



Copy and paste this information below and share it with your manager.

Dear [Insert Recipient's Name],

I'm writing to request your approval to attend this year's **ACC Quality Summit, which is being held from September 16 – 18, in Orlando, FL**. This national meeting brings together cardiovascular clinicians, administrators and quality professionals focused on advancing measurable improvements in patient care and operational performance.

Featuring ePosters, spotlight presentations and expert-led learning sessions, the Summit highlights innovative yet practical approaches to quality improvement that have been successfully implemented in real care settings. These insights help facilities adopt forward-thinking strategies while maintaining accountability for outcomes and performance. I think attending would strongly support our facility's goals and the work we do every day.

Benefits of Attending Quality Summit

- Learn from peer facilities that have successfully implemented measurable quality initiatives, reducing variation in care and supporting sustained performance improvement.
- Enhance our facility's participation in ACC registries and quality initiatives by learning how to fully leverage available tools, reports and educational resources.
- **Network with over 800 quality improvement professionals** and share our facility's success stories.
- Earn **CE credits**, contributing to certification requirements and keeping me current with industry standards.

With the current economic conditions, I understand we must be conscientious about where we spend money.

Therefore, **here's the approximate breakdown of costs for me to attend:**

Quality Summit Registration: Free with Promo Code

Airfare/Travel: \$USD (Insert Current Price)

Hotel: \$USD (Insert Current Price Per Night x # of Nights)

Other Travel Expenses: \$USD (Insert Amount)

Approximate Total: \$USD (insert total)

The ideas, best practices, contacts and tools I will gain from the ACC Quality Summit will save time and money while prioritizing our facility's needs. I am committed to sharing knowledge and resources with our office. Thank you for your consideration!

Sincerely,

(Insert Your Name)