



Nevada HOSA

State Leadership Conference
2019

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NEVADA HOSA STATE LEADERSHIP CONFERENCE 2019

Conference Overview

The Nevada Department of Education, Nevada HOSA Board of Trustees, state staff, and state officers invite you to the 11th Annual Nevada HOSA State Leadership Conference!

This year's conference is March 17 - 20, 2019, and will be held in Las Vegas, Nevada. The theme for this year is "Define Your Purpose". During the conference, members will have the opportunity to:

- Test their knowledge, skills, and abilities in a variety of health and leadership competitive events!
- Compete for the opportunity to advance to the 42nd Annual International Leadership Conference in Orlando, Florida!
- Attend symposiums on leadership, college/career readiness, and health care!
- Earn recognition in HOSA's recognition events!
- Attend exciting general sessions and hear from professional speakers!
- Run for state office and elect state leaders!
- Meet and network with fellow members, advisors, and industry leaders!

Conference Locations

The Rio features several on-site dining locations including Starbucks, Smashburger, a Sports Deli, and More!

*Rio All-Suites Hotel
3700 W Flamingo Road, Las Vegas, NV 89103*

Southwest Career and Technical Academy will serve as the host venue for two of our competitive events on Tuesday, March 19. Chapters are responsible for their own transportation to/from SWCTA from the Rio. Nevada HOSA thanks SWCTA for their support of HOSA and building Nevada's Future Health Professionals!

*Southwest Career and Technical Academy
7050 W Shelbourne Ave
Las Vegas, NV 89113*

Nevada HOSA thanks all of our host venues for their support of HOSA and building Nevada's Future Health Professionals! Nevada HOSA does not discriminate against any person on the basis of race, color, national origin, sex, disability and age, and that they provide equal access to the Boy Scouts of America and other designated youth groups.

REGISTRATION FEES & PAYMENT

Registration Fees

All participants of the conference register through HOSA’s conference management system and pay the registration fee to Nevada HOSA. Registration fees include the social/dance, awards session breakfast, and conference t-shirt!

All Participants	\$105 per person
Health Science Online Testing	\$5 fee per test <i>(in addition to \$95 registration fee)</i>
Chaperones/Guests	\$105 per person
Advisors serving as Event Managers*	Complimentary registration

*In November of 2016, the Board of Trustees adopted policy requiring all advisors and chaperones to serve as event managers or event volunteers in conjunction with complimentary registration. Only the Chair of the Board of Trustees may grant exceptions to this policy.

No refunds will be granted after March 1, 2019. Chapters may substitute participants, but no refunds will be granted.

There will be absolutely no on-site changes for competitive events at the 2019 State Leadership Conference.

Payment Information

Payment should be made out to Nevada HOSA. Payment and a copy of the invoice must be received by March 1, 2019.

Send payments to:
Nevada HOSA Financial Office
P. O. Box 1440
Owasso, OK 74055

Please check with your school’s finance department to ensure payment will be received by the correct date.

CONFERENCE LODGING

Requirements

The Rio is the official conference hotel for the State Leadership Conference. All attendees traveling into the area, and in need of lodging, must stay at The Rio to be eligible for competition.

Special Room Rate

Special Room Rate - \$129.00 per night per room

This rate includes all taxes, tourism fees and other charges. This rate is the same regardless of the number of students staying overnight in the room.

This means you will submit your rooming list AND payment to Nevada HOSA, we will confirm reservations, and we will manage the check in process. PLEASE DO NOT CONTACT THE HOTEL DIRECTLY FOR QUESTIONS RELATED TO RESERVATIONS.

There will be a separate form available on January 1 with housing information. Please do NOT call the hotel to make reservations. All housing will be managed by Nevada HOSA.

Important Notes

- No one should be calling the Rio to make reservations - all reservations will be managed by Nevada HOSA.
- Reservations are made directly with Nevada HOSA using the housing form that will be available on January 1.
- All payments are to be made directly to Nevada HOSA. The hotel may require a credit card for incidentals.
- The cut-off date for making reservations is February 8, 2019. Reservation requests received after this date may be accepted on a space available basis and may not be at the Nevada HOSA rate.
- The check-in time is scheduled for 5 p.m. and check-out time is 11:00 a.m. Nevada HOSA will complete a group check in and advisors will pick up their keys from the Nevada HOSA team.
- Guests arriving before 4 p.m. will be accommodated as rooms become available. The bell captain can make arrangements to check baggage for those who would like to use this service.
- Payment for hotel rooms must be made directly to Nevada HOSA.
- Individual room reservations may be cancelled up to 7 days prior to arrival without penalty.

IMPORTANT DATES

Now

- Affiliate chapter members in the National HOSA online system and submit curriculum fees in order to be eligible for the State Leadership Conference!
- Continue preparations for competitive events!

January 1

- Nevada HOSA Scholarship Materials published

January 2-11

- Online Testing Registration Window
 - Online testing for health science events only
 - Members must have paid curriculum fees to test

January 11

- Curriculum fees deadline to be eligible for Online Testing
 - Online Testing is for Health Science events and the Healthcare Issues Exam only. Please note: there is no testing fee for the Healthcare Issues Exam.

January 11

- Final Deadline for Online Testing Registration

January 14 - January 29

- Online Testing Window for Health Science Events

January 30

- Health Science Online Finalists Announced
- Students qualifying as finalists in their event can only switch events if they pay a \$50 change fee. Students not qualifying in their health science event can switch events at no cost.

