



# Chapter Success Guide 2019 – 2020



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## WELCOME FROM STATE PRESIDENT

### Dear Nevada HOSA,

I would like to say hello on behalf of the Nevada HOSA 2019-2020 State Officer team! I, Samuelle Beltejar, as well as the other State Officers, am humbled to serve this amazing delegation Towards Tomorrow! We are also excited to contribute to the HOSA Service Project by helping the National Pediatric Cancer Foundation for its second year! We cannot wait to see all of your successes that contribute to the profound impact on HOSA and our great state of Nevada.

To aid you in your HOSA journey to success, the State Officers have developed an engaging Program of Work so that we may assist you in your chapter's journey. We aim to connect all of the members by reaching out to the current chapters, continuing the Sister Chapters Program, and updating the Nevada HOSA social media platforms frequently. We also strive to increase membership by conducting chapter visits and establishing new chapters. Finally, we want to secure a variety of opportunities for the members by contacting potential sponsors. This Program of Work will guide your State Officers so that you and your chapter can have the brightest future possible.

I cannot wait to see all the amazing things you and your chapter have done at the many conferences that will be held throughout the year! The first conference, the Leadership Rally, will be held in the wintertime in Las Vegas. You will learn critical skills that will further develop the leader in you. The next conference is the State Leadership Conference in Reno, where you will showcase all the preparation you have done in your competitive

events. Then, the champions of SLC will represent Nevada at the final conference of the school year: the International Leadership Conference in Houston, Texas. I am excited to see you at each of these events!

However, every one of our extraordinary members cannot reach the excellence they have without help. I would like to extend a HOSA-gantic thank you to the Nevada HOSA Board of Directors and State Staff who spend extensive time on ensuring that our beloved organization runs, not only smoothly, but exceptionally, as they conduct things behind the scenes. Our amazing advisors also deserve more gratitude than they can ever fathom because they answer any question, fix each problem, and support every member. Thank you so much to each and every person who has supported us on our HOSA journey!

I would also like to say thank you to each and every one of Nevada HOSA's members. Because of you, so many people, especially myself, have grown to be better people. You show exemplary dedication to becoming Future Health Professionals and, overall, amazing people. You inspire a positive change that will forever shake the world. I wish you the very best in your journey.

Sincerely,

Sam. Beltejar  
State President  
Nevada HOSA



## HOSA OVERVIEW

HOSA - Future Health Professionals is the premier organization for student leaders pursuing careers in the healthcare industry. HOSA's two-fold mission is to promote career opportunities in health care and to enhance the delivery of quality health care to all people.

### **History, Size and Reach of HOSA**

Founded in 1976, formerly as Health Occupations Students of America, HOSA - Future Health Professionals has over 230,000 members each year in nearly 5,000 secondary and postsecondary/collegiate chapters across the nation.

### **HOSA Endorsements**

HOSA is endorsed by the U.S. Department of Education, Nevada Department of Education, the Health Science Education Division of the Association for Career and Technical Education, National Health Science Consortium, and over 50 other health-related partners and industry associations.

### **HOSA is Co-curricular**

HOSA is a national organization that operates as an integral component of the health science education curriculum. Through its network of state and local chapters, HOSA provides powerful instructional tools, recognition, leadership, networking, scholarships, and connections to the healthcare industry to thousands of members across the U.S.

Through the HOSA Competitive Events Program members compete in teams or as individuals in almost 60 different events related to all aspects of health care. HOSA integrates into the Health Science Education curriculum to develop and recognize smart, dedicated, and passionate future health professionals.

HOSA offers numerous health leadership conferences and professional development opportunities including the International Leadership Conference held in Houston, TX; Washington Leadership Academy held in Washington, D.C.; HOSA University; Fall Leadership Experience; and the Nevada State Leadership Conference.

### **HOSA Mission Statement**

The mission of HOSA is to empower HOSA-Future Health Professionals to become leaders in the global health community through education, collaboration, and experience.

## HOSA Facts

- HOSA is one of Nevada’s six Career Technical Student Organizations (CTSOs) along with National FFA Organization, Future Business Leaders of America (FBLA), DECA, SkillsUSA, and Family, Career and Community Leaders of America (FCCLA).
- Dr. Jim Koeninger is the National HOSA Executive Director.
- HOSA is the largest student organization in America concentrating 100% of its mission and programs on developing future health professionals and leaders.
- Nationwide there are over 200,000 HOSA high school and college members. The U.S. Department of Education endorses HOSA with all state chapters endorsed by the State Department of Education.
- National HOSA conferences feature high profile speakers. Dr. Vivek Murthy, U.S. Surgeon General, was the keynote speaker at the 2016 HOSA International Leadership Conference (ILC). The 2019 International Leadership Conference featured the U.S. Surgeon General, Dr. Jerome Adams, as well as Dr. Steve L. Robbins, known for empowering and motivating audiences worldwide.
- Over 11,000 attendees are present at the National conference each year.
- Each year HOSA awards nearly \$400,000 at the national and state levels to deserving members.



*Keynote speaker at the International Leadership Conference, Dr. Steve L. Robbins*

- National HOSA offers almost 60 healthcare industry endorsed competitive events. The competitive events program can be utilized throughout the academic year as an instructional resource.
- HOSA's Competitive Events Program includes four events specifically designed for students with disabilities.
- The U.S. Surgeon General's office hosts summer internships in Washington, D.C., for HOSA members annually.
- During the summer of 2012, National HOSA launched a new brand for HOSA to modernize the image, retain familiarity, and establish HOSA's identity worldwide.
- The 2019-2020 National Theme is "Towards Tomorrow"

## KEY CONTACT INFORMATION

### NEVADA HOSA

#### **HOSA State Charter Holder**

Nevada Department of Education  
755 N. Roop St., Suite 201  
Carson City, NV 89701

#### **HOSA Operations Center Mailing Address**

Nevada HOSA  
P. O. Box 1440  
Owasso, OK 74055  
(*SEND ALL MAIL TO THE HOSA OPERATIONS CENTER*)

#### **Nevada HOSA Contact Information**

Phone: (888) 677-4534 | Fax: (702) 939-9058

### NATIONAL HOSA

#### **National HOSA Headquarters**

548 Silicon Drive, Suite 101, Southlake, TX 76092  
Phone: (800) 321-HOSA (4672) | Fax: (972) 874-0063 | E-Mail: [hosa@hosa.org](mailto:hosa@hosa.org)

#### **National HOSA Staff**

Dr. Jim Koeninger, Executive Director  
Karen Koeninger, Deputy Executive Director  
Laura Sheppard, Senior Director  
Nancy Allen, Associate Director  
Jeff Koeninger, Director  
Tanya Loftis, Director of Finance  
Bobby Crandall, Director of Technology

Amy Gallimore, Director of Publications  
Bergen Morehouse, Director of Competitive Events  
Jan Mould, Assistant Director of Competitive Events  
Carie Staub, Assistant Director of Competitive Events  
George Sifakis, Director, HOSA Washington, DC, Office  
Jason Koeninger, Software Architect  
Kimberly Spivey, Senior Director of Advancement

#### **HOSA Supply Service – Awards Unlimited**

*Supplies all chapter materials, member emblematic supplies and official HOSA blazer*

Larry King, Larry Loomis  
Phone: (800) 950-3553 | Fax: (402) 474-3782 | Web: [www.awardsunlimited.com](http://www.awardsunlimited.com)



# CHAPTER SUCCESS GUIDE 2019 – 2020

## SOCIAL MEDIA

[www.facebook.com/NevadaHOSA](http://www.facebook.com/NevadaHOSA)  
[www.facebook.com/NationalHOSA](http://www.facebook.com/NationalHOSA)  
@NevadaHOSA  
@NationalHOSA



## WEBSITES

Nevada HOSA [www.nevadahosa.org](http://www.nevadahosa.org)  
National HOSA [www.hosa.org](http://www.hosa.org)  
Nevada Association for Career and Technical Education [www.nacteonline.org](http://www.nacteonline.org)  
NDE Office of Career, Technical & Adult Education [ctae.nv.gov](http://ctae.nv.gov)

## STATE MANAGEMENT TEAM

Mike Oechsner, MBA, CAE, CMP | **Executive Director**  
*Governance, Industry Partnerships, Operations, Chapter Support for Conferences & Events, State Officer Team*  
Email [mike@nevadahosa.org](mailto:mike@nevadahosa.org)

Shelly Kinnunen | **Associate Director**  
*Operations, Chapter Support for Conferences & Events, State Officer Team*  
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Ryan Underwood | **Senior Director**  
*Advocacy/Public Relations, Board Support*  
Email [ryan@nevadahosa.org](mailto:ryan@nevadahosa.org)

