



Area 5 CONFERENCE INFORMATION

TO: Area 5
FROM: Bart Roberts and Sandra Perry
DATE: February 3-4, 2017
SUBJECT: HOSA Spring Leadership Conference

The HOSA Area 5 Spring Leadership Conference will be held at Copperas Cove High School, 400 S. 25th Street in Copperas Cove, Texas, beginning with officer candidate interviews at 8:00 a.m. Friday, February 3rd and ending Saturday, February 4th at approximately 5:00 p.m. at the close of the awards ceremony at Copperas Cove High School.

REGISTRATION

All participants (students, advisors, and chaperones) must be registered. Advisors **MUST** be registered as advisors. Follow the directions on the "How to complete the Online Registration" document to register your participants found at the end of this document.

Only HOSA members whose membership was entered using the online affiliation program may be registered as conference participants. Use the online conference registration program to register your participants. Please direct your business department to include the Texas chapter numbers on the registration fee payment check. Complete your registration using the following link:

<http://www.registermychapter.com/hosa/tx/ac/>

Fees for this conference are:

Advisor \$0
Secondary Student \$25.00
Chaperone \$0

Registration deadline is January 18, 2017

**Conference Registration Fees will be collected at Area
Conference On Site Check In**

Make all registration fees checks payable to HOSA, TA.
No PO's will be accepted.

You are required to pay a registration fee for every student and advisor on your online registration. No deletions or refunds will be made after the conference registration deadline.

ONSITE CHECK-IN

- Early Bird Conference Check-in: 6:30 – 8:00 p.m. on Thursday, February 2, 2017 at the Shiloh Inn and Suites.
- Onsite Conference Check-in: 1:00 – 2:30 p.m. on Friday, February 3, 2017 at the Shiloh Inn and Suites.
- Team substitutions may be made **only** during onsite check-in.
- Conference materials packet will be issued to advisors after payment is received. Packet includes:
 - Registration printout, nametags, maps, conference schedule, etc.
 - To save paper, only five (5) conference schedules will be in the packet. Please have students take pictures of schedule with their phones.
- During onsite check-in the following items will be collected:
 - **Conference Registration Fees** [Click Here for Check Information Form](#)
 - Student Eligibility forms
 - Advisor & Student Code of Conduct & Medical Liability forms

[Click here for forms](#)

MEDICAL ART POSTERS AND HOSA CHAPTER REFLECTION

The Medical Art Posters and HOSA Chapter Reflection scrapbooks will be turned in at the high school in the designated event room by either the registered student or chapter designee. Posters and scrapbooks will not be collected at the onsite registration or in Tabulations.

PARKING

The address for the bus parking is 851 W. Ave D., Copperas Cove, TX 76522. School will still be in session when you arrive, therefore all busses will need to park in the lot and students will then walk to the gym from the outside of the school. Busses will not be able to park along the sidewalks, as these will need to remain open for our busses to pick up students when school releases. Student helpers will be available for directing everyone where they need to go. Our school does not let out until 4:00, so please do not enter the school from anywhere other than the gym that can be accessed from the bus parking lot.

HOTEL RESERVATIONS

Click here for [Room List Form](#)

Comfort Suites Copperas Cove

1816 Martin Luther King Jr. Drive
Copperas Cove TX 76522
254-518-8840

Room Rate: Flat rate for Single/Double/Quad - **\$69.99**

- The above rate is subject to applicable tax, which is currently 13% per room, per night. Schools will be exempt from the state occupancy tax of 6% with tax exemption form turned in at time of, or prior to check-in
- Individual schools/districts will submit their own rooming lists directly to the hotel utilizing Texas HOSA Rooming form. Rooming lists should be sent to Ginger Yaudas: gmy.comfort@gmail.com or fax to 915-219-7257.
- Complimentary and other concessions
 - Room rate includes complimentary breakfast up to four (4) people per room. Hotel will dispense coupons at check-in
 - Complimentary internet in sleeping rooms
- Check-in: 2:00 p.m.
- Check-out: Noon