February 8

- Deadline to make room reservations for the Rio
 - Remember - DO NOT CALL THE RIO - all reservations are made through Nevada HOSA

January 28 - February 8

- State Leadership Conference Registration Window is open
- All attendees must be paid HOSA members to register
- Registration Link: <http://www.hosa.org/hosaconf/>

IMPORTANT DATES

February 8

- Curriculum fees deadline to be eligible for competition at the State Leadership Conference

February 8 - Deadline Day!

- Online Conference Registration Deadline
- State Officer Candidate Applications RECEIVED Deadline

March 1 - Deadline Day!

- Conference Registration Payment RECEIVED Deadline
- Recognition Event Entries RECEIVED Deadline. This includes the uploading of materials for those events using STEM Premier (with the exception of Outstanding HOSA Chapter which should be hand carried and turned in at SLC)
- Nevada HOSA Scholarship Applications

March 17 - 20

- Nevada HOSA 11th Annual State Leadership Conference!
- HOSA Chapter Reflections must be turned in at registration

And it's never too early to plan for the International Leadership Conference in Orlando, FL!

March TBD

- National HOSA Scholarship Deadline

April 12

- International Leadership Conference Intent to Compete Deadline

April 15

- International Leadership Conference Competitor Notification by Nevada HOSA

April 20

- Final day to drop International Leadership Conference Competitors without penalty

May 14

- National Leadership Conference Registration Deadline

June 19-22

- 42nd Annual National Leadership Conference!

WHERE TO SUBMIT MATERIALS/DIRECT QUESTIONS

SUBMIT MATERIALS	SEND TO
<ul style="list-style-type: none"> ✓ Conference Registration Payment 	<p>Nevada HOSA SLC P. O. Box 1440 Owasso, OK 74055</p>
<ul style="list-style-type: none"> ✓ State Officer Candidate Application ✓ Nevada HOSA State Scholarship Application and Forms 	<p>Submit Online via Online Form at www.nevadahosa.org</p>
<ul style="list-style-type: none"> ✓ Curriculum Fees for State and National Affiliation 	<p>National HOSA 548 Silicon Drive, Suite 101 Southlake, TX 76092</p>
<p><i>Recognition materials must be mailed or delivered and RECEIVED by the published deadline at the Nevada HOSA Office.</i></p> <p><i>NOTHING is to be mailed or delivered to Las Vegas or Carson City.</i></p> <ul style="list-style-type: none"> ✓ Barbara James Service Award (online) ✓ HOSA Happenings ✓ National HOSA Week ✓ National Service Project 	<p>HOSA Online System</p>
<ul style="list-style-type: none"> ✓ Outstanding HOSA Chapter 	<p>Turn in ON SITE at SLC Registration</p>
<p>General Questions</p>	<p>Mike Oechsner Shelly Kinnunen slc@nevadahosa.org</p>
<p>Online Testing/Registration Questions</p>	<p>registration@nevadahosa.org</p>
<p>Competitive Event Questions</p>	<p>Luetta Mann luetta@nevadahosa.org</p>

REGISTRATION INSTRUCTIONS

All chapters register for the State Leadership Conference via HOSA's online registration system. The system is tied directly to HOSA's affiliation system, so make sure all students and advisors are affiliated with National HOSA before you begin to register for the State Leadership Conference

Registration Window: January 28 - February 8, 2019

Before you begin

Before you begin the online registration process, be sure you have the following information available:

- All student names and competitive event selections
- T-Shirt Sizes for all members and advisors
- The names of two (2) voting delegates. Each chapter, regardless of size, is eligible for the same number of voting delegates.

Payment

Payment should be made out to Nevada HOSA.

Payment and a copy of the invoice must be received by March 1, 2019, at the following address:

Nevada HOSA Finance Office
P.O. Box 1440
Owasso, OK 74055

Please check with your school's finance department to ensure payment will be received by the correct date.

Forms

The following forms must be completed as part of the State Leadership Conference registration process:

- Medical Release Form - to be completed by every student attendee and collected by the local advisor. The local advisor must keep these forms in their possession during the conference.
- Code of Conduct - to be completed by every student attendee and collected by the local advisor. The local advisor must keep these forms in their possession during the conference.

- Advisor Statement of Assurance - to be completed by each chapter's advisor and submitted to Nevada HOSA by the advisor on-site at registration.

The forms mentioned above are included at the end of this registration packet.

REGISTRATION INSTRUCTIONS

How to register

To register for the SLC, please follow these steps:

- Point your web browser to www.hosa.org/hosaconf/
- Log In as a Local Chapter Advisor using your affiliation login and password.
 - If you do not know your login or password, please contact slc@nevadahosa.org
- Select Conference Registration.
 - You may be asked for your login and password again.
- Read the conference registration instructions carefully.
- On the top left hand side of the screen:
 - Select the dropdown "Select a Conference"
 - Chose the conference "2019 NV SLC"
 - Click "Begin Registration"
- Select the name of your first participant and select register:
 - Indicate whether the participant is Male/Female.
 - Indicate whether the participant is Middle School/Secondary/Post-Secondary/Advisor.
- Advance to activities/options and select the activities for that student.
- Go to events and select the competitive events the student will participate in:
 - Students can only compete in one (1) competitive event (with the exception for state-only events and recognition events).
 - Only register your students for the Health Science events if they qualified as a finalist in their event. Students not qualifying as a finalist should select an alternate event.
- Students may participate in as many recognition events and state-only events as they wish. This includes the Healthcare Issues Exam.
- In the team number please indicate the team number for team events:
 - Team numbers apply only to the specific event—so you may have a Team #1 in CPR/First Aid and another Team #1 in CERT Skills.
- After the registration for this student is complete, click submit.
- Continue to register all SLC participants in the same manner.
- Also register advisors, chaperones, and guests.
- Please wait to send payment until you are emailed an invoice from Nevada HOSA.



