# Texas HOSA Handbook:

## Section H: Competitive Events Program

**This section contains:**

Understanding the Competitive Events Program
Competitive Events Program
General Rules and Guidelines
Advisor Guidelines for Students
Reasonable Accommodation Statement

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

# UNDERSTANDING THE COMPETITIVE EVENTS PROGRAM

**HOSA's origins are in the curriculum**

When HOSA was created as an integral part of the curriculum, it was designed to support and reinforce classroom learning outcomes – not the other way around.

**HOSA's purpose is learning**

What HOSA does is motivate students to learn. HOSA conferences, events, and partnerships all motivate health science students to do more than would be reasonable within the classroom walls.

**HOSA's learning value reaches program content and beyond**

HOSA members learn health science education competencies and they learn them well. They also learn about leadership, responsibility, teamwork, communication, and other "real world" skills.

**Guiding Thoughts**

- The priority is to offer the best learning experience possible through health science education. HOSA is a part of that process.
- The value of competitive events happens before the competition. It is the learning that takes place in the days, weeks, and months before the competition.
- The competitive events program is designed to be comprehensive, challenging and efficient with minimal duplication of effort.

**Misguided Thoughts**

- "But that's the way we've always done it…"
- "Since I'm right and you disagree with me, you must be wrong!"
- "We should reward everyone!"

**The medals are NOT the goal.**
**They are the tools we use to motivate students to achieve their goals.**

# COMPETITIVE EVENTS PROGRAM

The Competitive Events Program is meticulously crafted to inspire HOSA members to enhance their technical knowledge and soft skills. It serves as a structured framework for acknowledging the competencies learned by members through their engagement in health and biomedical science classes, relevant career development, and HOSA chapter activities. HOSA members are encouraged to take full advantage of the International and Texas HOSA Competitive Events Program**. Texas HOSA members may enter only one competitive event**. In addition, competitors may participate in as many Recognition Events as they wish.

## Secondary and Post-Secondary Events

**Texas Guidelines used for competition can be found at www.texashosa.org Competition Tab**

### Health Science Events

- Behavioral Health
- Biomedical Equipment Technician
- Dental Terminology
- Health Administration
- Health Informatics
- Human Growth & Development
- Medical Law & Ethics
- Medical Math
- Medical Reading
- Medical Spelling
- Medical Terminology
- Nutrition
- Pharmacology
- Pathophysiology
- World Health and Disparities

### Emergency Preparedness Events

- CERT Skills
- CPR/First Aid
- Emergency Medical Technician
- Epidemiology
- Life Support Skills*
- Mental Health Promotion
- MRC Partnership
- Public Health

### Teamwork Events

- Biomedical Debate
- Community Awareness
- Creative Problem Solving
- Forensic Science
- Health Career Display
- Health Education
- HOSA Bowl
- Medical Innovation
- Parliamentary Procedure
- Public Service Announcement
- Research Poster (New Team Event)

### Health Professions Events

- Biotechnology
- Clinical Laboratory Science
- Clinical Nursing
- Clinical Specialty
- Dental Science
- Family Medicine Physician
- Genetics (New not offered in TX 2027)
- Home Health Aide
- Medical Assisting
- Nursing Assisting
- Occupational Therapy
- Patient Care Tech
- Personal Care*
- Pharmacy Science
- Phlebotomy
- Physical Therapy
- Physician Assistant (New)
- Respiratory Therapy
- Sports Medicine
- Surgical Technician
- Veterinary Science

### Leadership Events

- Extemporaneous Writing
- Health Career Photography
- Healthy Living (formerly Healthy Lifestyle)
- Interviewing Skills*
- Job Seeking Skills
- Organizational Leadership (State only)
- Prepared Speaking
- Researched Persuasive Writing & Speaking
- Speaking Skills*

### Recognition Events

- America's Blood Centers & Blood Drive
- American Red Cross Chapter Recognition
- American Red Cross Diversify the Blood Supply
- Barbara James Service Award