Luetta Mann | **Competition Manager**  
*Competitive Events*  
Email [luetta@nevadahosa.org](mailto:luetta@nevadahosa.org)

## BOARD OF TRUSTEES

Jeanine Serusa | **Board Chair**  
*Bristlecone Family Resources*  
[jhearn10@yahoo.com](mailto:jhearn10@yahoo.com)

Dustin Hopfe | **Past Board Chair**  
*Wooster High School*  
[dhopfe@washoeschools.net](mailto:dhopfe@washoeschools.net)

Michelle Urrutia | **Board Secretary/Treasurer**  
*Academy of Arts, Career and Technology*  
[murrutia@washoeschools.net](mailto:murrutia@washoeschools.net)

Catherine Prato | **Board Member**  
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John Turri | **Board Member**  
*Reno Orthopedic Clinic*  
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Marcia Turner | **Board Member**  
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[Marcia.turner@umcsn.com](mailto:Marcia.turner@umcsn.com)

Dr. Gillian Barclay | **Board Member**  
*Academic Health Center Specialist, Office of the President, UNLV*  
[gillian.barclay@unlv.edu](mailto:gillian.barclay@unlv.edu)

Sandra Ayers | **Board Member**  
*Battle Mountain High School*  
[sayers@landernv.net](mailto:sayers@landernv.net)

Samuelle Beltejar | **State President**  
[president@nevadahosa.org](mailto:president@nevadahosa.org)

Grace Wang | **State Secretary**  
[secretary@nevadahosa.org](mailto:secretary@nevadahosa.org)

Jennifer Fisk | **Ex-Officio**  
VP of Health Science & Public Safety, NACTE  
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Randi Hunewill | **Ex-Officio**  
*CTSO Liason – HOSA, Nevada Department of Education*  
[rhunewill@doe.nv.gov](mailto:rhunewill@doe.nv.gov)

Mike Oechsner, MBA, CAE, CMP | **Ex-Officio**  
*Executive Director, Nevada HOSA*  
[mike@nevadahosa.org](mailto:mike@nevadahosa.org)

## STATE OFFICER TEAM

Samuelle Beltejar | **State President**  
[president@nevadahosa.org](mailto:president@nevadahosa.org)

Mia Pasco | **Northern Region VP**  
[northernvp@nevadahosa.org](mailto:northernvp@nevadahosa.org)

Brianna Im | **Southern Region VP**  
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Grace Wang | **State Secretary**  
[secretary@nevadahosa.org](mailto:secretary@nevadahosa.org)

Christopher Aspiras | **Post-Secondary VP**  
[postsecvp@nevadahosa.org](mailto:postsecvp@nevadahosa.org)

# KEY EVENTS AND DATES

## Nevada HOSA Advisor Academies

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*Registration Fee: Complimentary*

*Register online at <https://leadable.info/nvadvisor2019>*

Don't miss out on the exciting Advisor Conference with training and content specifically for HOSA advisors and prospective advisors. Speakers and presenters will help you make the most of the HOSA program, tips on integrating HOSA into the classroom, HOSA's competitive events, best practices, idea sharing and more.

### **Reno**

September 6, 2019

Location Regional Public Safety Training Center | Reno

### **Las Vegas**

September 7, 2019

Rancho High School | Las Vegas

## Nevada HOSA Leadership Experience

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*Registration Fee: \$60*

*Registration Deadline: November 15, 2019*

*Information available at [www.nevadahosa.org](http://www.nevadahosa.org)*

The Leadership Rally is designed for general chapter members and leaders, with a keynote speaker and training sessions on personal excellence, HOSA involvement, leadership training and more!

### **Nevada HOSA Leadership Rally – Las Vegas**

December 8 – 9, 2019

Texas Station | North Las Vegas

## Regional Online Testing

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*Registration Fee: \$5 per test*

*Registration Window: November 25 – December 2, 2019*

*Online Testing Window: December 3 – 20, 2019*

Online tests determine which competitive event members will participate. *All members must have paid their affiliation fees prior to registering for Regional Online Testing.*

*\*Event is optional*

### SLC Online Testing

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*Registration Fee: \$5 per test*

*Registration Window: January 2 – 17, 2020*

*Online Testing Window: January 13 – 28, 2020*

Online tests determine who advances to compete at the State Leadership Conference in the events that require a Round 1 score. Online tests also determine finalists and winners for events that only require a test. *All members must have paid their affiliation fees prior to registering for SLC Online Testing.*

### State Leadership Conference (SLC)

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*Registration Fee: \$110 per attendee*

*Conference Registration Window: January 27 – February 7, 2020*

The pinnacle of Nevada HOSA is the State Leadership Conference. Students from all over Nevada come to compete for an opportunity to advance to the International Leadership Conference. Aside from competition, this conference includes many networking opportunities, leadership sessions, and a chance to create lasting friendships among chapter members. *All members must have paid their affiliation fees prior to registering for the conference.*

#### **Reno, Nevada**

March 15 – 18, 2020

The Nugget Hotel and Regional Public Safety Training Center | Reno, NV

### International Leadership Conference (ILC)

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*Registration information will be available at [www.nevadahosa.org](http://www.nevadahosa.org)*

The HOSA International Leadership Conference (ILC) is the highlight of the HOSA year. Over 10,000 high school and postsecondary/collegiate students, advisors, industry leaders, and alumni gather for several days of HOSA excitement. Most participants at ILC compete in one of HOSA's competitive events, and the top competitors in each event are recognized for their outstanding achievements. In addition to the competitive events, many students and advisors participate in HOSA International Leadership University and the Education Symposiums.

#### **Houston, TX**

June 24 – 27, 2020

Houston Convention Center | Houston, TX

### YEARLY CALENDAR

Date	Activity	Location/Notes
August 20	Nevada HOSA Advisor Academy Registration Deadline	Reno and Las Vegas Registration information available at <a href="http://www.nevadahosa.org">www.nevadahosa.org</a>
September 6	Nevada HOSA Advisor Academy (Reno) <ul style="list-style-type: none"> <li>8:30 a.m. – 3:30 p.m.</li> <li>Open to all advisors</li> </ul>	Regional Public Safety Training Center Reno, NV
September 7	Nevada HOSA Advisor Academy (Vegas) <ul style="list-style-type: none"> <li>8:30 a.m. – 3:30 p.m.</li> <li>Open to all advisors</li> </ul>	Rancho High School Las Vegas, NV
September 21 – 24	Washington Leadership Academy <ul style="list-style-type: none"> <li>Training program for state officers</li> </ul>	DoubleTree Crystal City Alexandria, VA/Washington, D.C.
September 23 – 26	State Advisor’s Management Conference <ul style="list-style-type: none"> <li>State Management Team attends</li> </ul>	DoubleTree Crystal City Alexandria, VA/Washington, D.C.
October 15	Initial Affiliation Deadline for HOSA 100 Club Recognition <ul style="list-style-type: none"> <li>Initial Affiliation Application Deadline</li> <li>Curriculum Package Fees Payment</li> <li>Program of Work to Nevada HOSA</li> </ul>	Mail payment to: National HOSA 548 Silicon Drive Suite 101 Southlake, TX 76092
November TBD	Board of Trustees Meeting	Virtual
November 3 - 9	<b>National HOSA Week!</b>	
November 22	State Pin Design Deadline <ul style="list-style-type: none"> <li>Design entries due by 5:00 p.m.</li> </ul>	Submission guidelines available at <a href="http://www.nevadahosa.org">www.nevadahosa.org</a>
November 25 – December 2	Regional Online Testing Registration Deadline <ul style="list-style-type: none"> <li>Online test only</li> </ul>	Registration information will be available at <a href="http://www.nevadahosa.org">www.nevadahosa.org</a>
December 3 – 20	Regional Online Testing Window	Results will be released after testing window closes
December 8-9, 2019	Nevada HOSA Fall Leadership Experience	Registration information will be available at <a href="http://www.nevadahosa.org">www.nevadahosa.org</a>  Mail payment to: Nevada HOSA Financial Office PO Box 1440, Owasso, OK 74055
January 24 – 26	SLC State Officer Planning Meeting <ul style="list-style-type: none"> <li>State officers only</li> </ul>	Rio All-Suites Hotel Las Vegas
January 12	Curriculum Fees Deadline to be eligible for Online Testing <i>Online testing for Health Science events only</i>	Affiliation Instructions available at <a href="http://www.nevadahosa.org/affiliation">www.nevadahosa.org/affiliation</a> Mail payment to: National HOSA 548 Silicon Drive Suite 101 Southlake, TX 76092

