Dear <Supervisor’s Name>:

I would like to participate in the 2023 OSAP Dental Infection Control Boot Camp™ (“Boot Camp”), held in Atlanta, GA, from January 23 – 25, 2023, at the Crowne Plaza Atlanta Perimeter at Ravinia.

Boot Camp is a fast-paced, foundational-level educational course presented by national and international experts in dental infection prevention and patient safety. The course curriculum is based on the [CDC Guidelines for Infection Control in Dental Health-Care Settings-2003](https://www.cdc.gov/mmwr/PDF/rr/rr5217.pdf), the [2016 Summary of Infection Prevention Practices in Dental Settings: Basic Expectations for Safe Care](https://www.cdc.gov/oralhealth/infectioncontrol/pdf/safe-care2.pdf), and [OSHA Bloodborne Pathogens Standard (1910.1030)](https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.1030). This year, due to the continued COVID-19 pandemic, course content will also cover interim guidance and any related regulations.

Registration provides me with:

* 20+ hours of live educational sessions, including live Q & A
* Access to 20+ hours of on-demand session recordings for 60 days (starting February 13)
* One printed copy of *OSHA & CDC Guidelines: OSAP Interact Training System – 7th Edition* workbook
* Access to PowerPoints, checklists, tools, and resources
* Digital badge and online certificate of attendance
* Networking opportunities with board members, speakers, participants, and vendors
* Vendor fair and lunch on Tuesday, January 24
* 20+ hours of ADA CERP live CE and/or self-study CE

After reviewing the course materials, I have identified several educational sessions that will allow me to gain knowledge and understanding about how we can improve our internal processes related to patient and provider infection control and safety. The presentations are facilitated by scientific experts and oral health colleagues who have faced similar challenges and are directly applicable to my work. I specifically chose these presentations because they directly relate to <insert issue your facility is currently dealing with>.

* <insert the session title and description>
* <insert the session title and description >
* <insert the session title and description >

I am seeking financial support for the course.

* **Registration:** If I register by Wednesday, December 14, I will be able to take advantage of the early-bird rate of $449 (OSAP Member)/$649 (Non-Member).
* **Antibiotic Stewardship Summit:** This is an optional **add-on** to my registration. This half-day event focuses on antibiotic stewardship in dentistry. I can add this for a flat fee of $100 (OSAP Member)/$125 (Non-Member).
* **Hotel Room:** The group room rate at is $189 plus 16% taxes + $5.00 per night hotel/motel fee. The group rate is offered three days pre-and post-Boot Camp dates, based on availability.
* **Flight/Ground Transportation:** <insert estimated costs>
* **Meals:** <insert estimated cost>

The opportunity for me to develop valuable contacts and gain knowledge in specific areas of my job makes my attendance a wise investment. Please consider my attendance. I’ll be glad to provide any additional information that you need to make a sound decision.

Sincerely,

<your name>