REGISTRATION INSTRUCTIONS

Important Notes

Advisors need to make sure student names are spelled correctly in the online system. Nevada HOSA will not reprint name badges onsite for spelling errors.

Substitutions (a person taking the place of a previously registered member) will be allowed, but each substitution includes a \$5 fee. Substitutions are only allowed up to 7 days prior to the start of SLC. After that substitutions will not be made.

If a participant loses their awards breakfast ticket, they will be charged \$15 for a replacement ticket.

TENTATIVE CONFERENCE AGENDA

Tentative and subject to change without notification.

Sunday, March 17, 2019

All Sunday conference activities will be held at The Rio

All Day	Conference Headquarters	
Throughout	Early Event Manager Meetings	
4:00 – 5:00 PM	Competitive Event Lieutenants' Meeting	
5:30 – 8:00 PM	Early Registration	
7:00 – 8:30 PM	Competitive Event Managers Meeting – Group I	
7:30 PM	Chapter Time	
11:00 PM	Curfew	In Your Own Room

Monday, March 18, 2019

All Monday conference activities will be held at The Rio

All Day	Conference Headquarters	
Throughout	Event Manager Meetings	
9:00 – 9:45 AM	Educational Symposiums – Session I <i>HOSA members can earn SLC Leadership Certifications by attending at least four (4) symposiums throughout the conference.</i>	
9:00 – 10:30 AM	Conference Registration <i>(Advisors only)</i>	
10:30 – 11:15 AM	Educational Symposiums – Session II <i>HOSA members can earn SLC Leadership Certifications by attending at least four (4) symposiums throughout the conference.</i>	
11:00 AM	Advisor Meeting	
11:00 AM	Chapter Presidents Meeting	
11:00 AM	State Officer Candidate Test and Orientation	
12:00 PM	Lunch	On Your Own

Monday, March 18, 2019 (continued)

All Monday conference activities will be held at The Rio

12:00 PM – 4:00 PM	<p>Competitive Events Job Seeking Skills/Interviewing Skills Extemporaneous Writing Medical Innovation (Existing/Original)</p>
12:00 PM – 12:45 PM	<p>Educational Symposiums – Session III <i>HOSA members can earn SLC Leadership Certifications by attending at least four (4) symposiums throughout the conference.</i></p>
12:30 – 2:00 PM	<p>Competitive Event Testing – Session A</p>
1:00 PM	<p>State Officer Candidate Interview Schedule Posted</p>
2:00 PM – 5:00 PM	<p>Competitive Events: Public Service Announcement Extemporaneous Health Poster Health Career Display Veterinary Science</p>
1:30 – 2:15 PM	<p>Educational Symposiums – Session IV <i>HOSA members can earn SLC Leadership Certifications by attending at least four (4) symposiums throughout the conference.</i></p>
1:30 PM	<p>State Officer Candidate Interviews</p>
2:15 – 3:45 PM	<p>Competitive Event Testing – Session B</p>
3:00 – 3:45 PM	<p>Educational Symposiums – Session V <i>HOSA members can earn SLC Leadership Certifications by attending at least four (4) symposiums throughout the conference.</i></p>
4:00 – 5:30 PM	<p>Competitive Event Testing – Session C</p>
4:00 PM	<p>Courtesy Corps Orientation</p>
5:30 PM	<p>State Officer Candidate Slating Posted</p>
6:30 – 8:00 PM	<p>Opening Session <i>Attire: Official HOSA Uniform or a blue or black suit</i></p>
8:30 PM	<p>Meet the Candidates Meeting <i>This is for the state officer candidates and delegates.</i></p>
11:00 PM	<p>Curfew In Your Own Room</p>

Tuesday, March 19, 2019

*Tuesday events will be held at the Rio with the exception of Biomedical Laboratory Science and Dental Science, which will be taking place at Southwest Career and Technical Academy. **All chapters are responsible for their own transportation to the off-site venues.***

7:30 AM	Judges Orientation Event Manager Box Pick Up
8:30 AM – 11:30 AM	Subject to Change CERT CPR/First Aid Forensic Science (All Day) Health Education HOSA Bowl (including finals) Medical Assisting Nursing Assisting/Personal Care Public Health
9:00 AM – 11:00 AM	Educational Symposium VI <i>HOSA members can earn SLC Leadership Certifications by attending at least four (4) symposiums throughout the conference.</i>
9:30 – 10:15 AM	Educational Symposium VII <i>HOSA members can earn SLC Leadership Certifications by attending at least four (4) symposiums throughout the conference.</i>
11:00 – 11:45 AM	Educational Symposium VIII <i>HOSA members can earn SLC Leadership Certifications by attending at least four (4) symposiums throughout the conference.</i>
1:00 PM	Event Manager Box Pick Up Judges Orientation
2:00 – 5:30 PM	Subject to Change Biomedical Debate Clinical Nursing Community Awareness Healthy Lifestyle Health Career Photography Medical Spelling (Finals) MRC Partnership Pharmacy Science Physical Therapy Sports Medicine
1:00 – 1:45 PM	Educational Symposium IX <i>HOSA members can earn SLC Leadership Certifications by attending at least four (4) symposiums throughout the conference.</i>