Date	Activity	Location/Notes
January 2 – 17	Online Testing Registration Window <ul style="list-style-type: none"> <li>• <i>Online testing for Health Science events only</i></li> <li>• <i>Members must have paid curriculum fees to register</i></li> </ul>	Registration Packet will be available at <a href="http://www.nevadahosa.org">www.nevadahosa.org</a>
January 13 – 28	Online Testing Open <ul style="list-style-type: none"> <li>• <i>Online testing for Health Science events only</i></li> <li>• <i>Members must have paid curriculum fees to test</i></li> </ul>	Instructions will be provided to registered chapters
January 29	Online Testing Results Announced	Results will be emailed to advisors and posted at <a href="http://www.nevadahosa.org">www.nevadahosa.org</a>
January 27 - February 7	State Leadership Conference Registration Window <ul style="list-style-type: none"> <li>• <i>Attendees must submit curriculum fees to participate</i></li> </ul>	Registration Packet will be available at <a href="http://www.nevadahosa.org">www.nevadahosa.org</a>
February 7	Curriculum Fees Deadline to be eligible to compete <ul style="list-style-type: none"> <li>• <i>Must submit curriculum fees by this deadline to be eligible to compete at SLC</i></li> </ul>	Affiliation Instructions available at <a href="http://www.nevadahosa.org/affiliation">www.nevadahosa.org/affiliation</a>  Mail payment to: National HOSA 548 Silicon Drive Suite 101 Southlake, TX 76092
February 7	State Officer Application Due	State Officer Candidate Packet and Application will be available at <a href="http://www.nevadahosa.org">www.nevadahosa.org</a>
February 7	National Officer Candidate Applications due to Nevada HOSA	National Officer Candidate Packet and Application will be available from State Advisor via email
March 1	Final Affiliation Deadline <ul style="list-style-type: none"> <li>• <i>Affiliation Application</i></li> <li>• <i>Curriculum Package Fees Payment</i></li> <li>• <i>Program of Work to Nevada HOSA</i></li> </ul>	Affiliation Instructions available at <a href="http://www.nevadahosa.org/affiliation">www.nevadahosa.org/affiliation</a>  Mail payment to: National HOSA 548 Silicon Drive Suite 101 Southlake, TX 76092
March 14	Nevada HOSA, Inc. Board of Trustees Meeting	Nugget Hotel Reno, NV
March 15 – 18	State Leadership Conference <ul style="list-style-type: none"> <li>• <i>HOSA's Competitive Events Program</i></li> <li>• <i>State officer Nominating Committee and election process</i></li> <li>• <i>Health symposiums and leadership development</i></li> </ul>	Nugget Hotel Reno, NV  Truckee Meadows Community College Sparks, NV
April TBD	National HOSA Scholarship Deadline <ul style="list-style-type: none"> <li>• <i>Visit national web site for scholarship guidelines</i></li> </ul>	For more information, visit <a href="http://www.hosa.org">www.hosa.org</a>

Date	Activity	Location/Notes
April 10	International Leadership Conference Intent to Compete Deadline	National Leadership Conference Packet will be available at <a href="http://www.nevadahosa.org">www.nevadahosa.org</a>
April 17	International Leadership Conference Competitor Notification by Nevada HOSA	For more information, contact <a href="mailto:statedirector@nevadahosa.org">statedirector@nevadahosa.org</a>
May 10	International Leadership Conference Registration Deadline	National Leadership Conference Packet will be available at <a href="http://www.nevadahosa.org">www.nevadahosa.org</a>
May TBD	State Officer Parent & Advisor Orientation Conference Call	Nevada HOSA Conference Call Line
May TBD	Nevada HOSA, Inc. Board of Trustees Meeting	TBD
June 23 – 24	State Officer Planning and Training Meeting	Houston, TX
June 24 – 27	International Leadership Conference <ul style="list-style-type: none"> <li>• <i>HOSA's Competitive Events Program</i></li> <li>• <i>HOSA National Leadership University</i></li> <li>• <i>Educational Symposiums</i></li> <li>• <i>National Officer Elections</i></li> </ul>	Houston, TX
July TBD	NACTE Summer Conference <ul style="list-style-type: none"> <li>• <i>Health Science meetings</i></li> </ul>	Lake Tahoe, NV

## MEMBERSHIP INFORMATION

Since 1976 HOSA has grown to over 200,000 members. The 2018 - 2019 membership year was HOSA's 34<sup>th</sup> year of membership growth! The challenge has been set for 2019 – 2020 to continue the trend and help HOSA reach a record 35<sup>th</sup> straight year of membership growth.

**Affiliate early and achieve HOSA 100 Club Recognition.** Nevada HOSA Chapters are encouraged to affiliate early in the year to achieve HOSA 100 Club recognition. To achieve HOSA 100 Club Recognition, Nevada HOSA chapters should meet the requirements listed above by **October 15**.

**Affiliation Benefits.** All Nevada HOSA chapters completing the Affiliation process will acquire access to Nevada HOSA Curriculum Online, an exclusive area on the website which provides Health Science Instructional Supplement Resources, tools, and information to be utilized through HOSA and in the classroom. Chapters who complete the Initial Affiliation Process will receive a password to a secure area on the Nevada HOSA Website.

All chapters achieving HOSA 100 Club affiliation status will receive a certificate and be recognized in HOSA online publications.

### Affiliation Requirements

To be an officially recognized Nevada HOSA chapter, the following requirements should be met:

#### **Submit Initial Affiliation Application**

*Complete application through National HOSA Online Affiliation System  
Must have 5 members and 1 advisor*

#### **Submit annual payment for National HOSA affiliation fees and Nevada HOSA curriculum fees**

*Send payment to:                      National HOSA  
548 Silicon Drive, Suite 101  
Southlake, TX 76092*

#### **Submit Program of Work & Chapter Officer List**

*Submit to Nevada HOSA Associate Director Shelly Kinnunen –  
[associatedirector@nevadahosa.org](mailto:associatedirector@nevadahosa.org)*

**Before You Begin.** Gather all information you will need to enter into the Affiliation System. This includes the following:

- ✓ Chapter Charter Number and Affiliation Password  
*This password remains the same each year. If you need to request your user name and password, contact your HOSA Associate Director at [associatedirector@nevadahosa.org](mailto:associatedirector@nevadahosa.org).*
- ✓ Membership List  
*You will be asked to provide information about each member to include:*
  - Classification (grade or class in school)
  - Organization and title (for professional members)
  - Complete mailing address
  - Phone, Fax, and E-mail Address

## Initial Affiliation Application

The Affiliation Process is online and it is easy!

1. Go to the National HOSA web site: [hosa.org/hosaconf](http://hosa.org/hosaconf)
2. Click **Login** in the upper right corner. You will then be asked for your national charter number and password. Enter the information and begin the online affiliation process.



3. After successfully logging in, proceed to **Chapter Membership and Conference Registration**.
4. You will reach the main menu – Then select **Complete the Affiliation Application**.

### **TIP: REVIEW THE ONLINE AFFILIATION INSTRUCTIONS**

To access instructions for online affiliation, please click on the first link in the main menu. It is recommended that you review the instructions if you are unfamiliar with the online affiliation system.

## Affiliation and Curriculum Fees & Payments

Once local members are entered into the affiliation system, the chapter is ready to submit payment.

**Fees.** The National HOSA affiliation fee is \$10.00 per member. The Nevada HOSA affiliation fee is \$7.00 per member until October 15. Fees total \$17.00 per member.

**\*NEW\* After October 15 Nevada HOSA affiliation fee will increase to \$12 per member. Fees total will be \$22.00 per member after October 15.**

**Submit payment.** To make payment, follow the following steps:

1. Print Invoice. To access the invoice, go to the Main Menu of the National HOSA Affiliation System. Select **View and Print an Affiliation Account Statement (PDF)** in the main menu.
2. Make check payable to National HOSA. Both national affiliation fees and state curriculum fees are submitted and paid to National HOSA.
3. Mail payment and copy of invoice to:  
National HOSA  
548 Silicon Drive, Suite 101  
Southlake, TX 76092

## Chapter Officer List & Program of Work

The final step for Initial Affiliation is to submit a Chapter Officer List and Program of Work to Nevada HOSA. These requirements help ensure chapters start their year strong with a leadership team in place and a plan of action for the year. Both the Chapter Officer List and Program of Work should be submitted to the Nevada HOSA Associate Director Shelly Kinnunen by emailing [associatedirector@nevadahosa.org](mailto:associatedirector@nevadahosa.org).

