

SECTION B



HOSA – FUTURE HEALTH PROFESSIONALS HISTORY & SUMMARY OF THE COMPETITIVE EVENTS PROGRAM

FOREWORD

This publication presents SECTION B of the HOSA HANDBOOK, with focus on THE HOSA COMPETITIVE EVENTS PROGRAM. Additional Handbook Sections, as noted below, deal with other important facets of the HOSA–Future Health Professionals Program.

The entire HOSA HANDBOOK is not only a vital reference for HOSA chapters, members and advisors but represents the major reason this organization has experienced outstanding growth since its inception in 1976 -- a belief in HOSA's contribution to students in Health Science Education and a belief that people working together can accomplish a great goal.

The complete HANDBOOK will provide the HOSA advisor and members with the information needed to organize and/or maintain an effective HOSA chapter. It also will help advisors integrate the HOSA program of work into the instructional program of Health Science Education. Activities of HOSA are an integral part of the instructional program that provides occupational skills in the health career community as well as building leadership skills.

This HANDBOOK should be utilized in developing leadership skills among members and the HOSA Officer Team, and in planning, organizing and conducting HOSA chapter activities throughout the year. With the comprehensive HOSA HANDBOOK as a reference, it is believed that the entire HOSA organization will become an even more effective organization in serving its members.

The complete HOSA HANDBOOK currently comprises three major sections, each published as a separate document and available on-line from HOSA – Future Health Professionals. This publication plan is designated to facilitate ease of use of the separate sections by HOSA chartered associations and local HOSA chapters for particular purposes and in combination for total perspective. In addition, separate section publication expedites addition of sections and individual section revision as the need arises.

Sections include the following:

HOSA HANDBOOK - SECTION A: HOSA - THE ORGANIZATION. First Edition 1982; Revised, 2017.

An essential part of every HOSA chapter's resources, Section A provides basic information about HOSA as an organization serving Health Science students. Included are a description of HOSA, its purposes, organizational structure, national officer composition, governance and operation,

HOSA Section B – History & Summary (Updated August 2019)

affiliation, emblematic and ceremonial aspects, selected HOSA policies, historical development and Bylaws.

HOSA HANDBOOK - SECTION B: THE HOSA COMPETITIVE EVENTS PROGRAM.

First Edition 1982; Revised Annually

A necessary instructional resource for HOSA chapter members and the local Health Science teacher/HOSA advisor is Section B. Section B provides all current information pertaining to the HOSA Competitive Events Program to enhance leadership and technical skill development in the classroom and to guide competition at the local, district/regional, state and international levels. This publication includes General Rules and Regulations; specific Competitive Events Guidelines (including competency based performance rating sheets); and Competitive Event Appendices – all procedures pertaining to administration of, preparation for and participation in HOSA competitive events.

HOSA HANDBOOK - SECTION C: GUIDE TO ORGANIZING AND MANAGING A HOSA CHAPTER. First Edition 1985, Revised 2015.

A major leadership tool and instructional resource for HOSA chapter officers and members and the Health Science teacher/HOSA advisor, Section C provides practical guidelines for organizing and operating a local HOSA chapter and its program of activities, for integrating HOSA leadership and technical skill development in Health Science classroom instruction and for participation by HOSA members and officers in local, district/regional, state and international HOSA program activities.

Activities and procedures within HOSA-Future Health Professionals are governed by the philosophy of simple fairness to all. Therefore, the policy of HOSA-Future Health Professionals is that all operations will be performed without regard to race, religion, sex, national origin, and other characteristics illegal as well as reasonable accommodations with disabilities and accessibility requirements on public accommodations. HOSA is in compliance with the Americans with Disabilities Act of 1990.

ACKNOWLEDGEMENTS

There are many persons who contributed to the publication of the comprehensive HOSA HANDBOOK. To those who have ensured the future of this organization through their contributions to this HOSA HANDBOOK, please accept the sincere thanks of all members of National HOSA and of all those who will use this HOSA HANDBOOK in the years to come.

