Healthy Living

Arizona HOSA Event Guideline Supplement

Individual Event: 1 competitor

ONLINE QUALIFYING TEST REQUIRED — NO DIGITAL UPLOAD

This supplement is written exclusively for Arizona HOSA events.
Use this checklist with the official event guidelines.

Conference	Event Offered	Required Upload Deadline	Details at a Glance
Regional Leadership Conference (RLC)	NO	N/A	**Pathway:** Take the online qualifying test at your school to earn a place at SLC.
Online Test	YES	None required	**Round 1:** Take the online test during Arizona's published testing window. Top performers qualify for SLC.
State Leadership Conference (SLC)	YES	None required	**Round 2:** Present your SMART goal and printed portfolio in 5 minutes. **Advancement:** Top 3 qualifying competitors advance to ILC.
International Leadership Conference (ILC / nationals)	YES	None required	**Round 1:** Written test. **Round 2:** Top test scores advance to a 5-minute portfolio presentation. Follow official ILC procedures.

Required Documents and Materials

☐ Photo ID and two nonmechanical #2 pencils with erasers for testing.

☐ Completed PRINTED portfolio for the in-person presentation. No digital upload is required.

☐ Optional paper or electronic notecards. Notes may not be shown to judges or left behind.

Dress code: Wear official HOSA uniform or proper business attire. Proper dress earns bonus points; see Appendix D.

Complete the online qualifying test

☐ Have your advisor register you and an approved proctor. Arrange testing within Arizona's published online testing window.

☐ Take the school-based test: 50 multiple-choice questions in 60 minutes. Only registered proctors receive access information.

☐ Your advisor receives results. If you qualify, register for SLC; otherwise, choose another available event with your advisor.

Missed the test? You must complete the online qualifier to receive an SLC appointment.

Proctor: Must not be a current HOSA advisor for any chapter; must register and submit the signed confidentiality agreement before receiving test access.

Study resource: Use the HOSA Healthy Living course created by NASM and the selected units in the official test plan. The course includes readings, videos and other resources.

Start your personal SMART goal

☐ Choose ONE personal healthy-living goal. SMART means Specific, Measurable, Attainable, Realistic and Timely.

☐ Assess your starting health status before beginning. Consult a licensed health practitioner during goal setting. Follow the current guidelines' eligible goal period.

Keep the same goal between conferences; continue working on it and update your portfolio. This is your own goal and documented journey, not a secret topic.

Printed Portfolio Checklist

☐ Title page: Event name; your name and age; chapter; division; school; chartered association; and your specific goal.

☐ Baseline health assessment: Completed BEFORE starting the goal, with measures relevant to your goal.

☐ Signed official Parent/Guardian/Advisor Permission Form if you are 17 or younger. Obtain the parent/guardian AND advisor signatures.

☐ Evidence of your journey: Logs, data, photos or other documentation showing your efforts and measurable progress.

☐ References: List the sources used. APA is preferred; keep the reference pages clear and readable.

No page limit is set. Choose material that supports your presentation. Include only information you are comfortable sharing; you may hide private identifying details.

What to do at state

☐ Check in at the event room with the Event Manager and show photo ID.

☐ Receive your appointment time and stay at the event room in case the event runs early. Staff will escort you in.

☐ Present for a maximum of 5 minutes. Explain your SMART goal, your starting point, your actions and your progress using portfolio evidence.

☐ Show ONLY your printed portfolio to judges. You may refer to your notes, but do not show or leave them with judges.

☐ Watch for the 1-minute timecard. Stop when time is called and leave your portfolio for judges to finish scoring.

☐ Wait outside for staff to return your portfolio. Complete the event survey and leave the competition area.

Late arrival: Check in with staff. Once judges finish the scheduled presentations, they are not required to wait for you.

Scoring and advancement

Final ranking: Add the Round 1 test score to the Round 2 portfolio/presentation score. The higher test score breaks a tie. At SLC, the online qualifier serves as Round 1.

Arizona advancement: Earn at least 70% after penalties. The top 5 eligible competitors are recognized; the top 3 advance to ILC. Fourth and fifth place may serve as substitutes.

Scores do not carry from SLC to ILC. Take a new Round 1 test at ILC and bring your updated printed portfolio if advancing to Round 2.

Official guidelines and scoring rubric

HOSA event guidelines — select Healthy Living under Leadership Events for the NASM course, goal period, permission form, portfolio requirements and rubric.