**Chapter Officers.** Officers serve as the student leaders for the local chapter. These individuals may be elected and/or appointed to serve in a variety of positions (for example: President, Vice President, Secretary, Treasurer, etc.). Additional information about the responsibilities and duties of HOSA chapter officers is available in the National HOSA Handbook: Section C.

To meet this requirement, chapters will submit a contact list for their local officers to the Nevada HOSA Associate Director Shelly Kinnunen by emailing [associatedirector@nevadahosa.org](mailto:associatedirector@nevadahosa.org). This list will be utilized by the State Officer Team to facilitate communication between the state and local levels.

**Program of Work (POW).** A Program of Work (POW) is a summary of all activities and projects a chapter plans to carry out throughout the year. To meet this requirement, chapters will upload their Program of Work to the Nevada HOSA Associate Director Shelly Kinnunen by emailing [associatedirector@nevadahosa.org](mailto:associatedirector@nevadahosa.org).

PROGRAM OF WORK [SAMPLE] FOR: \_\_\_\_\_ CHAPTER NAME \_\_\_\_\_

Description of Activities/Projects	Time Frame											
	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
<b>Chapter Unity</b>												
1. i.e. Member Pizza Social	X				X				X			
2. i.e. Purchase Chapter Scrubs											X	
3.												
<b>College/Career</b>												
1. i.e. Tour of local hospital			X									
2.												
3.												
<b>Community Service</b>												
1. i.e. Fundraising event for National Pediatric Cancer Foundation				X								
2.												
3.												
<b>School Service</b>												
1. i.e. Campus clean up						X						X
2.												
3.												
<b>Public Relations / Marketing</b>												
1. i.e. Create HOSA Brochure	X											
2.												
3.												
<b>Partnerships</b>												
1. i.e. Letters to businesses for support		X										
2.												
3.												
<b>Leadership Development</b>												
1. i.e. Fall Leadership Extravaganza		X										
2.												
3.												
<b>State Leadership Conference</b>												
1. i.e. Order chapter t-shirts					X							
2. i.e. Chapter Night in Reno							X					
3. i.e. Outstanding HOSA Chapter Scrapbook	X	X	X	X	X	X	X	X	X	X	X	X
4.												
<b>Other</b>												
1.												
2.												

## National HOSA Chapter Membership Recognition

**HOSA 100 Club:** Chapters that submit their paid affiliation fees by **October 15** will be recognized as members of the HOSA 100 Club and will be listed in the HOSA Spring E-Magazine.

**HOSA 100% Affiliation Club:** Chapters that affiliate 100% of their Health Science students with HOSA will be recognized as a member of the HOSA 100% Affiliation Club and will be listed on the HOSA web site.

## Nevada HOSA Health Science 100% Membership Recognition

*Deadline: October 15*

The Health Science 100% Membership award recognizes school health science programs for affiliating with HOSA. Earn prime seating at the State Leadership Conference! Increase the percentage of health science student membership in your HOSA chapter to receive special recognition. This award will be calculated using the SAIN Database.

- Gold Level – 100% of health science students are HOSA members.
- Silver Level – 50% of health science students are HOSA members.
- Bronze Level – 5% of health science students are HOSA members.

To apply for Health Science 100% Membership Recognition, visit: <http://bit.ly/2L8SQ7>

## Nevada HOSA Membership Recognition

*Deadline: Recognition will be based on paid membership as of February 7*

Nevada HOSA will celebrate the recruitment efforts of chapters during the State Leadership Conference.

- All chapters increasing their membership over the last year will be recognized.
- The chapters with the most significant achievements in membership growth will receive special recognition on stage at the State Leadership Conference.

## Nevada HOSA Advisor Mentorship Program

Nevada HOSA continues to achieve growth through the commitment and support of local chapter advisors. Nevada HOSA will provide additional support to new advisors through a mentorship program. In addition, experienced advisors will receive special recognition for participating in this program as a mentor.

To sign up for the Advisor Mentorship Program, visit: <http://bit.ly/NVHOSAMentor>

## Nevada HOSA Chapter of the Year

*Deadline: February 18*

The Chapter of the Year program recognizes the top chapters in the state. Chapters earn points for participating in the many activities offered by Nevada HOSA in the areas of chapter management, conference attendance and recognition, recruitment, public relations, and participation in state and national projects. Activities will be based on participation and involvement, not just size of the chapter. Points will be awarded based on the criteria below. The top three chapters will be recognized at the State Leadership Conference.

### **Chapter Management**

- Complete Chapter Affiliation Application and Payment (By October 15 = Bonus points)
- Complete and submit Program of Work
- Meet with a state officer or Nevada HOSA representative (Chapter Visits, Phone Calls, Google+ Hangouts, etc.)
- Increase chapter membership
- Submit an article about your chapter or a chapter event to Nevada HOSA for the Online Newsletter
- Other activities to strengthen the HOSA chapter

### **Conferences and Events**

- Representation at Advisor Academy
- Participation in Nevada HOSA State Pin Design Contest
- Representation at Nevada CTSO Leadership Rally
- Participation at Presidents Council Meetings
- Representation on Advisor Webinars
- Participation at the State Leadership Conference
- Other HOSA related conference and events

### **Community Outreach**

- Raise funds for National Service Project
- Partner with the Medical Reserve Corp at the local level
- Promote HOSA during HOSA Week

To apply for Chapter of the Year, visit: <https://leadable.info/NVHOSACOTY>

## STARTING A CHAPTER

Over 2,200 members in over 20 chapters across Nevada have made the decision to join HOSA and become Future Health Professionals! How can you start a HOSA chapter at your school?

**Requirements.** To start a HOSA chapter, identify a faculty member to serve as the chapter advisor and recruit at least **five** members interested in pursuing careers in health care.

### Affiliation Process

Get started today! Just follow these steps:

1. Contact Nevada HOSA Associate Director at (888) 677-4534 or [associatedirector@nevadahosa.org](mailto:associatedirector@nevadahosa.org) and indicate your interest in starting a HOSA chapter!
2. Decide which method your program will use to organize one or more HOSA chapters. The options are:
  - a. **Classroom-based chapter.** A HOSA chapter is formed for each health science class of five (5) or more students.
  - b. **Instructor-based chapter.** A chapter is formed by one health science instructor for all students enrolled in his/her classes.
  - c. **School-based chapter.** A single chapter is formed for all students in all classes regardless of the number of teachers.
3. Contact local school/college officials (e.g., activity directors, Dean of Student Activities) and inform them about starting a HOSA chapter. There may be additional rules, regulations, or approval processes to fulfill in order to start a HOSA Chapter. This is also a great opportunity to educate school officials about the benefits of HOSA.
4. Complete the Online Chapter Affiliation Application.
5. Elect chapter officers and develop a Program of Work.
6. Set up a school visit by the state officers to help guide your chapter into the world of HOSA!

## COMPETITIVE EVENTS PROGRAM

HOSA's Competitive Events Program provides members the opportunity to showcase their skills, knowledge, and leadership abilities in 38 different healthcare-related events and recognition events. The Competitive Events Program recognizes members for their excellence in competition on the state and national level. The top state performers qualify to compete at HOSA's annual International Leadership Conference.

### HOSA's Competitive Events Program

HOSA's competitive events are divided into six categories:

- Emergency Preparedness Events
- Health Professions Events
- Health Science Events
- Leadership Events
- Teamwork Events
- Recognition Events

*Please Note:*

1. There are additional National HOSA competitive events not offered in Nevada.
2. Competitive event guidelines are in the HOSA Handbook, Section B at <http://www.hosa.org/GRR>.

### How to Prepare for a Competitive Event

1. Connect with HOSA Chapter Advisor and let him/her know about their interest in entering a competitive event at the State Leadership Conference.
2. Review the National Competitive Events Program and select the event that is consistent with career objective.
3. Review the current edition of event guidelines, and specifically concentrate on the "General Rules and Regulations" in preparing for the event.
4. Study the detailed guidelines and the judge 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 at the state conference.
6. Talk with other members who participated in this 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.
8. Know all rules and procedures for the event in which they are entering to avoid disqualification or point deductions.
9. Enter state competition and carefully review all instructions to event participants.
10. Bring a copy of the Competitive Event Guidelines to the competition.
11. Enjoy the competition -- the real benefit was realized in the preparation.

