

# HEALTHCARE SUMMIT

JUSTIFY YOUR CONFERENCE  
ATTENDANCE

16<sup>TH</sup> ANNUAL HEALTHCARE SUMMIT

**INNOVATION AND EVIDENCE-BASED BEST PRACTICES**

JUNE 27-28, 2016 | THE DELTA GRAND OKANAGAN RESORT & CONFERENCE CENTRE | KELOWNA, BC, CANADA

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Dear < Insert your manager's name >,

The **16<sup>th</sup> Annual Healthcare Summit** is taking place from June 27-28, 2016 in Kelowna, British Columbia. I am seeking approval to attend this conference as I see an opportunity to gain invaluable knowledge and network with industry influencers that will benefit our organization.

Policy makers and industry experts will discuss the rapidly growing developments in digital health, healthcare technology, and health IT. A main point of convergence will be the integration of disruptive technology that is driven by innovation, and the potential to revolutionize the healthcare industry by delivering personalized patient-centred care.

By attending the **16<sup>th</sup> Annual Healthcare Summit**, I will be able to obtain high-level insight on pressing issues in the healthcare industry. This two-day event will allow me to attend panel sessions, keynote addresses, and networking events. Networking will foster new business opportunities and strengthen existing partnerships, and I will be able to share new insights, ideas and key takeaways with my coworkers when I return.

Summit topics include:

- Integrated and Comprehensive Platforms Innovative Platforms for Innovative Patient-Centered Healthcare
- Unlocking the Market Value of Canadian Health Data
- Privacy and Security Implications for Health Records
- Healthcare Technology Management: How Do We Get Innovative Technology Implemented?

I have included a document with an expense breakdown of the conference for your review. I thank you for your consideration and look forward to discussing this opportunity further as I see great value in my attendance.

Best regards,

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Conference Expenses	Tips for Saving	Costs
<b>Conference Registration</b>	Register before <b>April 29, 2016</b> for the early bird rate.	\$
<b>Flights</b>	Book your flight as early as possible to enjoy cheaper rates through Westjet & Air Canada.	\$
<b>Lodging</b>	The conference takes place at the Delta Grand Okanagan Resort & Conference Centre. Book your room before <b>May 27, 2016</b> to enjoy a discounted conference rate	\$
<b>Transportation</b>	<ul style="list-style-type: none"> <li>The Kelowna International Airport (YLW) is 14.9kms away from the Delta Grand Okanagan Resort &amp; Conference Centre.</li> <li>Complementary shuttle rides are provided by <b>Let's Go Transportation Inc.</b> The service is free to and from the hotel. A reservation is required: <b>reservations@letsgotransportation.ca</b></li> <li>A taxi ride is approximately \$36.</li> </ul>	\$
<b>Meals</b>	<ul style="list-style-type: none"> <li>The conference provides morning and afternoon coffee and lunch on both days.</li> <li>The Delta Grand has three restaurants with a wide variety of food selection.</li> </ul>	\$
<b>Hotel and Convention Centre Parking</b>	Regular parking is \$18 per day & valet parking is \$23 per day.	\$
<b>TOTAL</b>		<b>\$</b>