



STATE LEADERSHIP CONFERENCE MEMO AT GALVESTON, TEXAS FROM APRIL 3-5, 2024

Conference Sites:

- ❖ Hilton Galveston Island Resort 5400 Seawall Blvd Galveston, TX 77551
- ❖ Galveston Island Convention Center, 5600 Seawall Blvd, Galveston, TX 77551
 - ❖ San Luis Resort, 5222 Seawall Blvd, Galveston, TX 77551
 - ❖ Galveston College 4015 Ave Q Galveston, TX 77550



Tentative Schedule

Click [here](#) to download the conference schedule.

General Sessions Site

Galveston Island Convention Center

Opening:	April 3, 2024 @ 7:00 pm
Business:	April 4, 2024 @ 4:00 pm
Closing:	April 5, 2024 @ 1:00 pm (see schedule for details)
Closing:	April 5, 2024 @ 2:45 pm (see schedule for details)

Parking Information

Cars only: Parking garage behind the convention center

Buses: Drop students/advisors off and park back at the hotel (will not fit in the garage). There is a Kroger store next to the Convention Center. DO NOT PARK buses in this parking lot as you will be ticketed and possibly towed. **AFTER THE CLOSING AWARDS SESSION, DO NOT CALL FOR YOUR BUSES UNTIL ALL OF YOUR STUDENTS ARE PRESENT AND READY TO BOARD.**

Registration Deadline: March 11, 2024

Registration Link: <https://apps.hosa.org/>

Conference Fees:

Students: \$70.00

Advisors & Chaperones: \$35.00

- **Midnight CST of the stated conference registration deadline is the final deadline.** Chapters will be responsible for registration fees for all members/chaperones/advisors in the conference management system after the final deadline.
- No PO's will be accepted.
- If paying by school check, include your chapter number on the check and mail to:
Texas HOSA
P.O. Box 1710
Monahans, Texas 79756
- If paying by credit card email: Delvin Thurman delvin.thurman@texashosa.org
- New W-9 Form to share with your bookkeeper [W-9](#)

Top 3 Winners from Area Conferences

Only register the top 3 winners from your area conference. Unless you receive an email, stating to register 4th or 5th place winner. The only exception is the Healthcare Issues exam.

Generating your Invoice

The invoice will not be automatically emailed to the advisor. HOSA Advisors should log in and print their own invoice. On the bottom left of your page you will see 2 options "View" and "Reports" click on Reports then click on "Generate Invoice for Recent Registrations". Please see the image below. If more students are added to the initial conference registration, a separate invoice for those added students should generate an updated invoice by the advisor.

The screenshot shows the 'Registration Summary' page. At the bottom left, a red circle highlights the 'Reports' menu, which contains the option 'Generate Invoice for Recent Registrations'. A large red arrow points from this button towards the 'Registrations' table. The 'Registrations' table lists one student: Janet Villarreal (ID: 1844035) with a 'Secondary Registration' for \$0.00. The 'Payments' table is currently empty.

Attendees	Options	Events	Amount Due	Amount Paid	Balance
1		0	\$0.00	\$0.00	\$0.00

ID	Name	Registration Details and Fees	Total Fee
1844035	Villarreal, Janet	Secondary Registration	\$0.00

ID	Date	Description	Amount
Empty			

Select T-shirt Size

Be sure to select t-shirt size for all attendees.

The screenshot shows the 'Options/Activities' section where a 'T-Shirt' is added with a size of 'Medium' and a quantity of 1. A red circle highlights the 'Size' dropdown menu. Another red circle highlights the 'Add Options/Activities' button, which has a dropdown menu showing 'Leadership Academy T-Shirt' with a cost of \$0.00 and a 'Delete' button. Below this is the 'Competitive Events' section with two events: 'Barbara James Service Award' and 'Emergency Medical Technician' (with a team of Caleb Habitz and Alachie Rodriguez). A 'Delete Registration' button is at the bottom left, and 'Save' and 'Cancel' buttons are at the bottom right.

