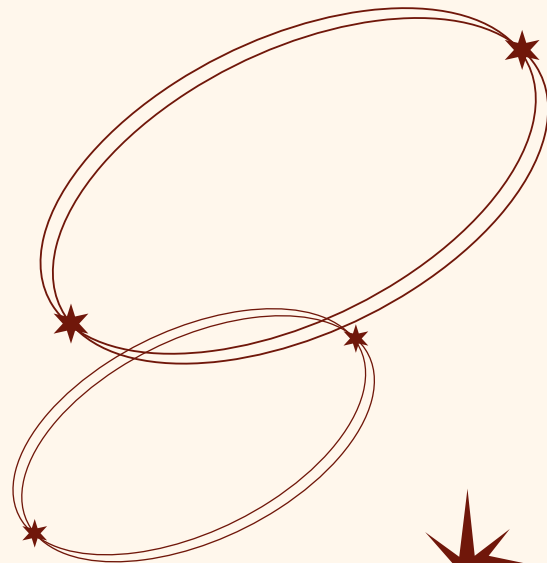


KENTUCKY HOSA STATE LEADERSHIP CONFERENCE



March 14-16, 2024

The Crowne Plaza
Louisville, KY



12/7/2023

CONFERENCE INFO

KY HOSA, we are counting down to our largest event of the HOSA year, our State Leadership Conference 2024! We are excited to see all you ***Dare to Create*** as you prepare for your competitive events and leadership activities!

The enclosed information will assist you in preparing for conference activities. Our agenda is TENTATIVE at this time. Confirmed details will be shared when available. Please be sure to read each page as it contains important information you will need to know for this year's conference.

Conference events will be held at the Crowne Plaza. KY HOSA does not provide transportation to/from other hotels.

Offsite Competitive Events will be held at Spalding University. Competitors ONLY will be transported to/from event.

SERVICE PROJECTS

Be The Match is our Premier Service Project at the International and State level. Remember to register your donations into the HOSA Activity Tracking System (HATS) found on HOSA's webpage <https://apps.hosa.org/> The deadline for submissions to be recognized at SLC is March 1.

Our State Service Project is Ronald McDonald House Charities. We encourage your chapter to collect pop tabs throughout the year for our annual competition. Please recycle your tabs and bring donation checks, made payable to RMHC to conference registration. We will also be aiming to Hit The Goal by collecting items to be donated to RMH. The chapter with the largest donation will be recognized! All donations due to HQ 8am Fri

Both Service Projects are listed in SLC online Registration. If your chapter is participating please select on Advisor registration only.

This will let us know which chapters earn recognition.





DEC 10, 2023	Online Registration OPENS
JAN 15, 2024	Online Registration CLOSES
TBD	Crowne Plaza Reservations Open/Close
JAN 19, 2024	Registration paperwork Uploaded Fees received in office. MISSING paperwork/fees incur Late Fees for Chapter
JAN 22-FEB 2, 2024	Online Testing Window
FEB 1, 2024 5PM	State Officer Applications, Requests for Interpreter, Scholarship Applications DUE (Wufoo Links)
*FEB 2, 2024 5PM NOTE CHANGE	Competitive Events UPLOADS DUE in CMS
MAR 1, 2024 5PM	Recognition Events DUE in HATS
MAR 10, 2024 5PM	Competitive Event Scheduling Conflicts (emailed to kyhosa@education.ky.gov)



ONLINE REGISTRATION

Helpful tips for online registration

Registration Fee \$70 ALL attendees must register

Hotel Fee \$129/night + applicable fees

ALL attendees MUST be registered in the online system. This includes Advisors, students, chaperones and guests. Please pay attention to the following:

*Select Correct Registration type (Advisors, please DO NOT select KDE employee, this is ONLY for OCTE Office Staff who attend and work the conference) Registering in an incorrect division will cause students to compete in the wrong division.

