Rome High

School







HSTE/HOSA Handbook

2012-2013

**INTRODUCTION**

Welcome to Rome High School’s Healthcare Science Program for the 2012-2013 school year. The purpose of this handbook is to provide students and parents with important information concerning the Healthcare Science (HSTE) program and also to introduce you to the healthcare student organization HOSA. We hope the information you find in this booklet will provide for you a blueprint of our pathways and pave the way for greater understanding of what your child’s choice of enrolling in the various Healthcare classes will mean for their future.

In the back of this handbook, you will find several forms that need to be completed and returned. Also please sign and return the last page of the handbook to signify that you have received and read the enclosed information. The information requested is required of each student each year to allow us to update our records and maintain the most current data for our students.

The deadline to return the signed and completed information is August 6, 2012. Please keep the HSTE/HOSA handbook as a reference for events and/or questions that may come up during this school year.

You are also encouraged to visit our website at [www.rhshste.weebly.com](http://www.rhshste.weebly.com)

If you have any question please feel free to contact us at:

Bonnie Goulding Misty McQuese

Email: [bgoulding@rcs.rome.ga.us](mailto:bgoulding@rcs.rome.ga.us) Email: [mmcquese@rcs.rome.ga.us](mailto:mmcquese@rcs.rome.ga.us)

Cell # 706-766-8127 Cell # 706-506-5280

**About the Program**

The Rome High School Healthcare Science program has a long history of success in preparing students to enter the vast array of Healthcare fields available to them. Let me take a minute to share just a few highlights from this past year: Over 100 students participating in more than 30 community services project, racking up more than 2,000 combined volunteer hours. Eleven students participated in the State HOSA conference and competitive events, two of those students qualified for and competed in the HOSA National competition in Orlando, FL. Our goal for this year is to be even better and all indications are that we are off to a Great start! We will begin the 2012 school year with record high numbers of students in our HSTE classes, for the first time we are offering six Introduction to Healthcare classes giving us a total of **fifteen** healthcare classes! If you are looking for a place to have fun, volunteer in the community, all while working and studying harder than you ever have then HSTE is the place to be!

**About the Teachers**

Bonnie Goulding

I have been involved in the medical field since I was thirteen years old, first in veterinary medicine, later in human organ and tissue transplantation and most recently in emergency services as an EMT-I. Strangely it was my medical training that led me into teaching. Now I have the best job in the world… I get to teach about the medical field! I believe in life-long learning and have the transcripts to prove it! Starting out with an A.S in Veterinary Technology then moving to a B.S. in Biology, I later added M.Eds in both Science and Special Education and, for the moment stopping with, a S.Ed in Administration. In addition to my HSTE certification I hold teaching certifications in Gifted Science, Broadfield Science, Special Education, Reading and English Language Learning. I believe you should set goals and set them high! That way if you fall short you will still be at the top! And finally, I believe the only thing that can prevent you from reaching a goal is your ATTITUDE not your APTITUDE! It is my goal to combine my 14 years in the medical industry with my 21 years of teaching experience to provide a balanced and realistic approach that will prepare our future medical professionals to be successful students, compassionate caregivers and productive employees.

Misty McQuese

I have wanted to work in the medical field since 5th grade when I had to write a research paper on a future career. Although my father had me pegged as a cardiologist ☺, a medical missionary trip as a high school senior led me into becoming a nurse. I have worked as a CNA on a medical-surgical floor, a CNA for a mother-baby unit, and as a Registered Nurse in the Newborn Nursery, Post-Partum, and Newborn Intensive Care Unit. I have been an RN for 14 years. One of the most important aspects of being a nurse is also being an educator. I loved teaching my patients so much that I decided to go back to school and get my degree in teaching. Now I have the best of both worlds- I get to teach the medical leaders of tomorrow! I also work PRN as a nurse at a local hospital so that I can stay up to date with the latest trends in the medical field. With a 14 year history in the healthcare industry, I understand that employers want employees with a strong work ethic, are life-long learners, and are flexible to changing situations. I intend to instill this into every one of my students so that whether they stop their career at being a CNA or go on to become the next greatest brain surgeon, they will be the best employee possible!