EVENT	# IN TEAM	LEVEL	TEST	MUST PRESENT?	SKILL EVENT?
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	S & P/S		Yes	
Life Threatening Situations	Unknown	M	SLC (35)		Yes
Biomedical Laboratory Technology	1	S & P/S	SLC (50)		Yes
Clinical Nursing	1	S & P/S	SLC (50)		Yes
Medical Assisting	1	S & P/S	SLC (50)		Yes
Medical Innovation (Existing & Original)	2-4	S & PS		Yes	
Nursing Assisting	1	S & P/S	SLC (50)		Yes
Personal Care	1	S			Yes
Pharmacy Science	1	S & PS	No		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
Research Poster Presentation	1	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	S & P/S		Yes	
Health Careers Preparation	Unknown	M		Yes	
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	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	S & P/S	Online (100)		
Medical Reading	1	S & P/S	Online (50)		
Foundations of Medical Terminology	1	M	SLC (35)		
Math for Health Careers	1	M	SLC (35)		
Community Awareness	2-4	S & P/S		Yes	
Health Career Display	2	M, 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	
Biomedical Debate	3-4	S & P/S	SLC (50)	Yes	

Public Service Announcement	3-6	S & P/S		Yes	
Exploring Medical Innovation	2-4	M		Yes	
Medical Innovation	2-4	S & P/S		Yes	
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			

## Competitive Event Changes and Updates for 2019–2020

### General Updates and Reminders

- Time Remaining Announcements – Time remaining announcements have been added to all applicable event guidelines at 30 minutes, 15 minutes, 5 minutes, and 1 minute.
- Calculators and Scratch Paper – The use of basic handheld calculators and scratch paper have been added to Medical Math, Pharmacology, Epidemiology, and Pharmacy Science.
- Tallo – The new name for STEM Premier is Tallo. Requirements for a Reference Page Tallo upload have been added in Healthy Lifestyle, Public Health, and Public Service Announcement.
- Rubric Revisions – In many event guidelines, updated rubrics have been added to better define each subjective score possibility. Rubrics will look different with the 2019-2020 guidelines release.
- Showing Guidelines – Beginning with ILC 2020, event guidelines will no longer need to be shown at the event orientation.

### Middle School Events

- Foundations of Medical Terminology – New name for the existing MT event for Middle School students.
- Math for Health Careers – New testing event – 35 questions with 5 tiebreakers.
- Life Threatening Situations – New skill event – 35 question test with 3 skills: Call 911, Stop the Bleed, and Position the Injured using <https://community.fema.gov/until-help-arrives> as the resource.
- Health Careers Preparation – New leadership interviewing event – Includes a Statement of Interest that asks competitors to explain why they want to pursue a health care career, what their interest are in the field, how they got intrigued, why HOSA and how HOSA can play a role in their future. The event also has an interview with a panel of judges that will include similar questions.
- Dynamic Decisions – New teamwork event – Similar to the existing Creative Problem Solving event for the SS/PSC divisions. 3-5 member team, 35 question test for round 1, secret topic given in round 2 where teams will have 20 minutes to develop a 5 minute presentation solution.

### Changes For All Divisions

- Extemporaneous Health Poster – The current EHP event will be moved to a Middle School only event.

- Research Poster Presentation – The SS and PSC divisions will have a new event. An annual topic will be announced (TBA). Competitors will research the topic, create a poster presentation, and present their findings to a panel of judges.
- Exploring Medical Innovation – The current Existing Medical Innovation will be renamed “Exploring Medical Innovation” and moved to a Middle School only event. The requirement to create a replica will be removed.
- Medical Innovation – The current Original Medical Innovation will be renamed “Medical Innovation” and will only be open to SS and PSC divisions.

### Health Science Events

- KT – Transcultural Healthcare
  - New name: KT Cultural Diversity & Disparities in Healthcare. The Purnell text has been deleted and two new web resources have been added.
- Dental Terminology
  - Mosby’s Dental Dictional has been removed as a resource.

### Health Professions Events

- Veterinary Science
  - The “Restraining a Cat for Jugular Venipuncture” skill has been changed to “Preparing a Feline to Obtain Temperature” in conjunction with the American Association for Feline Practitioners.
- Physical Therapy
  - Changes made in partnership with the American Physical Therapy Association. The new text is “Principles and Techniques of Patient Care” by Fairchild, O’Shea & Washington. The text “Introduction to Physical Therapy” by Michael Pagliarulo has been removed.
  - New Skills are:
    - 1) Transfer from Supine to Sitting Position
    - 2) Donning & Removing Transmission-Based Isolation Garments.
- Sports Medicine
  - Changes made in partnership with the National Athletic Trainer’s Association. The existing Clover and Prentice texts have been removed. The new texts are:
    - Prentice, William E. The Role of the Athletic Trainer in Sports Medicine: An Introduction for the Secondary School Student.
    - Beam, Joel. Orthopedic Taping, Wrapping, Bracing and Padding.
    - France, Bob. Introduction to Sports Medicine and Athletic Training. Cengage.
  - The new skills are:
    - Skill 1 – Anatomical Landmark Identification
    - Skill 2 – Joint Action Potential and Normal Range of Motion Identification
    - Skill 3 – Taping and Wrapping: Ankle taping, Achilles Tendon taping, Wrist/Hand taping, and Shoulder Spica

- Clinical Nursing
  - The Timbly text has been deleted. The new text is “Textbook of Basic Nursing” by Rosdahl and Kowalski.
  - The following skills have been removed:
    - 1) Measuring Oxygen Saturation
    - 2) Discontinuing Peripheral IV Access
    - 3) Applying Nasal Cannula or Oxygen Mask
  - The new skills are:
    - 1) Administer Medication Intradermal
    - 2) Inserting a Nasogastric Tube
    - 3) Performing a Sterile Wound Irrigation
    - 4) Postmortem Care of the Body
    - 5) Assisting the Patient with Postoperative Exercises

### **Emergency Preparedness Events**

- CERT
  - The Triage Skill has been deleted

### **Teamwork Events**

- Forensic Science
  - Optional resources have been added to help competitors better prepare for the Medical Terminology and Anatomy and Physiology background needed to be successful in the round two case study analysis.

## Event Topics for 2019–2020

2019 – 2020 National HOSA Theme:  
“Towards Tomorrow”

### Biomedical Debate

Topic: Mandatory Vaccinations Will Eradicate Global Disease

### Extemporaneous Writing

Topic: The topic is secret and will be given to the competitors right before they begin to compete. This can be any topic related to Health Science Education or HOSA, such as:

*HOSA: A Contributing Member of the Healthcare Community*

- *How does HOSA contribute to the healthcare community?*
- *What types of services does HOSA provide?*
- *What are the benefits to the healthcare community?*
- *What are the benefits to HOSA members?*

### Extemporaneous Health Poster

Topic: The topic is secret and will be given to the competitors right before they begin to compete. Topics will be related to HOSA or Health Science curriculum competencies. Support documentation (articles, pamphlets, etc.) may be provided. For example:

- *Eating right*
- *Tips for Skin Cancer prevention*
- *Benefits of HOSA membership*
- *\*\*Reminder this is a middle school only event starting in 2019-2020\*\**

### Medical Reading

The 5 books for the secondary and post-secondary are:

- *Spark: The Revolutionary New Science of Exercise and the Brain* by John J Ratey
- *The Radium Girls: The Dark Story of America's Shining Women* by Kate Moore
- *Becoming Dr. Q: My Journey from Migrant Farm Worker to Brain Surgeon* by Alfredo Quinones-Hinojosa, MD
- *The Poison Squad: One Chemist's Single-Minded Crusade for Food Safety at the Turn of the Twentieth Century* by Deborah Blum
- *Grit: The Power of Passion and Perseverance* by Angela Duckworth

The 3 middle school books are:

- *Josie's Story: A Mother's Inspiring Crusade to Make Medical Care Safe* by Sorrel King
- *Don't Kill the Birthday Girl: Tales from an Allergic Life* by Sandra Beasley
- *Small Steps: The Year I Got Polio* by Peg Kehret

### **Public Service Announcement**

Topic: Stop the Bleed!

### **Public Health**

Topic: Know the Signs: Stop Opioids Before They Stop You!

### **Skill Events**

Each skill event with procedures is written up as a scenario that requires the competitor to demonstrate 1-3 skills (procedures) as listed in the event guidelines as part of a potential "situation" in which a health care worker might actually perform the skill(s). The competitor performs the procedures of the event and is evaluated by a judge or judges.

