
<b>Program Total</b>		<b>540</b>			<b>36.0</b>



## At a Glance

**Program Type:** Master's Degree

**Delivery Method:** Online

**Semester Credits:** 36.0

Program Length	Total
Program Hours (excludes transfer credits)	540
Program Weeks	96
Program Semesters (16 weeks/semester)	6

## Campus Locations



The Online programs are delivered from Tucson, AZ.

# MS in Organizational Leadership-HCA Specialization • Course Descriptions

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## Semester I

### **GRD 501 Introduction to Graduate Writing and Critical Analysis**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

Critical thinking, expressed through sound research and clear writing, is a foundation of all academic and professional pursuits. This course will establish expectations of graduate level writing and research, including use of American Psychological Association (APA) style and information research practices, in preparation for independent graduate writing tasks. Students will practice writing and research skills as well as self- and peer evaluation of work.

*Prerequisites: None*

### **LDR 515 Leadership Theory and Practice**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course is designed to deepen student understanding of leadership research, theories, and practices through critical analysis and application. Content examines the process of leadership and the leadership characteristics and skills necessary for guiding organizations. Organizational theory, strategic thinking, decision-making, organizational culture, and change in the context of leadership will be emphasized.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

## Semester II

### **LDR 518 Strategic Communication**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course provides analytical approaches for communication in organizational contexts. Content will explore communication processes in multiple contexts and support the ability to adapt communication to meet the needs of various internal and external stakeholders.

Communicating in a leadership role will be the primary focus.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

### **LDR 525 Evidence-Based Management**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

Evidence-based management is important in developing skills in using best available evidence for effective planning and decision-making as a leader. This course covers the foundations and evolution of evidence-based thinking in management at the executive leader level.

The process of gathering, evaluating, and applying evidence to support decision-making in organizations will be emphasized. Field-based examples will be used to illustrate how leaders critically analyze available research and data in organizational decisions and processes.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

## Semester III

### **LDR 555 Leading Diverse Teams**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

A large part of organizational leadership takes place in groups. This course focuses on exploring group dynamics and fostering an environment of collaboration, interdisciplinary action, and productive teamwork. Topics include relational leadership, developing and facilitating teams, influencing groups, and leveraging diversity to promote organizational effectiveness.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

### **LDR 644 Leadership Ethics and Social Responsibility**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course deepens student understanding of the broader social environment in which organizations operate as well as the ethical and legal responsibilities that leaders owe to a variety of stakeholders. Content includes organizational social responsibility to understand and apply ethics from social, economic, and environmental perspectives.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

## Semester IV

### **LDR 610 Leading Change and Innovation**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course focuses on leadership practices in change management theory and the methods by which leaders effect change within organizations. Content includes strategies for managing change cycles, developing proactive change initiatives, and generating support for innovative organizational change.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

### **HCA 570 Emerging Issues in Health Administration**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

Health care leadership requires a broad understanding of the complex challenges facing health care organizations today. This course explores current and emerging issues related to policy and political climate, population/disease demographics, reimbursement, workforce, technology, and health disparities that influence decisions made about delivering health care services. Learners will personalize issues at local, regional, and national levels by assessing the impact those issues may have on their own real-world health care role and future leadership roles.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*



# MS in Organizational Leadership-HCA Specialization • Course Descriptions

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## Semester V

### **HCA 630 Health Care Finance**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course covers both the financial management challenges and best practice solutions in maintaining viability of health organizations. The focus is on financial analysis to direct strategic financial planning and decision-making. Emphasis is placed on the administrator's ability to translate financial information to stakeholders in health organizations.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

### **HCA 655 Strategic Management of Patient-Centered Networks**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course explores the logic, structure, and best practices for patient-centered strategic management in health care. Content includes a systematic approach to formulating, implementing, and analyzing strategic initiatives to assist health care organizations in achieving better performance while meeting the needs of their patient consumers.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

## Semester VI

### **HCA 640 Leading Quality Improvement in Health Care**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

Leading quality improvement in health care addresses the broad area of risk management, covering key areas of patient safety, governance, and organization risks. Key statutes, standards and regulations that govern health care quality are discussed. This course explores basic claims administration, risk financing, and insurance principles and coverage. Topics include activities in organizational risk assessment, continuous quality improvement, and interpreting key occupational and safety issues.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

### **LDR 690 Professional Capstone**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course provides an opportunity for students to synthesize theoretical knowledge, practical skills, and current research into a culminating capstone project. The project will address a complex problem, challenge, or issue related to the field of study and propose an innovative solution or practice, with emphasis on action-based leadership. Additional emphasis is placed upon the creation of a professional portfolio to highlight skills and achievements in the respective academic discipline.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*