**About the Classes**

Introduction to Healthcare:

Introduction to Healthcare Science is a foundations course for the Therapeutic Services Career Pathway. This class is appropriate for any student wishing to pursue a career in a healthcare field. The course is an initial exposure to Healthcare Science skills and attitudes applicable to the healthcare industry. The concepts of health, wellness, and preventative care are evaluated, as well as ethical and legal responsibilities of today’s healthcare provider. Some of the fundamental healthcare skills include medical terminology, anatomy and physiology, microbiology, and basic life support. This course is a prerequisite for all Healthcare Science Education courses.

Applications of Therapeutic Services

Applications of Therapeutic Services is an intermediate course for the Therapeutic Services Career Pathway and is designed to provide an overall framework of basic skills used in direct client care. Monitoring and evaluating client status includes assessment techniques such as vital signs, as well as, the application of mathematical concepts appropriate to clinical expectations. The function and fundamental pathophysiology of each body system is evaluated prior to community first aid and basic life support techniques which are expanded to include rescue skills for infants and children. Students continue with the development of individual career portfolios utilizing postsecondary program research and continue with the development of individual career portfolios utilizing postsecondary program research and employability skills.

General Medicine

This course is designed to offer juniors or seniors the opportunity to become effective and efficient multi-skilled healthcare providers as they develop a working knowledge of each of the major departments of the average acute care setting/hospital, including but not limited to: Orthopedics, Cardiology, Diagnostic Imaging, MedSurg, Gastroenterology, Urology, and Customer Care Services. This course provides excellent preparation for students entering pre-Nursing, pre-medicine (Pre-Med) or a career in one of the ancillary departments noted above. (Pre-requisite -Intro and Apps.) Successful completion of the three course pathway and an approved certification exam will earn the student a credential as a certified medical assistant based on the exam chosen.

CNA

This course (part of the Bridge Program with Georgia Northwestern Technical College) is designed to provide students interested in the Therapeutic Services Pathway’s Career Specialty Nursing with entry level skills most commonly associated with the entry level career title Nursing Assistant. The students are required to meet both national and intrastate professional guidelines as designated by applicable regulatory agencies. This course with prerequisites meets the Certified Nurse Assistant curriculum content as specified by the Georgia Medical Care Foundation. Students meeting all academic, attendance, and age requirement may elect to sit for the Georgia Registry’s Examination. Successful completion of the Georgia Registry Examination allows students to seek employment in the state of Georgia as a Certified Nursing Assistant.

**Parents:**

WELCOME!!!

We are so excited to have you child in one of our healthcare classes. Your child’s best interest is ALWAYS top priority. Please feel free to contact either of us if you have any concerns. Our contact information is located on the first page of this handbook. If you wish to set up a conference you may do so directly or through the guidance office. Your suggestions and questions are always appreciated and you are always welcome to visit our classrooms. Ultimate learning is achieved when students, parents, and teachers all work together.

**Expectations and Requirements:**

1. Good Attitude!
2. Professional Attire!
3. Professional Behavior!
4. Correct Material!

**Rules:**

1. Be Respectful!
2. Be Responsible!
3. Be teachable!

**Classroom Materials**

See the syllabus for your child’s class at the back of the handbook for the required materials list.

**Professional Attire**

Scrubs- All students must wear their red HSTE scrubs to class for Thursday lab activities. HSTE scrubs are purchased through the school and an order will be placed at the beginning of the year. We have scheduled fitting opportunities the first week of school to assist in size selection. The cost of the scrub set (top and pants) is $35. This price includes alterations and the RHS HSTE monogram at Lynn’s Uniform. Students must have shoes appropriate for wear in any medical facility. Basic shoe requirements include: must be closed toed, must enclose the entire foot and must be made of a non absorbing material. Shoes may be white, brown or black. No heels permitted.