*Make sure Name and email are correct

*Select ALL appropriate OPTIONS for EACH attendee ex: if no shirt size or meal is selected there will be no shirt or meal ordered.

*The University of Louisville Campus Tours have LIMITED availability, please ONLY register students who are not competing OR a test only event. If seats become available we will notify through the SLC Band app

*Each Chapter should register their correct number of Voting Delegates + alternate. The guidelines can be found in KY HOSA Bylaws found on kyhosa.org

*Some options are for the entire chapter and should only be selected on the Advisor registration: Ann Vescio Scholarship Donation, RMH Donation, Be The Match Donation, ARC Volunteer (chapter).

*Advisor may edit registration until online registration closes. At that time any changes must be made by KY HOSA as time allows.

*When a student is registered for an event requiring an Upload, a UNIQUE link will be generated and emailed to the student upon registration. To prevent confusion, please try to limit switching events once you have submitted.

*Registration fees are NONrefundable after registration system closes. Advisors submit registration online then submit required paperwork to KY HOSA via Wufoo by Jan 19.

<https://kyhosafuturehealthprofessionals.wufoo.com/forms/qru5ncq0qp t8g4/>

*Once the registration system closes we CANNOT accept additional information.

REGISTRATION

*After online registration is submitted Advisors will upload ALL required documents to the Wufoo link. The following documents IN THE FOLLOWING ORDER, Alphabetized in order of Registration

Summary: 1)Medical Release

2) Code of Conduct

3) Transportation Form

4) Insurance Front & Back on same side of single sheet

*Payment for SLC is made to: Kentucky HOSA
300 Sower Blvd 5th Fl SW
Frankfort, KY 40601

*Local School District Advisors: follow your district policy

*KY TECH OCTE Advisors: teachers and staff CANNOT write personal checks for registration. You will receive a link with instructions once registration closes.

*Incomplete or Missing Registration Information will result in a LATE FEE for the chapter. Additional Late Fees will incur weekly until completed.

NOTE Chapters failing to submit COMPLETE forms for EACH attendee/payment will be UNABLE to attend conference.

*All Forms are found in the shared Advisor Folder

*All important dates are shared in BAND app and on kyhosa.org

*Advisors must make hotel reservations using the online link to be provided upon receipt from hotel.

*KY HOSA does not contract with other hotels. No transportation is provided by KY HOSA to/from any other hotels.

*For general questions please email kyhosa@education.ky.gov
Susan and Vicki both monitor this account. It may result in a quicker reply, as our inboxes are at capacity during conference time. (Please send ONLY to KY HOSA, do not cc Susan/Vicki as this causes confusion if reply has been sent and may delay your response.



SLC PARTICIPANT RESPONSIBILITIES

- Adhere to the HOSA-FHP Code of Conduct
- Wear official HOSA-FHP uniform or appropriate business attire at conference activities. Refer to agenda for attire at each session.
- Be prompt in attending sessions. Respect Courtesy Corp members.
- Be mature HOSA-FHP members. Loud talking, boasting, and horseplay are not becoming to a HOSA-FHP member.
- Smoking is not permitted in the hotel or during school activities. Hence, our business and general sessions, meals, competitive events, socials, are non smoking events.
- Periodically check the BAND app for updates.
- HOSA-FHP members need advisor permission and chaperone to leave the hotel. Please follow your school's policy for travel.
- It is your responsibility to attend and be prompt for your assigned activities. Read your agenda carefully! If you don't know- ASK SOMEONE!
- ALL KY HOSA Advisors are responsible for the behavior of HOSA members. Please redirect any participant as needed.
- ALL participants will need to download and USE the BAND app for updates during SLC.