Courtyard by Marriott

1721 East Central Texas Expressway
Killeen TX 76541
254-616-2000

Room Rate: Flat rate for Single/Double/Quad - **\$99.00**

- The above rate is subject to applicable tax, which is currently 15% per room, per night. Schools will be exempt from the state occupancy tax of 6% with tax exemption form turned in at time of, or prior to check-in
- Individual schools/districts will submit their own rooming lists directly to the hotel utilizing Texas HOSA Rooming form. Rooming lists should be sent to Tonda Campbell at tonda.campbell@marriott.com
- Complimentary and other concessions
 - Room rate includes complimentary breakfast up to four (4) people per room. Hotel will dispense coupons at check-in
 - Complimentary internet in sleeping rooms
- Will allow early check-in based on availability or provide secure storage for luggage
- Check-in: 3:00 p.m.
- Check-out: Noon

Hilton Garden Inn

2704 O. W. Curry Drive
Killeen TX 76542
254-554-3900

Room Rate: Flat rate for Single/Double/Quad - **\$109.00**

- The above rate is subject to applicable tax, which is currently 15% per room, per night. Schools will be exempt from the state occupancy tax of 6% with tax exemption form turned in at time of, or prior to check-in
- Individual schools/districts will submit their own rooming lists directly to the hotel utilizing Texas HOSA Rooming form. Rooming lists should be sent to Tonia Witt at tonia.witt@hilton.com
- Complimentary and other concessions
 - Complimentary internet in sleeping rooms
- Check-in: 3:00 p.m.
- Check-out: 11:00 a.m.
- Will provide secure storage for luggage

Shiloh Inn and Suites

3701 S WS Young Dr.
Killeen TX 76540
254-699-0999

Room Rate: Flat rate for Single/Double/Quad - **\$129.00**

- The above rate is subject to applicable tax, which is currently 15% per room, per night. Schools will be exempt from the state occupancy tax of 6% with tax exemption form turned in at time of, or prior to check-in
- Individual schools/districts will submit their own rooming lists directly to the hotel utilizing Texas HOSA Rooming form. Rooming lists should be sent to Rita Huls at huls@shiloinns.com
- Complimentary and other concessions
 - Complimentary breakfast for up to 4 people per room
 - Complimentary internet in sleeping rooms
- Check-in: 3:00 p.m.
- Check-out: Noon
- Will allow early check-in based on availability or provide secure storage for luggage

Hampton Inn

2702 O.W. Curry Drive
Killeen TX 76542
254-554-7110

Room Rate: Flat rate for Single/Double/Quad - **\$129.00**

- The above rate is subject to applicable tax, which is currently 15% per room, per night. Schools will be exempt from the state occupancy tax of 6% with tax exemption form turned in at time of, or prior to check-in
- Individual schools/districts will submit their own rooming lists directly to the hotel utilizing Texas HOSA Rooming form. Rooming lists should be sent to James Hughes at james.hughes2@hilton.com
- Complimentary and other concessions
 - Complimentary breakfast for up to 4 people per room
 - Complimentary internet in sleeping rooms
- Check-in: 2:00 p.m.
- Check-out: 11:00 a.m.
- Will allow early check-in based on availability or provide secure storage for luggage

Any reservation not canceled within three (3) days prior to arrival will incur a charge equal to a one night's deposit.

Each advisor is to make his/her own room reservation with the Hotel.

Please be reminded that all Delegates must be housed in approved conference housing to be eligible for competition. If you encounter problems with your rooming please contact Janet Villarreal at 1-877-728-0150.

Miscellaneous Room Information:

Do not unload luggage until you have obtained room keys. This will avoid overcrowding in the lobby. Please remind your students of the following:

1. No phone calls from the rooms.
2. No room service/meals charged to the room.
3. No movies unless an advisor prepays at the front desk.
4. There will be other guests in the hotel - be courteous.

