Health Education

Arizona HOSA Event Guideline Supplement

Team Event: 2–6 competitors

THIS EVENT REQUIRES AN UPLOAD FOR EACH CONFERENCE

For regionals and state, use the upload link emailed after your advisor registers your team. For nationals, follow the HOSA Digital Upload System instructions.

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

Conference	Event Offered	Required Upload Deadline	Details at a Glance
Regional Leadership Conference (RLC)	YES	Close of registration	**Round 1:** Uploaded materials are pre-judged. **Round 2:** Present your lesson project. Upload and presentation scores are combined. **Advancement:** Qualifying top scores advance to SLC.
Online Test	NO	N/A	**Not applicable:** Qualify through regionals, then compete at SLC to qualify for ILC.
State Leadership Conference (SLC)	YES	Close of registration	**Upload:** Submit again using the SLC link. **Scoring:** Pre-judged upload and presentation scores are combined. **Advancement:** Top 3 qualifying teams advance to ILC.
International Leadership Conference (ILC / nationals)	YES	Published HOSA ILC upload deadline	**Upload:** Submit again for ILC pre-judging. **Important:** No upload means no presentation appointment. Follow official guidelines for the ILC process.

Required Digital Upload Checklist

☐ ONE team member uploads the portfolio as ONE combined PDF for EACH conference. Check that the file and any included links open correctly.

☐ Keep the portfolio to 20 pages maximum, excluding references. Include the title page, lesson plan narrative, timed lesson outline, teaching materials, evaluation or feedback tools and references.

☐ Use 12-point Arial, double spacing and 1-inch margins. Follow the official page-number and running-header requirements; count the title page toward the page limit.

You may revise your portfolio between conferences. Upload again using each conference's unique link. Earlier scores do not carry forward.

Missed the upload? At RLC and SLC, all registered teams still receive a presentation appointment, but the pre-judged portfolio earns zero. You cannot submit it for judging at the conference. At ILC, no upload means no presentation appointment.

Teach and evaluate your health lesson

Choose a health-related topic and goal that your team has not repeated from a previous year. Plan and teach a lesson to a real target audience. Use an appropriate evaluation method to measure what the audience learned.

Required Documents and Materials

Bring to regionals, state and nationals.

☐ Photo ID for each team member and nonmechanical #2 pencils with erasers.

☐ Optional index cards or electronic notecards. Electronic notes may not be shown to judges.

Optional portfolio: You may bring a copy, as listed in the Arizona supplement. It does not replace the required upload and cannot be handed in for judging. Confirm with event staff whether it may be referenced during the presentation; HOSA's portfolio and presentation sections differ on this point.

Dress code: All team members must wear official HOSA uniform or proper business attire. Review Appendix D.

Prepare your five minute presentation

☐ Use the official rubric to explain your lesson goal, planning, value to the audience, lesson delivery and materials, each member's role, and how you evaluated learning.

☐ Give every team member an active speaking role. Practice completing the presentation within 5 minutes. A 1-minute warning is given; stop when time is called.

What to do at regionals and state

☐ Check in with the Event Manager at the event room. At SLC, arrive at the START of the posted event time frame. Each team member must show photo ID.

☐ Receive your team's appointment time and stay at the event room; the event may run early. Staff will escort your team into the room.

☐ Explain your completed lesson project following the official guidelines and staff instructions. Do not bring additional teaching props or visual aids to show the judges.

☐ Complete the event survey and leave the competition area when dismissed.

At ILC: Follow the official HOSA guidelines and conference instructions for the presentation process.

How to advance to nationals

Minimum score: Earn a final score of at least 70% after combining the pre-judged portfolio and presentation scores and subtracting penalties.

RLC to SLC: Top-scoring teams meeting the minimum are recognized and advance. The State Advisor notifies your local advisor.

SLC to ILC: The top 5 teams meeting the minimum are recognized; the top 3 advance. Fourth and fifth place may serve as substitutes. Upload again for ILC by its published deadline.

Official guidelines and scoring rubrics

HOSA event guidelines — select Health Education under Teamwork Events for lesson requirements, portfolio instructions and scoring rubrics.