2:15 – 3:00 PM	Educational Symposium X <i>HOSA members can earn SLC Leadership Certifications by attending at least four (4) symposiums throughout the conference.</i>
4:30 – 5:30 PM	Business Session (Required for State Officer Candidates and Voting Delegates)
8:00 PM - 10:30 PM	Nevada HOSA Dance <i>This will take place at The Rio</i>
10:00 PM – 11:00 PM	Advisor Rating Sheet Review Advisors will be allowed to review student score sheets in a controlled environment during this time <i>This will take place at The Rio</i>
11:00 PM	Curfew

Wednesday, March 21, 2018

All Wednesday conference activities will be held at The Rio

7:00 AM – 1:00 PM	Conference Headquarters
8:30 – 9:30 AM	Light Breakfast (Provided) <i>Must present meal ticket provided at registration</i>
9:30 AM	Awards Ceremony <i>Attire: Official HOSA Uniform or a blue or black suit</i>
Immediately Following	New State Officer Meeting <i>Newly elected state officers and their advisor must be present.</i>

COMPETITIVE EVENTS

Eligibility

Students must be affiliated and paid members to compete at the State Leadership Conference. Students can compete in one (1) competitive event at the State Leadership Conference and International Leadership Conference. Students can participate in as many Recognition Events and State Only events as they want. Students must attend the State Leadership Conference to qualify for the International Leadership Conference.

Event Finalists Process

Certain competitive events consist of two rounds. Round One is a written, multiple choice test of knowledge and understanding, and Round Two is a performance/skill. Depending on the number of competitors, the Nevada HOSA testing process may lead to only the top scoring competitors proceeding to Round Two. Competitors are encouraged to be prepared for both rounds, even though they may not participate in Round Two.

New Event for Nevada HOSA

Nevada HOSA is launching two new competitive events this year.

- **Community Awareness**
- **Clinical Nursing**

Major Event Changes and Retirements for Nevada HOSA

- Beginning with ILC 2019 - ALL competitors will be required to show a photo ID prior to competing. This is a new ILC rule - check with your State Advisor for policies at any regional and/or state conferences.
- For consistency, the use of notes and how team members are scored for taking an active role in the presentation has been clarified in all applicable events.
- Health Career Photography facility and subject permission forms as well as written descriptions of photos will be uploaded to STEM Premier.
- Health Education and Community Awareness portfolios will now be a required upload to STEM Premier.
- Outstanding HOSA Achievement materials will be submitted from the state office to HOSA via STEM Premier instead of via email.
- Clearer language for APA formatting will be released with new guidelines.
- The option for competitors to bring their own tablecloths for display times has been removed. Competitors will use tables as they are provided in the event room.

COMPETITIVE EVENTS

Recognition Events

HOSA's Recognition Events are designed to recognize members and chapters for outstanding work in HOSA and HOSA related projects. There are eight Recognition Events that HOSA offers, with recognition on both the state and national level. The Recognition Events are:

- Outstanding HOSA Chapter
- Health Care Issues Exam (no pre-judged components to be submitted)
- National Service Project
- MRC Volunteer Recognition
- Barbara James Service Award
- HOSA Happenings

Event guidelines and details for all Recognition Events are available on the national web site on the Competitive Events page. All Recognition Event materials are due to Nevada HOSA with a received deadline of March 1, 2019. Recognition will be given at the state level and the state determines national qualification.

HOSA Happenings must be uploaded to STEM Premier by March 1, 2019.

Outstanding HOSA Chapter: Scrapbooks are to be turned in at registration for SLC. **DO NOT MAIL THESE TO NEVADA HOSA.** Chapters not receiving the minimum requirement to qualify for Nationals will have until April 1, 2019, to resubmit the scrapbook for National qualification. April 1 is a receipt deadline.

Recognition Events Received Deadline: March 1, 2019

Send to Nevada HOSA Associate Director Shelly Kinnunen
shelly@nevadahosa.org

COMPETITIVE EVENTS

Health Science Events AND Healthcare Issues Exam (Online Testing)

All testing occurs on-site at the State Leadership Conference except the Health Science Events AND the Healthcare Issues Exam. Health Science events are administered through HOSA's online testing system. The Health Science events offered to Nevada HOSA members include:

- Dental Terminology
- Medical Spelling
- Medical Math
- Medical Reading
- Medical Terminology
- Healthcare Issues Exam
- Knowledge Tests
 - Behavioral Health
 - Medical Law & Ethics
 - Nutrition
 - Pharmacology
 - Pathophysiology
 - Transcultural Health Care
 - Human Growth & Development

Testing Fee. Registration for each test is \$5.00 (regardless of whether or not they take the exam), and chapters will be billed accordingly. The \$5.00 is in addition to the SLC registration fee. Advisors register their students for Health Science tests online through HOSA's conference registration system. Signing a student up for a Health Science event does not obligate a student to attend the State Leadership Conference. THERE IS NO FEE for participating in the Healthcare Issues Exam - ALL STUDENTS are eligible for Healthcare Issues Exam.

Dates. Take note of the following important dates for Online Testing:

January 2-11	Registration Window for Health Science Testing
January 14	Logins sent to Proctors
January 14-29	Online Testing Window
January 30	Finalists Announced

Registration. Students who are planning to compete in a Health Science event must take the test online. Advisors should log into the National HOSA affiliation system (www.hosa.org/hosaconf) using their unique login and password and select "Conference Registration." From there you can choose "Jan NV SLC On-Line Testing" from the dropdown menu and click "Begin Registration." From here you can follow the on-screen instructions to register your members for their respective health science events.