No students are to be left at the hotel without a designated advisor/chaperone.

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



**Deadline for submitting projects on Stem
Premier is
January 25, 2017**



STEM Premier

HOSA Competitive Events: Members participating in the following competitive events at the Area Spring Leadership Conference are required to follow instructions in the event guidelines for STEM Premier:

- Job Seeking Skills
 - Researched Persuasive Writing and Speaking
 - Clinical Specialty
 - Health Career Photography
 - Public Service Announcement
 - MRC Partnership
- **Please visit the special STEM Premier page for details**

SOCIAL

The Area 5 Officers have planned a fun-filled evening for Friday night, February 3, 2017.

OPENING AND CLOSING CEREMONY DRESS

It is the responsibility of each advisor to help ensure that EACH of their student delegates understands the conference dress policy PRIOR to arriving at the conference. Please remind your student delegates that they have signed a HOSA Conduct Code that states that they will adhere to the new dress code policy for all general sessions. There should be no misunderstanding that when the student delegate tries to seek admission to the general session and does not adhere to the new dress policy that he/she will not be admitted.

DRESS CODE

Remember, professional dress is required at opening and closing ceremony. Students are not to wear, denim, jeans, hats, flip flops, tennis shoes, spaghetti straps, strapless tops and dresses, leggings, short skirts, t-shirts, etc. This also applies to courtesy corps, and students wearing scrubs and EMT uniforms. Knowing that students participating in courtesy corps and certain skills events don't necessarily dress in professional business attire, those students will need to change into appropriate dress for opening and closing ceremony. Students who manage to get in wearing inappropriate dress are not allowed on stage when their name is called. It is difficult to name every possible situation we may encounter when comes to inappropriate dress so please explain to your students what business attire entails

NAME TAGS

Conference nametags must be worn at all times during all HOSA activities.

ID REQUIREMENTS

All Competitors will be required to show proof of a picture ID upon check in for all competitive events. Failure to show an appropriate ID may result in in being disqualified.

VOTING DELEGATES

Each chapter may register two voting delegates for the area conference. It is best to select students that will not be competing. Voting delegates must wear their ribbon and sit in the reserved section during the business session.

COMPETITIVE EVENTS

Read carefully the HOSA, TA Advisor Handbook regarding competitive events. Please prepare students to have a positive attitude. They should understand that the true benefit of competition is in the preparation, participation, and networking - and not only winning.

COURTESY CORPS

Each advisor may but is not required to register two students to serve as courtesy corps. These students will be given an assignment. Courtesy Corp students will receive their assignment 2 weeks prior to the conference date via their advisor. Courtesy Corp students should not be involved in competitive events.

ADVISOR RESPONSIBILITY

All advisors must participate in conference management by sharing in conference duties

CODE OF CONDUCT AND MEDICAL LIABILITY RELEASE FORMS

Advisors are responsible for having their students complete the HOSA Code of Conduct form and Medical Liability Release form. A parent or guardian's signature is required on both forms. Advisors should sign the Advisor's Code of Ethics form. Please have all of these forms in your possession during the conference.

SPECIAL NEEDS STUDENT EVENTS

Student Eligibility Forms for students participating in First Aid/Rescue Breathing, Personal Skills, Speaking Skills and Interviewing Skills must be turned in during onsite packet pickup. **If special accommodations need to be made for your special needs student, please email these needs to Janet Villarreal at texashosa@stx.rr.com .**

SCHOLARSHIPS

All scholarship applications **must** be mailed to Janet Villarreal, Texas HOSA Executive Director, 5415 Springfield Suite 5A, Laredo, TX 78041. Applications **MUST** be post marked on or before the Conference Deadline

OFFICER PACKETS

All officer applications and forms **MUST** be mailed to Kelly Cowan, Texas Officer Coordinator, 201 Cullen Ct., La Porte, TX 77571. All applications **MUST** be posted marked on or before the Conference Deadline. All officer candidates must be registered for the conference.

