

# Medical Spelling

***New for 2019-2020***

Competitors are no longer required to show event guidelines at ILC. Guidelines have been clarified regarding the use of hyphens and spaces in Round Two, as well as the procedure to follow when two competitors remain. Spelling time has been decreased from 2.5 minutes to 2 minutes. Information regarding handling ties has been added. Scholarship information has been added to the guidelines.

- Purpose** To encourage HOSA members to improve their ability to define and spell terms associated with careers in the health community.
- Description** This event shall be divided into two rounds. Round One will be a 50 item multiple choice test. The top scoring competitors will advance to Round Two. Round Two will be a “spelldown” where competitors will orally spell terms. Competitors will be eliminated when a medical term is misspelled. The last remaining competitor in Round Two becomes the first-place winner.
- Dress Code** Competitors must be in official HOSA uniform or in proper business attire. Bonus points will be awarded for [proper dress](#) in Round One. Competitors who are not dressed appropriately for Round Two will not be allowed to compete.
- Rules and Procedures**
1. Competitors in this event must be active members of HOSA-Future Health Professionals and in good standing in the division in which they are registered to compete (Secondary or Postsecondary/Collegiate).
  2. Competitors must be familiar with and adhere to the “[General Rules and Regulations of the HOSA Competitive Events Program \(GRR\)](#).”
  3. The test items and the medical term lists shall be randomly selected from the standard reference. No study lists will be provided. The official reference for terms selected shall be:
    - [Taber's Cyclopedic Medical Dictionary. Edited by Donald Venes and Clayton L. Thomas, M.D. F.A. Davis Company, Latest edition.](#)
  4. Round One shall be a 50-question written, multiple choice test, composed of easy, moderate and difficult terms. There will be a time limit of **60 minutes**. The written test will be given during the orientation for the event. At ILC, [photo ID](#) must be presented prior to competing in each round. **NO proxies will be allowed for orientation.**

*NOTE: States/regions may use a different process for testing, to include but not limited to pre-conference testing, online testing, and testing at a computer. Check with your Area/Region/State for the process you will be using.*

5. [Test Instructions](#): The competitors will be given instructions and will be notified to start the test. There will be a maximum of 60 minutes to complete the test. Competitors should leave the testing site promptly after submitting all testing materials and evaluations.
6. **TIME REMAINING ANNOUNCEMENTS**: There will be a verbal announcement when there are 30 minutes, 15 minutes, 5 minutes, and 1 minute remaining to complete the test.
7. Based on the written test scores, Round Two competitors will be seated in ascending order (from lowest test score to highest test score) for the spell down. The test is only used to advance competitors to Round Two and may be used as a tiebreaker in the event of a tie during the spell down per rule #19.
8. If the competitor is more than 5 minutes late to Round Two, the spell down will begin without them and they may not be allowed to compete, in accordance with the [GRR](#).
9. The moderator's term list for the "spell down" will be arranged from easy to difficult.
  - Rounds 2 and 3, numbered 1 - 100 will be easy terms.
  - Rounds 4, 5 and 6, numbered 101 – 200, will be moderate terms.
  - Round 7 and beyond, numbered 201 – 300, will be difficult terms.

An additional list of 100 very difficult terms will be available **at the International Leadership Conference** if all terms on the Round 7 & Beyond list are used before a winner is determined. This list will be numbered from 1 – 100.

10. **SELECT A WORD**: Round Two competitors shall draw numbers in turn and present it to the judge, who announces the number. The number the competitor draws will correspond to a numbered term on the moderator's term list. As soon as the word is identified, the judges should quickly locate the word in their resource.
11. **PRONOUNCE THE WORD**: The moderator will pronounce each term for the competitor. It is acceptable for the moderator to confer with the judges before pronouncing a term for a competitor. When the word is pronounced by the moderator, if any of the judges would have pronounced the word differently he/she should announce "STOP", and state "I would like to offer another pronunciation." (or something similar), and then he/she should pronounce the word. **The competitor may request the moderator or judge to re-pronounce the term.**
  - No pencil or paper is allowed in the spell down.

**JUDGE TIP**: The best time to encourage the competitor to speak more loudly and clearly is when they pronounce the word, before they begin spelling. For example, it is fine for the judge to say "STOP. Would you please repeat your pronunciation of the word, and speak loudly and clearly as you spell the word. We want to be sure we hear exactly what you are spelling."

12. DEFINE THE WORD: **The competitor may also request the judge to pronounce and define the term.** - One judge should be designated to define the term upon request. If a competitor requests a definition, the judge should read the dictionary definition – or the essential part of the definition.

The moderator and judges who are involved in pronouncing and defining the words should be as free from dialect as possible.

