

State Qualification Testing

HOSA makes getting started with the National Competitive Events Program simple with online testing to qualify for the State Leadership Conference. Not all competitions require qualification testing, but the majority of them do, and it is a great experience for which students to be a part. The ease of taking the test on a computer at your school for a small cost makes State Qualification Testing well worth the little investment!

Checklist to Prepare for the State Qualifiers

- Set chapter deadlines for registration and payment
- Promote Event
- Determine student cost
- Provide students with necessary conference information, including cost
- Collect student payment before registration deadline
- Secure a testing site that will accommodate the number of students you will be testing each day during the testing window
- Make sure that your school computers can access the testing site:
<http://www.hosa.org/hosaconf>. As of now, the online testing link is not online, but will come available, as we get closer to the testing date. The network administrators need to know this ahead of time, so they can add it to the list of trusted sites.
- Secure a non-HOSA/HSTE related testing proctor(s). This person will receive the secure password from Georgia HOSA to log your students into the system when they report to test. Suggestions include librarians, counselors, administrators, IT staff, etc.
- Make sure you “Identify Proctors for Online Testing” by January 9th by logging in as the chapter advisor, on the online affiliation system. This will allow your proctor to receive communication from Georgia HOSA. You will be responsible for adding your proctor online in the proper section. Make sure that all proctors have completed and signed the Proctor Forms and submit to Georgia HOSA by January 9th. Without this, your students will not be allowed to test.
- Have your students prepare for their event by reading the event guidelines
- Double-check your registration (correct events, students, etc.) in the online system by the registration deadline. After this time, your chapter will be charged the \$10 Registration Fee for every student listed. If a student cannot test, make sure to take them out prior to this deadline to avoid being charged. There will be no refunds for students who fail to test.
- Submit your payment to be received by January 25th to Georgia HOSA Headquarters. A late fee of \$25 will be imposed for all payments received after the 25th.
- Confirm the testing times with each of your students and ensure they know where they will be testing. Make sure that students taking the same test are all testing at the same time.
- Have all attendees subscribe to Remind101 for conference reminders and updates
- Proctors will be emailed login instructions and a proctor script the afternoon of January 10th. Without this documentation in hand, they will not be able to log your students in for competition. Please check with your proctor(s) to make sure that they receive this information before your scheduled testing times.



State Qualification Testing

General Information

Date: January 11-18, 2017

Location: Online

Registration Fee: \$10

- 1 online test
- Digital Certificate of Participation and/or
- Digital Certificate of Excellence for students achieving the cut score

Late Registration Fee: \$20

- Late registration is subject to availability.
- To register students after the registration deadline, fill out the Late Registration Request Form and submit online

Attendee Information Needed to Register

- Name
- Competitive Event

Required Forms

- Proctor Form

Suggested Registration Timeline

- Money Due from Students: January 5, 2017
- Advisor Completes Registration: January 6, 2017
- Georgia HOSA's Registration Deadline: January 9, 2017

Suggested Student Cost

Item	Notes	Approximate Cost
Registration Fee	\$10 on-time; \$20 late	
Total		



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Deadlines

Date	Deadline	Notes
January 9	Registration	Last Day to Register – Must be Completed, Online by 5pm.
January 9	Proctor Forms	Proctor Agreements due from anyone who may proctor tests for your chapter. Proctors will receive an email on January 10th with detailed testing access instructions.
January 9	Identify Proctors Online	Last Day to Identify Proctors Online (Everyone that could possibly test needs to be added online and forms submitted). Proctor Emails will be sent out on January 10.
January 11-18	Online Testing	Open all week for your proctor to administer testing.
January 25	Payment	Payment must be received by this date.
February 9	SLC Registration Deadline	Students achieving the scores in the Top 50 will be AUTOMATICALLY added to SLC registration. You will need to remove those students who cannot attend before this date- no refunds will be given for students who are not removed.



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Competitive Events

The following events will begin with a Qualification Test in January. The top 50 scores across the state will advance to compete at the 2017 State Leadership Conference.

