

# HOSA APPENDIX E

## INTRODUCTION OF NEW EVENTS FOR COMPETITIVE EVENTS PROGRAM

*HOSA competitive events are divided into categories and classified as regular, recognition, industry-driven pilot, or demonstration events. Following a carefully planned evaluation and revision process, HOSA members are assured that the HOSA Competitive Events program offers quality and varied events that support the health and biomedical science curriculum and reflect the needs of the healthcare community. All events are approved by the Competitive Events Committee and by the HOSA Inc. Board of Directors prior to adoption.*

### Regular Events

A regular competitive event has completed specific steps to ensure that most of the "bugs" have been worked out, that it is curricular, and that it meets the needs of HOSA members. These events are offered for middle school, secondary, and postsecondary/collegiate competitors. Each HOSA Chartered Association can send three (3) representatives (individuals or teams) to ILC who competed in the same event at the chartered association level. HOSA recognizes the top 10 finalists and awards medallions to first, second, and third-place winners at the International Leadership Conference.

### Recognition Events

The recognition category is designed to provide events that will honor HOSA members, chapters, and chartered associations for outstanding achievement. This category is not a competition against other competitors but against a published standard. Awards in this category are given at various times during the International Leadership Conference, as listed in the event guidelines. The number of participants per chartered association varies by event and is outlined in [the GRRs](#) and event guidelines.

### Industry-Driven Pilot Events

Many professional organizations view HOSA - Future Health Professionals as a valuable pipeline into their field. With support from Competitive Events, HOSA Headquarters, and the HOSA Inc. Board proposed events are collaboratively developed with industry partners. These events are reviewed, refined, and offered to chartered associations on a schedule that aligns with partner readiness and board approval. While competition rules mirror those of regular events, industry-driven pilot events remain developmental and are subject to evaluation and revision following their initial year of implementation.

### Demonstration Events

**What:** State-Chartered Associations may propose a new event for the members of HOSA through the demonstration process. Following proper steps, a demonstration event can be conducted at the International Leadership Conference to "showcase" the event and allow participants, observers, and members of the Board of Directors to provide feedback. The "demonstration" is done more in the atmosphere of a workshop-style setting for learning purposes, and observers may also ask questions.

**Purpose:** The purpose of the demonstration event is to obtain feedback and encourage discussion from participants, judges, and observers after the demonstration. Therefore, the atmosphere of a demonstration event is generally less formal than that of a regular event. All participants will conduct a special evaluation as part of the demonstration event at ILC.

**Method of Recognition:** Flexibility is allowed in determining how participants in a demonstration event will be recognized and the chartered associations involved. Recognition plans will be developed by the lead chartered association in collaboration with HOSA Headquarters, taking into account the ILC venue, demonstration showcase schedule, and other logistical considerations.

## **HOW TO DEMONSTRATE AN EVENT - GUIDE FOR STATES-CHARTERED ASSOCIATIONS**

### **Step 1: Write Guidelines**

The Chartered Association will develop competitive event guidelines for their proposed event using a format similar to the existing guidelines used in the HOSA CE Program.

### **Step 2: Run the event at the state-chartered association level for two (2) years**

The Chartered Association will conduct the proposed event at their state-chartered association leadership conference for at least two (2) years.

### **Step 3: Find five (5) other Chartered Associations to support the event**

The sponsoring Chartered Association will promote the event and share guidelines with other chartered associations. If requested, time may be allocated on the SAM agenda to build support. Once five additional state-chartered associations commit to running the event using the same materials and guidelines, the Demo Proposal Form may be submitted.

### **Step 4: Submit the Demo Proposal Form by November 30**

The form can be found in this appendix. Forms and all supportive documentation are submitted via email to Jan Mould at [jan.mould@hosa.org](mailto:jan.mould@hosa.org). This form must be submitted by November 30 for implementation at the following year's June International Leadership Conference.

### **Step 5: Successful State-Chartered Association Conferences**

At a minimum, the five (5) supportive chartered associations PLUS the sponsoring chartered association, must run this event at their Chartered Association Leadership Conference. State-chartered associations provide feedback on event implementation and plan to send participants to ILC to demonstrate the event.

### **Step 6: Demonstrate the event at ILC**

Flexibility is provided in how the event demonstration is organized at ILC. The sponsoring chartered association will collaborate with HOSA Headquarters to develop the format. Ideally, competitors from at least three of the six supporting state-chartered associations will participate. The demonstration may include a panel, Q&A, skill demo, mock competition, or sample presentation - any format that effectively showcases how the event was conducted, builds excitement, and invites observer feedback.

### **Step 7: Decision & Next Steps**

The Board of Directors and Competitive Events Committee will decide the status of the demonstration event with the support of all demonstration event content, and the next steps for the event will be announced for the following year: (1) to drop the demonstration totally; (2) rerun the demonstration with recommended changes, or (3) move the event to regular status.

HOSA-Future Health Professionals

**DEMONSTRATION EVENT PROPOSAL**

This proposal and all supporting documentation should be submitted via email to Jan Mould [jan.mould@hosa.org](mailto:jan.mould@hosa.org) by November 30 for implementation at the following year's International Leadership Conference.

Sponsoring Chartered Association:	Date:
Chartered Association Advisor:	
Address:	
Telephone:	Email:
Title of Event:	

Supporting Documentation:

*\*Attach additional sheets of paper to answer all questions thoroughly*

1. How long has this event been run at the state-chartered association level?  
\_\_\_\_\_ years
2. Attach a list of Technical Advisory Committee members (anyone who helped develop the demonstration event.)
3. Attach event guidelines to include:
  - Complete Event Description
  - Purpose
  - Rules and Procedures
  - Dress Code
  - Required Personnel
  - Facilities, References, Equipment and Supplies required
  - Rating Sheet(s)

4. Rationale for this event:
5. Event cost/budget:
6. Professional Organization commitment (explain):
7. Benefits of this event to the HOSA members:
8. Benefits of this event to the HOSA organization:
9. How is this event different from other events HOSA currently offers?
10. Explain how this event is curricular:
11. Number of curricular programs in your chartered association offering this program; \_\_\_\_\_ programs
12. Number of students competing in this event at the chartered association conference in the past two(2) years:

Year _____	Number of competitors _____
Year _____	Number of competitors _____

Additional Information:

13. How many HOSA-affiliated chartered associations currently offer this program?  
\_\_\_\_\_
14. Before National HOSA implements a demonstration event, a minimum of five(5) state-chartered associations must be interested in supporting the event with competitors. Please list these chartered associations (This means they will agree to implement at their SLC before the event demonstration at ILC):
  - (1) \_\_\_\_\_
  - (2) \_\_\_\_\_
  - (3) \_\_\_\_\_
  - (4) \_\_\_\_\_
  - (5) \_\_\_\_\_
15. Additional Information supporting why the event should be a part of HOSA's Program of Work:

Signed: \_\_\_\_\_  
Chartered Association Advisor

Date: \_\_\_\_\_