COMPETITIVE EVENTS

The following Events will be offered at KY HOSA SLC 2024:

NATIONAL GEOGRAPHIC ACADEMIC TESTS

STUDENT MAY TAKE 1 OF THE FOLLOWING:

(IS NOT CONSIDERED THEIR COMPETITIVE EVENT)

- ALLIED HEALTH STATISTICS
- ANATOMY AND PHYSIOLOGY
- BIOCHEMISTRY
- BIOLOGY
- CAREER DEVELOPMENT
- GENERAL CHEMISTRY
- HUMAN HEREDITY
- MATH FOR HEALTH PROFESSIONALS
- MICROBIOLOGY
- ORGANIC CHEMISTRY
- PHYSICS COLLEGE
- AAFP FAMILY MEDICINE CAREER TEST
- LEADERSHIP
- OCCUPATIONAL SAFETY AND HEALTH

RECOGNITION EVENTS

STUDENT MAY PARTICIPATE IN MULTIPLE

(IS NOT CONSIDERED A COMPETITIVE EVENT)

- AMERICA'S BLOOD CENTERS & HOSA BLOOD DRIVE
- AMERICAN RED CROSS VOLUNTEERISM
- BARBARA JAMES SERVICE AWARD (MS, SS, PS)
- EMOTIONAL WELL-BEING CHALLENGE
- HEALTHCARE ISSUES EXAM
- HOSA HAPPENINGS (MS, SS, PS)
- HOSA SERVICE PROJECT (MS, SS, PS)
- OUTSTANDING HOSA ACHIEVEMENT
- OUTSTANDING HOSA ALUMNI

DEADLINE FOR SUBMISSION MARCH 1

HEALTH SCIENCE EVENTS (SS/PS)

- BEHAVIORAL HEALTH
- DENTAL TERMINOLOGY
- CULTURAL DIVERSITIES AND DISPARITIES
- DENTAL TERMINOLOGY
- HEALTH INFORMATICS
- HUMAN GROWTH & DEVELOPMENT
- MEDICAL LAW AND ETHICS
- MEDICAL MATH
- MEDICAL READING
- MEDICAL SPELLING
- MEDICAL TERMINOLOGY
- NUTRITION
- PATHOPHYSIOLOGY
- PHARMACOLOGY

MIDDLE SCHOOL HEALTH SCIENCE EVENTS:

*FOUNDATIONS OF MEDICAL READING

*FOUNDATIONS OF NUTRITION

*MATH FOR HEALTH CAREERS

*FOUNDATIONS OF MEDICAL TERMINOLOGY

*HEALTH CAREER EXPLORATION

COMPETITIVE EVENTS CONT'D

HEALTH PROFESSIONS EVENTS

- CLINICAL SPECIALTY
- FAMILY MEDICINE PHYSICIAN
- HOME HEALTH AIDE
- PERSONAL CARE
- BIOTECHNOLOGY
- CLINICAL LABORATORY SCIENCE
- CLINICAL NURSING
- DENTAL SCIENCE
- MEDICAL ASSISTING
- NURSING ASSISTING
- PHARMACY SCIENCE
- PHLEBOTOMY
- PHYSICAL THERAPY
- SPORTS MEDICINE VETERINARY
- SCIENCE

TEAMWORK EVENTS

- BIOMEDICAL DEBATE
- COMMUNITY AWARENESS
- CREATIVE PROBLEM SOLVING
- FORENSIC SCIENCE
- HEALTH CAREER DISPLAY (MS, SS, PS)
- HEALTH EDUCATION
- HOSA BOWL
- FOUNDATIONS OF HOSA BOWL (MS ONLY)
- MEDICAL INNOVATION
- EXPLORING MEDICAL INNOVATION (MS ONLY)
- PARLIAMENTARY PROCEDURE
- PUBLIC SERVICE ANNOUNCEMENT

EMERGENCY PREPAREDNESS EVENTS

- CERT SKILLS
- LIFE SUPPORT SKILLS
- MENTAL HEALTH PROMOTION
- MRC PARTNERSHIP
- PUBLIC HEALTH
- LIFE THREATENING SITUATIONS (MS ONLY)**
- CPR/FIRST AID
- EMERGENCY MEDICAL TECHNICIAN

