

Medical Spelling

New for 2018-2019

At ILC, [photo ID](#) must be presented prior to competing in each round.

- Purpose** To encourage HOSA members to improve their ability to define and spell terms associated with careers in the health community.
- Description** This event shall be divided into two rounds. Round One will be a 50 item multiple choice test. The top scoring competitors will advance to Round Two. Round Two will be a “spelledown” where competitors will orally spell terms. Competitors will be eliminated when a medical 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-Future Health Professionals and in good standing in the division in which they are registered to compete (Secondary or Postsecondary/Collegiate).
 2. Competitors must be familiar with and adhere to the “[General Rules and Regulations of the HOSA Competitive Events Program \(GRR\)](#).”
 3. The test items and the medical term lists shall be randomly selected from the standard reference. No study lists will be provided. The official reference 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.](#)
 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 **60 minutes**. The written test will be given during the orientation for the event. At ILC, [photo ID](#) must be presented prior to competing in each round. **NO proxies will be allowed for orientation.**

NOTE: *States/regions may use a different process for testing, to include but not limited to pre-conference testing, online testing, and testing at a computer. Check with your Area/Region/State for the process you will be using.*
 5. [Test Instructions](#): Competitors will be given instructions on the use of the Scantron form. After instructions have been given, 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 may be excused from the testing site promptly after completion of the test.

6. The top scoring Round One competitors will advance to Round Two. Round Two competitors will be posted at a time and location designated in the ILC 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.
8. The moderator'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 **at the International Leadership Conference** if all terms on the Round 7 & Beyond list are used before a winner is determined. This list 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 moderator's term list. The moderator will pronounce each term for the competitor. Definitions will be provided by the judge upon request of the competitor. It is acceptable for the moderator 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 moderator 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 moderator to re-pronounce the term. The competitor may also request the judge 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 moderator 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.

- If the competitor fails to pronounce the term prior to spelling or after spelling the term, he/she will be eliminated.
- The pronouncer will not give the correct spelling for a term if the competitor spells the term incorrectly.

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. In the event that all competitors are eliminated in a single round, all competitors will return to resume the spell down. If only one competitor spells correctly in a given round they will be determined the winner, those eliminated will return to a spell down to determine the remaining top ten.
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 there are two remaining competitors, regardless of if the round is completed, 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 or is not in the official resource, the term will be discarded. The competitor will select another number for an alternate term.
16. No microphones will be used during competition. NO OBSERVERS will be allowed during the event.
17. OPTIONAL FORMAT (To be determined by conference management): For Round Two, the Secondary (SS) competitors may be in the same room as the Postsecondary Collegiate (PSC) competitors. The PSC competitors would have their spelldown to determine the PSC order of finish, following the process in rules #7 – #15. At the

conclusion of the PSC event, SS competitors would compete in Round Two. The words used by PSC competitors would NOT be repeated in the SS event. PSC competitors would have the option of leaving when their event is complete or staying to watch the SS spelldown.

Competitor Must Provide:

- Event guidelines (orientation)
- Two #2 lead pencils with an eraser
- [Photo ID](#)

FOR SPECIFICS ON EVENT MANAGEMENT SEE [MANAGING COMPETITIVE EVENTS](#)

Required Personnel:

- One Event Manager
- One QA to provide quality assurance for the event by ensuring that the guidelines are followed and all event documents are complete
- One Moderator (knowledgeable health professional, as free as possible from regional dialect)
- One Timekeeper
- Two to three Judges (health professionals), one to be designated Lead Judge and one to be designated as the Definer
- Event assistants as needed

Facilities, Equipment and Materials:

Round One: Written Test (Reference: All resources)

- Table/chairs for event personnel to provide for registration and distribution of materials
- List of competitors for check-in
- One pre-numbered test per competitor
- Scantron/answer forms- one copy per competitor
- Evaluation forms - competitor and event personnel
- #2 lead pencils with eraser to complete evaluations (event personnel)

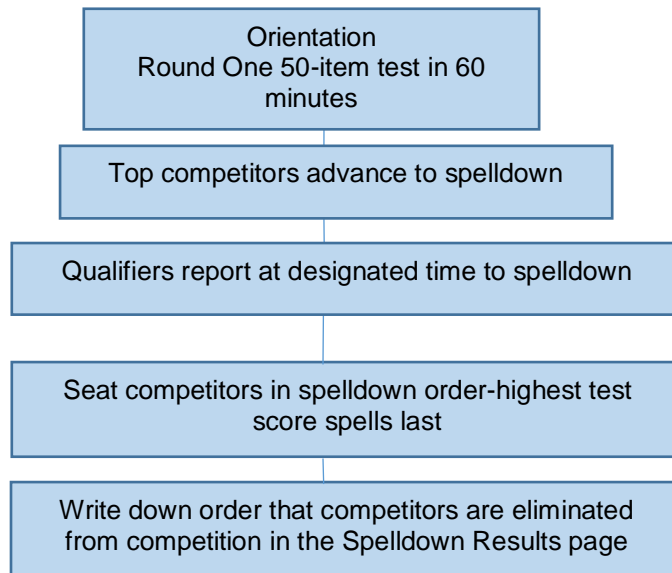
Round Two Spelldown:

