



## MEDICAL SPELLING

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- Purpose:** To encourage Health Science students to improve their ability to define and spell terms associated with careers in the health care community.
- Description of Event:** This event shall be divided into two rounds. Round One will be a 50-item written, multiple choice test in **1 hour**. The competitors with the top 50% highest scores will proceed to Round Two. Round Two will be a "spell-down" where competitors will spell terms pronounced by a health care professional. Definitions will be provided if requested by the competitor. Competitors will be eliminated when a term is misspelled. The last remaining competitor in Round Two becomes the first-place winner.
- Dress Code:** Competitors must be in official HOSA uniform or in proper business attire. Bonus points will be awarded for proper dress in Round One. Competitors who are not dressed appropriately for Round Two will not be allowed to compete.
- Rules and Procedures**
1. Competitors in this event must be active members of HOSA in good standing in the category in which they are registered to compete (Secondary or Postsecondary/Collegiate).
  2. One section of this event shall be scheduled for secondary and one for postsecondary/collegiate competitors. Competitor numbers will be pre-assigned.
  3. The test and the medical term lists shall be developed from the National HOSA test item bank. The terms used on the written test shall be randomly selected from the standard references. No study lists will be provided. The official references for terms selected shall be:
    - *Taber's Cyclopedic Medical Dictionary*. Edited by Donald Venes and Clayton L. Thomas, M.D. F.A. Davis Company, Latest edition.
    - *Mosby's Medical, Nursing & Allied Health Dictionary*. Elsevier Health Sciences, Latest edition.
  4. Round One shall be a 50 question written, multiple choice test, composed of easy, moderate and difficult terms. There will be a time limit of **one hour**. The written test will be given during the orientation for the event, therefore, **NO proxies will be allowed for orientation**. No study materials are allowed in the room.
  5. Competitors will be given a test with the test items turned face down. The competitors will be given instructions on the use of the Scantron form. After instructions have been given to competitors, they will be notified to start the test. There will be a verbal announcement when there are 15 minutes remaining for the test period. Competitors should leave the testing site promptly after completion of the test.
  6. The top 50% of Round One competitors will advance to Round Two. If the number of competitors in Round One is less than 30, the top 15 competitors will advance. Round Two competitors will be posted at a time and location designated in the NLC program.

7. Based on the written test scores, Round Two competitors will be seated in ascending order (from lowest test score to highest test score) for the spell down. No study materials are allowed in the room.
8. The pronouncer's term list for the "spell down" will be arranged from easy to difficult.
- Rounds 2 and 3, numbered 1 - 100 will be easy terms.
  - Rounds 4, 5 and 6, numbered 101 – 200, will be moderate terms.
  - Round 7 and beyond, numbered 201 – 300, will be difficult terms.

An additional list of 100 very difficult terms will be available if all terms on the difficult list are used before a winner is determined, and will be numbered from 1 – 100.

9. Round Two competitors shall draw numbers in turn. The number the competitor draws will correspond to a numbered term on the pronouncer's term list. The pronouncer will pronounce each term for the competitor. Definitions will be provided by the definer upon request of the competitor. It is acceptable for the pronouncer to confer with the judges before pronouncing a term for a competitor.
10. **BEFORE THE COMPETITOR BEGINS TO SPELL THE TERM:** Two professionals will be involved in pronunciation. The pronouncer will pronounce the term. One judge should be designated to define the term upon request. Both people should be as free from dialect as possible. **The competitor may request the pronouncer to re-pronounce the term. The competitor may also request the definer to pronounce and define the term.** No more than two requests to pronounce the term will be honored after the definition has been given.
11. **COMPETITOR RESPONSIBILITIES:** The competitor is to pronounce the term given to him/her and pause before starting to spell the word. This will give the pronouncer and judge(s) one opportunity to correct the competitor if the term was misunderstood. The competitor's pronunciation will not have any bearing on the qualification or elimination of any competitor.
- Once the term is pronounced successfully (or the second time) by the competitor, the judge will say "begin spelling" and timing will begin.
  - The competitor will have 2 ½ minutes to complete spelling the term.
  - During the 2 ½ minutes and before starting to spell the word, the competitor may ask for additional pronunciations from the other judges and may ask for another definition, however, the clock will be running.
  - **Once spelling has begun, there will be no other opportunity for pronunciation or definition.**
  - Having started to spell the term, the competitor will be given one (1) opportunity to change letters.
  - The spelling of the term must be completed within 2 ½ minutes or the competitor will be eliminated from the event by the judge(s).
  - The competitor **must** pronounce the term to declare that he/she has finished spelling.

