



PENN HOSA-FUTURE HEALTH PROFESSIONALS GENERAL RULES AND REGULATIONS COMPETITIVE EVENTS PROGRAM

REGISTRATION

1. Competitors must be active members in good standing within the local, state and national HOSA organizations. The PENN HOSA State Advisor will verify the competitive event participant's eligibility to participate in the events at the State Leadership Conference (SLC).
2. Competitors shall be registered by the imposed deadline date as stated on the registration form. Competitors may be dropped and substitutes added as long as the process is completed by the imposed date stated on the conference registration form. It is the responsibility of the local chapter advisor to send documentation that the add-on is a MEMBER OF PENN HOSA and NATIONAL HOSA.
3. PENN HOSA recognizes the official definitions for secondary, postsecondary/collegiate members of HOSA for the purposes of competitive events registration.
 - a. Competitors may enter only one event.
 - b. Each chapter may register one competitor or one team in each competitive event according to the event guidelines.
 - c. Secondary, postsecondary/collegiate level competitors will be judged separately.
 - d. In addition to the event in which the competitor is registered, he/she may also register to compete in any of the Recognition Events.
4. The State Leadership Conference (SLC), as circumstances dictate, will be conducted in a time frame allowing an interval of time to meet the International Leadership Conference (ILC) registration deadline date as announced by the State Advisor.
5. All attendees to the State Leadership Conference (SLC) MUST register at the designated hotel or the designated overflow hotel that would be utilized, if necessary, due to the number of registered attendees.

CELL PHONE AND SMART DEVICE POLICY

6. Competitors may not use **cell phones or smart devices** during PENN HOSA competition or in competitive event holding areas. Smart Watches must be removed during Written Testing. Competitors will be asked to place their cell phones or smart devices in the off or silent position (or with the battery removed) in plain sight of the judges, during a written test, or secured with their personal belongings placed under their chair. The cell phone or smart device may not make any noise or vibrate during the event. The competitor may not touch the cell phone or smart device during written testing. Violation of any part of the cell phone and smart device policy will result in the assessment of point deductions. Judge and event personnel cell phones and smart devices should be on vibrating mode during the competitive events. If the judge uses the cell phone or smart device as a timer he/she should inform the competitor when it is being used for this purpose.

COMPETITIVE EVENT INFORMATION

7. PENN HOSA, when conducting events that are included in the HOSA Events Program, will conduct the events according to the most current HOSA Competitive Event Guidelines. However, Round One MAY be a qualifier for Round Two at SLC if there are more than 25 competitors in each event. If any other exception has to be made, notification will be sent to all chapters in advance of the Conference and PENN HOSA revised guidelines will be made available.
8. A minimum of three (3) competitors or three (3) teams must be properly registered by the imposed deadline date in order for PENN HOSA to conduct a particular competitive event at the State Leadership Conference (SLC). For skill events, if this minimum number of competitors has not registered by the

imposed deadline date, those who have registered will be notified that the event will be a written test on Day 2 of the conference to replace the skills. Consideration for exceptions shall be the decision of the PENN HOSA State Advisor and Competitive Events Coordinator.

9. PENN HOSA SLC has only one (1) section for each competitive event; this differs from what is written in the National Competitive Event Guidelines where multiple sections are required due to the large number of competitors registered to compete at the International Leadership Conference (ILC). Students may be registered in multiple Recognition Events in addition to their Competitive Event.

EVENT ORIENTATION

10. **Failure to attend the event orientation will result in a point deduction.** Registered competitors must attend the scheduled orientation at the State Leadership Conference (SLC) for the event in which they are competing.
11. Event Guidelines
 - a. Competitors may enter only one event.
 - b. Event personnel refer to the event guidelines during the event orientation, and for that reason, competitors are encouraged to bring a copy of the guidelines (at least one copy per team) to the event orientation.
12. **Photo identification is required at the State Leadership Conference (SLC)** and must be in the form of a driver's license, school identification badge, or any government issued photo.
 - a. Failure to bring photo identification to Round One testing, the event orientation, and competitive event will result in a points deduction.
 - b. Electronic format of identification is acceptable.
13. All competitors are identified by a competitor number that is assigned at the time of registration. All other forms of identification such as name and/or school must be removed or completely covered during competition. Event Manager or Chapter Advisor may provide tape to cover school name.

COMPETITIVE EVENT DAY

14. **Photo identification is required at the State Leadership Conference (SLC)** and must be in the form of a driver's license, school identification badge, or any government issued photo.
 - a. Failure to bring the photo identification to the event will result in points deduction.
 - b. Electronic format of identification is acceptable.
15. Dress Code
 - a. Competitors **MUST** adhere to the dress code as specified in the competitive event guidelines for the event in which they are competing. The advisor should review this with the competitor to ensure that he/she understands the required dress code.
 - b. PENN HOSA's SLC Dress Code states that Official HOSA uniform, black or navy blue suit is required at all General Sessions, Delegate Business Sessions, and ***all*** competitive events except skill events when competitors will wear attire appropriate to the occupational area during the skill(s).
 - c. Failure to comply with HOSA Event Dress Code may result in a points deduction.
16. Competitors must report to their competitive event at the designated time and place. The competitor's failure to report to the competition area within five (5) minutes of the appointed time may result in a points deduction. For possible special circumstances, prior arrangements must be made by the local chapter advisor through the PENN HOSA State Advisor or Competitive Events Coordinator.
17. Study materials are permitted in HOSA event holding areas, but may not be used during competition.