Professional Casual (required for HOSA conferences and competitive events) – Plain khaki dress slacks and the yellow HOSA polo shirt. The polo shirts are purchased through the school for $25. This price includes the HOSA monogram.

Professional Dress (required for HOSA conferences and competitive events)

MEN: Navy blue blazer, burgundy (or HOSA) tie and navy blue dress slacks for men. In addition, men must wear a white t-shirt and a white dress shirt, navy blue or black dress shoes with navy blue or black socks.

WOMEN: Navy blue blazer, white dress shirt, women’s burgundy (or HOSA) tie and navy blue dress slacks or skirt for women. Women must wear navy blue or black CLOSED toed shoes with maximum 2 inch heels. Dress shoes should allow you to stand and walk normally, with professional confidence and poise. Neutral, navy blue or black hose must be worn with skirt option, hose or socks may be worn with dress slacks,

This outfit may be purchased from the official HOSA on-line store, Lynn’s Uniform, or pieced together from local thrift shop finds. Please look closely at one of the official uniforms to ensure your purchase is appropriate. You may find this by “Googling” Georgia HOSA uniform. HOSA rules are explicit: Students cannot compete without the Official HOSA uniform. Note: purchases made through Lynn’s include alterations and it has been our experience that alterations are necessary to get the fit most students want.

* In every profession appearance is very important. All clothing must be clean, pressed/wrinkle free and appropriately fitted.
* Students should refrain for wearing perfumes or colognes during activities that include working with child, peer, adult and/or elderly patients (real or simulated) as some individuals have allergies and sensitivities to these products.
* Failure to abide by the above stated guidelines will result in a student being unable to participate in a schedule event or activity.
* Failure to wear approved scrub uniform on designated lab days will result in the student having to complete an alternative assignment and the lowering of the student’s lab activity grade by a minimum of 30%.
* Due to the time necessary for ordering, monogramming, and alterations, uniforms need to be ordered and paid for as soon as possible.
* It is our hope to establish an RHS HSTE/HOSA Booster Club that will be able to set up several fundraisers throughout the school year to help offset the related costs.

**Fieldtrip Expectations**

Fieldtrips are a privilege and therefore must be approached with even higher expectations.

1. It should go without saying, NO alcoholic beverages, drugs, smoking, profanity or other inappropriate materials or behaviors will be tolerated on any school fieldtrip.
2. Students should respect chaperones and thank them for their support.
3. Students must ride the school form of transportation for fieldtrips unless specifically stated otherwise in **a written note** from the parent or legal guardian prior to the fieldtrip.
4. Students who have not turned in their health and medical release forms and fieldtrip permission form will not be allowed to participate in the fieldtrip.
5. Students must arrive at or before the time and location specified with all needed materials.
6. Students should always behave and dress in a way that positively represents Rome High School and the HSTE/HOSA programs.
7. Students are responsible for their own personal belongings. Do not leave items of value unattended.
8. If students choose to bring audio equipment, headphones must be used.
9. Students must stay with the group unless specifically instructed otherwise by a supervising instructor.
10. Students will be expected to use the buddy system at all times as well as maintain a mode of contact with the advisors and/or chaperones via cell phone.
11. Students must remain in the designated area at all times.
12. It is the student’s responsibility to keep up with the time and be at the designated meeting place at the designated time.
13. Roommate choices for overnight fieldtrips must be approved by the advisor of the fieldtrip and are subject to change at the discretion of the advisor.
14. Room curfews will be strictly enforced. Students should be in their rooms and quiet by stated curfew time.
15. Students of opposite gender are NEVER allowed to visit each other’s rooms.
16. Individuals who choose not to follow the above rules and any other rules deemed necessary by the advisors may incur any or all of the follow consequences: 1) disqualified from competition, 2) sent home early at the parent’s expense, 3) banned from future fieldtrip, 4) face disciplinary action upon returning to school. In the event of criminal actions, law enforcement will be involved.