- Diagnostics by Design: AI in Healthcare (New – ILC Only)
- Emotional Well-Being Challenge
- Healthcare Issues Exam
- Health Literacy Ambassador
- HOSA Happenings
- HOSA Service Project
- Outstanding HOSA Achievement
- Outstanding HOSA Leader

## Texas Events

- Medical Art Poster
- Blood Drive

# Middle School Events

**Guidelines can be found at www.texashosa.org**

## Health Science Events

- Foundations of Medical Terminology
- Health Career Exploration
- Foundations of Medical Math (New name)
- Foundations of Medical Reading
- Foundations of Nutrition

## Texas Events

Medical Art Poster

## Health Professions Events

- Foundations of Pharmacy Science (New)
- Foundations of Respiratory Therapy (New)
- Foundations of Veterinary Science

## Emergency Preparedness Events

- Life Threatening Situations
- Public Health

## Leadership Events

- Extemporaneous Health Poster
- Health Career Preparation
- Foundations of Healthy Living
- Prepared Speaking
- Speaking Skills

## Teamwork Events

- Dynamic Decisions
- Exploring Medical Innovation
- First Step Career Skills
- Health Career Display
- Health Education
- Foundations of HOSA Bowl

## Recognition Events

- Barbara James Service Award
- HOSA Happenings
- HOSA Service Project

# OVERVIEW OF COMPETITIVE EVENTS

| Health Science Events | How many individuals or team members | How many can be registered per chapter | Round 1 | Advances to Spring Conference | Advances to State Conference |
|---|---|---|---|---|---|
| Behavioral Health | 1 individual | 4 | Online Test | 0 | 3 |
| Biomedical Equipment Technician | 1 individual | 4 | Online Test | 0 | 3 |
| Dental Terminology | 1 individual | 4 | Online Test | 0 | 3 |
| Health Administration | 1 individual | 4 | Online Test | 0 | 3 |
| Health Informatics | 1 individual | 4 | Online Test | 0 | 3 |
| Human Growth and Development | 1 individual | 4 | Online Test | 0 | 3 |
| Medical Law and Ethics | 1 individual | 4 | Online Test | 0 | 3 |
| Medical Math | 1 individual | 4 | Online Test | 0 | 3 |
| Medical Reading | 1 individual | 4 | Online Test | 0 | 3 |
| Medical Spelling | 1 individual | 4 | Online Test | Top 15 | 3 |
| Medical Terminology | 1 individual | 4 | Online Test | 0 | 3 |
| Nutrition | 1 individual | 4 | Online Test | 0 | 3 |
| Pathophysiology | 1 individual | 4 | Online Test | 0 | 3 |
| Pharmacology | 1 individual | 4 | Online Test | 0 | 3 |
| World Health & Disparities | 1 individual | 4 | Online Test | 0 | 3 |
| **Health Professions Events** | **How many individuals or team members** | **How many can be registered per chapter** | **Round 1** | **Advances to Spring Conference** | **Advances to State Conference** |
| Biotechnology | 1 individual | 2 | Online Test | Top 10 | 3 |
| Clinical Laboratory Science | 1 individual | 2 | Online Test | Top 10 | 3 |
| Clinical Nursing | 1 individual | 2 | Online Test | Top 10 | 3 |
| Clinical Specialty | 1 individual | 2 | Virtual Judged | Top 10 | 3 |
| Dental Science | 1 individual | 2 | Online Test | Top 10 | 3 |
| Family Medicine | 1 individual | 2 | Bring Paper Copy | All | 3 |
| Home Health Aide | 1 individual | 2 | Online Test | Top 10 | 3 |
| Medical Assisting | 1 individual | 2 | Online Test | Top 10 | 3 |
| Nursing Assisting | 1 individual | 2 | Online Test | Top 10 | 3 |
| Occupational Therapy | 1 individual | 2 | Online Test | Top 10 | 3 |
| Patient Care Technician | 1 individual | 2 | Online Test | Top 10 | 3 |
| Personal Care | 1 individual | unlimited | 0 | IDEA qualifier | 3 |
| Pharmacy Science | 1 individual | 2 | Online Test | Top 10 | 3 |
| Phlebotomy | 1 individual | 2 | Online Test | Top 10 | 3 |
| Physician Assistant | 2 team members | 2 teams | Online Test | Top 10 | 3 |
| Physical Therapy | 1 individual | 2 | Online Test | Top 10 | 3 |
| Respiratory Therapy | 1 individual | 2 | Online Test | Top 10 | 3 |
| Sports Medicine | 1 individual | 2 | Online Test | Top 10 | 3 |
| Surgical Technician | 1 individual | 2 | Online Test | Top 10 | 3 |
| Veterinary Science | 1 individual | 2 | Online Test | Top 10 | 3 |
| | | | | | |