Special appreciation is due the following individuals who contributed information and/or written research, which generated the First Edition published in 1982 that included Sections A and B:

- ◆ Barbara James (SC)
- ◆ Catherine Junge (TX, KS and USDE)
- ◆ James Keeton (TX)
- ◆ Nancy Moore (NJ)
- ◆ Ruth-Ellen Ostler (NY)
- ◆ Kent Ray (MI)
- ◆ Lorraine Summers (IL)
- ◆ Linda Walston (NC)

A particular debt of gratitude is due Nora Bennett Smith, a member of HOSA's first National Headquarters Management firm, KENORA Enterprises, who coordinated and edited the final document for the First Edition.

Efforts to update and revise Sections A, B, and C were initiated and authorized by the Board of Directors of HOSA, Inc. under Board Chairmen James Keeton (TX), Lorraine Summers (IL), Barbara James (SC), Ruth-Ellen Ostler (NY) and Norma Walters (AL).

The first revisions to this publication were originally coordinated by the National HOSA Communications and Related Materials Committee under the direction of Ruth Mulford (NY) and Helen Swaincott (PA) and the Competitive Events committee under Barbara James (SC), Kent Ray (MI) and Ruth-Ellen Ostler (NY).

Most recently, thanks to Elizabeth Bullock (KY), Danita Sheppard (NC), Lara Skaggs (OK), Anne Regier (TX), Jen Staley (CO), Jan Mould (TN), Laura Fink (FL) and the members of the Competitive Events Management Team for their untiring efforts to keep the events up-to-date annually with the desires of the HOSA, Inc. Board of Directors.

Dr. Joyce Brandt is recognized for her years of support in the creation of the Competitive Events Test Bank and now special thanks to Karen Batchelor for the oversight and maintenance of the test bank.

Deepest appreciation is expressed to all that contributed in so many ways to this publication. A special thanks to HOSA's Management firm, Corporate Education Resources, Inc., referred to as CERI, who provided direction and production services in the development and publication of the HOSA HANDBOOK.

HOSA COMPETITIVE EVENTS PROGRAM

OVERVIEW

HOSA members are encouraged to take full advantage of the HOSA Competitive Events Program, a constantly expanding and improving series of health care related competitive events. Competition within a chartered association is held as a means of identifying those members eligible for competition at the HOSA International Leadership Conference. Imagine the pride that members feel when their names are called and they stand on stage waiting to receive an International HOSA Medallion for recognition as a first, second or third place event winner.

The purpose of the HOSA HANDBOOK: SECTION B is to assist members to take advantage of one of HOSA's major membership benefits. The Competitive Events Program is designed to provide a system for recognizing the competencies developed by members through Health Science class instruction, related job training and HOSA related activities. Individual members and teams are evaluated according to set standards of performance by professionals from the health care community appropriate to each event.

It's worth the time and effort to select an event and prepare for competition. Those who prepare for an event are developing the knowledge and skills needed as a health care professional. For example, what is learned in preparing for the Job Seeking Skills competitive event can be used to get an entry level position in a health profession. Members are able to participate in district, state or country conference and meet HOSA members and health professionals from every walk of life. Members who participate in the competitive events program are immediately recognized as professionals in training interested in pursuing a career in the health care community.

Regardless of whether members receive a medallion in competition, *the real benefit of the Competitive Events Program is realized when the student prepares for competition.* Members gain confidence in their abilities when they improve their health care skills in preparation for competition. The pride of representing the chapter and/or chartered association builds when members enter a competitive event.

The competencies developed by members in competition build a foundation of confidence and skills that will last a lifetime of professional activities.

HOSA members should believe in the competitive events program, not because of the awards to be received in competition, but because of the feeling of accomplishment and confidence gained in preparing for competition. HOSA does not provide competition for competition's sake; rather, HOSA provides a competitive events program as a means of recognizing those students who are willing to pursue excellence by preparing for competition and having the determination to attend a conference and demonstrate the competencies gained through the health science program.