Other Expectations:

* Students will have the opportunity to participate in fundraisers during the year. Expenses incurred due to loss, damage or consumption of fundraiser products or money will be the responsibility of the student. Monies not turned in by the stated date will be reflected on the debt list.
* Student should not touch classroom equipment unless directed by the instructor.
* Students are not allowed in the storage areas or classroom office unless specifically instructed.

**ROME HIGH SCHOOL**

**2012-2013 School Year Misty McQuese, RN (**[mmcquese@rcs.rome.ga.us](mailto:mmcquese@rcs.rome.ga.us)**)**

**Introduction to Healthcare Science/ room E-2/ grades 9-12**

1. **Course Description-** Introduction to Healthcare Science is a foundations course for the Therapeutic Services Career Pathway. It is appropriate for students wishing to pursue a career in the Healthcare Industry. The course will enable students to receive initial exposure to Healthcare Science skills and attitudes applicable to the healthcare industry. The concepts of health, wellness, and preventative care are evaluated, as well as the ethical and legal responsibilities of today’s healthcare provider. Fundamental healthcare skills development is initiated including medical terminology, basic anatomy and physiology, microbiology, and basic life support.
2. **Basic Textbook:** *Health Care Science Technology* (2004) will be the assigned textbook in class. Students may check out a textbook of the same name to take home if needed. The *Heartsaver* Program will be used for the CPR training. The course will be supplemented by other appropriate texts, publications, handouts and materials.
3. **Major Objectives:**
4. Medical terminology, abbreviations, common medical vocabulary (all year)
5. Medical math (all year)
6. Teamwork, leadership, and communication
7. Healthcare delivery systems and careers within those systems
8. Worker safety and infection control
9. Health maintenance practices
10. Cultural diversity
11. Ethical and legal responsibilities
12. Overview of the human body structure with life changes
13. Heart saver CPR
14. **Attendance and Make-Up Work**

Work habits begin NOW! If you miss a day, you have missed hours of instruction. When you return, you are responsible to make up the work. Check the MISSED ASSIGNMENTS folders (located in the front of the room) for any handouts to put in your notebook. Ask a classmate for missed assignments or notes and check the website for Powerpoints to go along with the notes. Whatever you need to do to keep up with the class, do it! Board policy states you will have two days for every one day of absence to make up the work. For example, if you are out for two days, you will have four days to make up the assignment. Any assignments turned in late will be an automatic 10 point deduction from your grade for every day that it is late. All make-up tests will be short answer and essay versions. Tests WILL NOT be made up in class. You will need to schedule a time before or after school to make up tests or assignments that must be completed in the classroom. Every effort will be made to accommodate a make-up time. However, work still outstanding at the end of two weeks from original absence will receive a permanent grade of **Zero.**

***Remember, employers want to hire students with good school attendance, positive attitudes, and positive work ethics.***

1. **Classroom Procedures:**
2. Enter the room quietly and be seated in your assigned seat. Mrs. McQuese may change seating assignments at random. Class time is a time for learning, not socializing with your friends.
3. There will be BELLWORK on the board. Get your notebook out, turn to the bellwork tab, write down the questions, and answer them to the best of your ability. You may use your book or notes.
4. Main Rules:

* Be Respectful

-of yourself, all people, and all property.

-NO eating, drinking, or applying cosmetics in class.

* Be Responsible

-have everything you need to learn. Be on time. Be present!

* Be Teachable

-Learning requires effort. No matter what job you choose in the medical field, your learning must continue throughout your career. Being a lifelong learner begins now!

**VI.** **Consequences**

***What happens in your life is the result of your actions.*** If you choose to break a rule one or more of the following actions will occur:

* Warning, name on the board (erased on Mondays)
* One check beside your name with rule number broken, D-Hall, fill out a behavior sheet
* Referral to Mr. Johnson
* **Severe disruption**- referral to Mr. Johnson
* **Tardy**= automatic D-Hall
* **Failure to bring materials to class**= automatic me-hall
* \*The Teacher retains the right to send students to Mr. Johnson as needed at any time.