- List of competitors for check-in
- Table/chairs for event personnel to provide for registration and distribution of materials
- Table/chairs for judges, definer, and timekeeper
- Chairs for competitors (arranged in semicircular rows)
- Moderator's lectern
- Copies for Moderator and each Judge:
 - o Rounds 2 and 3, numbered 1 - 100 will be easy terms
 - o Rounds 4, 5 and 6, numbered 101 – 200, will be moderate terms
 - o Round 7 and beyond, numbered 201 – 300, will be difficult terms
 - o An additional list of 100 very difficult terms will be available **at the International Leadership Conference** if all terms on the Round 7 & Beyond list are used before a winner is determined. This list will be numbered from 1 – 100
- "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
 - o Fish bowl #1 = Numbers 1 – 100
 - o 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.*

- Numbers for chairs for spell-down
- Lined paper for use by judges
- #2 lead pencils (judges & evaluations)
- Stopwatch
- Evaluation forms - competitor, judge, event personnel
- Copy of guidelines & official reference for judges
- Hand sanitizer (alcohol based handrub)

Event Flow Chart



Sample Round One Questions

1. An obstructing infection in a renal pelvis or ureter:
 - A. pilonefritis.
 - B. pyonephrosis.
 - C. pilonephritis.
 - D. pyonefrosis.

2. A specialist in diseases of the nervous system:
 - A. neologist.
 - B. neuralogist.
 - C. neurologist.
 - D. nurologist.

3. The act of swallowing:
 - A. deglutation.
 - B. deglutition.
 - C. digluation.
 - D. diglutition.

HOSA SPELLING JUDGE RECOMMENDATIONS

1. Each judge should have one of the official dictionaries listed in the event guidelines (Mosby's or Taber's) and a numbered word list.
2. The competitor selects a number and presents it to the judge, who announces the number. As soon as the word is identified, the judges should quickly locate the word in their resource, and highlight it.
3. The moderator will pronounce the word. IF any of the judges would have pronounced the word differently, or if they believe the pronunciation in their resource differs from the pronunciation given by the moderator, he/she should announce "STOP", and state "I would like to offer a pronunciation." (or something similar), and then he/she should pronounce the word.

NOTE: The way we pronounce a word occasionally differs from the pronunciation printed in the dictionary – much to our surprise. We believe the fairest approach is to offer a second pronunciation if the judge would have pronounced the word differently, or if the printed pronunciation in the resource is different from the pronunciation given by the moderator.

4. If a competitor requests a definition, the first judge should read the dictionary definition – or the essential part of the definition. If the judge with the 2nd resource thinks his/her definition is clearer, he/she should read it as well.
5. Be aware that sometimes there are two correct spellings for a single term. For example:
 - orthopedic and orthopaedic
 - mammoplasty and mammoplasty
 - malacoplakia and malakoplakia
 - chakra and cakra

Please look up the spelling given by the competitor if you think there is any possibility that the competitor could be correct.

6. As the competitor begins spelling, each judge should write down each letter as it is pronounced.

NOTE: If you are not sure about a specific letter that the competitor pronounces, as soon as the competitor completes his/her word, say "STOP" and confer with the other judges to verify the spelling. We want to avoid stopping the competitor in the middle of spelling a word if at all possible. Our fear is that an interruption will break their concentration and create undue anxiety. After the judges confer, if there are doubts, judges may determine the best option is to ask the competitor to re-spell the word.

7. When a round is complete, the moderator should announce that the round is complete and excuse those competitors who have already exited the event and wish to be excused.

8. In this event, we want competitors to exit the event because they misspelled a word, and not because they misunderstood the word, or were not clearly heard.
9. The best time to encourage the competitor to speak more loudly and clearly is when they pronounce the word, before they begin spelling. For example, it is fine for the judge to say “STOP. Would you please repeat your pronunciation of the word, and speak loudly and clearly as you spell the word. We want to be sure we hear exactly what you are spelling.”
10. For the HOSA event, there will NOT be a penalty for competitors who fail to indicate capitalization or fail to indicate that they are spelling two separate words.

Spelldown Results 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 page below. (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 Spelldown Results page. (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 results each time a competitor misspells a word.
5. The last remaining competitor's ID number (winner) will be written in row #1 on the page.
6. Complete the Spelldown Results page information (competitor ID, name, school, state) at the conclusion of the event.

**MEDICAL SPELLING
SPELLDOWN RESULTS**

Final Place Results	Competitor ID	Name	School	State
1st				
2nd				
3rd				
4				
5				
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