

Medical Assisting Arizona HOSA Event Guidelines Supplement Individual Event

THIS EVENT HAS AN ONLINE TEST
ASK YOUR LOCAL ADVISOR FOR SPECIFIC TESTING DATE AND INFORMATION

This supplement is written exclusively for Arizona HOSA Events.
For full details refer to the Official Event Guidelines

Conference	Available	Required Upload Deadline	Details at a Glance
Regional Leadership Conference	NO	N/A	N/A
Online Test	YES	NONE	Competitors will take an Online Test at their site during the testing window. Top performers will advance on to SLC.
State Leadership Conference	YES	NONE	Competitors will compete following the <u>ROUND 2</u> Guidelines. Top scores will advance to ILC.
International Leadership Conference	YES	NONE	Competitors will compete in Round 1 - top scores will advance and compete in Round 2.

Dress Code: Skill events require attire appropriate to the occupational area be worn. For full details see the [HOSA Dress Code Appendix D](#).

Competitors MUST bring to STATE AND INTERNATIONAL Leadership Conference:

1. Photo ID
2. Two #2 pencils (not mechanical)
3. Red pen
4. Barrier devices (non-latex gloves, gown, goggles or safety glasses, mask)
5. Non-latex sterile surgical gloves
6. Manual watch with second hand required for Round 2 Skill: Testing Urine with Reagent Strip (no Smart Watches)

AzHOSA will provide additional equipment and materials that are not listed above to complete the skill(s) chosen. Some steps may require the competitor to verbalize the process based on resource availability and space of the event.

Regional Leadership Conference Event Flow (see official guidelines for more information):

This event is NOT held at the Regional Leadership Conferences

Online Testing Event Flow (See Round 1 in Official Guidelines for the test plan)

1. Meet with local advisor to be registered for the Online Test portion
 - a. Advisors must also arrange for a Proctor and register them as well as a Proctor*
2. Arrange a date, time, and location with your advisor and proctor to take the exam during the testing window**
3. Exam is given on a computer at your school
 - a. 60 minute time limit from when you log in and press start
 - b. Access information will only be sent to registered proctors
4. Advisors will be notified of those with qualifying scores to be advanced to the state leadership conference in a timely manner.
5. If you qualified for this event - register for the State Leadership Conference
6. If you did not qualify for this event - choose a new event to attend the State Leadership Conference for

State Leadership Conference Event Flow (see official guidelines for more information):

1. Competitors will arrive at the State Leadership Conference and Check - In at the event room with the Event Manager at the START of the posted event time frame.
2. Competitor will provide a photo ID to the Event Manager during check-in
3. Event staff will provide the competitor with their scheduled appointment time
 - a. Competitor should stay at the event room until assigned time in case the event runs early
4. Event staff will bring the competitor into the event room at the proper time.
5. **Round TWO** guidelines from the official event guidelines should be followed
 - a. The skills and scripts chosen are considered a secret topic. The script may ask the student to complete the skills in a proper order and be judged on one skill flowing through to the next vs stand alone skills. In this case the time limits will be adjusted as necessary.
6. Competitor will be excused from the competition room by event staff at the conclusion of the time limit
7. Competitors should complete the event survey and leave the competition area.

NOTE: There may be a live patient as the model for the skill events. They are to be treated as a patient with little to no knowledge of the skill(s).

International Leadership Conference Event Flow - SEE OFFICIAL GUIDELINES FOR ALL INFORMATION

Frequently Asked Questions

1. Can I bring any resources into the competition? No, you may only bring what is listed above - all study materials must remain outside of the competition room.
2. I missed my online test at my school, can I still show up and compete? No, students will only be given appointment times if they compete in the online test portion.
3. Will I be competing against post-secondary students? No, post-secondary students may have the same scenarios and skills but the scores are tallied separately and not ranked amongst the secondary students.
4. Will my OLT score be added to my Round 2 Skills Score at SLC? No, Online Testing Scores are used as a qualifier and if needed as part of a tie-breaker in unique situations.
5. I forgot my supplies, can I still compete? Yes, see if there are any students from other chapters willing to share their supplies. If you still cannot find anyone to share, come and compete while verbalizing the steps in the skills.
6. Are the skills at SLC the same ones chosen for ILC? Not necessarily, different competitive event teams select the skills for the various levels of competition. You may get the same skill at each level.
7. Do the scores carry over from SLC to ILC? No, the scores do not carry on to the next round

*Proctors MUST not be a current HOSA Advisor for ANY Chapter. Proctors must sign the confidentiality agreement form, submit it to Arizona HOSA, AND be registered in the HOSA Registration System as a Proctor PRIOR to any Online Testing information being released. Online Testing Information for Advisors can be found on the [Arizona HOSA Online Testing webpage](#).

** The Online Testing Window is established by Arizona HOSA and posted on the Arizona HOSA Calendar of Events Page. All testing must be completed within this time frame to be eligible for the State Leadership Conference.