Proctors will receive confirmation emails by January 12, 2019. Proctor confirmation emails will provide login information to access all information needed to proctor tests. If advisors/proctors do not receive confirmation emails by this date, please request

assistance at slc@nevadahosa.org A response will be provided within 24 hours of the request. **Advisors may not serve as proctors for online testing.**

Process. When results are final, Nevada HOSA will announce who qualified as finalists in their respective Health Science event.

For the following events, the top five (5) will be finalists for their event:

- Medical Math
- Medical Reading
- Dental Terminology
- Medical Terminology
- Knowledge Tests
 - Behavioral Health
 - Nutrition
 - Pharmacology
 - Pathophysiology
 - Medical Law and Ethics
 - Transcultural Health Care
 - Human Growth & Development

For the following events, the top ten (10) will be finalists for their event:

- Medical Spelling

The number of finalists in the Healthcare Issues Exam will be identified when published by National HOSA. Students who take the Healthcare Issues Exam in January but do not register for SLC will not be eligible for recognition.

Note that we will only announce the finalists in these events, not their place and/or score, and not how any other students placed. Place results will be announced at the State Leadership Conference.

If a student does not qualify for the final round, they can choose another event to compete in at SLC with no change fee (they still must pay the \$5 online testing fee). If a student does qualify for the final round in a Health Science event and wants to change competitions at SLC, there will be a \$50 change fee. Essentially all students need to commit to their event, but we do offer an opt-out option if a student does not qualify as a finalist in their event. The reason for the \$50 change fee is that we want to encourage students to take their event seriously and commit to the Health Science event if they qualify as a finalist. If they drop, we then have to look at a drop-down process which results in not taking our strongest competitors to Internationals.

Please note: Signing up for a Health Science Event does not obligate the student to attend the State Leadership Conference.



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Proctors. Advisors cannot serve as proctors. During the registration process you will need to select a proctor who will administer the tests to your students, and they will receive special proctor instructions via email.

Questions

If you have any questions about Online Testing, send an email to slc@nevadahosa.org.

Competitive Event Matrix

EVENT	# IN TEAM	LEVEL	TEST	MUST PRESENT?	SKILL EVENT?
Emergency Preparedness Events					
CERT Skills	2	S & P/S	SLC (50)		Yes
CPR/First Aid	2	S & P/S	SLC (50)		Yes
Life Support Skills	1	S			Yes
Epidemiology	1	S	SLC (50)		
Emergency Medical Technician	2	S & P/S	SLC (50)		Yes
MRC Partnership	2-6	S & P/S		Yes	
Public Health	2-4	M, S & P/S		Yes	
Health Profession Events					
Biomedical Laboratory Technology	1	S & P/S	SLC (50)		Yes
Medical Assisting	1	S & P/S	SLC (50)		Yes
Nursing Assisting	1	S & P/S	SLC (50)		Yes
Personal Care	1	S			Yes
Physical Therapy	1	S	SLC (50)		Yes
Sports Medicine	1	S & P/S	SLC (50)		Yes
Veterinary Science	1	S & P/S	SLC (50)		Yes
Dental Science	1	S & P/S	SLC (50)		Yes
Clinical Nursing (NEW FOR NEVADA)	1	S & P/S	SLC (50)		Yes
Leadership Events					
Extemporaneous Health Poster	1	M, S & P/S		Yes	
Extemporaneous Writing	1	S & P/S		Yes	
Interviewing Skills	1	S		Yes	
Job Seeking Skills	1	S & PS		Yes	
Health Career Photography	1	S & P/S		Yes	
Healthy Lifestyles	1	M, S & P/S		Yes	
Health Science Events					
Medical Spelling	1	S & P/S	Online (50)	Yes	
Medical Math	1	S & P/S	Online (50)		
Knowledge Test: Human Growth & Development	1	S & P/S	Online (100)		
Knowledge Test: Nutrition	1	M, S & P/S	Online (100)		
Knowledge Test: Behavioral Health	1	S & PS	Online (50)		
Knowledge Test: Pharmacology	1	S & P/S	Online (100)		
Knowledge Test: Pathophysiology	1	S & P/S	Online (100)		
Knowledge Test: Medical Law and Ethics	1	S & P/S	Online (100)		
Knowledge Test: Transcultural Health Care	1	S & P/S	Online (100)		
Knowledge Test: Behavioral Health	1	S & P/S	Online (100)		
Dental Terminology	1	S & P/S	Online (100)		
Medical Terminology	1	M, S & P/S	Online (100)		
Medical Reading	3	M, S & P/S	Online (50)		
Teamwork Events					
Health Career Display	2	M, S & P/S		Yes	
Community Awareness (NEW FOR NEVADA)	2-4	S & P/S		Yes	
Forensic Medicine	2	S & P/S	SLC (50)	Yes	
Health Education	2-4	M, S & P/S		Yes	
HOSA Bowl	3-4	S & P/S	SLC (50)	Yes	
Medical Innovation	2-4	S & PS		Yes	
Biomedical Debate	3-4	S & P/S	SLC (50)	Yes	
Public Service Announcement	3-6	S & P/S		Yes	

Recognition Events					
Outstanding HOSA Chapter	Chapter	M, S & P/S			
Healthcare Issues Exam	1	S & P/S	ONLINE (50)		
National Service Project	Chapter	M, S & P/S			
Barbara James Service Award	Chapter	M, S & P/S			
HOSA Happenings	Chapter	M, S & P/S			
MRC Volunteer Recognition	Chapter	S & P/S			

COMPETITIVE EVENTS

Other Reminders

- The official HOSA uniform or a blue or black suit is required for the Opening and Awards Sessions.
- Competitors should read the Competitive Event Guidelines carefully for their event. Some events require competitors to bring supplies to their event. **Students must bring the event guidelines with them to their competitive event (same process at Internationals). Guidelines can be presented as either paper or electronic.**
- Competitors are responsible for bringing their own #2 pencils for the tests. Nevada HOSA will not provide pencils or erasers.