AWARD PRESENTATION

All participants should plan to attend the closing ceremony. If a competitor is unable to attend the awards ceremony to receive his/her medal, the advisor should collect those medals at the close of the award ceremony.

CHAPERONES

The **required** ratio for adult supervision of students is **1 adult sponsor** (who is not a HOSA Board of Directors member) **per 10 students** for all HOSA activities.

LOST & FOUND

Any items (notebooks, purses, money, etc.) found should be taken to the Tabulation Room. Individuals having lost an item may claim said item from the Tabulation Room. Any items not claimed prior to the start of the closing ceremony will be discarded.

POSTER & NOTEBOOK PICK-UP

All Health Careers Posters, Extemporaneous Health Posters, Outstanding HOSA Chapter scrapbooks, etc. must be picked up from the Tabulation Room **at least one hour prior** to the start of the closing ceremony. Any unclaimed posters or notebooks will be discarded.

Contact Information

Conference Chair Information:

Name: Bart Roberts

Email: robertsb@ccisd.com

Phone: (254) 547-2534 x 328

Executive Director/State Advisor

Janet E. Villarreal

texashosa@stx.rr.com

877.728.0150

Tentative Area 5 Conference Schedule

Friday, February 3, 2017			
8:00 AM	Area Officer Credentialing -Shiloh Inn and Suites - Killeen	Ft. Worth	
1:00-2:30 PM	On-site Check-in - Shiloh Inn and Suites, Advisors only		
2:45 PM	Doors open for Opening Ceremony - CCHS	Gym 2	
3:00 PM	Opening Ceremony	Gym 2	
4:00 PM	Voting Delegate Meeting - CCHS	Gym 2	
5:00 PM	T-Shirt Distribution - CCHS (Library) Advisors Only		
4:15 PM	Judges Hospitality	BullDawg U	
4:15 PM	All advisors who are event managers for 5:30PM events report to Tabulations		
5:15 PM	Event managers and assistants have rooms ready and judges in place.		
5:00 PM	All Competitors report to holding room for the following events		
5:30 PM	1. Health Career Display Round 1		
	2. Health Career Photography Round 1		
	3. Public Health Round 1		
	4. Researched Persuasive Writing and Speaking Round 1		
	5. Public Service Announcement Round 1		
4:45 PM	All advisors who are event managers for 6:00PM events report to tabulations		
5:45 PM	Event managers and assistants have rooms ready and Judges in place.		
5:30 PM	All Competitors report to holding room for the following events		
6:00 PM	1. Biomedical Debate		
	2. Community Awareness		
	3. Creative Problem Solving		
	4. Extemporaneous Health Poster		
	5. Forensic Medicine		
	6. Medical Art Poster		

5:15 PM	All advisors who are event managers for 6:30PM events report to tabulations		
6:15 PM	Event managers and assistants have rooms ready and Judges in place.		
6:00 PM	All Competitors report to holding room for the following events		
6:30 PM	1. Health Education		
	2. HOSA Bowl		
	3. Parliamentary Procedure		
	4. EMT		
	5. CERT		
5:45 PM	All advisors who are event managers for 7:00 PM events, report to tabulations		
6:45 PM	Event managers and assistants have rooms ready and Judges in place.		
6:30 PM	All Competitors report to holding room for the following events		
7:00 PM	1. Biomedical Laboratory Science		
	2. Clinical Nursing		
	3. Clinical Specialty		
	4. CPR/First Aid & Life Support Skills		
	5. Dental Science		
	6. Medical Innovation		
	7. Extemporaneous Writing		
6:15 PM	All advisors who are event managers for 7:30PM events, report to tabulation room		
7:15 PM	Event managers and assistants have rooms ready and judges in place.		
7:00 PM	All Competitors report to holding room for the following events		
7:30 PM	1. Home Health Aide		
	2. Medical Assisting		
	3. Nursing Assisting & Personal Care		
	4. Physical Therapy		
	5. Sports Medicine		
	6. Veterinary Science		
7:00PM	Social		
11:00PM	Curfew		

