



Oncology Nursing Society

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Dear

In an effort to advance the care provided to patients with cancer at our institution, I am requesting to attend the ONS 44th Annual Congress in Anaheim, CA. The conference, held April 11–14, 2019, will feature educational sessions on the latest developments in oncology nursing. I will also have the opportunity to network with other nursing professionals and learn about new products and services to benefit our patients.

The conference will allow me to earn up to 30 continuing nursing education contact hours in a four-day span, making it both an efficient use of our continuing education budget and time away from work. In addition, I will be able to bring back the knowledge I gain and share it with colleagues to benefit the institution as a whole.

Please review the detailed breakdown of attendance costs:

- Conference fee: \$_____
- Roundtrip airfare: \$_____
- Transportation: \$_____
- Hotel: \$_____

The total approximate costs associated with attending the ONS Congress are: \$_____.

I would be happy to review the conference schedule with you to determine the most valuable sessions for me to attend while at Congress. I have identified some topics of interest that I feel would be beneficial for the nursing staff and me.

Congress is the most comprehensive oncology nursing conference in the country. Attending the event will allow me to grow professionally and learn how to better meet the needs of our patients. I believe it is a great opportunity to learn what other nurses are doing throughout the country and see how we can implement change at our institution. Thank you for your consideration of this request.

Sincerely,