Be sure to read for any updates made to HOSA's competitive events this year as well as the event topics for 2018-2019. Both are available on the HOSA web site, <http://www.hosa.org/CEUsefulTools>, on the Competitive Events Useful Tools page.

SLC OPPORTUNITIES

Running for State Office

During the State Leadership Conference, members will have the opportunity to run for an office on the 2019-2020 State Officer Team. All members that are dedicated to HOSA, have a passion for leadership, and enjoy working with others to improve the organization are encouraged to run for office. Being a State Officer for Nevada HOSA is an incredible honor. Each candidate must complete the 2019-2020 State Officer Candidate Application. The State Officer Candidate Application is due by February 8, 2019.

Judges Needed

The Nevada HOSA competitive events program requires an extraordinary amount of time, effort, and volunteer spirit to be successful. If you know of individuals who would make excellent judges for our competitive events program, please direct them to <http://www.nevadahosa.org/judge> for more information. They can also email Antonio Hernandez, Nevada HOSA State Officer Coach and Judge Coordinator, at antonio@nevadahosa.org.

Voting Delegates

Each year student delegates elect the new team of state officers to serve the organization. When registering your chapter please register two (2) voting delegates. The voting delegates elect the new State Officers.

Voting Delegates will have the following commitments:

- Speeches during Opening Session on Monday evening
- State Officer Candidate Q&A Meeting Monday after Opening Session
- Business Session on Tuesday at 4:30 PM

Nominating Committee

The Board of Trustees adopted a new nominating committee structure at their November, 2016 meeting. The details of the nominating committee are available at www.nevadahosa.org.

The nominating committee does welcome up to one local advisor and three local members. The selection process is outlined in the Nominating Committee Policy. Announcements for sign-ups will be available after the registration deadline passes.

Courtesy Corps

HOSA relies on our members to volunteer and help run a successful conference. The Courtesy Corps members assist with the competitive events and other aspects of the conference. Please register members of your chapter to be Courtesy Corps members.

SLC OPPORTUNITIES

Outstanding State Leader

At the State Leadership Conference each year, Nevada HOSA shall recognize a student of the year. The student of the year may be selected from the Nevada HOSA membership.

Criteria for the selection of student of the year include:

- Contributions to Nevada HOSA
- Leadership within Nevada HOSA
- Accomplishments with Nevada HOSA
- Must have been a HOSA member for at least two years

Any student may be nominated by a local chapter advisor, the state officer coach, the Executive Director, or the Education Program Professional. The nomination form will be due on the SLC registration deadline and it will allow for information about the criteria to be identified.

If the student of the year is able to attend the International Leadership Conference, this student shall represent Nevada HOSA as the Outstanding State Leader.

Nominations may be submitted online using the link below:

<https://trileadership.wufoo.com/forms/nevada-hosa-student-of-the-year-nomination/>

Symposiums and Leadership Workshops

Nevada HOSA members are encouraged to attend symposiums and leadership workshops. Through these sessions, students will hear interesting speakers and engage in hands-on activities with professionals in the areas of leadership, college/career readiness, and health care!

Nevada HOSA State Scholarship

Nevada HOSA is proud to have a scholarship available to Nevada HOSA members. For more information and to locate the application, visit the Nevada HOSA website. The deadline to turn in the scholarship application is March 1, 2019.

FINAL REMINDERS

As leaders and teachers of young professionals, it is important that we prepare our students for this upcoming event. The following information will help you to plan for the State Leadership Conference (SLC) and prepare your students with important information about the conference.

Code of Conduct/Curfew

Chapter advisors are responsible for the conduct of their chapter members. Unfortunately, simply checking to make sure your students are in their rooms at curfew does little to ensure they will stay there. Therefore, advisors should be visible in each hall for at least one hour past the published curfew.

Onsite Chaperoning

Having your students check in with you at least three times per day is recommended. Let your students know of your whereabouts so they can easily do this. Use your room door as a message center. Have your students work together to remind each other of the times and locations for their events and activities. When you are busy assisting with an activity, make sure you let your students know where your assignment will be and have them write it down.

Remind students to thank the event staff, judges, and volunteers. They appreciate knowing their hard work has benefited the students. If you plan to use parent chaperones, encourage your officers to plan a special way to thank them at the conference or upon returning home.

Dance Behavior

Please go over appropriate behavior needed at all times with your students while they are attending HOSA events. It is important to let our students know that they can and should approach any advisor chaperoning the dance if things become uncomfortable. Advisors who are responsible for chaperoning the dance need to know that they can, and should, say something to the students or request the DJ to change the beat of the music to help change the tone. Any inappropriate behavior will not be tolerated. Advisors, please discuss this subject openly with your students.

FINAL REMINDERS

Publicity

Your chapter and Nevada HOSA, in general, welcome positive publicity. Use participation for the SLC to generate some positive publicity. It is always nice for the public to know you have participated before you have to earn dollars for the international competition.