1. **Material Requirements:** As this class is very interactive, the following will be needed to participate-

* 1 ½” inch three ring binder (a 3” or larger if you plan to share with multiple classes)
* Paper for your binder
* 1 pack of dividers WITH POCKETS for your binder
* 1 composition notebook
* Blue or black ink pens (work completed in pencil or other color ink will not be accepted)
* 1 box markers
* 1 pack construction paper
* A pack of glue sticks
* 1 box colored pencils
* Scissors
* 1 bottle of hand sanitizer
* A watch with a second hand
* Obtaining a uniform (scrubs) to wear in class on assigned days ( a date will be given for this)
* Wearing RHS ID Badge at all times

1. **Other Regulations, Policies, and Procedures**

Thisclass is designed to aid in the preparation of future health care professionals.

* Professional conduct is stressed and graded as part of the course. There will be a semi-annual student evaluation at the end of each semester that will count as a test grade. This will prepare you for clinicals in future courses.
* Professional materials are required.
  + **Non-standard papers or inks will not be accepted and a grade of zero will be recorded**.
* Each student is expected to behave in a manner reflecting self-control and cooperation. Abuse of others in any form (physical, written, verbal or nonverbal) will not be tolerated and result in disciplinary action.
* Students must wear ID badges EVERY day after they are issued.
* Uniforms (scrubs) must be worn on assigned days and are daily grade items.
  + This includes professional footwear. Students are required to wear ONLY tennis shoes or Crocs in order to protect feet from hazardous conditions in the healthcare lab environment. NO flip flops, open toed shoes, or shoes with holes of any kind may be worn. Lack of professional footwear is unsafe and will result in the recording of zero for the daily grade.
  + Uniforms must convey a professional appearance; therefore the student’s uniform must be kept clean and neat, with stains and wrinkles removed as needed. Students will need to be in complete uniform throughout the day except for those classes that require a change of attire (ex.-P.E.)
* Proper use of technology and equipment is required. Intentional misuse will result in disciplinary action and possible restitution for any damaged equipment. Healthcare equipment is VERY costly!
* Equipment and books are to be appropriately cared for and properly put away at the end of the class period. Desks and work areas are to be left clean and neat each period.
* Cheating is not tolerated in any form and will result in disciplinary action.
* All communication devices should be turned OFF and not used in ANY way during the class period (includes texting, instant messaging, etc.). Violation will result in the enforcement of the RHS Cell Phone Policy.
* Students will be asked to place all personal items on the floor during testing periods. Scrap paper(if needed) will be provided for each examination and must be returned with the testing materials. There shall be NO COMMUNICATION OF ANY FORM between students from the time the teacher verbally confirms that the examination has begun until all students have completed testing. Any student found cheating will receive a grade of a 0 for that examination and will be sent to Mr. Johnson for discipline.

1. **Evaluation**

Students will be evaluated in the following manner for EACH NINE Weeks:

* Exams, Skill Performance Check Offs, Student Evaluation, and Projects. To fulfill the CTSO HOSA standard, all students will be required to either write a research paper or participate in and complete the HOSA community service project. 60%
* Daily activities, Pop Quizzes, journal, and other assignments. 40%

Students will be evaluated in the following manner for EACH Semester:

* Each Nine Weeks 42.5%
* Semester Exam 15 %

***NOTE TO STUDENT AND PARENT: Please carefully read over this course syllabus and complete the signature page located at the back of this handbook (p. 15). This is due back to Ms. McQuese within three (3) school days (8/6). If there are any questions, please do not hesitate to email me at*** [**mmcquese@rcs.rome.ga.us**](mailto:mmcquese@rcs.rome.ga.us) **or *call me at (706) 506-5280 to schedule a conference.***

