



To: Florida HOSA Advisors  
From: Florida HOSA State Office  
Subject: 2024 State Leadership Conference (SLC) Information  
Date: December 12, 2023

Dear Advisor:

We hope you and your members are doing well this school year! We want to thank you for offering HOSA in your classroom, and give a special thank you to those chapters that have worked diligently to earn the Guardian Chapter designation!

We continue planning for and working on the State Leadership Conference (SLC), which will take place at the Marriott Orlando World Center, April 4<sup>th</sup> - 7<sup>th</sup>, 2024. Any updates or changes will be posted to the SLC Information Page on our state website (<https://www.flhosa.org/conferences/state-leadership-conference-slc/>).

All student members attending the SLC must have an assignment/function (in a competitive event, be a Courtesy Corps member or Voting Delegate, be a State Officer Candidate, or participate in the Leadership Academy). In order to register members, advisors, chaperones (non-student, aged 25 years or older), and family members/guests (*it is the responsibility of the Chapter Advisor to notify family members/guests, administrators, and others with conference information and to register them before the deadline if they would like to attend*) for the conference, you will need to use your charter number and password to login to the Global/National HOSA system (detailed instructions for registering online can be found on the "**Online Registration Instructions**" document on our website's SLC Information Page). **The deadline to register for this conference is February 23<sup>rd</sup>, 2024; the online Conference Registration System will automatically close at 11:59pm that day with no late registrations, so please set an automatic reminder on your calendars at least a week prior to the deadline.** All checks and forms must be mailed to the State Office and postmarked by February 26<sup>th</sup>. The Conference Registration Fee is \$100 for each affiliated student member, advisor, chaperone, and family member/guest. **All registration material for a chapter must be sent together in one packet.** A copy of the Registration Summary must accompany your completed SLC Checklist, forms, and payment. This report can be downloaded from your chapter's Conference Registration Page on the Global/National HOSA website once online registration is completed (please see the "**Online Registration Instructions**" document for details). Required forms to be submitted with your packet include the Code of Conduct, Medical Liability Release, Abuse Prevention Handbook Statement of Acknowledgement and Agreement, and the Volunteer Screening and Training Certification Form, which may all be downloaded from the Florida HOSA website ([www.flhosa.org](http://www.flhosa.org)), under "**Conferences**" in the red navigation bar, and then "**State Leadership Conference (SLC)**." **If the packet with your payment, Registration Summary, and all forms does not have a postmark of February 26<sup>th</sup> or before, your school's registration will be cancelled and a past due invoice for your school's registration fees will be sent.** Please understand that member affiliation and conference registration are two separate processes; even if a student is affiliated with (a member of) HOSA, that does not mean that he/she is registered to attend the State Leadership Conference.

On our website you will also find information to share with your students regarding SLC, including the approved conference hotel (The Marriott Orlando World Center), as well as other events taking place at the conference. A "Do List" will be included on the website to assist you. **If there are questions concerning any of the forms, the Chapter Advisor may call the State Office directly.** Competitors/Teams attending SLC must have competed and placed in the top three at their Regional Conference before advancing to the State Conference.

**\*Important\*** Please remember that all student members attending the General Sessions at SLC **must** wear the HOSA uniform or a navy blue/black suit. For females, the uniform consists of a navy blue blazer with matching skirt or slacks, a white button-up blouse, and navy blue or black shoes. The maroon scarf is optional. For males, the uniform consists of a navy blue blazer with matching slacks, a white button-up dress shirt, a solid maroon/red tie, and black dress shoes. The HOSA patch may be purchased from Awards Unlimited. Suggested stores to obtain the remaining items are Goodwill, Salvation Army, or J.C. Penney. For the competitive events, the guidelines state, "*Competitors must be in official HOSA uniform or in proper business attire.*" For those events with skill procedures (Health Professions and Emergency Preparedness Categories), competitors may wear attire appropriate to the occupational area during the skill

procedure(s). It should be explained to your members that for every General Session, monitors (Florida HOSA Board of Directors members) will be standing at each entrance of the ballroom to make sure all students are in the proper attire. Members will **NOT** be permitted to attend any General Session if they are not wearing the HOSA uniform or a navy blue/black suit. Additionally, there will be monitors at the stage examining the attire of all members before they walk on the stage to receive any award/recognition. Members will **NOT** be permitted to walk on stage if they are not wearing the HOSA uniform or a navy blue/black suit, and will have to receive their award after the conclusion of that session.

**Hotel reservations** need to be made with the Marriott Orlando World Center (Reservation instructions can be found on the Florida HOSA website) before the cut-off date of February 23<sup>rd</sup>, 2024; standard rooms will be \$198.00 per night which includes a mandatory Resort Services Package Fee of \$30/night for each room, plus applicable taxes. The resort fee will be added as a separate charge to your room folio. If the room block is depleted before February 23<sup>rd</sup>, an overflow hotel will be designated. *It is Florida HOSA, Inc.'s policy, due to our General Liability Insurance, that ALL HOSA members attending SLC MUST be accompanied by their Chapter Advisor (and/or school-approved chaperone) and stay at the approved conference hotel (the Marriott Orlando World Center) for the duration of the conference (beginning Thursday, April 4<sup>th</sup> at 5pm through Sunday, April 7<sup>th</sup>). Florida HOSA does not approve or sanction a person missing any part of the conference. Since the Marriott Orlando World Center is the designated conference hotel, all conference attendees must stay in this hotel. This is vital because Florida HOSA must fill a designated number of rooms at the resort per our contract. If we fall below the contracted number because participants stay elsewhere, Florida HOSA will have to pay penalties to the resort resulting in higher registration fees for future conferences.*

**Courtesy Corps:** The Florida HOSA Board of Directors has made the decision to allow each school to designate only one Courtesy Corps member and that member must assist each day of the conference, Thursday - Saturday. Please send the Courtesy Corps Sign-up Sheet to Jessica Lane ([jessica.lane@fgc.edu](mailto:jessica.lane@fgc.edu)) on or before February 23<sup>rd</sup>. If a Courtesy Corps member doesn't complete his/her assigned duty, that member's school will not be able to send a Courtesy Corps member to the next year's state conference.