Students with Disabilities

Our office makes every attempt to accommodate students with disabilities at the conference. If you contact us prior to the conference, we can make the conference and competition as barrier free as possible. Please inform us about people with disabilities and any special accommodations that may be needed, such as wheelchair accessible sleeping rooms. Please inform Nevada HOSA by March 1, 2019 of any special requirements that may be needed for competitions and sessions.

Event Managers

All advisors are required to manage a competitive event. This means advisors will be responsible for running the competitions at the State Leadership Conference. Advisors who manage an event receive complimentary registration for the conference. While Nevada HOSA will make every effort to assign advisors to one of their top choices, we cannot guarantee an event. Sign-ups are first come, first served, so sign up today!

Avoid common registration frustrations!

- Read this registration guide in detail. Assign it for extra credit homework for chapter officers so multiple members of your chapter are familiar with State Leadership Conference (SLC) requirements and procedures.
- Read the HOSA Competitive Event Guidelines. Assign your competitor extra credit for reading this and appointing a fellow chapter member to be their “buddy,” in order to have multiple members familiar with their event.
- Follow-up with the district and school business office to make sure the fees will be paid on time.
- Photocopy all forms and correspondence for your records and bring them with you to the State Leadership Conference (SLC)
- Make registration checks payable to: Nevada HOSA. Checks must be mailed to Nevada HOSA, P. O. Box 1440, Owasso, OK 74055.
- Carefully review the HOSA Dress Code Policy and Student Conduct Code standards with your students before you arrive for the State Leadership Conference (SLC) to ensure students bring appropriate clothing.
- E-mail questions to slc@nevadahosa.org

CONFERENCE ATTIRE

Official Dress Code for ALL General Sessions

This policy is for student delegates. Advisors, family members, and guests are not required to wear the HOSA uniform or the black or navy blue suit with a white shirt to the general sessions. The HOSA, Inc., Board of Directors approved the following dress policy that began at the 2011 NLC in Anaheim, California:

The official dress code for the student members for all general sessions at the ILC will be either the following:

- HOSA uniform (see below)
OR
- Black or navy blue suit with a white shirt (the white shirt can be the member's choice)
- Closed-toe blue or black shoes (hose optional)
- Male members MUST wear a tie.
- Female members may choose to wear knee-length skirt or slacks.

Student delegates not adhering to the above dress policy for all general sessions at the ILC will NOT be admitted.

HOSA Uniform Policy

- Tailored navy blazer with emblem affixed over the heart.
- Shirt/blouse for females (white tailored or short-sleeve white jewel neck shell).
- Shirt for males—white closed-neck, man-tailored dress shirt, suitable for use with a tie.
- Accent for female members - maroon HOSA scarf or tie is optional but not required.
- Accent for male officers - navy or maroon long tie.
- Matching navy slacks for males and matching navy slacks or skirts for females.
- Closed-toe blue or black shoes (hose optional).

CONFERENCE ATTIRE

Competitive Event Dress Attire

Delegates must adhere to the Dress Code as specified in the individual competitive event guidelines for the orientation and event in which they are competing. Bonus points will be given according to the individual guidelines. For all competitive events, five (5) bonus points will be added once per competitor and/or team to the tally sheet for appropriate dress. In team events, all team members must be properly dressed to receive the bonus points. Exceptions are as noted in the event guidelines.

Other Conference Attire

Conference delegate attire should be proper and appropriate since it reflects directly upon the State Association and National HOSA. Conference delegates are strongly encouraged to wear HOSA uniforms or appropriate business attire to all conference activities (other than the general sessions where the official dress code for general sessions will be adhered).

Under no circumstances will blue jeans, shorts, or other casual attire be accepted at any Conference function (with the exception of tours, HOSA's dances, and other recreational activities). Delegates dressed in such casual attire will not be permitted to participate in official HOSA conference meetings.

Tips for Dress Code Success

No dress code can cover all contingencies, so HOSA members must use a certain amount of judgment in their choice of clothing to wear. HOSA members who experience uncertainty about acceptable HOSA attire should ask his/her HOSA local or state advisor.

Here are a few more tips to help you understand the HOSA Dress Code.

- No denim clothing or canvas shoes will be acceptable. Denim pants in colors other than blue are not permitted. Blue jean skirts and dresses are NOT acceptable.
- Dressy pants of different lengths that are part of a suit/ensemble may be acceptable but "shorts" are not acceptable.
- Casual tank or tube tops, t-shirts, sweat pants/shirts, or tennis shoes are never acceptable (the Nevada HOSA T-Shirt is allowed at the dance).
- Business-casual attire may include khaki pants and polo tops.
- Clothing should be pressed and never wrinkled. Torn, dirty, or frayed clothing is unacceptable. Any clothing that has words, terms, or pictures that may be offensive to HOSA delegates or guests is unacceptable.
- Open-toed shoes and heeled sandals are not permitted.

CONFERENCE FORMS

The following forms must be completed as part of the State Leadership Conference registration process!

- ✓ Medical Release Form: to be completed by every student attendee and collected by the local advisor. The local advisor must keep these forms in their possession during the conference.
- ✓ Code of Conduct: to be completed by every student attendee and collected by the local advisor. The local advisor must keep these forms in their possession during the conference.
- ✓ Advisor Statement of Assurance: to be completed by each chapter's advisor and submitted to Nevada HOSA by the advisor on-site at registration.