| Emergency Preparedness Events | How many individuals or team members | How many can be registered per chapter | Round 1 | Advances to Spring Conference | Advances to State Conference |
|---|---|---|---|---|---|
| CERT | 2 team members | 2 teams | Online Test | Top 10 | 3 |
| CPR/First Aid | 2 team members | 2 teams | Online Test | Top 10 | 3 |
| Emergency Medical Technician | 2 team members | 2 teams | Online Test | Top 10 | 3 |
| Epidemiology | 1 individual | 2 teams | Online Test | 0 | 3 |
| Life Support Sills | 1 individual | unlimited | 0 | IDEA Qualify | 3 |
| Mental Health Promotion | 2-6 team members | 2 teams | Virtual Judged | Top 10 | 3 |
| Medical Reserve Corp | 2-6 team members | 2 teams | Virtual Judged | Top 10 | 3 |
| Public Health | 2-6 team members | 2 teams | Virtual Judged | Top 10 | 3 |
| **Leadership Events** | **How many individuals or team members** | **How many can be registered per chapter** | **Round 1** | **Advances to Spring Conference** | **Advances to State Conference** |
| Extemporaneous Writing- Health Policy | 1 individual | 2 | 0 | All | 3 |
| Health Career Photography | 1 individual | 2 | Virtual Judged | Top 10 | 3 |
| Healthy Living | 1 individual | 2 | Online Test | Top 10 | 3 |
| Interviewing Skills * | 1 individual | Unlimited | Virtual Judged | Top 10 | 3 |
| Job Seeking Skills | 1 individual | 2 | Virtual Judged | Top 10 | 3 |
| Organizational Leadership | 1 individual | 2 | State only online Test | Top 10 | 3 |
| Prepared Speaking | 1 individual | 2 | 0 | All | 3 |
| Research Persuasive Writing & Speaking | 1 individual | 2 | Virtual Judged | Top 10 | 3 |
| Speaking Skills * | 1 individual | Unlimited | 0 | IDEA qualifier | 3 |
| **Teamwork Events** | **How many individuals or team members** | **How many can be registered per chapter** | **Round 1** | **Advances to Spring Conference** | **Advances to State Conference** |
| Biomedical Debate | 3-4 team members | 2 teams | Online Test | Top 8 Teams | 3 |
| Community Awareness | 2-6 team members | 2 teams | Virtual Judged | Top 10 Teams | 3 |
| Creative Problem Solving | 2-6 team members | 2 teams | Online Test | Top 10 Teams | 3 |
| Forensic Science | 2 team members | 2 teams | Online Test | Top 10 Teams | 3 |
| Health Career Display | 2 team members | 2 teams | Virtual Judged | Top 10 Teams | 3 |
| Health Education | 2-6 team members | 2 teams | Virtual Judged | Top 10 Teams | 3 |
| HOSA Bowl | 4 team members | 2 teams | Online Test | Top 8 Teams | 3 |
| Medical Innovation | 2-4 team members | 2 teams | Virtual Judged | Top 10 Teams | 3 |

| | | | | | |
|---|---|---|---|---|---|
| Parliamentary Procedure | 5-8 team members | 2 teams | Online Test | Top 10 Teams | 3 |
| Public Service Announcement | 2-6 team members | 2 teams | Virtual Judged | Top 10 Teams | 3 |
| Research Poster | 2-4 team members | 2 teams | Virtual Judged | Top 10 Teams | 3 |
| **Texas Recognition Events** | **How many individuals or team members** | **How many can be registered per chapter** | **Round 1** | **Advances to Spring Conference** | **Advances to State Conference** |
| Medical Art Poster | 1 individual | 4 | 0 | All | 3 |