**HOSA Leadership Academy:** Members are invited to participate in this dynamic program designed to help them grow as leaders. This interactive course will be offered on Saturday afternoon during the conference. Advisors should select this option for any interested members when registering for the conference. **The cost of the Leadership Academy is \$7.** All members who register for the Leadership Academy **MUST** attend; no exceptions. Attendance will be taken and those who register and do not attend may be blocked from registering for future Leadership Academies and/or SLCs.

**National Anthem Audition:** If a HOSA member, advisor, or alumni is interested in being considered to sing the National Anthem at the Opening General Session, please submit a video recording or YouTube link to the State Advisor ([jmoreau@flhosa.org](mailto:jmoreau@flhosa.org)), as well as a list of events (with dates) at which that person has performed previously, by **Friday, January 19<sup>th</sup>**. The chosen performer/group will be contacted directly by the State Advisor to arrange rehearsal time at the conference.

**Conference Information:** The following files will be found on the Florida HOSA website under "Conferences" in the red navigation bar, and then "State Leadership Conference (SLC)." After registering online, the files in **bold and highlighted below** will need to be received in a packet sent to the Florida HOSA State Office with a postmark of February 26<sup>th</sup>, or before, to complete the registration process.

- IMPORTANT DEADLINES
- Official HOSA Dress Policy
- SLC Online Registration Instructions
- **SLC Checklist (with forms and payment)**
- **Advisors'/Chaperones' Code of Ethics/Med. Liability Release**
- **Students' Code of Conduct/Med. Liability Release**
- **Family/Guests' Code of Ethics/Med. Liability Release**
- **Abuse Prevention Handbook Statement of Acknowledgement and Agreement (last page)**
- **Volunteer Screening and Training Certification Form**
- **Eligibility Form**
- Do List for SLC
- Competitive Event Updates
- Voting Delegate Information and Election Procedure
- Hotel Information/Calculation Sheet
- Courtesy Corps Sign-up Sheet
- SLC 2024 Lieutenant & Event Manager Assignment Chart
- SLC 2024 Tentative Conference Agenda
- State Officer Candidate Application
- State Officer Election Guidelines
- "Rookie" Advisor Recognition Form
- Local Advisor Recognition Form
- Penny Wars Rules
- Florida HOSA Foundation Scholarship Application Instructions

**Competitive Event Responsibilities** – We can't do it alone! Our organization has grown to the point that we must have everyone's help, otherwise the integrity and organization of the competitive events will be compromised. You may have been assigned to be a Category Lieutenant or Event Manager (Please see the "*SLC 2024 Lt & Event Manager Assignments*" document on the SLC Page of the Florida HOSA website). If you are not assigned to be a Category Lieutenant or Event Manager, **you may be assigned a different duty (judging, dress code enforcement, etc.). This assignment will be sent to you by the State Advisor prior to the SLC.** Thank you in advance for dedicating your time to make the competitive events run smoothly!

Global/National HOSA is no longer using the Tallo platform, and for the Florida HOSA SLC, there will be NO required digital uploads (except for the Barbara James Service Award, HOSA Happenings, and HOSA Service Project). For the HOSA Happenings competitive event, please email all submissions to the State Advisor ([jmoreau@flhosa.org](mailto:jmoreau@flhosa.org)). ALL competitors/teams (Middle School, Secondary, and Post-Secondary) must bring hard copies of materials to the SLC for judges to view. Please review event guidelines and visit <https://hosa.org/guidelines/> for more information.

The National Geographic Learning Academic Testing Center tests and the Emotional Well-Being Challenge will NOT be offered at the SLC; these are ILC-only events.

If your members are competing in Personal Care, Life Support Skills, Interviewing Skills, or Speaking Skills, you must complete the Student Accommodation Request Form (found on the SLC Page of the FL HOSA website) and submit to the State Office with your Registration Packet.

**Recognition Category Events:** Please be aware that the deadline for most of the Recognition Category Events is before the SLC. Review the posted **IMPORTANT DEADLINES** document carefully.

Competitors who are pursuing the **Barbara James Service Award only**, have the option of attending the State Leadership Conference. Chapter Advisors must **verify/approve** all their members' hours through the Global/National HOSA system on or before February 23<sup>rd</sup>. If these competitors choose not to attend the conference, they must still be registered through the Online Registration System and a Registration Fee of \$20 is required; they must not be entered in any other event. Please be sure to also select the proper "*Registration Type*" ("**Non-Attending Barbara James**") **and** competitive event from the pull-down menu ("**Barbara James Service Award**") when registering each individual. The Barbara James Service Award is the only competitive event to which this policy applies.