*NOTE: The role of the judge is to assure event fairness for each competitor. Judges are permitted to offer an additional pronunciation or to remind the competitor of an event process, such as pronouncing the term, as needed. Judges are encouraged to write down each letter as the competitor spells the term, to look up a word if the spelling is in question or the definition confusing, and to respond to questions by the competitor.*

12. Upon misspelling a term, the competitor will drop out of the event and take a seat in the designated area for competitors who have been eliminated. Competitors that have been eliminated will be allowed to leave the room at the end of each round, if so desired by the competitors. The next competitor will draw a new term to spell.
13. Any question relating to the competition must be referred to the judges immediately. By raising his/her hand, the competitor will be recognized by the event personnel or judges. **The decision of the judges is final.**
14. When the competitors are reduced to two, the elimination procedure changes.
  - As soon as one competitor misspells a term, the other competitor **immediately** shall be given the opportunity to spell the same term.
  - If the second competitor spells the term correctly, he/she selects a new term.
  - If the competitor then spells the new term correctly, he/she shall be declared the first-place winner.
  - However, if after correctly spelling the missed term, he/she misspells the new term, the misspelled new term shall be referred to the first speller for correction.
  - If the first speller then succeeds in correcting the error and correctly spells the next term chosen, then he/she shall be declared the first-place winner.
  - If both competitors misspell the same term, the second person that missed the term will draw the next number.
15. If a term reappears in a list in error, the term will be discarded. The competitor will select another number for an alternate term.
16. No microphones will be used during competition.
17. Competitors must be familiar with and adhere to the **"General Rules and Regulations of the National HOSA Competitive Events Program."**

#### **Required Personnel (Per Section)**

1. One Event Manager (per event)
2. One Section Leader
3. One Pronouncer (knowledgeable health care professional, as free as possible from regional dialect)
4. One Timekeeper
5. Two to three Judges (health care professionals), one to be designated Lead Judge and one to be designated as the Definer.
6. One-two event assistants per section

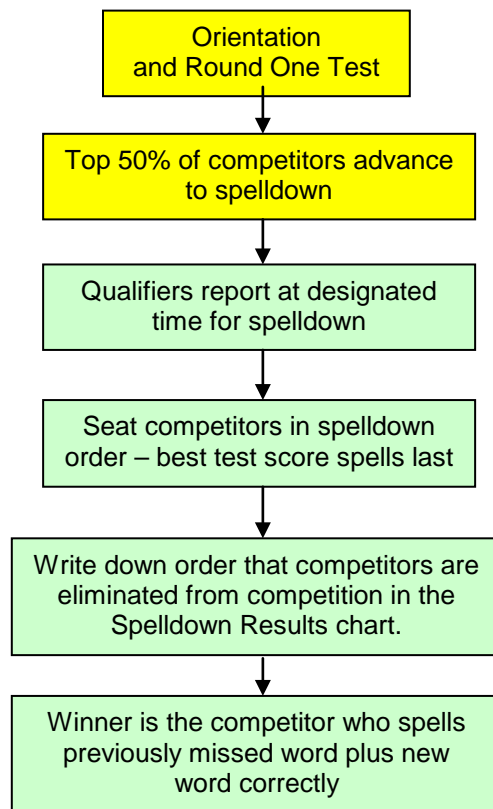
#### **Facilities, Equipment and Materials (Per Section)**