Saturday, February 4, 2017

7:15 AM	Tabulation Room Opens		
	Judges Hospitality	BullDawg U	
7:30 AM	All advisors who are event managers for 8:45AM events, report to tabulations		
8:30 AM	Event managers and assistants have rooms ready for event and judges in place.		
8:15 AM	All Competitors report to holding room for the following events		
8:45 AM	1. Healthy Life Styles		
	2. Interviewing Skills /Job Seeking Skills		
	3. Medical Art/Extemporaneous Health Poster judging		
	4. Medical Spelling (Spell down)		
	5. MRC Partnership		
	6. HOSA Chapter Reflection		
	7. Prepared Speaking/ Speaking Skills		
8:00 AM	All advisors who are event managers for 9:15AM events, report to tabulations		
9:00 AM	Event managers and assistants have rooms ready for event and judges in place.		
8:45 AM	All Competitors report to holding room for the following events		
9:15 AM	1. Health Career Display (Round 2)		
	2. Health Career Photography (Round 2)		
	3. Public Health (Round 2)		
	4. Researched Persuasive Writing and Speaking (Round 2)		
	5. Public Service Announcement (Round 2)		
	Lunch on your own		
3:00 PM	Awards Ceremony		

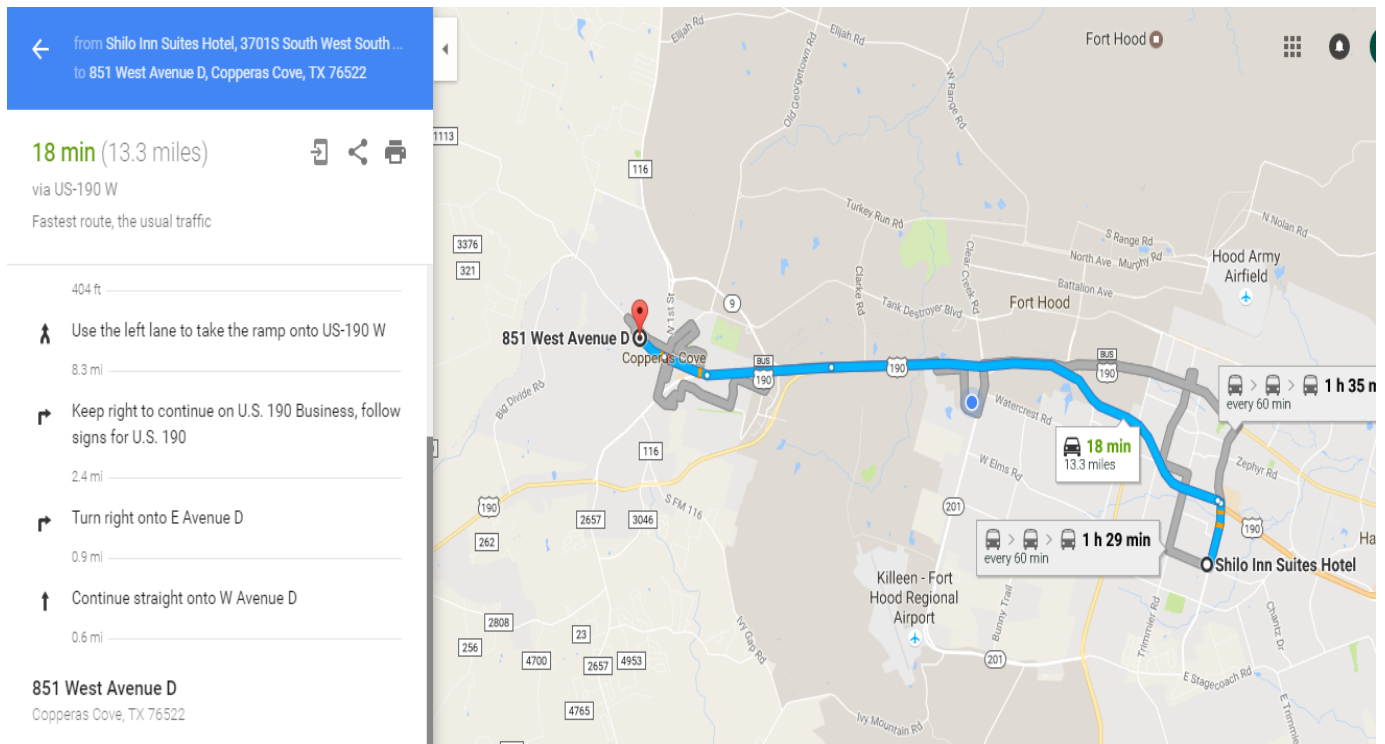
AREA 5 SPRING LEADERSHIP CONFERENCE DIRECTIONS