13. COMPETITOR SPELLING RESPONSIBILITIES: The competitor is to pronounce the term given to him/her and pause before starting to spell the word. This will give the moderator and judge(s) one opportunity to correct the competitor if the term was misunderstood. The competitor's pronunciation will not have any bearing on the qualification or elimination of any competitor.
- a. The competitor will have 2 minutes to complete spelling the term. If the spelling has not been completed at the end of 2 minutes, the competitor will be eliminated. The time will begin at the first pronunciation by the moderator.
  - b. No pencil or paper will be allowed in the speldown for the competitor.
  - c. During the 2 minutes and before starting to spell the word, the competitor may ask for additional pronunciations from the other judges and may ask for another definition, but the clock will be running.
  - d. Once spelling has begun, there will be no other opportunity for pronunciation or definition.
  - e. Having started to spell the term, the competitor will be given one (1) opportunity to change letters.
  - f. If a medical term provided to the student contains a hyphen, the competitor will state “hyphen” at the appropriate place in the word. If the medical term is two words, the competitor will be required to state “space” at the appropriate place between words. Competitors will not be penalized if capitalizations are not included.
  - g. A warning will be given at 1 ½ minutes that 30 seconds remain.
  - h. The competitor **must** pronounce the term to declare that he/she has finished spelling.
  - i. If the competitor fails to pronounce the term prior to spelling or after spelling the term, he/she will be eliminated.
  - j. The pronouncer will not give the correct spelling for a term if the competitor spells the term incorrectly.
14. Judges will write down each letter as the competitor spells the term. If there are doubts about the spelling, judges will wait until after the spelling is completed and confer. If there is still confusion the determination may be made to have the competitor respell the word or select a new word.

JUDGE TIP: Be aware that sometimes there are two correct spellings for a single term. Multiple spellings will be included in the word listing the judges receive. For example:

- orthopedic and orthopaedic
- mammoplasty and mammoplasty
- malacoplakia and malakoplakia
- chakra and cakra

15. The next competitor will draw a new term to spell. In the event that all competitors are eliminated in a single round, all competitors will return to resume the spell down. If only one competitor spells correctly in a given round they will be determined the winner, those eliminated will return to a spell down to determine the remaining top ten.
16. Any question relating to the competition must be referred to the judges immediately. By raising his/her hand, the competitor will be recognized by the event personnel or judges. **The decision of the judges is final.**
17. When there are two remaining competitors, regardless of if the round is completed, the elimination procedure changes.
  - a. As soon as one competitor misspells a term, the other competitor **immediately** shall be given the opportunity to spell the same term.
  - b. If the second competitor spells the term correctly, he/she selects a new term.
  - c. If the competitor then spells the new term correctly, he/she shall be declared the first-place winner.
  - d. However, if after correctly spelling the missed term, he/she misspells the new term, a new round will begin with both competitors spelling in the original order.
18. No microphones will be used during competition. NO OBSERVERS will be allowed during the event.
19. When there are five minutes remaining in the event, the moderator will announce the remaining time. In the event of a tie at the end of the scheduled event time, the test scores will be used as the tiebreaker. The competitor with the highest test score will be declared the winner. In the event that test scores are the same, the competitors with the highest test scores will be identified as co-winners. Final results will be announced during the Awards Session.
20. OPTIONAL FORMAT (To be determined by conference management): For Round Two, the Secondary (SS) competitors may be in the same room as the Postsecondary Collegiate (PSC) competitors. The PSC competitors would have their spell down to determine the PSC order of finish, following the process in rules #7 – #15. At the conclusion of the PSC event, SS competitors would compete in Round Two. The words used by PSC competitors would NOT be repeated in the SS event. PSC competitors would have the option of leaving when their event is complete or staying to watch the SS spell down.

21. HOSA offers numerous scholarships every year to its members interested in pursuing a variety of health careers. As you consider participating in this competitive event, please keep in mind there may be a HOSA Scholarship offered that fits your interests! For more information on the HOSA Scholarship program, please visit <http://www.hosa.org/scholarships>.