Student to Advisor/Chaperone ratio

10:1 ratio, be sure your students are adequately chaperoned.

Onsite check-in

Galveston Island Convention Center- Lobby

Early Bird Check-In: April 2, 2024, from 07:00 PM – 08:30 PM

Regular Check-In: April 3, 2024, from 08:00 AM – 10:00 AM

Late Check-In: April 3, 2024, from 01:00 PM – 02:00 PM

Only Advisors and Courtesy Corp are allowed in the Galveston Island Convention Center Lobby for Onsite Check-in.

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](#)

Forms to turn in at onsite check-in.

Please have these forms printed out prior to check-in.

[*No Show/Substitution Form](#)

[Verification form](#)

Not Attending State Conference

If you have an area winner that will not be attending the state conference, please email texashosa@texashosa.org on or before March 8th. We will move the next winner up.

Advisor Orientation

Will take place at the Convention Center Grand Ballroom A-B from 11:00 am – 12:30 PM.

Advisor Assignment

Texas HOSA's Competitive Event Program could not be a success without the support from the Advisors. Please [click here](#) to sign up for your advisor assignment.

Courtesy Corp

All those registered for or willing to volunteer for Courtesy Corps should report with their advisor at the “Onsite check-in” to receive their assignment. Each chapter may register 2 students for Courtesy Corp. Courtesy Corps is a designation of HOSA Members who are called upon to assist in the implementation of an assigned Competitive Event(s) at the Texas HOSA State Leadership Conference.

Voting Delegates

Each chapter may register 1 voting delegate. Voting delegates must attend the business session. Members of HOSA, TA shall be represented through their duly selected delegates from their respective chapters. Each voting delegate shall be entitled to one vote; a voting delegate must be registered, present, and sit in the Designated area during the business session meeting to cast a vote.

Organizational Leadership

Each chapter is allowed to register two students to take the Organization Leadership Exam. Top Finalists become voting delegates for 2024 ILC. Students may not be competing in any other event with the exception of the Healthcare Issues Exam. Top Finalists and schools must commit to attending ILC in June. With the purpose of representing the membership of Texas HOSA to conduct business on behalf of the organization, and to elect the Executive Council.

Digital Upload Deadline and Instructions

March 11, 2024, is the deadline for all events requiring an upload.

Secondary/Postsecondary and Middle School will follow the same directions for uploading projects.

The following competitive events require competitors to upload digital materials for Texas HOSA State Conference Deadline. If you advance from the area conference you must again upload your project for the state conference. Please check your Competitor Orientation Sheets on the Texas HOSA Website.

- **Clinical Specialty**
- **Community Awareness**
- **Health Career Photography**
- **Health Education**
- **Interviewing Skills**
- **Job Seeking Skills**
- **Mental Health Promotion.**
- **MRC Partnership**
- **Public Service Announcement**
- **Researched Persuasive Writing and Speaking**
- **Research Poster**

Competitor Orientation Sheets

Refer to the Competitor Orientation Sheet for more information about your event. Find competitive event orientation sheets [here](#).

Round Two Results

Round Two results will be posted on the electronic board at the Galveston Convention Center and on the Texas State HOSA App. Check the Texas HOSA website State Conference Memo at a later date for updates on downloading the app.

HOSA Officer Leadership Academy

Click [here](#) for information concerning the leadership development training for newly elected area officers and state officer candidates. There is no extra charge, but the students must be registered for the training through the conference registration system. The registration link can be found under Options/Activities-Leadership Academy.

Barbara James Service Award & National Service Project:

- Activities from June 1, 2023, through March 11, 2024.
- Activities must be entered and APPROVED by chapter advisors in the online HOSA Activity Tracking System by midnight on March 11, 2024.
- The number of approved hours in the system is what will be used to identify recognition levels at the State Leadership Conference.
- For Activity Tracking System Instructions, go to HATS Instructions at www.hosa.org under the Competition tab in "Competitive Event Useful Tools". All competitors seeking recognition must be registered for the conference.

