



We are so excited for you to join us aboard NurseCon at Sea 2024! NurseCon at Sea is the ultimate nursing conference and you may be eligible for employer reimbursement funds, depending on your company's policies. Some of our participants have already been able to secure employer support to attend the conference. We designed this toolkit to help you successfully approach your leadership for support to attend. Please contact support@nursecon.com if you have any questions or need further information.

Step One: Assessing the value of the conference

We have made it easy to speak with your nursing manager about the incredible value and benefits of attending the 2024 NurseCon at Sea Conference with the discussion points below. If you find them helpful, you can include them in your letter or during your discussion with your nurse leader.

- ★ Over 50 continuing education credits will be offered which are accredited through the California Board of Nursing & ANCC.
- ★ NurseCon at Sea offers high quality educational courses taught by nursing experts.
- ★ Our distinguished instructors come from a variety of backgrounds, specialities and educational preparations. Course topics are selected based on nurse requests, evolving trends and the expertise of our instructors.
- ★ The conference will be attended by thousands of nurses from all over the United States and international locations.
- ★ There are many formal and informal networking opportunities available.
- ★ Professional development workshops will be offered for all levels of nursing from student to advanced leader.
- ★ Expert discussion panels on relevant and emerging issues will welcome attendee questions.
- ★ There will be nurse entrepreneur/innovator sessions to introduce the business side of nursing.
- ★ Influencer Nurse Podcasts will have special live podcasts recorded and available to attend.
- ★ In addition to the educational benefits, there are many opportunities for nurses to relax, renew, and rediscover their nursing passion.
- ★ You will be able to bring back valuable information to your colleagues.
- ★ The conference is all inclusive which simplifies planning and budgeting.



Step Two: Planning the business case

Advocating for your own professional development can be an overwhelming task. An effective approach can be presenting your leader the business case for you attending a conference. This helps them to recognize the value in your attendance and also gives them the justification they may need for budget and staffing discussions with their managers.

To Do's

- List out the reasons that attending will benefit you as a nursing professional.
- If staffing is a barrier to you attending, plan how your shifts/duties can be covered while you are away.
- Adapt the sample letter to send to your leader.
- Use the expense worksheet to justify the costs associated with the conference.

Step Three: Attend the Conference!

Enjoy the conference while earning continuing education credits. Get reenergized, connect with other nurses and rediscover your nursing passion.

Go to [NurseCon at Sea](#) for registration information.



Date

Dear

The 2024 NurseCon at Sea Conference is a truly unique experience. There are thousands of nurses and nursing students attending the conference from all over the United States and International locations. The conference will offer over 50 continuing education courses accredited by the California State Board of Nursing & ANCC. There will also be professional development workshops, skills stations, expert discussion panels, and networking opportunities.

By attending the conference I anticipate gaining knowledge and growth in the following areas:

- ★ Evidence-based research and practical knowledge to advance my practice
- ★ Help to create a positive and compassionate work environment for our team members
- ★ Be empowered as an innovator to create positive change for our patients and colleagues
- ★ Ensure I am caring for myself and colleagues
- ★ Develop as a nursing leader
- ★ Discover how to better care for diverse populations

A detailed cost breakdown is attached. It includes the registration fee as well as travel, hotel, and transportation expenses. I've also prepared a staffing plan to cover my absence while I'm gone. I hope you'll agree that NurseCon at Sea is an investment in my professional development and will provide ongoing value to our team.

Thank you for your consideration.

Sincerely,



Expense Worksheet

Due to the unique nature of NurseCon at Sea the reservation total includes the cost of the conference and accommodations. The accommodation portion of the conference fee is variable depending on factors such as room type and number of attendees sharing a room. In order to demonstrate this for submission to your employer for reimbursement we have itemized the Conference Fee to reflect the conference and accommodations as separate, although these fees are inseparable and must be paid together. The conference cost is \$799.00. All NurseCon at Sea registrants are considered conference attendees regardless of nurse licensure status or CNE attendance and must pay in full the fees associated with their room reservation.

Projected NurseCon at Sea Conference Expenses			
Travel Expenses to and from Miami, Florida		Conference Fees	
Transportation (Airfare, mileage, parking, or taxi/shuttle)	\$	Conference	\$799.00
Lodging/Hotel (if needed prior or post conference)	\$	Taxes/Fees Gratuity	\$299.00 \$86
Food per Diem for travel to and from Miami, Florida	\$	Accommodations (prices vary)	
Total	\$	Total(Reservation total - \$1154.00)	\$