# GENERAL RULES AND GUIDELINES

1. Competitors must be a member of TEXAS and INTERNATIONAL HOSA to compete in any event.
2. CURRENT Competitive Event Guidelines will be followed for all competitive events at the area and state levels. Any deviation from the guidelines published by International HOSA can be found in the Texas HOSA guidelines **www.texashosa.org** for that event.
3. HOSA members may enter only one competitive event. In addition, competitors may participate in as many Recognition Events as they wish.
4. Advancing round one secondary competitors will be posted upon completion of online testing and/or virtual Judged.
5. **MIDDLE SCHOOL and POST-SECONADRY/COLLEGIATE do not compete at AREA COMPETITION:**

   **Medical Art Poster is a State event only, the 5 highest ranking will be recognized on stage.**

6. **STATE COMPETITION –** FIRST LEVEL OF COMPETITION FOR POST-SECONDARY COLLEGIATE AND MIDDLE SCHOOL
   - Secondary Competitors (SS)
     - Qualify for the State Leadership Conference through competition at the Area Spring Leadership Conference.
   - Post-secondary Collegiate Competitors (PS/C)
     - Each PS/C chapter may enter the number of competitors as stated above in the Area Spring Leadership Conference Information
   - Middle School Competitors (MS)

**Each Middle School Chapter may enter the following number of competitors in each event at the State Leadership Conference:**

**MIDDLE SCHOOL**

| Health Science Events | How many individuals or team members | How many can be registered per chapter | Round 1 | Round 2 | Advances to ILC |
|---|---|---|---|---|---|
| Foundations of Medical Terminology | 1 individual | 4 | Onsite Testing | 0 | Top 3 |

| | | | | | |
|---|---|---|---|---|---|
| Health Career Exploration | 1 individual | 4 | Onsite Testing | 0 | Top 3 |
| Foundations of Medical Math | 1 individual | 4 | Onsite Testing | 0 | Top 3 |
| Foundations of Medical Reading | 1 individual | 4 | Onsite Testing | 0 | Top 3 |
| Foundations of Nutrition | 1 individual | 4 | Onsite Testing | 0 | Top 3 |
| **Health Professions Events** | **How many individuals or team members** | **How many can be registered per chapter** | **Round 1** | **Round 2** | **Advances to ILC** |
| Foundations of Pharmacy Science | 1 individual | 2 | Onsite Testing | Top 10 | Top 3 |
| Foundation of Respiratory Therapy | 1 individual | 2 | Onsite Testing | Top 10 | Top 3 |
| Foundations of Veterinary Science | 1 individual | 2 | Onsite Testing | Top 10 | Top 3 |
| **Emergency Preparedness Events** | **How many individuals or team members** | **How many can be registered per chapter** | **Round 1** | **Round 2** | **Advances to ILC** |
| Life Threatening Situations | 1 individual | 2 | Onsite Testing | Top 10 | Top 3 |
| Public Health | 2-6 team members | 2 teams | Virtual Judged | All teams present | Top 3 teams |
| **Leadership Events** | **How many individuals or team members** | **How many can be registered per chapter** | **Round 1** | **Round 2** | **Advances to ILC** |
| Extemporaneous Health Poster | 1 individual | 2 | Onsite | 0 | Top 3 |
| Health Career Preparation | 1 individual | 2 | Onsite | 0 | Top 3 |
| Healthy Living | 1 individual | 2 | Onsite Testing | Top 10 | Top 3 |
| Prepared Speaking | 1 individual | 2 | Onsite | 0 | Top 3 |
| Speaking Skills | 1 individual | 2 | Onsite | 0 | Top 3 |
| **Teamwork Events** | **How many individuals or team members** | **How many can be registered per chapter** | **Round 1** | **Round 2** | **Advances to ILC** |
| Dynamic Decisions | 2-6 team members | 2 Teams | Onsite Testing | Top 10 teams | Top 3 teams |
| Exploring Medical Innovation | 2-4 team members | 2 Teams | Virtual Judged | All teams present | Top 3 teams |
| First Step Career Skills | 2-6 team members | 2 Teams | Virtual Judged | All teams present | Top 3 teams |
| Health Career Display | 2 team members | 2 Teams | Virtual Judged | All teams present | Top 3 teams |