1. One large room of adequate size with tables and chairs to accommodate the total number of competitors taking the written Round One test and event personnel managing the event.
2. For Round Two, chairs for competitors (arranged in semicircular rows)
3. Table/chairs for event personnel to provide for registration and distribution of materials.
4. Table/chairs for judges, definer, and timekeeper
5. Pronouncer's lectern
6. Stopwatch for spelldown, stopwatch or timer for written test

7. "Fish bowls" or numbered boxes or devices to hold numbered cards – three (3) sets of numbered cards for each term on list(s) for the drawing by competitors  
 Fish bowl #1 = Numbers 1 – 100  
 Fish bowl #2 = Numbers 101 – 200  
 Fish bowl #3 = Numbers 201 – 300  
 \*IF the very difficult round is needed, the numbers in fish bowl #1 will be returned to the bowl and Fish Bowl #1 will be re-used.
8. One written multiple choice spelling test for Round One and four separate typed term lists, randomized, with definitions (and phonetics if possible) to total 400 words: 100 Easy, 100 Moderate, 100 Difficult and 100 Very Difficult -- copies for Pronouncer and each judge
9. One copy of each official reference for the judges
10. Test packets which are pre-numbered and Scantron answer forms
11. Scantron machine
12. Competitor Participation Certificates for all who complete Round One.
- \*\*\* 13. Number 2 lead pencils with an eraser must be provided by the competitor for Round One
14. Numbers for chairs for spell-down
- \*\*\* 15. Print copy of the event guidelines for the event orientation
16. Lined paper for use by judges
- \*\*\* 17. (Optional) Competitors are encouraged to wear a watch to keep track of the time during the written test. Most HOSA event rooms do not have wall clocks.

\*\*\* Equipment to be furnished by the competitor.

**Event Flow Chart**



### **Spelldown Results Chart Instructions**

1. Competitors for Round Two should be posted in the order they will spell, beginning with the competitor qualified for Round Two with the lowest test score. The competitor with the highest test score from Round One will spell last.
2. Determine how many spellers are in Round Two, and cross out the places not needed on the Spelldown Results chart. (For example, if you have 25 spellers, cross out numbers 26-30.)
3. As soon as the first competitor misspells a word, his/her competitor number should be written in the last row on the chart. (If you have 25 spellers, write the number of the first competitor to misspell a word in row 25.)
4. Continue to fill in the chart each time a competitor misspells a word.
5. The last remaining competitor's ID number (winner) will be written in row #1 on the chart.
6. Complete the chart information (name, school, state) at the conclusion of the event.

## MEDICAL SPELLING SPELLDOWN RESULTS

| Place | Competitor ID | Name | School | State |
|-------|---------------|------|--------|-------|
| 1     |               |      |        |       |
| 2     |               |      |        |       |
| 3     |               |      |        |       |
| 4     |               |      |        |       |
| 5     |               |      |        |       |
| 6     |               |      |        |       |
| 7     |               |      |        |       |
| 8     |               |      |        |       |
| 9     |               |      |        |       |
| 10    |               |      |        |       |
| 11    |               |      |        |       |
| 12    |               |      |        |       |
| 13    |               |      |        |       |
| 14    |               |      |        |       |
| 15    |               |      |        |       |
| 16    |               |      |        |       |
| 17    |               |      |        |       |
| 18    |               |      |        |       |
| 19    |               |      |        |       |
| 20    |               |      |        |       |
| 21    |               |      |        |       |
| 22    |               |      |        |       |
| 23    |               |      |        |       |
| 24    |               |      |        |       |
| 25    |               |      |        |       |
| 26    |               |      |        |       |
| 27    |               |      |        |       |
| 28    |               |      |        |       |
| 29    |               |      |        |       |
| 30    |               |      |        |       |