18. If the competitor does not bring the required materials/equipment as specified in the competitive event guidelines, rating form points will be assessed accordingly by the judges.
19. Except for team events, competitors must work independently before, during and after the competitive event, without any assistance from judges, advisors, members, chaperones, family members or observers.
20. Competitors participating in competitive events will be judged according to the rating form and individual guidelines for the event in which they are competing as well as these General Rules and Regulations. The decision of the judges will be final. Classroom teachers should use rating forms as a part of a learning process for members. These rating forms are included in the HOSA Handbook Section B which includes competitive event guidelines and rating forms for each event.
21. All events will be stopped at the end of the time limit as listed in each competitive event guideline whether or not the competitor has completed the skill demonstration, speech, etc.
22. Appointment times are used in many competitive events to ensure that the event finishes in the allotted timeframe. Professional ethics demand that competitors DO NOT discuss or reveal the secret topic or scenario for ANY event until after the event has concluded.
23. Competitive event rating forms and test scores will NOT be returned.

HEALTH PROFESSIONS AND EMERGENCY PREPAREDNESS EVENTS

24. The PENN HOSA State Advisor, in cooperation with the Competitive Events Coordinator and the Competitive Events Leadership Committee (CELC), will determine the procedures that are to be performed for skill events based upon criteria which include space arrangements, condition of available sites, availability of equipment, and similar factors pertaining to the operation of these events in a particular year.
25. If a competitor jeopardizes the victim's/patient's safety or his/her own safety or fails to perform a critical technique and does not take immediate action to rectify the error, the total points for the skill or specific subpart(s) of the skill will be deducted and the competitor may be told by the judge to conclude that particular skill.
26. Skill demonstrations will be stopped at the end of the time limit whether or not the competitor has completed the skill.
27. All competitors in any event who may come in contact with simulated body fluids must wear gloves, mask, and other barrier devices as recommended by the Centers for Disease Control and Prevention. Each competitor is responsible for providing his/her own barrier devices for the event in which he/she is registered.

WRITTEN TESTS

28. The competitor is responsible to bring sharpened #2 pencils to the event.
29. A late competitor will be allowed to take the test. The competitor will not be given test directions and will stop when all other test-takers are stopped. A points deduction will be assessed if the competitor arrives late for the event.
30. Competitors will be asked to place cell phones and smart devices in a plastic bag on the table in the off position (or with the battery removed) and turned face-down in plain sight of the judges during the event. If the cell phone or smart device makes any noise or vibrates during the event, a points deduction will be assessed.

INQUIRY

31. An inquiry is a process providing an opportunity for a competitor to submit constructive inquiries and suggestions via completion of the “Competitive Event Inquiry Procedure”. The inquiry system is a method of helping the Competitive Events Leadership Committee (CELC) continuously improve the events.
32. The completed inquiry form must be signed by the competitor and his/her advisor and taken to conference Headquarters within two (2) hours after the conclusion of the event.
33. The inquiry process will NOT reverse any decision made by the judges, but allows the Competitive Events Leadership Committee (CELC) to examine what happened in an event from the perspective of a competitor, and review how the event ran, and fix that which can be corrected.

GRAND AWARDS SESSION

34. The approved process for determining finalists in competitive events will be the responsibility of the Tabulations Committee. Individuals assigned to the Tabulations Committee have no direct interaction with the competitors.
35. Medals and/or trophies will be presented to the top three (3) qualifying finalists in each competitive event for secondary and postsecondary/collegiate levels. Do not assume that events with three (3) or less competitors or teams will be awarded automatically a 1st, 2nd or 3rd place.
36. If the tabulated results determine that no competitor performed at mastery level for first, second, or third place, no medals or trophies will be awarded in that event.
37. Only award recipients adhering to the PENN HOSA State Leadership Conference (SLC) Dress Code for General Sessions will be permitted on stage to receive their medal or trophy. It is the responsibility of the local chapter advisor to review this Dress Code with the competitors and make them aware of the consequence for non-compliance. Should this occur, the recipient will receive his/her medal and/or trophy at the base of the stage stairs.
38. Competitors who place 1st, 2nd or 3rd in an event are eligible to compete in the same competitive event at the HOSA International Leadership Conference (ILC).
39. For teams advancing to international competition, at least 25% of the registered members of a team must be competitors who were members of the winning team at the state level. Other “qualified” HOSA members of the same division (secondary, postsecondary/collegiate) may be substituted in the remaining team positions so that the number of team members is consistent with the rules for that event. “Qualified” is defined as any active HOSA member, and may include members from other chapters within the school. Substitutes or additions on a team are not required to have competed in the event at the state level.

CHANGING EVENT CONTENT

40. When advancing from one level of competition to the next (such as from state to international competitive events), except where expressly prohibited, competitors are allowed to change/improve their speech, notebook, reflection book, portfolio, or any other event content as a part of the competitive event.

VIOLATIONS

41. Any competitor who violates the PENN HOSA Code of Conduct during the course of the State Leadership Conference (SLC) may forfeit any award won during the conference.