# Master of Science (MS) in Organizational Leadership

## Public Health Administration (PHA) Specialization

**Objective:** The Master of Science in Organizational Leadership prepares graduate students to lead diverse organizations amidst a rapidly changing global landscape. In-depth examination of traditional and contemporary theories, coupled with research on communication, organizational behavior, and managing change, provides the framework for building advanced leadership skills. Students will cultivate a personal leadership approach that inspires diverse teams to work together and effect positive change for the diverse communities in which they serve and operate. The curriculum is designed to equip students with practical and analytical tools to successfully lead organizations through today's organizational challenges. Graduates of this program receive a Master of Science Degree.

**PHA Specialization:** The Master of Science in Organizational Leadership, Public Health Administration Specialization, will prepare students with the leadership skills necessary to work in the public health setting. Leaders in public health promote and protect the health of populations and communities through prevention, action, and education of people and organizations concerning health initiatives. Students will be prepared as professionals in public health leadership roles to understand and analyze the health care data of various demographic groups, determine which socioeconomic factors may be contributing to health outcomes, and recognize how to address the needs of communities.

**Admission Requirements:** Applicants to this degree program must have graduated with a minimum of a baccalaureate degree from an accredited program recognized by the US Secretary of Education or the Council for Higher Education Accreditation (CHEA) earning a 2.75 GPA or greater. For applicants with previous graduate level credits, see additional Admissions and Transfer Credit requirements in the Prospective Students section of this catalog.

## At a Glance

**Program Type:** Master's Degree

**Delivery Method:** Online

**Semester Credits:** 36.0

Program Length	Total
Program Hours (excludes transfer credits)	540
Program Weeks	96
Program Semesters (16 weeks/semester)	6

## Campus Locations



The Online programs are delivered from Tucson, AZ.

Semester I					
Course #	Course	Theory	Lab	Clinical	Credits
GRD 501	Introduction to Graduate Writing and Critical Analysis	45			3.0
LDR 515	Leadership Theory and Practice	45			3.0
Sequence I Total		90			6.0

Semester II					
Course #	Course	Theory	Lab	Clinical	Credits
LDR518	Strategic Communication	45			3.0
LDR 525	Evidence-Based Management	45			3.0
Sequence I Total		90			6.0

Semester III					
Course #	Course	Theory	Lab	Clinical	Credits
LDR 555	Leading Diverse Teams	45			3.0
LDR 644	Leadership Ethics and Social Responsibility	45			3.0
Sequence I Total		90			6.0

Semester IV					
Course #	Course	Theory	Lab	Clinical	Credits
LDR 610	Leading Change and Innovation	45			3.0
PHA 605	Foundations in Public Health	45			3.0
Sequence I Total		90			6.0

Semester V					
Course #	Course	Theory	Lab	Clinical	Credits
PHA 630	Health Informatics	45			3.0
PHA 650	Social, Behavioral, and Cultural Factors in Public Health	45			3.0
Sequence I Total		90			6.0

Semester VI					
Course #	Course	Theory	Lab	Clinical	Credits
PHA 655	Epidemiology	45			3.0
LDR 690	Professional Capstone	45			3.0
Sequence I Total		90			6.0

<b>Program Total</b>		<b>540</b>			<b>36.0</b>
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# MS in Organizational Leadership-PHA Specialization • Course Descriptions

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## Semester I

### **GRD 501 Introduction to Graduate Writing and Critical Analysis**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

Critical thinking, expressed through sound research and clear writing, is a foundation of all academic and professional pursuits. This course will establish expectations of graduate level writing and research, including use of American Psychological Association (APA) style and information research practices, in preparation for independent graduate writing tasks. Students will practice writing and research skills as well as self- and peer evaluation of work.

*Prerequisites: None*

### **LDR 515 Leadership Theory and Practice**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course is designed to deepen student understanding of leadership research, theories, and practices through critical analysis and application. Content examines the process of leadership and the leadership characteristics and skills necessary for guiding organizations. Organizational theory, strategic thinking, decision-making, organizational culture, and change in the context of leadership will be emphasized.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

## Semester II

### **LDR 518 Strategic Communication**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course provides analytical approaches for communication in organizational contexts. Content will explore communication processes in multiple contexts and support the ability to adapt communication to meet the needs of various internal and external stakeholders. Communicating in a leadership role will be the primary focus.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