LEADERSHIP EVENTS

- EXTEMPORANEOUS WRITING
- HEALTH CAREER PHOTOGRAPHY
- HEALTHY LIVING (MS, SS, PS)
- INTERVIEWING SKILLS
- JOB SEEKING SKILLS
- PREPARED SPEAKING (MS, SS, PS)
- RESEARCHED PERSUASIVE WRITING AND SPEAKING
- RESEARCH POSTER
- SPEAKING SKILLS (MS, SS, PS)

PLEASE NOTE

***EACH CHAPTER MAY REGISTER 1 COMPETITOR (IND OR TEAM) PER EVENT

***STUDENTS MAY ONLY REGISTER FOR 1 COMPETITIVE EVENT

***TEAM MEMBERS MUST BE REGISTERED WITH THE SAME TEAM NUMBER

***NO SUBSTITUTIONS MAY BE MADE ONCE TESTING WINDOW OPENS

***ALL TEST ARE TAKEN ONLINE DURING TESTING WINDOW (EXCEPT STATE OFFICER EXAM)

***COMPETITORS IN EVENTS REQUIRING DIGITAL UPLOADS WILL RECEIVE A UNIQUE LINK VIA EMAIL



ONLINE REGISTRATION OPTIONS

Please select options for each registrant when completing the online registration. It will be helpful to have the following information prior beginning the online process:

- Years of service for advisor
- Tee shirt size
- Chapter Recognitions are listed on advisor's registration for:
Ann Vescio Scholarship donation, Premier Service project donation (Be The Match), Ronald McDonald House donations, American Red Cross Volunteerism award. Please select on advisor's registration and no other members of your chapter
- Ambassador (max 2)
- Courtesy Corp (max 2)
- Intern (max 1)
- Voting Delegate (find your allowed number in Ky HOSA bylaws)
Voting delegate alternate(s)
- State Officer applicant
- Scholarship applicant
- Silent Disco
- Parade of Presidents (may register 2 representatives)
- Interpreter (please specify which type we need to provide)
- Food Allergy or sensitivity (please specify)
- No buffet/meal
- Alumni Reception (seniors who are registered alumni may attend, must enter alumni number)
- Blood Drive Fri 1-4pm -appointments will be scheduled after registration closes
- Bus monitor (adult guests or chaperones are great for this!)
- Talent Show (individual or group acts may register-- max 1 ind and 1 group per chapter)
- University of Louisville tour options:

Please only register students who are not competing or competing in a test only event

- School of Nursing: 1:30-3pm snack provided
- School of Medicine: 9:30-11:15am snack provided
- School of Dentistry: 9:30-11:15am snack provided
- School of Public Health
(Hands on, interactive session. Will require walking across campus)
 - a: 7:45a-2:30p Public health activity, Lunch, campus tour (light breakfast & lunch provided)
 - B: 10:45A-5:30p Lunch, Public health activity, Campus tour

****Be certain to check student's itinerary before registering for optional activities. They may miss their competitive event if double booked****



STUDENT OPPORTUNITES

- **Voting Delegate**- each chapter should register their voting delegates based upon their membership as of 12/31/23. The duties of the Voting Delegates are of utmost importance to the operation of a functioning student organization. KY HOSA is student-led; therefore, students are responsible for the governing of the affairs associated with the organization. Voting Delegates will be eligible to compete ONLY in the Health Science Events (Online test prior to SLC). They may also participate in Recognition Events. Credentialing information will be sent by your Parliamentarian. voting delegate duties are to:
 - Review and act upon the business of the organization as presented by the Executive Council
 - Enact proposed changes to the KY HOSA Bylaws
 - Approve the Nominating Committee's Report
 - Elect the Executive Council
 - Represent their chartered association
- **COURTESY CORP (CC), AMBASSADORS (AMB), HOSA INTERN (HI)**- These groups are vital and needed to assist with conference activities. All groups will have mandatory orientation and specific assignments. Any student may register to be CC, and AMB but HI are limited to students who have completed a test in Health Science Category (test only event).

