# Medical Spelling

## 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:** Compete in the live spelldown.<br>**Advancement:** Top 3 qualifying competitors advance to ILC. |
| **International Leadership Conference (ILC / nationals)** | YES | None required | **Round 1:** Written test.<br>**Round 2:** Top test scores advance to the spelldown. Follow official ILC procedures. |

### Required Documents and Materials

☐ Bring photo ID and two nonmechanical #2 pencils with erasers for the written test.

Dress code: Wear proper business attire or official HOSA uniform. Proper dress earns bonus points. Inappropriate dress prevents participation in the spelldown; see Appendix D.

During the spelldown: No pens, pencils, paper or study materials. Keep your testing supplies outside the competition area.

### Complete the online qualifying test

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

☐ Take the computer-based test at your school: 50 multiple-choice questions in 60 minutes. Access information goes only to registered proctors.

☐ Your advisor receives qualification results. If you qualify, register for SLC. If not, choose another available SLC event with your advisor.

Missed the test? You cannot participate in the SLC spelldown without completing the online qualifier.

Proctor requirements: A proctor cannot be a current HOSA advisor for any chapter. The proctor must register and submit the signed confidentiality agreement before receiving testing access.

### Check in at state

☐ Arrive at the event room at the START of the posted event time frame. Check in with the Event Manager and show photo ID.

☐ Sit in the assigned order, from lowest to highest qualifying test score. The lowest qualifying score spells first.

Late arrival: If you are more than 5 minutes late, the spelldown starts without you and you may not be allowed to compete under the official General Rules.

## Your turn in the spelldown

☐ Listen to the term, pronounce it and PAUSE before spelling. Judges will stop you if you misunderstood it; do not ask whether your pronunciation was correct.

☐ Finish within 2 minutes, starting with the audio glossary's FIRST pronunciation. A warning is given with 30 seconds left.

☐ Before spelling, you may request up to 3 additional pronunciations TOTAL from the audio glossary or moderator and request a definition. The clock keeps running.

☐ Once spelling begins, you cannot request pronunciation or a definition. You have ONE opportunity to change letters.

☐ Say "hyphen," "space" or "apostrophe" where required. Capitalization does not need to be stated.

☐ After spelling, pronounce the term again to signal you are finished. Failing to pronounce it before OR after spelling eliminates you.

You cannot pass on a term. Speak loudly and clearly: microphones are not used, and observers are not allowed.

## Elimination and results

Correct spelling keeps you in the spelldown. An incorrect spelling or an unfinished answer at the two-minute limit eliminates you, subject to the official final-round procedures.

Staff follows the official rules if everyone misses in a round, when only two spellers remain, and when determining remaining placements.

If time expires while final spellers remain tied, staff may use the written test score to determine the winner. Equal test scores result in co-winners.

Raise your hand immediately about a competition concern. Judges' decisions are final. Leave when staff directs, complete the event survey and leave the area.

## How to advance to nationals

SLC to ILC: Top 3 spellers in each division advance. Secondary and postsecondary/collegiate competitors may share a room, but placements are determined separately within each division.

At ILC: Take a new Round 1 written test. Top test scores advance to Round 2, the spelldown. SLC scores do not carry over.

## Official guidelines and study references

HOSA event guidelines — select Medical Spelling under Health Science Events. Study the current Taber's Cyclopedic Medical Dictionary and practice with Taber's Audio Glossary. Review all competitor spelling responsibilities and final-round procedures.