**FOR SPECIFICS ON EVENT MANAGEMENT SEE [MANAGING COMPETITIVE EVENTS](#)**

**Required Personnel:**

- One Event Manager
- One **J**udge Manager (JM) to provide quality assurance for the event by ensuring that the guidelines are followed and all event documents are complete
- One Moderator (knowledgeable health professional, as free as possible from regional dialect)
- One Timekeeper
- Two to three Judges (health professionals), one to be designated Lead Judge and one to be designated as the Definer
- Event assistants as needed

**Facilities, Equipment and Materials:**

**Round One: Written Test** (Reference: All resources)

- Table/chairs for event personnel to provide for registration and distribution of materials (see [HOSA Room Set](#))
- List of competitors for check-in
- One pre-numbered test per competitor
- Scantron/answer forms- one copy per competitor
- Evaluation forms - competitor and event personnel
- #2 lead pencils with eraser to complete evaluations (event personnel)

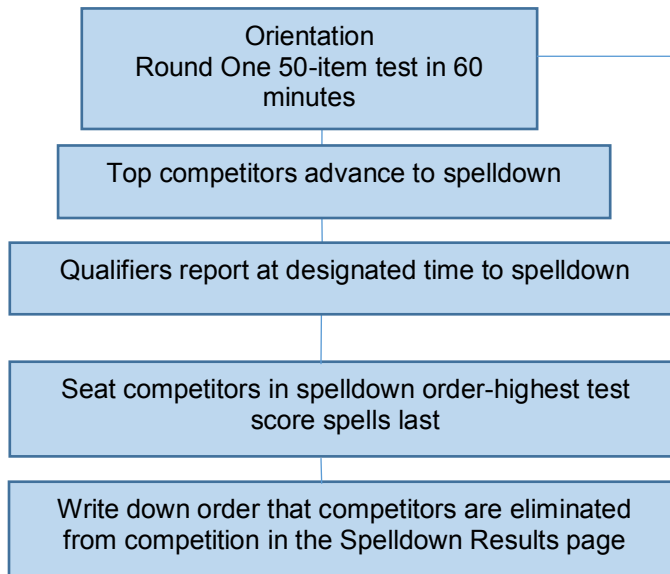
**Round Two Spelldown:**

- List of competitors for check-in
- Table/chairs for event personnel to provide for registration and distribution of materials
- Table/chairs for judges, definer, and timekeeper (see [HOSA Room Set](#))
- Chairs for competitors (arranged in semicircular rows)
- Moderator's lectern
- Copies for Moderator and each Judge:
  - o Rounds 2 and 3, numbered 1 - 100 will be easy terms
  - o Rounds 4, 5 and 6, numbered 101 – 200, will be moderate terms
  - o Round 7 and beyond, numbered 201 – 300, will be difficult terms
  - o An additional list of 100 very difficult terms will be available **at the International Leadership Conference** if all terms on the Round 7 & Beyond list are used before a winner is determined. This list will be numbered from 1 – 100
- "Fish bowls" or numbered boxes or devices to hold numbered cards – three (3) sets of numbered cards for each term on list(s) for the drawing by competitors
  - o Fish bowl #1 = Numbers 1 – 100
  - o Fish bowl #2 = Numbers 101 – 200
  - o Fish bowl #3 = Numbers 201 – 300

*\*IF the very difficult round is needed, the numbers in fish bowl #1 will be returned to the bowl and Fish Bowl #1 will be re-used.*
- Numbers for chairs for spell-down
- Lined paper for use by judges

- #2 lead pencils (judges & evaluations)
- Stopwatch
- Evaluation forms - competitor, judge, event personnel
- Copy of guidelines & official reference for judges
- Hand sanitizer (alcohol based handrub)

**Event Flow Chart**



The test is used to advance competitors to Round Two and may be used as a tiebreaker, if needed.

**Medical Spelling – Sample Round One Questions**

1. An obstructing infection in a renal pelvis or ureter is:
  - A. pilonefritis.
  - B. pyonephrosis.
  - C. pilonephritis.
  - D. pyonefrosis.
  
2. A specialist in diseases of the nervous system is a \_\_\_\_\_.
  - A. neologist
  - B. neuralogist
  - C. neurologist
  - D. nurologist
  
3. What is the term for the act of swallowing?
  - A. deglutition
  - B. digluation
  - C. deglutation
  - D. deglutition

### **Spelldown Results Instructions**

1. Competitors for Round Two should be posted in the order they will spell, beginning with the competitor qualified for Round Two with the lowest test score. The competitor with the highest test score from Round One will spell last.
2. Determine how many spellers are in Round Two, and cross out the places not needed on the Spelldown Results page below. (For example, if you have 25 spellers, cross out numbers 26-30.)
3. As soon as the first competitor misspells a word, his/her competitor number should be written in the last row on the Spelldown Results page. (If you have 25 spellers, write the number of the first competitor to misspell a word in row 25.)
4. Continue to fill in the results each time a competitor misspells a word.
5. The last remaining competitor's ID number (winner) will be written in row #1 on the page.
6. Complete the Spelldown Results page information (competitor ID, name, school, state) at the conclusion of the event.

## MEDICAL SPELLING SPELLDOWN RESULTS

Final Place Results	Competitor ID	Name	School	State
1st				
2nd				
3rd				
4				
5				
6				
7				
8				
9				
10				
11				
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