Public Service Announcement

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 PSA. 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 submits one combined PDF plus a separate video link for EACH conference.

☐ Reference page(s) listing sources used for the PSA. Use a clear, readable format; APA is preferred, but formatting is not judged.

☐ Completed Copyright Form and Air Date Form from the official guidelines; include any required permission documentation.

☐ Brain Health 101 and Brain Health 201 completion certificates for EVERY team member, as required by the current official guidelines.

☐ Separate public link to your PSA video, no longer than 30 seconds. Test the link without signing in or requesting access.

You may revise the PSA and documents between conferences. Each conference uses a separate upload and judging round; earlier scores do not carry forward.

Missed the upload? At RLC and SLC, you still receive a presentation appointment, but the pre-judged upload portion earns zero. You cannot hand missing materials to judges. At ILC, no upload means no appointment.

Prepare your PSA and presentation

☐ Use the current annual topic and requirements in the official guidelines. Show your PSA to an audience and complete the Air Date Form before uploading.

☐ Prepare the creative-process presentation using the official scoring rubric. The current HOSA limit is 5 minutes after showing the video; all team members must participate.

☐ Load the PSA directly onto a fully charged device and test playback without internet. Judges must be able to see the screen from up to 5 feet away.

Timing update: The supplied Arizona supplement listed 4 minutes. Current HOSA guidelines allow 5 minutes, with a 1-minute warning. Confirm with Arizona HOSA if a separate RLC or SLC limit is announced.

Required Documents and Materials

Bring to regionals, state and nationals.

☐ Photo ID for each competitor and two nonmechanical #2 pencils with erasers for evaluation.

☐ Battery-powered laptop, tablet or other permitted device with your PSA saved for offline playback. Bring any connecting cables you need.

☐ Optional index cards or electronic notes. Electronic notes must use a separate device from the one showing the PSA and cannot be shown to judges.

HOSA does not provide electrical power, Wi-Fi, a TV, player, screen, AV equipment or connecting cables.

Dress code: Wear official HOSA uniform or proper business attire. Review Appendix D for full requirements.

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

☐ Show your PSA, then explain the creative process using the scoring rubric. Follow staff timing instructions and stop when time is called. Only the PSA may be shown to judges; no props or costumes.

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

How to advance to nationals

Minimum score: Earn a final score of at least 70% after combining event components 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 Public Service Announcement under Teamwork Events for the annual topic, forms, upload requirements and scoring rubrics.