### **National Service Project**

National Pediatric Cancer Foundation

<https://nationalpcf.org/>

## ONLINE TESTING

All testing for the State Leadership Conference occurs on-site except the Health Science categories. The Health Science events offered to Nevada HOSA members are administered through HOSA's online testing system and include:

- Medical Spelling
- Medical Math
- Knowledge Tests
  - Behavioral Health
  - Human Growth & Development
  - Nutrition
  - Pharmacology
  - Pathophysiology
  - Medical Law and Ethics
  - Cultural Diversity & Disparities in Healthcare
- Dental Terminology
- Medical Reading
- Medical Terminology
- Healthcare Issues Exam

**Testing Fee. Each Health Science test a student takes is \$5.** Nevada HOSA will bill each chapter after registration has closed. Any student who signs up to take a test will be charged the \$5 fee, regardless of whether or not they complete the test.

**Dates.** Mark your calendars with these important Online Testing related dates and deadlines.

January 12, 2020

Deadline for Member Affiliation & Curriculum Fees to be eligible for Online Competitions

January 2 – 17, 2020

Online Testing Registration Window

January 13 – 28, 2020

Online Testing Window

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

**Process.** Approximately one week following the final online testing date, we will announce the students who made the top five (5) in their respective health science event. Note that we will only announce who made the top five, not their place and/or score, and not how any other student placed. Place results will be announced at the State Leadership Conference.

If a student does not make the top five, then 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 place in the top five 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 they do not place in the top five. 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 place in the top five. If they drop, we then have to look at a drop-down process which results in not taking our strongest competitors to Nationals.

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

**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. Advisors who choose to proctor a test subject their students to the risk of disqualification.

## RECOGNITION EVENTS

HOSA's Recognition Events are designed to recognize members and chapters for outstanding work in HOSA and HOSA-related projects. There are six Recognition Events that students are able to choose from, with recognition on both the state and national level.

Although students can only compete in one competitive event at the state and national conference, they can participate in as many recognition events as they wish.

The Recognition Events are:

- Health Care Issues Exam
- National Service Project (HOSA Service Project)
- Barbara James Service Award
- HOSA Happenings
- Outstanding HOSA Achievement

A brief overview of each recognition event is below. Complete rules and guidelines, criteria, applications, and verification forms are available on our website at <http://nevadahosa.org/recognition>.

### Healthcare Issues Exam

*Purpose:* To encourage Health Science and Public Safety students to investigate, analyze and apply their knowledge of current healthcare-related issues.

*Description:* This event shall be in the form of a 50-item multiple-choice test and one essay question that will be graded only to break a tie. All questions will be written at a level to measure thinking skills. Competitors will have 1 hour to complete the test. Dates for state testing will be from July 1 – November 1. Dates for ILC will be from January 1 – May 15.

### National Service Project (HOSA Service Project)

*Purpose:* To encourage Health Science and Public Safety students to provide community service through the adoption of goals and implementation of strategies related to the support of a national health care organization.

*Description:* The HOSA National Service Project involves the sponsorship of a national healthcare organization by local HOSA chapters. Local chapters plan service projects to support the selected organization. Chapters document their involvement and submit documentation to their state advisor by the state deadline to be eligible for national recognition.

*2018-2020 Service Organization: National Pediatric Cancer Foundation Web Site:*  
<https://nationalpcf.org>

## Barbara James Service Award

*Purpose:* To encourage Health Science and Public Safety students to become contributing members of their communities by performing community service.

*Description:* The Barbara James Service Award is in memory of Barbara James, 1982-83 HOSA Inc. Board Chairman. Her leadership skills and contributions to HOSA exemplify the caring and compassion of HOSA members. This award seeks to recognize individual HOSA members whose commitment to community service is worthy of recognition.

## MRC Volunteer Recognition

This event is being retired

## HOSA Happenings

*Purpose:* To encourage HOSA chapters to share chapter activities and professional learning

*Description:* Chapters will tell their chapter's story throughout the year using a print newsletter, electronic newsletter, or website. For this recognition event, chapters will select ONE (1) newsletter or website to submit to the HOSA State Office to be judged. All submissions that reach a pre-determined standard will be awarded a Certificate of Excellence.

*\*New platforms such as social media, blogs, etc...* are now allowed in addition to websites and print newsletters.

## Outstanding HOSA Achievement

*Purpose:* This event is designed to recognize chartered associations for their special achievements, projects, events, and activities that are completed by and unique to individual chartered associations.

*Description:* Each chartered association is eligible to submit information about one achievement per membership year. Chartered associations will submit a list of all members and chapters who participate in the special achievement. Entries submitted will be reviewed by a panel of judges and those meeting the minimum standards will be recognized at the HOSA International Leadership Conference.

## INTERNATIONAL LEADERSHIP CONFERENCE

The Annual International Leadership Conference (ILC) brings together thousands of future health professionals from across the country! This conference features:

- Exciting general sessions
- Educational and social learning activities
- Leadership academies
- Tours to healthcare facilities
- Exhibits presented by professional healthcare associations
- National Competitive Events
- Annual business of the national student organization of HOSA, including the election of national leaders
- Educational symposiums
- Opportunities to meet people from across the United States and Puerto Rico
- Fun, excitement, recognition, and opportunities for HOSA members!

### Welcome to Texas!

This year's International Leadership Conference will be held June 24 – 27, 2020, in Houston, TX, at Houston Convention Center. For more information, visit [ilc.hosa.org](http://ilc.hosa.org).

### Eligibility

All members registered by the Nevada HOSA ILC deadline are eligible to attend ILC.

For competitive events, Nevada HOSA sends the top three competitors/teams in each event to compete at ILC. To be eligible to compete, chapters must complete every step in the Registration Process including the Intent to Compete Form and Online Conference Registration.

### ILC Registration Process

Each year, Nevada HOSA will publish an NLC Registration Guide, which serves as your guide in preparation for NLC. *Although National HOSA provides registration information and deadlines, it is important to adhere to Nevada HOSA's process in order to be eligible to attend.*

**State Winners List:** Following the State Leadership Conference, Nevada HOSA publishes the list of winners. The top three individuals or teams in each event are eligible to compete at Internationals. However, if a competitor decides not to attend ILC, Nevada HOSA will move up the next competitor. This means that members placing 4<sup>th</sup> or 5<sup>th</sup> may still have the opportunity to compete at nationals.

**Intent to Compete:** All top five winners in all competitive events must submit an Intent to Compete form. This form serves as official notification to Nevada HOSA regarding a competitor's intent to compete. This form is important because it assists Nevada HOSA in establishing the final list of competitors and ensures that Nevada HOSA will be fully represented in all competitive

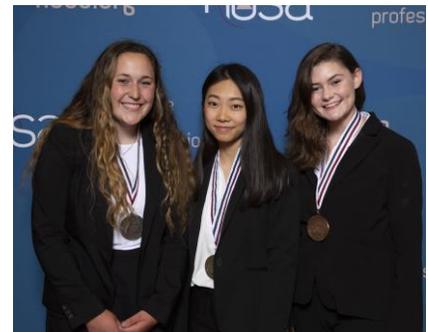
events. Every competitor who received 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, or 5<sup>th</sup> place should have an Intent to Compete form completed, even if the competitor(s) will not attend ILC. Any forms not received by the Intent to Compete deadline will be assumed as “No, will not attend” response.

*Intent to Compete Deadline: April 10, 2020*

**ILC Competitor Notification:** All Intent to Compete Forms will be processed and chapters notified with a final ILC Competitor List. This list will be published on the Nevada HOSA website at [www.nevadahosa.org](http://www.nevadahosa.org).

*ILC Competitor Notification Release Date: April 17, 2020*

**ILC Online Registration:** The Nevada HOSA ILC Registration Guide will provide the steps to register for conference. Although National HOSA provides registration information and deadlines, it is important to adhere to Nevada HOSA’s process. Chapters are responsible for registering students for events and confirming chapter details. Registration must be completed by the Nevada HOSA deadline as a validation process takes place immediately after the deadline.



ILC 2019 Extemporaneous Writing Winners (Right: Rachel Weese, Nevada Bronze Medalist)

**ILC Registration Payment:** Registration payments should be directed to Nevada HOSA. Please make checks payable to Nevada HOSA and mail check to:

Nevada HOSA Support Center  
P. O. Box 1440  
Owasso, OK 74055

### **TIP: IT’S NEVER TOO EARLY!**

It’s never too early to start planning for the International Leadership Conference! Start planning ahead by saving the dates in the calendar, studying competitive event guidelines, and fundraising.

## STATE OFFICER GOALS AND INITIATIVES

The State Officer Team has developed an ambitious Program of Work to help take Nevada HOSA to the next frontier. The officers hope all chapters will support them in their efforts.