The Competitive Events Management Team constantly monitors the HOSA Competitive Events Program to:

- Identify existing events that should be reviewed and revised to reflect current health care practices;
- Identify new events that should be added to reflect current program offerings in secondary and postsecondary/collegiate institutions,

- Direct the development process for designing new events, and
- Evaluate new event demonstrations and tests.

EVENT PREPARATION

Members interested in the Competitive Events Program should follow **ten steps** in preparing for competition.

1. Talk with the HOSA chapter advisor and let him/her know their interest in entering a competitive event.
2. Review the HOSA Competitive Events Program and select the event that is consistent with their career objective.
3. Visit www.hosa.org for the current edition of the specific event guidelines, General Rules and Regulations, and Appendices.
4. Study the detailed guidelines and the judge's rating sheet(s) to know the criteria by which competitors are evaluated.
5. Practice, practice, practice and practice the event at the local chapter level before competing.
6. Talk with other members who participated in competition previously and gain as much as possible from their experiences.
7. Ask the chapter advisor to conduct event simulations in the classroom to allow all members to have an event experience. Practice with local community professionals as appropriate.
8. Know all rules and procedures for the event in which they are entering to avoid point deductions.
9. Enter competition and carefully review all instructions to event participants.
10. Enjoy the competition because *the real benefit of competition was realized in the preparation.*

JUDGES

Every effort is expended to secure judges that are competent in the event for which they are assigned. For example, in CPR/First Aid, it is preferred that judges hold an instructor card for American Heart Association.

HOSA looks for judges who have the technical expertise and experience to evaluate the specific event competencies, and for enough judges to fairly evaluate the competition – one to three judges per section, depending upon the nature of the event and availability of judges.

Everyone Can Be a WINNER!

By recognizing the personal and career benefits of the HOSA Competitive Events Program, members know the time they invest in preparing for and participating in competition is worth the effort. Chapters want to participate in competition to demonstrate to other chapters the preparation of members. Chapter pride is built when members represent their institution and participate in competition. The pride grows when members receive recognition as an event winner. Chapter pride continues when one or more members attend the International HOSA Conference representing both the chapter and chartered association. The pride grows stronger, for chapters and members, when the event winners are announced and brought to the stage. Members will almost burst with personal satisfaction and pride in knowing that their investment provided dividends not only for themselves but also for their chapter and chartered association as well.

Those who are not called to the stage for special recognition must also be proud of their accomplishments. Although the HOSA Competitive Events Program is designed to award medallions to a select few event participants, the real winners are those who are able to leave the International Conference with new experiences, improved skills, greater knowledge, enhanced confidence and the determination to not allow the HOSA experience die when the conference is concluded or at graduation. The ultimate goal is not to be a winner at an International Conference. The realistic goal for all HOSA members is to secure entry level employment or advancement within the health care field. The real value of the HOSA Competitive Events Program is when members are able to perform more effectively as health care professionals.

By taking advantage of the many opportunities available for involvement and leadership roles, HOSA members will be more confident than students not actively involved in chapter activities. The Health Science classroom builds health care skills; HOSA helps build a confident health care professional able to achieve success in a rapidly changing and competitive industry.

TWO TYPES OF EVENTS

HOSA offers events in six categories. The first five categories are “competitive” and only the top scoring individuals and teams are recognized. HOSA also offers events in the Recognition category that seek to recognize accomplishments at the individual, chapter, or chartered association level.

In recognition events, HOSA members are asked to meet a standard. Those who meet the standard are awarded a pin, certificate or plaque, depending on the event. Medals are not awarded for first, second and third place. For more details about events in the Recognition category, read the specific event guidelines at www.hosa.org

IN SUMMARY

All members should take advantage of the HOSA Competitive Events Program. This publication is designed to guide the entire chapter as well as individual members for the opportunities available in event competition. Fortunately, the benefits of participation in competitive events do not cease at the conclusion of a conference. The HOSA Competitive Events Program will have a lasting impact on the professionalism of HOSA members as they pursue rewarding and challenging careers in the dynamic and competitive health care community.