Driving Directions

Traveling from South on I-35, in Belton, you will take the Killeen/Copperas Cove Exit towards Highway 190 West. You will travel on Hwy 190 to Killeen. Take the WS Young exit. The mall will be on your right and you will go left under the overpass towards the Shilo Inn. Shilo Inn will be on your right hand side at the intersection of Elms Road.

If you are traveling from the West, you will need to take Hwy 190 East to Killeen, and take the WS Young Exit. You will take a right at the red light. You will stay in the right hand land until you see Shilo Inn on your right. It will be at the intersection of Elms Road.

After registration you will use the following directions to travel to Copperas Cove High:



School:

Once in Copperas Cove, you will take the W. Ave. D at the red light at McDonald's. You will stay on Ave. D, until you come to the high school on the left. You will be parallel to the train tracks. Friday evening and Saturday, the busses are free to use the loading/unloading area directly in front of the cafeteria and are able to park wherever they want.



Area Spring Conference Registration Check List

	<p>1. Complete the online registration process by January 18, 2017</p> <ul style="list-style-type: none">a. Choose correct events for each participantb. Email any accommodations needed by special needs competitorc. Confirmed 1 adult chaperone for every 10 students
	<p>2. Have possession of your payment check for the conference along with a completed Check Information form.</p> <ul style="list-style-type: none">• Registration Fees are collected at Conference On Site Check in.• Texas chapter numbers should be included on the memo line of the check. This is a four (4) digit number beginning with your area number.
	<p>3. Make Hotel Reservations by: January 18, 2017</p> <ul style="list-style-type: none">• Make a copy of rooming list and tax exempt form for Hotel to help expedite Hotel check in
	<p>4. Sign Advisor/Chaperone Code of Ethics and Medical Liability form</p>
	<p>5. Have students sign Code of Conduct, and Medical Liability forms.</p> <ul style="list-style-type: none">• Forms should be complete – no blanks• Make a copy of each form to turn in at onsite registration.• Advisor should keep the original forms in his/her possession during the conference)• Place forms in an envelope and write the name of your school and Texas chapter number on the front.
	<p>6. On or before the conference registration deadline, mail Scholarship Applications to: Janet Villarreal, Texas HOSA Executive Director 5415 Springfield, Suite 5A Laredo TX 78041 Make sure that applicants are registered for conference.</p>
	<p>7. On or before the conference registration deadline, mail Officer Applications to: Kelly Cowan, Texas Officer Coordinator 201 Cullen Ct. LaPorte TX 77571 Make sure that applicants are registered for conference.</p>

ON-SITE CHECK IN

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To expedite On-Site Check in please make sure that you have the following ready to turn in

	Student Code of Conduct and Medical Liability Forms Advisor/Chaperone Code of Conduct and Medical Liability Forms Place copies inside an envelope with your school name and Texas chapter number on the front.
	Student Eligibility forms for Special Needs students
	List of "No Shows"
	List of Substitutions
	Check for payment of conference registrations fees along with completed Check Information Form. Texas chapter numbers must be printed on the memo line of the check.