Please have originals and copies of all forms and correspondence for your records and bring them with you to the State Leadership Conference (SLC). The forms are available at the end of this Registration Guide.



State Leadership Conference 2019

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Medical Release Form

Each student attending a Nevada HOSA event must complete and submit a copy of this form to their advisor

Event Name and Date		NEVADA HOSA STATE LEADERSHIP CONFERENCE	
Student Name		Date	MARCH 17 - 20, 2019
Home Address			
City		Zip Code	
Home Phone	Cell Phone	Date of Birth	
High School		School Phone	
State Advisor			

AGREEMENT

This is to certify that the above named student has my permission to attend the HOSA conference or event listed above. I also do hereby, on behalf of the above named student, absolve and release the school officials, the HOSA chapter advisors, and the HOSA staff from any claims for personal injuries which might be sustained while he/she is in route to and from or during the event.

I authorize the above named HOSA advisor(s) or HOSA staff to secure the services of a doctor or hospital. I will incur the expenses for necessary services in the event of accident or illness and provide for the payment of these costs.

I have read and agree to abide by the Nevada HOSA Conduct Code. I also agree that the school officials, the HOSA chapter advisers, HOSA staff, or the Conference Conduct Committee, have the right to send the above named student home from the activity at my expense, provided that in their opinion the seriousness of a Conduct Code violation warrants it.

MEDICAL INFORMATION

Known Allergies (drug or natural)	
Special Medications Being Taken	
History of heart condition, diabetes, asthma, epilepsy, etc.	Date of last tetanus shot
Any physical restrictions	
Personal Doctor	Doctor Phone

INSURANCE INFORMATION

Insurance Company	Policy Number
Coverage and Limitations	

SIGNATURES

Student Signature	Date
Parent or Guardian Signature (required for any member under age 18)	Date
State Advisor Signature	Date
Chapter Advisor Signature	Date



Code of Conduct Form

Each student attending a Nevada HOSA event must complete and submit a copy of this form to their local advisor. Advisors or chaperones attending the conference must keep a copy of this form at all times.

A good reputation enables us to take pride in our organization. As a participant at Nevada HOSA functions, you represent the whole organization. Nevada HOSA members have an excellent reputation of standards to uphold. Your conduct at any HOSA function must enhance the reputation that has already been established by Nevada HOSA. Please carefully read the following conduct code agreement and sign below.

1. I understand that my behavior at all times should be such that it reflects credit to my school and the organization. I agree to respect the rights of others in relation to myself, my manners, noise, language, and general conduct.
2. I agree to attend all competitive events business meetings, workshops, and other scheduled activities on time and well prepared.
3. I agree to report any accidents, injuries, or illnesses to a Nevada HOSA designee immediately.
4. I agree to observe the designated curfew. (Curfew is described as being in your own assigned room and quiet by the designated hour.)
5. I agree not to deface or vandalize property, public or private, and understand that I will have to pay for any damages incurred by myself.
6. I agree not to purchase, consume or be under the influence of alcohol or drugs at any Nevada HOSA activity. No alcoholic beverages or non-prescribed drugs (including tobacco) shall be in my possession or consumed at any time while representing the Nevada HOSA organization.
7. I agree to dress neatly and appropriately for the occasion. I will be in professional HOSA attire for all meetings. (See specifics on conference dress code page).
8. I agree to be honest and not to take unfair advantage of others.
9. I understand that if I disregard the rules, I will be subject to disciplinary action and will be asked to return home at my own expense.

I have read the above Conduct Code rules and agree to abide by them.

Name (Print)

Signature

Date

Parent/Guardian (Print)
(if under 18 years of age)

Signature

Date

Statement of Assurance Form

Advisors attending Nevada HOSA events must review, sign, and return this statement of assurance along with their registration materials for each Nevada HOSA conference/event.

Nevada HOSA State Leadership Conference March 17 - 20, 2019

As the advisor responsible for the students attending this event, I confirm that:

- I have reviewed the Medical Release Form and the Code of Conduct with my students. I will have a completed copy of the Code of Conduct for each student attending in my possession for the duration of the above event, including travel to and from this event.
- I understand that Nevada HOSA will not collect the individual Code of Conduct forms for this event and that they are to be kept in my possession.
- I understand that students attending the above event will have the opportunity to participate in activities outside of the conference facility, thus requiring walking or further public transportation. I have discussed this with the students and their parents/guardians and have also informed them of proper etiquette and safety precautions while traveling in/around metropolitan areas.
- I understand that proper completion of the Medical Release and Code of Conduct forms provides the best protection for my students' needs and my liability during a Nevada HOSA event.
- I have checked with my administrator and have secured authorization for my chapter to travel to this event and have reviewed all school/district policies regarding supervision of students on trips and will abide by them.
- The responsibility for the safety of the delegates from this chapter rests with people signing this Statement of Assurance.
- I will participate in all general sessions during the conference and fulfill my assigned responsibilities during the conference.
- I will patrol the halls (even during the day, if necessary), stay up until students and/or halls are quiet, enforce the conference Code of Conduct and Dress Code, and regularly check-in with my students.
- I will ensure that myself and chaperones assisting me will:
 - Be 21 or older
 - Follow the conference Code of Conduct and Dress Code
 - Act responsibly and interact appropriately with students

I have read the above and hereby offer assurance that I understand and agree to comply with the policies stated on the Medical Release and Code of Conduct forms as indicated by my signature appearing below.

Advisor Signature:	
Chapter Name:	
Date:	