| | | | | | |
|---|---|---|---|---|---|
| Health Education | 2-6 team members | 2 Teams | Virtual Judged | All teams present | Top 3 teams |
| Foundations of HOSA Bowl | 4 team members | 2 Teams | Onsite Testing | Top 8 teams | Top 3 teams |

| Texas Recognition Events | How many individuals or team members | How many can be registered per chapter | Round 1 | Round 2 | Advances to State Conference |
|---|---|---|---|---|---|
| Medical Art Poster | 1 individual | 4 | 0 | All | State event only |

**Medical Art Poster is a state event only, the 5 highest ranking will be recognized on stage.**

a. Written test at the State Leadership Conference
    i. Refer to guidelines for each event to determine if a written test is given.
b. Students must meet the minimum requirements to be recognized during the Grand Awards Assembly at the Texas HOSA State Leadership Conference. The five highest ranking competitors will be recognized on stage, and the first, second, and third place competitors will advance to the International Leadership Conference.

**To qualify for recognition at the State Leadership Conference Grand Awards Assembly, the following rules apply:**

**HEALTH SCIENCE EVENTS:** Competitors must score at least 50% of the total possible test score.

**HEALTH PROFESSIONS & EMERGENCY PREPAREDNESS EVENTS:** The written test will be used as a qualifier for round two and the sum of the written test score and the skill score will be used to determine the final ranking. To be ranked, competitors/teams must score a minimum of 70% of the total possible skill score, excluding the identification skills.

**LEADERSHIP EVENTS:** All competitors will be ranked.

**TEAMWORK EVENTS:** All competitors will be ranked.

## 7. OTHER COMPETITION CONSIDERATIONS

- Secondary students must compete and place first through third place at the Area Spring Leadership Conference to be eligible for competition at the Texas HOSA State Leadership Conference.
    - Advisors of first, second, or third place winners are responsible for contacting the HOSA, TA Executive Director **as soon as it is known** that your student will **NOT** be attending the state leadership conference to compete. This will allow the fourth-place competitor (first alternate) and/or the fifth-place competitor (second alternate) to advance.

- **Registration** for both the Area Spring Leadership Conference and the State Leadership Conference must be submitted by the conference deadline.
    - **NO REFUNDS** will be made after the conference registration deadline.
    - If you have been unable to access your conference information six (6) weeks prior to the conference date, call the Executive Director, Janet Villarreal (877-728-0150) immediately for assistance.
    - There are **NO** valid excuses for registering late.
- **NO new students will be added** to any event after the registration deadline.
    - **Substitutions may be made only for team events after the registration deadline** and those substitutions may be made only with students that are current International HOSA members.
    - In Texas, no more than 50% of the original team may be substituted. Team substitutions may be made only until the close of onsite conference check-in. All teammates must be a member of the same HOSA chapter.

- **Event Orientations**:
    - Face-to-face competitor orientations prior to events will not be held. Competitors are expected to review the *Texas HOSA guidelines* for event-specific information, which are posted on the Texas HOSA website (www.texashosa.org) under the Texas HOSA Competition Tab for each event.
    - All information should be reviewed prior to the conference. Questions may be directed to a CE Coordinator at linda.stanhope@texashosa.org or wanda.herfarth@texashosa.org.

