

Health Officer Requirements

The Health Officer's book and reports are to be completed and turned into the Extension Office by September 9, 2005. The following minimum requirements must be met for the book to be eligible for Honor Club points and Outstanding Health Officer's book:

*Legible and Complete - all book activities are filled out, if your club chooses not to do an activity listed in the book, that should be noted in the section of the book with the advisor's signature.

*Record of health activity conducted at each meeting, with a minimum of three activities. **Be sure to pass around a sign-up sheet so there is a record of who was there.**

Books meeting minimum requirements listed above will be evaluated for Outstanding Awards based on the following criteria:

*There are well-written reports on each health activity done by the club. Each report should include who participated, when the activity took place, what took place, and, if possible, sight the sources of information that were used or presented.

Each year, two Outstanding Awards are given in the following areas: Secretary, Treasurer, Health, Safety, and News Reporter. If no one qualifies because of failure to meet the requirements no awards will be given. If more than two qualify, the selection of the best two will be left up to those in charge of judging the books. (In the event that more than two qualify, the following may be considered: Were there more than the minimum of three activities? Did the health officer have an outside speaker give a health talk at a club meeting? How creative was the health officer with club activities and did the health officer put together anything to **supplement** the health officer book - like a notebook or slogan book?)