HOSA Happenings

All competitors to be able to upload project students must be registered for the conference. The submission for this event is the State Conference Registration Deadline. Competitors must submit projects in the HOSA Digital Upload System.

Scholarships

All members must be registered for the Theodora J. Scholarship to be able to upload Application. All scholarship applications must be uploaded to HOSA Digital System by **March 1, 2024**. Winners will be announced on the Texas HOSA website.

Outstanding Texas HOSA Advisor

Applications accepted until the conference registration deadline. Click [HERE](#) for more information.

Texas HOSA Blood Drive

Submissions for this award must be emailed: texashosa@texashosa.org on or before March 11, 2024.

State Officer Candidate Testing and Interviews

Testing: Galveston Island Convention Center - Spinnaker
Tuesday April 2, 2024 @ 7:00pm

Interviews: Galveston Island Convention Center - Leeward
Wednesday April 3, 2024 @ 8:00am

All officer applications & forms must be uploaded on or before the March 11, 2024 deadline.

https://texashosa.formstack.com/forms/texas_hosa_officer_application

All officer candidates must be registered for the conference.

IDEA Qualified Events

Four (4) events in the HOSA Competitive Event Program are designed for students classified with an IEP.

The events are Interviewing Skills, Personal Care, Life Support Skills, and Speaking Skills.

Participation Eligibility: To participate in these four events, the competitor **MUST** be classified under the provision of the 2004 reauthorized Individuals with Disabilities Education Act (IDEA).

Students classified under Section 504 are **NOT** eligible to compete in these events.

Verification and Accommodation: This [form](#) must be completed by all competitors in these four (4) events to be eligible for State Leadership Conference events. This form also allows the competitor to request accommodation. To learn the definition of an accommodation, please read Appendix H.

National Geographic Academic Testing

The following events will be offered at the State Leadership Conference. **There is a \$5.00 charge to take each test and each participant is limited to 2 tests.** All students registered for the state conference are eligible to participate.

Allied Health Statics	Anatomy & Physiology
Biochemistry	Biology
Career Development	Organic Chemistry
Human Heredity	Math for Health Professionals
Microbiology	General Chemistry
Physics College	AAFP Family Medicine Career Test
Leadership Test	Occupational Health and Safety Test

Specific guidelines for each test can be found at the HOSA website (www.hosa.org) under the Competition Tab. Click on "Guidelines."

The goal of the National Geographic Learning (NGL) Academic Testing Center – CERI sponsored event is to provide as many HOSA Members at both the Texas State Leadership Conference and the International Leadership Conference as possible with the opportunity to demonstrate their basic knowledge in preparation to become future health professionals. The series of events in the NGL Academic Testing Center (ATC) are written tests based on items from the identified text specific to each event. Competitors will recognize, identify, define, interpret, and apply knowledge in a 50-item multiple choice test with a tiebreaker question. The written test will measure knowledge and understanding at the recall, application, and analysis levels. Higher-order thinking skills will be incorporated.

Social

Galveston Island Convention Center – Exhibit Hall A
April 2, 2024, from 7:00PM - 9:00 PM

As you dive into the conference excitement, bring your shells and sandals to the conference social, 'High Tides and Good Vibes'! Experience an evening filled with karaoke, beach-themed games, and plenty of snacks. Connect with members from across the state in a laid-back atmosphere, where good vibes meet networking opportunities. And, of course, don't miss the chance to capture memories at our photo booth! The fun never ends – ride the wave of enjoyment with us!

For even more entertainment, embark on an exciting adventure with "**Texas HOSA Coastal Quest**" – our adventurous scavenger hunt! Explore the island and uncover hidden treasures. The first three teams to successfully complete the quest will receive a prize at the Grand Awards Ceremony!