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**HOSA**

Every student dreams of the days they can submit life-changing applications. Whether for an internship happening within the a few days, a college application that has to be completed in a couple of months, or a career resume that will be handed over to a future employer in the next few years, HOSA helps students become the better candidate for anything that they are applying for! Involving yourself in HOSA leads to:

· Partnerships with over 50 national partners  
· Chances to receive some of the $500,000 HOSA offers in scholarships  
· Leadership opportunities with some of the top leadership developers  
· Time to interact with some of the best and brightest future health professionals-your peers  
· Skill development with one of the 57 competitive events  
· Countless memories and friendships that permanently impact your life

Here at Rome High, just over the past year, the HSTE/HOSA students have participated in a variety of volunteer projects including an adopt a grandparent program at Winthrope Manor, serving Christmas dinner to residents and their families at Etowah Landing, singing Christmas Carols and delivering socks to the residents at 5th Avenue Care center. Students participated in the Candlelight Vigil to raise awareness of Domestic Violence, Trick or Treated to the pediatric patients at Floyd Medical Center, collected and distributed toys at Toys for Tots and acted as victims for the joint hospital mass casualty drill and for the March CERT graduation exercise. Our students have worked with local non-profits, Angel Express and Parent2Parent, to be mentors and partners to local special needs children for special events such as movie social skills, secret Santa and the annual Valentine’s dance. We raised over $200 for the March of Dimes and participated in the three mile walk at Berry College. Academically our students have also excelled by successfully competing in district, state and national level competitive events focusing on healthcare. We plan on making this year even bigger and better than the last! HOSA is not just a club to “join” to say you are in a club, but a membership to a community of future healthcare leaders that will help train and give you confidence as you pursue your dream in the field of medicine. Besides that, all the volunteer hours look great on future resumes and applications!

# HOSA Application Dues: 35.00

Be sure to fill in all blanks (put N/A if it does not apply). Use black or blue ink.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Complete Contact Information HOSA Member ID # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   **T-Shirt Size: XS S M L XL XXL XXXL** | | | | |
|  | | | | |
| Name |  | | Age: | DOB: |
| Street Address |  | | | |
| City ST ZIP Code |  | | | |
| Home Phone |  | | | |
| Cell Phone |  | Can you receive and send text?  Yes No | | |
| E-Mail Address |  | | | |

|  |  |  |
| --- | --- | --- |
| Class Schedule | | |
| Period | Course | Teacher | |
| 1 |  |  | |
| 2 |  |  | |
| 3 |  |  | |
| 4 |  |  | |
| 5 |  |  | |
| 6 |  |  | |
| 7 |  |  | |
| After school activities |  |  | |

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| Special Skills or Qualifications |
| Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports. |
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| --- |
| Previous HOSA Experience |
| Summarize your previous HOSA experience, what positions you held and how you helped your chapter to be successful. |
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Any medical issues or food allergies that we need to be aware of : ­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School related activities in which you plan to be involved this year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What do you want to gain from your experience as a HOSA member? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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What type of committee would you be interested in serving on? (community service, publicity, scrapbook, fundraising, programs, social, web design, etc.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Would you be interested in serving as a committee chairperson? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please list if you have a part-time job and what hours and days you will be working. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are there any activities you would like to see HOSA do this year? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- |
| Person to Notify in Case of Emergency | |
|  | |
| Name |  |
| Street Address |  |
| City ST ZIP Code |  |
| Home Phone |  |
| Work Phone |  |
| E-Mail Address |  |

|  |
| --- |
| Agreement and Signature |
| By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that as a HOSA member I must maintain a certain amount of service hours. I also understand that I do not receive my cord as a Senior until I have completed the service hours set forth. |
|  |

|  |  |
| --- | --- |
| Student Name (printed) |  |
| Student Signature |  |
| Date |  |

|  |  |
| --- | --- |
| Parent/GuardianName (printed) |  |
| Parent/Guardian Signature |  |
| Date |  |

**Parents/Gaurdians:**

We could always use some extra help! Please put a check mark beside the way(s) you are best able to assist the HOSA club in being the best for your students and our community.

