

**HOSA National Recognition Program and  
National Healthcare Skills Standards – Portfolio Standards**

**PORTFOLIO CRITERIA**

<b>EVAL.</b>	<b>CRITERIA</b>	<b>DESCRIPTION</b>	<b>PAGES</b>
	<b>1. Letter of introduction</b>	Addressed to evaluation committee, free of spelling and grammatical errors, describes career goal and other relevant information.	1
	<b>2. Resume</b>	Professional resume to include educational and work experience, honors, awards and other activities.	1
	<b>3. Project</b>	Health care knowledge/skills application project that may connect to HOSA (such as a community awareness project) or other activity that requires problem solving and hands-on application.	1-4
	<b>4. Writing Sample</b>	The ability to write effectively will be important to you in college and in a career. Answer the questions in the attachment following the instructions given.	3
	<b>5. Work-Based Learning</b>	Summary of 8+ hours of a work-based learning experience or supervised practical experience: Job shadowing, career exploration, internship, volunteering.	1
	<b>6. Oral Presentation</b>	Script of HOSA or health-related speech and short description of who, where, what and when the speech took place. Must be a speech for school faculty, civic or community organization, local health care group, school classroom (any grade) or as part of a HOSA competitive event above the chapter level. Presentation tools may be used.	1-4
	<b>7. Service Learning</b>	Summary of service learning (community service) project or activity to show dates, hours, location, and learning outcomes.	1
	<b>8. Credentials</b>	School transcript or recent report card, and copies of certificates or documentation that shows completion of training in health-related competencies – Examples include and are not limited to: CPR certification, First Aid certificate, CNA, EMT, Brainbench certificates: successful completion of the two Foundation Standards assessments, etc.	1-5
	<b>9. Technology</b>	Evidence of the use of technology beyond the basic skill level. Examples might be of something you created such as a web site, electronic newsletter, PowerPoint presentation, etc., OR other evidence of advanced technology skills (certificate, etc.).	1-4
	<b>10. Leadership Experience</b>	List and describe your principal leadership activities in the approximate order of personal interest. These should include leadership roles in the arts, athletics, and organized school or community activities.	1

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**WRITING SAMPLE**

Instructions: All questions/statements must be answered in the space provided in the competitor's own handwriting. These short essays should include specific details and should reflect who you are. These pages will be included in the portfolio.

1. Discuss your reasons for wishing to pursue a health care career.
2. What have you already done to begin to accomplish the goals you described in the first question?
3. What lesson have you learned from your experiences in preparing for a health care career that will help you become successful in the future?
4. Describe a character in fiction, an historical figure, a hero, or a creative work that has had an influence on you and explain that influence.
5. Discuss some issue of personal, local or national concern and its importance to you.
6. Evaluate a significant experience, achievement, or risk you have taken and its impact on you.