Interns work to help set up, manage and break down the conference. Limited to 1 per school. CANNOT compete in an in person event at SLC.

Ambassadors work with the Competitive Events Program and Workshops. Limit 2 per school.

Courtesy Corp- Limit 2 per school. Any student registered as AMB or HI that do not meet the criteria will be moved to CC.

** ADVISORS **

Be certain of the student's itinerary BEFORE you register them for CC, AMB, HI. If there are scheduling conflicts DO NOT schedule them. You do NOT want them to miss their Competitive Event.



DRESS CODE

Dress Code will be strictly enforced. If student is not in proper attire, they will not be admitted to sessions or recognized on stage.

Please make note of attire for each event.

General Rules and Regulations <https://hosa.org/grr/>
Appendices (Dress Code/ID/Test Instructions) <https://hosa.org/appendices/>

Delegates are required to wear either the Official HOSA Uniform, or the Suit Option to all General Sessions.

OFFICIAL HOSA UNIFORM

- Tailored navy blazer with emblem affixed over the heart
- Matching navy slacks or navy knee-length skirt
- White, closed-neck, tailored dress shirt suitable for tie or scarf
- Accents: maroon HOSA scarf or maroon or navy long tie
- Closed-toe blue or black shoes (hose optional for women)
- Belt (blue or black)
- Head covers that are required for religious purposes or to honor cultural tradition are allowed



SUIT OPTION

- Black or navy-blue suit
- White, closed-neck, tailored dress shirt (maroon or navy long tie)
- White blouse (can be member's choice)
- Accent: maroon HOSA scarf (optional)
- Members may choose to wear knee-length skirt or slacks
- Closed-toe blue or black shoes (hose optional for women)
- Belt (blue or black)
- Head covers that are required for religious purposes or to honor cultural tradition are allowed



Delegates must adhere to the policy as specified in the individual competitive event guidelines for the orientation and event in which they are competing.

If the competitive event guidelines identify business attire is appropriate, any of the following dress is acceptable (color is not specified for clothing or shoes for competition):
(closed-toe; open-toe; heeled sandals are permitted)



If the competitive event guidelines identify clinical uniform or attire appropriate to the occupational area for skill events, the following dress is acceptable (scrubs can be of any color/design, with or without a HOSA emblem):



EVENT-SPECIFIC DRESS CODE

Please see HOSA website at hosa.org/guidelines for events and their specific dress code.

HEALTH PROFESSIONS EVENTS

Examples of health professions appropriate attire are pictured below.



Competitors shall wear proper business attire or official HOSA uniform, or attire appropriate to the occupational area, during the orientation, written test and skill(s) – jeans and shorts are not acceptable. Bonus points will be awarded for proper dress.

HEALTH SCIENCE EVENTS || EMERGENCY PREPAREDNESS EVENTS || LEADERSHIP EVENTS || TEAMWORK EVENTS || RECOGNITION || NATIONAL GEOGRAPHIC LEARNING ACADEMIC TESTING CENTER

Competitors must be in official HOSA uniform or in proper business attire. Bonus points will be awarded for proper dress.

EXTEMPORANEOUS HEALTH POSTER

Competitors must be in official HOSA uniform, proper business attire, medical scrubs, or polo and khakis. Bonus points will be awarded for proper dress.

FORENSIC SCIENCE

Competitors shall wear the HOSA uniform, proper business attire, medical scrubs, or polo and khakis. Bonus points will be awarded in both rounds for proper dress. All team members must be properly dressed to receive bonus points.

Thank you for all you do to prepare your members for our
State Leadership Conference!

We look forward to seeing you all in March!