### Communication

- Increase communication between Northern and Southern chapters through Northern chapter visits, and a brand new Sister Chapter Program
- Network with other State and National officers at the Washington Leadership Academy, communicating with National Officers throughout the year, and participating in activities encouraged by the National Officers and National HOSA.
- Increase communication between State Officers and Chapter Officers through chapter visits, newsletters, and one-on-one interactions.
- Use social media to share videos about competitive events and state officers, and encourage members to utilize social media to connect with Nevada HOSA.



### Membership

- Middle School: Reach out to potential advisors, visit middle schools, and support new middle school chapters. Encourage the development of having secondary chapters help their local middle school chapters.
- Secondary: Identify potential new chapters, support established chapters, and encourage membership growth in all chapters.
- Post-Secondary: Reach out to potential post-secondary chapters, explore fundraising opportunities, and support established chapters.
- Alumni: Encourage high school seniors to sign up for alumni membership, and promote alumni membership at the State Leadership Conference.

### Advocacy

- Seek out partnerships in the community and promote HOSA to industry partners.
- Connect with Elected Officials throughout the year at Washington Leadership Academy and the February Meeting to advocate for HOSA and CTE.
- Market the successes and activities of local chapters to promote how HOSA helps members grow.

## Participation

- Increase participation at conferences through encouraging members to run for State Office, and encouraging members to compete in events that have fewer members participating in them.
- Identify potential chapters for piloting a family-based system in chapters.
- Promote community service through explaining the hour tracking program, exchanging community service ideas by promoting the Barbara James Service Award.

## Conferences

- Plan and host the State Leadership Conference.
- Encourage attendance at conferences through blog articles and promotion on social media.
- Host fundraisers for the National Pediatric Cancer Foundation.
- Present fun and informative workshops at the State Leadership Conference.

The state officers would love to discuss their goals and initiatives further and share how they plan to accomplish each of these.

## STATE PROGRAMS AND OPPORTUNITIES

### Chapter Visits

Having a state officer visit a local chapter connects state officers with local members while giving the state officers an opportunity to promote state and national conferences, programs, and initiatives. State officers can discuss a particular event, explain HOSA to a new chapter, and encourage students to get involved. Oftentimes chapters can connect with a state officer's passion, excitement, and commitment to HOSA and use it to foster those same feelings in their chapter. To schedule a visit, email [coach@nevadahosa.org](mailto:coach@nevadahosa.org).

### Nevada HOSA Online Newsletter

Get your voice heard! Receive publicity for your chapter's successes! Highlight a member's achievements! The Nevada HOSA Online newsletter is always looking to promote the outstanding work of the local members, officers, advisors, and chapters. Have an officer or member write an article about a recent chapter activity or member success and email [president@nevadahosa.org](mailto:president@nevadahosa.org) or email the state officers with a story idea and they will follow up and develop a story! The Nevada HOSA state newsletter is available at [www.nevadahosa.org/newsletter](http://www.nevadahosa.org/newsletter).

### Nevada HOSA Social Media



Nevada HOSA is on Twitter ([www.twitter.com/nevadahosa](http://www.twitter.com/nevadahosa)) where we regularly post quick updates and announcements about events, activities, programs, health related news and announcements, and key accomplishments. Visit us on Twitter and sign up to follow Nevada HOSA to stay up to date on what's new and happening with Nevada's Future Health Professionals!

#### Follow us! @NevadaHOSA



Nevada HOSA is on Facebook ([www.facebook.com/NevadaHOSA](http://www.facebook.com/NevadaHOSA)) where we post more detailed updates, pictures, and videos that allow us to report on key accomplishments, events, activities, chapter accomplishments, and more. The Nevada HOSA State Officer Team uses Facebook to stay in touch with members, advisors, alumni, and supporters. Members are also able to leave comments, share information, and more. Visit us on Facebook and like Nevada HOSA!

### State Pin Design Contest

Every year Nevada HOSA creates a state pin used as the State Leadership Conference pin and as the official trading pin for the state during the International Leadership Conference. Members are encouraged to create a pin design that captures Nevada, the state/national theme, and/or the ILC destination. Voting will take place at the Leadership Experience and the winning pin design will be used as the inspiration for the official trading pin of Nevada.

2019 – 2020 Nevada HOSA Theme:  
“Towards Tomorrow”

The winning design for Nevada HOSA will be selected by the student participants at the Leadership Experience on December 2, 2019 in Las Vegas. The criterion for the pin design is listed below:

1. The design may be created in any shape. It must identify Nevada and HOSA somewhere in the design.
2. The design can be submitted in full color. Nevada HOSA reserves the right to use more or less colors during production of the winning pin.
3. The national logo may be used, but not changed.
4. Submitting a design for the state pin releases all rights for the winning design to Nevada HOSA for marketing purposes.
5. The design must be developed by a current Nevada HOSA member. The member does not need to be present at the conference to be selected as the winner.
6. The winner will receive a plaque and 25 pins at the State Leadership Conference in March 2020.
7. Only one ballot will be given to each participant at the Leadership Rally.
8. Submitted designs must not include blinkies, glitter, bobbleheads, or other highly advanced features. The management team may suggest adding features when the pin is sent to production and will work with the artist to incorporate if possible.
9. Designs must be submitted in a PDF format and be less than 10 MB in size. They must be submitted online by the deadline.

The state officer team has the right to not submit any design that does not fulfill the mission of the HOSA student organization.

Designs should be uploaded here:

<https://leadable.info/NVHOSAPin2019>

**Questions? Please contact:** [associatedirector@nevadahosa.org](mailto:associatedirector@nevadahosa.org) | (888) 677-4534

## NATIONAL PROGRAMS AND OPPORTUNITIES

### Washington Leadership Academy

The Washington Leadership Academy in Washington, D.C., has been hosted annually by HOSA for State Officers, and Local Chapter Leaders. It is a training experience for future HOSA leaders who are interested in learning more about running for local chapter office, becoming a more effective leader, understanding and valuing people, interacting with others, and serving the organization and others. This action-packed experience provides the highest level of HOSA leadership training available. We encourage local chapter leaders and members who want to strengthen their leadership skills and build their resume to join HOSA in Washington, D.C. There are also opportunities for local chapter advisors to interact and share valuable ideas with other HOSA advisors. The Washington Leadership Academy will be hosted September 21-24, 2019. For more information, visit [www.hosa.org](http://www.hosa.org).



## HOSA E-Magazine

The HOSA E-Magazine is the official publication of National HOSA for its members, advisors, partners, and supporters. The E-Magazine includes articles and information on chapter spotlights, alumni success stories, HOSA partners, healthcare related news, HOSA conferences, events and opportunities, and more! Many of the articles are written by individual members and every chapter is encouraged to write and submit an article. The E-Magazine is published three times a year and articles can be sent to [hosa@hosa.org](mailto:hosa@hosa.org) at any time for inclusion in the next issue. Visit [www.hosa.org](http://www.hosa.org) and select "E-Magazine" on the left menu bar to view the latest E-Magazine!

## National Service Project

The National Pediatric Cancer Foundation (NPCF) is the HOSA National Service project from 2018-2020. The National Pediatric Cancer Foundation is a nonprofit organization dedicated to funding research to eliminate childhood cancer. Their focus is to fund research to fast-track less toxic, more targeted treatments by partnering with 22 leading hospitals nationwide. The Nevada HOSA State Officer team will be encouraging members to raise funds throughout the year. Visit their website for more information at <https://nationalpcf.org>.

The state officer team will be encouraging members to raise funds for NPCF at the State Leadership Conference during a fundraiser. For more information on these events, please contact Nevada HOSA State President, Samuelle Beltejar, at [president@nevadahosa.org](mailto:president@nevadahosa.org).

## RUNNING FOR OFFICE

### Become a Chapter, State, or National Leader of HOSA!

If your dream is to be a future health professional, community leader, or public servant then getting involved in the HOSA Officer Leadership Program is for you! Get started at the local level as a chapter officer or a committee member. Take the extra step to become a state officer or even national officer!

As an officer you'll receive premier training, plan incredible projects, meet with civic and industry leaders, lead service projects, design public relations and communications efforts, and plan leadership conferences. If you enjoy training and traveling, networking and new friends, or simply want to be recognized as a leader in the world's premier student organization for those pursuing careers in the healthcare industry, then get started today in the HOSA Officer Leadership Program.

The Nevada HOSA State Officer Program provides tremendous opportunities for students to gain new leadership skills, learn critical thinking, improve their planning and organization skills, become stronger speakers, demonstrate initiative, and much more. In short, it is a unique and valuable experience that Nevada HOSA is excited to make available to its members.