### **LDR 525 Evidence-Based Management**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

Evidence-based management is important in developing skills in using best available evidence for effective planning and decision-making as a leader. This course covers the foundations and evolution of evidence-based thinking in management at the executive leader level. The process of gathering, evaluating, and applying evidence to support decision-making in organizations will be emphasized. Field-based examples will be used to illustrate how leaders critically analyze available research and data in organizational decisions and processes.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

## Semester III

### **LDR 555 Leading Diverse Teams**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

A large part of organizational leadership takes place in groups. This course focuses on exploring group dynamics and fostering an environment of collaboration, interdisciplinary action, and productive teamwork. Topics include relational leadership, developing and facilitating teams, influencing groups, and leveraging diversity to promote organizational effectiveness.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

### **LDR 644 Leadership Ethics and Social Responsibility**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course deepens student understanding of the broader social environment in which organizations operate as well as the ethical and legal responsibilities that leaders owe to a variety of stakeholders. Content includes organizational social responsibility to understand and apply ethics from social, economic, and environmental perspectives.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

## Semester IV

### **LDR 610 Leading Change and Innovation**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course focuses on leadership practices in change management theory and the methods by which leaders effect change within organizations. Content includes strategies for managing change cycles, developing proactive change initiatives, and generating support for innovative organizational change.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

### **PHA 605 Foundations in Public Health**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course introduces public health concepts and the skills required of public health leaders in community organizations and community health practice. Students will examine topics related to managing and leading public health enterprise at local, national, and global levels. Building public health competency through investigation of a variety of public health issues will support interdisciplinary skills, knowledge, and critical thinking demanded by today's public health leaders.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

# MS in Organizational Leadership-PHA Specialization • Course Descriptions

## Semester V

### **PHA 630 Health Informatics**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course explores health informatics from a public health and health-related research perspective with an emphasis on health information technology. Public health policy, structure and functions, public health data, surveillance, health communications, and global health informatics will be explored. Content includes the application of informatics to address public health-related problems.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

### **PHA 650 Social, Behavioral, and Cultural Factors in Public Health**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course deepens student understanding of the major social, behavioral, and cultural variables and issues that affect the health of populations. Frameworks and other theories presented in this course focuses on intervention strategies and program initiatives that address current public health problems and reduce health disparities.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

## Semester VI

### **PHA 655 Epidemiology**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

Epidemiology, as the basic science of public health, is the study of the distribution and determinants of population health as well as methods to improve disease outcomes. This course equips students with foundational knowledge of epidemiology, research methods employed in epidemiology, and skills for interpreting existing evidence for the purposes of making public health or policy recommendations. Evaluation of epidemiologic study designs and measures of association for determining relationships is explored.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*

### **LDR 690 Professional Capstone**

*Total Course Hours: 45 (45 Theory, 0 Lab, 0 Extern) Semester Credits: 3.0*

This course provides an opportunity for students to synthesize theoretical knowledge, practical skills, and current research into a culminating capstone project. The project will address a complex problem, challenge, or issue related to the field of study and propose an innovative solution or practice, with emphasis on action-based leadership. Additional emphasis is placed upon the creation of a professional portfolio to highlight skills and achievements in the respective academic discipline.

*Prerequisites: GRD 501 Introduction to Graduate Writing and Critical Analysis*



Success  
Story

Back in 2012, I was a recently separated army medic veteran looking for a career in the medical field. Pima Medical Institute was a well-known school for having excellent training in the Colorado Springs area, so I enrolled in the Medical Assistant (MA) program. I had the best instructor! She was knowledgeable, patient and cared deeply about her students. As I began working in the field, I found many of my coworkers had also been trained by her and it felt good to know I was working alongside others who had a quality education.

I loved being an MA and found my place working in oncology. Wanting to build on my education, I enrolled in Pima Medical's Health Care Administration online associate's degree and then continued to the bachelor's program. I was a single mom, working fulltime and going to school and, although it was challenging, I found it to be very manageable. My education helped me understand management's expectations and the theory or the why behind what I was doing.

Realizing I was having trouble being on my feet all day, I applied for an administrative position, got the job and soon realized THIS is what I was meant to do. After moving further up into management, I knew I wanted to learn additional skills, so I enrolled in Pima Medical's Master of Science in Organizational Leadership program. I am only in my first class, but I know I'm going to benefit from this program. I encourage my staff to further their education and I find it helps them to be more confident because they understand the why behind their clinical work.

Pima Medical Institute instructors were knowledgeable, responsive and understanding and I really appreciated the good quality education I received in ALL (soon to be 4) of my programs.

Sierra Jones  
Master's Degree, MS in Organizational Leadership - PHA, Online Education