HOSA Service Project Event

“Be The Match”

Galveston Island Convention Center

April 3, 2024 @ 7:00 PM

The State Officer Team is gearing up to announce the victors of the Ignite the Match Challenge. Be sure to submit your chapter’s fundraising activities to the HOSA online tracking system by **March 11, 2024**. Winners will be announced at the Grand Awards Ceremony.

Additionally, you can support Be The Match by purchasing custom stickers and socks at the Be The Match booth located in the vendor section of the Galveston Island Convention Center.

Concessions: Boxed sandwiches, snacks and drinks will be available for purchase in the Lobby of the Galveston Island Convention Center. Check the Texas HOSA website State Conference Memo at a later date for updates for prices and menu. **NO OUTSIDE FOOD or DRINK** will be allowed in the Convention Center.

Hotel Information

DO NOT CALL HOTELS DIRECTLY

All hotel reservations will be made through the Booking Keys Housing Bureau. Please read all directions when you log in.

[Hotel Booking Link](#)

All reservation requests will require a credit card guarantee, a one night's deposit with district/school check, or a guarantee to the Master Account.

Beginning March 12th all cancellations will be charged a penalty of \$25 (deposits will be refunded less the \$25 cancellation fee).

Competitors and attendees requiring an overnight stay must be housed in an approved conference hotel.

Cancellations within 3 days of arrival will be charged one night's room and tax (deposits will be forfeited).

Name changes to room reservations may be made prior to arrival at no charge. Credit cards will NOT be charged prior to check-in (and only as authorized) except in cases of cancellations beginning March 12th.

Hotel Reservation Deadline: **March 11, 2024.**

Hotels may not provide housekeeping services daily unless requested. When you receive your hotel assignment from the Housing Bureau, contact your hotel for specific routines of housekeeping.

Due to a limited number of front desk staff, schools are discouraged from arriving and checking-in to hotels after 10:00 pm.

It is HIGHLY recommended that no swimming is allowed without a lifeguard present.

Hotel Shuttles

Shuttles will run continuously to all hotels and convention center. Schedule subject to change

Tuesday, April 2: 6:00 PM – 11:00 PM

Wednesday, April 3: 8:00 AM - 11:00 PM

Thursday, April 4: 6:00 AM – 11:00 PM

Friday, April 5: 7:00 AM – 5:00 PM

Galveston College Shuttle

Some skills will take place at Galveston College on Thursday April 4th.

Shuttles will be provided to/from Galveston College. To ensure student safety, students will be checked onto the shuttle leaving the convention center and onto the shuttle leaving the college. All students going to Galveston College should plan on riding the shuttle.

Shuttles will depart from the Convention Center and run continuously from 3:30 pm – 9:00 pm.

Snacks: Students may purchase a snack to bring into the holding room at Galveston College in the lobby on their way to the holding room. Students will not be allowed to leave the holding rooms to purchase a snack.

Important Reminders

- **NO OUTSIDE FOOD OR DRINK** will be allowed in the Galveston Convention Center.
- All those registered for or willing to volunteer for Courtesy Corps should report to “onsite check in” with their advisor for assignments.
- For onsite assistance and directions, look for the HOSA Student Ambassadors in the **Lime Green** shirts.
- Remind students to review the Competitor Orientation Sheet for their event prior to the conference. There will be no event orientation given at the conference. Orientation Sheets can be found on the [Texas HOSA website](#).

Contact Information:

Conference Chair:	Carla Burris	cburris@fisd.k12.net
Executive Director:	Janet Villarreal	janet.villarreal@texashosa.org
Texas Officer Coordinator:	Kelly Cowan	kelly.cowan@texashosa.org
Competitive Event Manager:	Linda Stanhope	linda.stanhope@texashosa.org
Competitive Event Supervisor	Wanda Herfarth	wanda.herfarth@texashosa.org