* Would you or do you know anyone that might be a guest speaker?

Specialty:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name/Phone/email (contact info)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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* Would you be willing to be a member of a HOSA parent Booster Club?
* Would you be willing to be a founding officer of a HOSA parent Booster Club?
* Willing to be a chaperone for various events/fieldtrips?
* Willing to help coach students training for one of over 50 HOSA competitions.
* Willing to help secure donations for classroom prizes, classroom supplies, and HOSA activities.
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ROME HIGH SCHOOL HOSA**

**HOSA Cord**

**Point System**

A point system will be used to determine eligibility for continued membership, eligibility for holding office and eligibility for a graduation stole as follows:

1. **Graduation Cord Requirements:** HOSA cords will be available to senior HOSA members in good standing who have accrued a minimum of 260 points over the course of their memberships. **A minimum of 130 points must be from scheduled HOSA service activities. Additional points may be earned from any of the following approved activities: after school HOSA meetings, conferences, competition, donations, fundraisers and/or preapproved non-HOSA related community service.**
2. Any student becoming a HOSA member during their sophomore to senior years must still earn the appropriate points. Members can make up points by completing additional community service pointsduring the summer for community events as well as activities at their church or a church in the community, such Vacation Bible School.
3. Candidates for RHS HOSA officer must be current in their HOSA points or they are not eligible to become a RHS HOSA officer.
4. The HOSA member is responsible for having HOSA PointsTime Cards validated and signed upon completion of all events for points to be recognized.
5. The advisor is responsible for awarding points. An HOSA officer will be designated to be responsible for accurate recording and tallying of points. Volunteers at pre-approved non-HOSA events must have the event coordinator sign the HOSA Points Time card and include contact information in the space provided.
6. It is the HOSA member’s responsibility to keeping their calendar and Time card up to date and to submit it on time to the Pay Roll manager by the first Friday of each month.
7. Students must earn points for their grade classification according to the chart totals below. Students joining after freshman year should make up missed points as quickly as possible to remain on schedule to earn graduation cord. Please refer to item 1 at the top of the page.
8. The advisor will coordinate the purchase of graduation cords. The cost of the cord will be paid by the member by the specified due date, which will be announced at least by the March general meeting. **Once ordered, no refund will be made for cord not used.** It is the member’s responsibility to make sure the required numbers of points are accrued, in the categories specified above

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Point scale for Graduation Cord | Fr | So | Jr | Sr | Totals |
| After School Meetings, Fundraisers and Donations | 25 | 30 | 35 | 40 | 130 |
| Community Service Projects | 25 | 30 | 35 | 40 | 130 |
| Totals | 50 | 60 | 70 | 80 | 260 |

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**ROME HIGH SCHOOL**

**2011-2012 School Year**

**Misty McQuese, RN (**[mmcquese@rcs.rome.ga.us](mailto:mmcquese@rcs.rome.ga.us)**)**

**Introduction to Healthcare Science**

***My signature on this page indicates that I have read, understand, and will abide by:***

1. ***The Introduction to Healthcare Science syllabus for the 2012-2013 school year.***
2. ***The HSTE Handbook***

***Student Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Print Name CLEARLY***

***Parent Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parent Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Print Name CLEARLY***

***Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PERIOD (circle): 1st 2nd 4th 5th 6th 7th***

***I give my permission for photos of the student to be used in publicity for the RHS HSTE program, Health Occupations Students of America, and on the HSTE website.***

***STUDENT:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_PARENT:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Return of this page will count as a daily grade please turn it in by Monday, August 6, 2012 to receive the highest score. Students may earn extra credit by turning this page in early.***

**\*\*\* Please consider joining HOSA!!!!**

**Read the HOSA information found on pages 9-14. If you are interested complete and return the application forms and payment as soon as possible. We already have several HOSA events and activities scheduled for August!**