- **Rule Infractions**
    - If, at any time during a competitive event, the student feels a major rule infraction has occurred, the student must immediately bring this to the attention of the Event Manager for evaluation prior to the conclusion of the competitor's event time.
- **Inquiries**
    - The decisions of the judges are FINAL. If the competitor is not satisfied with the event and wants to offer constructive suggestions or wishes a situation to be evaluated, the Inquiry Form must be used. It is best if the inquiry form is brought to Competitive Event Headquarters before the conclusion of the event, but it must be turned in the Competitive Event Headquarters within two (2) hours of the conclusion of the event. (Texas GRRs).
- **Skill demonstration timing**
    - Demonstration of skills in all skill events will be stopped at the end of the time limit even if the competitor has not completed the procedure.
- **Equipment**
    - Competitors may be denied points by the judge if they do not have the required materials or equipment needed for the selected procedure(s) as specified in the Texas HOSA Event Guidelines and/or the International Competitive Event Guidelines (for ILC).
    - They may also be denied points for using equipment that is not listed in the Competitive Event Guidelines.
    - Equipment/supplies will NOT be checked prior to the competition, except for Extemporaneous Health Poster supplies (middle school)
- **Advisor Event Management**
    - The competitive events program is managed by the local advisors for AREA, STATE, and INTERNATIONAL competition.
    - For area and state, advisors should sign up to assist in the running of at least one (1) and possibly two (2) events.
        - **If the advisor is unable to attend, he/she must find another advisor to fulfill the duties** and notify the area board member in charge of monitoring advisor assignments.

- The Event Manager and event team members are responsible for obtaining and becoming familiar with the current Competitive Event Guidelines for their assigned event.

- **Competitor Responsibilities**
  - Competitors are responsible for obtaining and reviewing the current **Texas competitive event guidelines and the orientation information for their respective competitions.** Texas competitive guidelines can be found at (www.texashosa.org) under the Competition Tab for each event.

- **Rating Sheets**
  - Keeping with HOSA guidelines, no rating sheets will be returned after competition.

- **TEA Eligibility**
  - Although HOSA is curricular and an integral part of the Health Science Technology curriculum, the Competitive Events program is considered extracurricular regarding rules for student participation eligibility [Texas Education Code, Subchapter D, Sec 33.081 (c)].
- **Code of Conduct/Ethics and Medical Liability Forms**
  - **ALL HOSA students, advisors, and chaperones** will complete and sign the Code of Conduct/Code of Ethics and Medical Liability Forms digital using the link provided on the conference memo. Advisors should always download and keep a copy with them during the conference in case of emergency. Advisors will be required to sign a form at registration stating **ALL** students, advisors and chaperones have completed the forms. Paper copies will no longer be accepted at Area or State Spring Leadership conferences. For ILC, forms are submitted via the instructions given by International HOSA.

- **Chaperone ratio**
  - The **required** ratio for adult supervision of students is 1 adult sponsor approved by the school district (who is not a HOSA Board of Directors member) per 15 students for all HOSA activities.

- **Photo IDs**
  - The competitor must present an original, valid current photo ID that is issued by a city, state, or federal government agency or by the competitor's school.
  - School IDs must be for the **current academic year.**
  - The first and last name must match as it appears on the event registration.
  - The photo must be current and recognizable.
  - Examples:
    - Government issued driver's license or non-driver ID card.
    - Official school produced student ID card from the school the competitor currently attends.
    - Government issued passport or U.S. Global Entry identification card.
    - Government issued military or national identification cards.
  - If the competitor does not have an acceptable form of ID listed above, the HOSA Competitor Identification Form, found in Appendix H on the International HOSA website may be completed and used.
  - A digital picture of the actual ID can be shown.
  - If a competitor comes to competition and does not have the proper photo ID with him or her, then the competitor will be allowed to compete but will receive 35 penalty points. Points will be deducted in Tabulations.
  - Exceptions

- Biomedical Debate, HOSA Bowl and Medical Spelling, round two: these round two events are “live” and the winners are determined on site in the debate, spell down and buzzer rounds. Any competitor who fails to bring photo ID to round 2 of Biomedical Debate, HOSA Bowl or Medical Spelling, will not be allowed to compete.

