

To: Your Manager

From: You

Re:

[The Northwest Regional Telehealth Resource Center 2024 Conference](#)

[The Next Generation of Telehealth: From Reactionary to Visionary](#)

Date:

The [2024 NRTRC Conference](#) takes place April 29-May 1, 2024. [NRTRC](#) conferences have a strong reputation for offering education and discussions of the cutting-edge ideas and the best practices in telehealth. This year, the NRTRC will take a deep dive into the evolving landscape of inclusion and equity in healthcare access. , as well as The networking opportunities presented at the NRTRC conference have an outstanding track record of connecting telehealth industry experts and thought leaders, bringing long-term professional benefits which currently fit the goals and needs of our organization.

I would like to request support to attend the 2024 NRTRC Conference in the spring. If this is approved, here are some ways in which I would ensure that the investment pays dividends for our organization and how I would make the most of the opportunity for professional development:

[If you are a committee or advisory board member or participate in any NRTRC activities, list related meetings you plan to attend and why, how your participation can help the profession, your organization, and your own leadership development.]

[List 1-3 activities related to your work and why they will help you do your job better and suggest the ways you will spend your time at the conference. For agenda and more information, [see our website.](#)]

- Activity 1
- Activity 2
- Activity 3.

After the event, I will take the following steps to ensure that what I learn benefits our organization

[Select from the list below, or create your own]:

- Implement at least one new idea that makes us more efficient and/or effective.
- Share notes on sessions.
- Share my list of action items and general ideas.
- Provide a written report.

I will represent our organization as an individual who is forward-thinking and dynamic in my interactions with people I meet. I will seek to connect with professionals whose ideas and specializations seem most likely to benefit our organization and contribute to my professional development and education, making me increasingly effective in my job.

The cost are affordable for this conference at \$375 for 3 days, and this includes CME. The attached promotional flyer will also allow me a \$15 discount. I request that hotel and travel expenses to Seattle be covered for the duration of the conference, as this event will be in-person only.

[If you need more information on the prices and activities for hotel, workshops and more, [see our website](#)]

Thank you in advance for your consideration.

[Name]



NRTRC 2024 Conference
The **NEXT GENERATION**
of **TELEHEALTH**
from Reactionary to Visionary

April 29 - May 1, 2024
Seattle, Washington

Join us for this Year's Innovative and Thought-Provoking Conference

Keynote Speakers

Learn and network with keynote speakers from the following organizations:

- Amazon
- National Digital Inclusion Alliance
- University of Washington

Pre-Conference Workshop

Sign-up for The Science of Healthcare Quality Improvement through a Telehealth Lens delivered by Trudy Bearden, PA-C, MPAS.

Venue

Husky Union Building
University of Washington in Seattle, WA.

Accommodations

Residence Inn, Seattle University District
NRTRC Group Rate: \$187.00 per night + tax.

Sponsors and Exhibitors

Limited platinum and gold sponsorships are available. Showcase your products, technology and services in front of telehealth subject matter experts.

Register now for

\$15 off

Use Promo Code:

NRTRC24

To register or for more information visit:

www.nrtrc.org/conference