*2019-2020 Nevada HOSA State Officers*

### Interested in Applying for State Office?

It is never too early to start thinking about running for state office! The first thing every member interested in serving on the state level should do is first gain experience on the local level. Whether this is as a local officer or committee member, get involved!

The State Officer Application for 2020 – 2021 will be available on the state website this fall. The deadline to submit State Officer applications is February 7, 2020. All candidates must be active members of their local chapter and in good standing. Candidates must have a strong commitment to their education and have a 2.5 GPA or higher.

Nevada HOSA's state officer election process is closely aligned with National HOSA. Candidates give a speech, are interviewed by the nominating committee, and complete a HOSA knowledge test. Local chapter voting delegates will vote to elect the state officer team.

## Is State Office Right for Me?

The opportunities provided to state officers are tremendous. Many state officer alumni count this time as a pivotal experience in their life. Along with the opportunities and benefits of being an officer comes many important responsibilities. Those interested should carefully consider the decision to run for office and what it requires.

The average state officer spends five to ten hours a week working on their state officer assignments and responsibilities. Prior to state officer meetings, conferences, and HOSA events the amount of time required tends to spike as officers finalize preparations and polish up assignments. It is important to realize that although academics remain the number one priority, officers will not be able to fall behind in their responsibilities as a HOSA officer. Officers are required to participate in the team decision-making process, perform assigned tasks, and attend required conferences and events.

It is important to understand that if elected, officers will be required to attend conferences, officer meetings, and HOSA events throughout the year. Officers are not allowed to leave early, come late, or miss any parts of these events (except in the case of an extreme emergency) without permission. Officers have frequently had to miss out on big games, dances, trips, etc., because they conflicted with their state officer responsibilities. The expectation is that state officer responsibilities and commitments will take priority after an officer's academics.

Anyone willing to make this kind of commitment and that has the drive to succeed and the dedication to get the job done should seriously consider running for state office! If unsure, it is recommended members consult with their local advisor and get their opinion and advice. Those who decide to run for office can be assured that holding state office will be one of the most memorable experiences of their life, and one of the most effective career preparation experiences they could ever have while in high school.

## National Officer Selection Process

Members wishing to take their HOSA involvement to the highest level can serve on the National Executive Council. National officers are the ambassadors of HOSA and represent the over 200,000 HOSA members. Any Nevada HOSA member interested in running for national office must first be approved by the State Management Team. The National Officer Candidate applications are due to Nevada HOSA by February 7, 2020. It is highly recommended that members serve as a State Officer prior to seeking approval to run for National Office.



Emily Carter  
Nevada's National Officer  
Candidate in 2018

## SCHOLARSHIPS

HOSA's inter-curricular program fosters a culture of learning, discovery, and hard work. HOSA members look to prepare for their futures and many continue their education into the postsecondary/collegiate level. HOSA's scholarship program is designed to support members' pursuit of a higher education and reward outstanding members with scholarships.

Scholarships are provided by sponsors such as:

- Nursing Spectrum
- Kaiser Permanente Healthcare Issues Exam Scholarships
- National Technical Honor Society
- National Consortium on Health Science Education
- Delmar
- Philip R. Patton (HCA - Hospital Corporation of America)
- U.S. Public Health Service
- HOSA General Scholarship Fund
- And more!

HOSA has partnered with STEM Premier to provide our members with the opportunity to apply for scholarships. Scholarships are generously provided by HOSA partners. There is one scholarship application for any member interested in applying for a scholarship awarded on the national level. Applications and supplemental documentation must be **received by** National HOSA no later than **March 15, 2020**, for consideration.

The Awards Committee will make the final decision on scholarship awards and scholarship recipients will be announced in May. Those receiving scholarships on the national level will be recognized during the general sessions and an awards dinner at the International Leadership Conference.

### Nevada HOSA State Scholarships

Nevada HOSA provides a scholarship in addition to those offered by National HOSA. Any member of HOSA in their senior year is eligible to apply for the \$500 Nevada HOSA State Scholarship. The application materials for the Nevada HOSA Scholarships will be available in December.

Nevada HOSA also offers the Linda Lopez Memorial Scholarship, also available only to a Nevada HOSA member and materials will be available in December.

## ALUMNI

Any supporters of HOSA are encouraged to become Alumni members!

In addition to past HOSA members, all supporters of HOSA are also eligible to participate at the local, regional, and state levels as alumni members. Alumni members have an opportunity to help build and inspire the next generation of HOSA healthcare professionals.

Alumni members have the privileges of active members with the exception that they cannot vote, hold office, or compete. Benefits of alumni membership include:

- Strengthening your network through continued involvement
- Having the satisfaction of helping others
- Serving others
- Continuing professional development and leadership opportunities
- Being part of a great organization

Suggested participation includes:

- Assisting the advisor of your local chapter
- Volunteering to assist in activities at the regional, state, and national level
- Serving as a local chapter mentor
- Judging events
- Serving as a competitive event section leader
- Assisting with Courtesy Corps
- Presenting and assisting with workshops
- Connecting your health care agency to Nevada HOSA
- Providing testimonials of how HOSA has impacted your life

How to become an alumni member:

- Complimentary alumni membership is available at both the state and national level. It's free!!!
- Go to <http://apps.hosa.org/hosaconf/alumni/register.jsp> and apply for Alumni Membership
- Complete the application and submit to National HOSA. That's all you have to do!
- Registration is one time only; you don't have to do it again!

Register to become a HOSA alumni member at

<http://apps.hosa.org/hosaconf/alumni/register.jsp>

## CONFERENCE ATTIRE

### Official Dress Code for ALL General Sessions

This policy is for students. 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 will be either of 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 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)



## 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 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 must 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 their 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.
- 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 permitted, except during general sessions.

## HOSA BRAND

During the 2012 HOSA National Leadership Conference, the HOSA, Inc., Board of Directors launched a new brand for HOSA – Future Health Professionals. All chapters are highly encouraged to incorporate the new brand moving forward.

The goals in developing a new logo for HOSA were to modernize the image, retain familiarity, and establish HOSA's identity. The new HOSA brand took careful thought and some bold moves. In our eyes, this new logo design represents the most natural evolution of the HOSA brand. Its modern type of stylish color palette gives the brand a fresh face that will maintain its appeal among current and future generations of eager health science students, advisors, and our partners. So move forward with us as we take the organization into the new millennium with a crisp new identity for **HOSA – Future Health Professionals!**

- HOSA, Inc. Board of Directors (2012)

### Meaning Behind the New Brand

*Excerpts from the National HOSA Brand Style Guidelines*

**Main word in lower case:** The main word is presented in lower case. On the surface, this creates a welcoming, organic look that conveys HOSA's connections to science and technology. But more than that, it is crucial in establishing HOSA as its own word, and not an acronym. When introducing HOSA's identity, Future Health Professionals, it is important to move away from "Health Occupations Students of America." In lowercase, it is much less likely that the H, O, S, and A will stand out as individual letters. When written, it should be HOSA or HOSA – Future Health Professionals.

**HOSA's identity:** The HOSA identity is positioned directly after HOSA so that it completes the natural eye line, making it hard to miss. "Future Health Professionals" is colorized with maroon to empower students and remind employers that HOSA members leave the program ready to join the workforce and/or pursue further education.



## CHAPTER SUCCESS GUIDE 2019 – 2020



### **New HOSA emblem!**

This is the new HOSA emblem. If you would like a file copy of the new emblem please email Associate Director Shelly Kinnunen at [associatedirector@nevadahosa.org](mailto:associatedirector@nevadahosa.org).



**Color palette and textures:** The accompanying color palette and textures offer support to the logo by positioning HOSA as friendly and fresh. Colors were chosen on what would feel crisp and clean and fit naturally into the health environment. The circles and dots further support the curvy and organic feel of the logo. Typography is kept lowercase as well, to support the friendly nature of the identity.

**Stationery and marketing:** The stationery and marketing elements feature these colors and shapes in a variety of ways to create a rich and vibrant system of collateral that stands out – reminding those who see it that HOSA is always moving forward.

### Using the Brand

For more information about how to use the new brand, please refer to the National HOSA Brand Style Guidelines. Nevada HOSA chapters may acquire access to HOSA logos, fonts, and other resources by contacting [statedirector@nevadahosa.org](mailto:statedirector@nevadahosa.org).

HOSA should **not** be referred to as  
"Health Occupations Students of America"

HOSA is no longer an acronym.

HOSA is simply... **HOSA – Future Health  
Professionals**