- **Study materials and electronic devices**
  - Texas HOSA will allow student materials in event holding rooms, on buses and in similar locations. Electronics are allowed but must always remain off. Please be sure to turn OFF your cell phones or smart/electronic device including watches, during events. **They need to be placed face down on the table in front of you or left in your belongings.** HOSA is not responsible for loss or damage to electronic devices during competition. If the cell phone makes any noise or vibrates during the event, penalty points may be assessed.

# ADVISOR GUIDELINES FOR STUDENTS

1. Students should make a commitment to attend and compete prior to the registration deadline. **No refunds will be given after the conference registration deadline!**

2. Medical Liability and Code of Conduct Forms: Please have all attendees complete the following forms prior to arriving at the conference. Paper copies will not be accepted.
   - **Students:** **Medical Liability, Photo Released & Code of Conduct Verification Form**
   - **Advisor/Chaperone:** **HOSA Advisor/Chaperone Code of Ethics**
   - **Advisors** will be expected to sign a verification form stating all attendees have completed forms at On-Site registration.
   - **Advisors should have a printed copy of the student’s medical liability form with them in case of emergencies.**

3. Advisors should always carry a list of their students’ cell phone numbers.

4. It is recommended that you have your students write your cell phone number on the back of their conference name badge so they or Texas HOSA personnel will have a way to always contact you, even if they are at an offsite testing area.

5. At the onsite conference check-in, you may make substitutions for team events ONLY. Substitutions may only be made with current HOSA members in the same chapter.

6. Orient your students to appropriate behavior for the hotel and general sessions.
   a. Review safety features in the room. Make sure students know not to hang anything on the water sprinklers. Use auxiliary locking devices on doors and windows.
   b. Use the door viewer to identify anyone requesting entry.
   c. Find the nearest emergency exit and discuss the procedure to be used if a fire alarm is sounded.
   d. Select a place to meet with your students in the event there is an alert of any kind at any time of the day.
   e. Report any suspicious activities in the corridors or rooms.
   f. Always travel in groups of three or more.
   g. Be wary of strangers who seem overly anxious to help you.
   h. Carry only the cash you need in small denominations.
   i. Report loss of stolen items to your advisor and hotel management.

7. Orient your students as to protocol and dress for general sessions and competition.

8. Student participation in this conference implies their desire to improve qualities that will enable them to serve more effectively as a leader in their local chapter and community. It is assumed that their purpose in attending is serious and that their conduct will reflect the leadership responsibility that they have accepted. The advisor is responsible for student conduct, so please advise students of the following rules:
    a. All students and advisors should attend all scheduled sessions.
    b. Students must be accompanied by an advisor/chaperone on all trips to places of interest outside the hotel. **NO STUDENT IS TO BE LEFT AT THE HOTEL WITHOUT A DESIGNATED ADVISOR/CHAPERONE.**
    c. Students must be in their hotel room by curfew.
    d. Participants must observe safety precautions in all activities.
    e. No alcoholic beverages, tobacco products, or illegal drugs are permitted during travel or while participating in a school-sponsored activity.
    f. Conduct which is detrimental to the purposes of the meeting may result in disciplinary action and the member being removed from the remainder of the conference.

# REASONABLE ACCOMMODATION STATEMENT

Accommodations will only be given to students in the four IDEA events. Accommodations will not be given for written exams. Extenuating circumstances in other events can be emailed to Texas HOSA and be reviewed by the Board of Directors.

**Language/Personal Services** - All Texas HOSA events at the area and state level are to be conducted in English. This includes all written or recorded material that is submitted as part of the event for judging, as well as speaking and presentation events. Personal Services: When additional specialty trained personnel are required, the student's school district is asked to provide those services.