* Middle School Members are Eligible to Compete

Health Science Events

Dental Terminology
Health Career Exploration*
Medical Spelling
Medical Terminology*
Medical Math
Medical Reading*
KT: Behavioral Health (*National Pilot event*)
KT: Human Growth & Development
KT: Pathophysiology
KT: Medical Law & Ethics
KT: Pharmacology
KT: Nutrition*
KT: Transcultural Health Care

Health Profession Events

Biomedical Laboratory Science
Clinical Nursing
Dental Science
Home Health Aide
Medical Assisting
Nursing Assisting
Physical Therapy
Sports Medicine
Veterinary Science

Emergency Preparedness Events

CERT Skills
CPR / First Aid
Emergency Medical Technician
Epidemiology

Leadership Events

Healthy Lifestyles*

Teamwork Events

Biomedical Debate
Creative Problem Solving
Forensic Medicine
HOSA Bowl

After the Test

- Results will be posted on the Georgia HOSA website by January 23, 2017. All students achieving scores in the top 50 will advance to the state competition. Students should be prepared for this and should know if they will be able to attend the SLC shortly after the results are posted.
- Results of students achieving a score in the Top 50 will be posted. Rankings of these scores will not be posted.
- For students placing in the Top 50 for a team event: if all students are not able to attend the State Leadership Conference, you may replace up to 50% of the team that tested in SQT. The replacement students are not required to take the qualifying test to compete at the State Leadership Conference.
- Certificates of participation and certificates for placing in the top 50 will be available to advisors after the results have been posted on the Georgia HOSA website.
- **Students achieving scores in the Top 50 will AUTOMATICALLY be registered in their event/team for the SLC. If a student CANNOT attend, you'll need to remove them from the registration for the SLC. If students are not removed before the SLC Registration Deadline, February 9th, you will be charged the registration fee for those students to attend the State Leadership Conference.**

Emergency Notification System: Remind 101

We will be using Remind 101 for our Emergency Notification System during the conference, as well as a way for you to get alerts of any updates or changes taking place during the conference and helpful reminders. Please follow the instructions on the Remind 101 Instruction page provided at the end of this section and text the message provided to the number provided. You will need to put in your **school name** when prompted instead of your name so we will know all schools have subscribed. At least one advisor from each school will need to subscribe in order to collect your conference materials at the conference. You must subscribe via text for easier access, but you may also subscribe via email as a secondary form of communication. Don't miss out on the alerts and reminders, subscribe!

To sign up, text @gahosasqt to 81010. You can opt-out of messages at any time by replying, "unsubscribe @gahosasqt". Trouble using 81010? Try texting @gahosasqt to (404) 620-3312 instead.

To receive messages via email, send an email to gahosasqt@mail.remind.com. To unsubscribe, reply with 'unsubscribe' in the subject line.

Things to Know:

- State Qualification Testing serves as a qualification round to advance to the State Leadership Conference (SLC). Any student/team achieving a score in the top 50 in their event will advance to the SLC. At the SLC, the students will take another written test (called a Round 1 Written Test). This written test will be different from the test that the students took online. Students/teams with the top scores from this written test will advance to Round 2, the final round of competition, if applicable to the event.
- Online testing will be open 24 hours a day January 11-18, 2017. Students may test at any time during this week; however, **if you have multiple students taking the same test, they must all test at the same time.** If the event is a team event, all team members must take their individual tests at the same time. You will need to recruit a proctor who must be present for every testing period. It is a good idea to have back-up proctors on stand-by just in case your original proctor is sick or unable to help for some reason.
- We suggest setting your testing time early in the week, so that if something comes up (students absent, computer problems, snow day, etc.) you have the rest of the week to get the students tested. Do not wait until the last day in case you experience technical problems or winter weather.
- In order to uphold the integrity of our tests, we will not grant any additional testing times past the testing window. If a student happens to be sick the day of testing, either all of the students must agree to wait and test once that student arrives back to school or the student who is sick will have to forfeit. With this in mind, it is recommended to fill the team events to the maximum number available to compete.
- A student can only take one test, but you can have several students taking the same test. If a student does not place in the top 50, they can still attend the SLC and enter an event that does not have a qualification test.
- Advisors cannot be present in the testing room for ANY reason. All tests will be available at any time during the testing window. A proctor (non HSTE/HOSA) must be available to access the online system for the student's participant ID and password. Test sessions will be timed in accordance with HOSA guidelines. Timing of the test session will begin when the test items/questions are presented, not when the first question is answered. Responses will be automatically submitted when the time expires. The time limit for tests with 50 questions will be 1 hour, while tests with 100 questions will be 1.5 hours.
- The entire test is accessible throughout the test session. Please review the use of scroll bars with competitors prior to testing and remind them not to close the testing window (don't click on the "X"!). Closing the test window terminates the test without scoring and disqualifies the competitor in this event. Once a student logs in to the online testing system, they must complete the test in that sitting. There will not be an opportunity to save data and complete the test later.
- Should you have problems submitting the test, do not close (X) the testing window.
- Georgia HOSA HQ is available for questions from 8:00am-5:00pm, Monday-Friday, if testing outside of these hours or over the weekend, please plan accordingly.

If your proctor experiences difficulty while accessing the system or during the testing session, have them contact Georgia HOSA at 866.914.5378 or by emailing contactus@georgiahosa.org