JUSTIFICATION TOOLKIT
Why you should attend this conference!
Dear Potential NASN2023 Attendee,

The National Association of School Nurses (NASN) warmly invites you to join us for NASN2023 – face-to-face in sunny Orlando, Florida, on our virtual platform, or both! School nurses and school health team members from across United States and some traveling internationally will be attending this premier learning event. Please join us in the space we are creating to learn and share at the largest gathering of school nurses in 2023.

NASN offers an In-Person conference event and a Virtual conference event. These events are separate events with different schedules. Here are the registration options offered and a few key points for you to consider.

- **In-Person NASN2023: June 30 – July 3, 2023**: NASN is cultivating a new forward-looking and healthier mindset when it comes to our in-person conference. Attendee wellness will be a priority and be on display with morning workouts, in-session breathing exercises, retreat rooms, and mindfulness activities.
- **Virtual NASN2023: July 10 – 12, 2023**: School nurses and school nurse employers love virtual events. Attendees can count on NASN’s excellence at this event while attending from their own location or on their own time.
- **NASN2023 Bundle**: Attend both the In-Person NASN2023 & Virtual NASN2023 events to maximize your access to learning and networking with your peers.

Read more on the following pages for reasons to attend face-to-face in Orlando, online at the virtual event, or both. Take care, be well, and hope to see you soon!

Linda Mendonça, DNP, RN, PHNA-BC, NCSN, FNASN
President
National Association of School Nurses
ACHIEVING YOUR LEARNING OUTCOMES

- Identify two new evidence-based practice or resources from NASN2023, exhibitors, or poster presentations that can be used to promote student health, academic success, and the health of students and communities.
- Describe three evidence-based nursing interventions for students with chronic health conditions including mental health to address health disparities across all communities.
- Apply new knowledge of the role of the school nurse in the delivery of culturally competent care in schools.
- Devise a plan to implement practice changes to include leadership and interprofessional collaboration for the benefit of student success.
- Justify the necessity for school nurses to participate in the assessment, planning, and implementation of crisis prevention in schools.

Your SCHOOL or EMPLOYER will benefit from NASN2023 when YOU:

- Share evidence-based programs and research on best practices with your administrator;
- Elevate your school nursing practice by applying your new skills;
- Obtain the newest industry information on products, services, and technology from conference exhibitors; and
- Make professional connections that become a source of new perspectives and ideas to help you in your role.

NEED FUNDING IDEAS?

Try these suggestions:

- Check with your school and district for potential funding;
- Contact school community stakeholders, like the PTA and Lions Club, to see if they can offer you a scholarship; and/or
- Participate in the NASN Strong initiative https://www.nasn.org/NASNStrong to earn e-commerce credits which you can use toward conference registration fees.
REGISTRATION COSTS AND REASONS TO ATTEND

Locate additional costs including the host hotel cost in the template letter on the following pages.

**In-Person NASN2023**  
June 30-July 3, 2023

- **Active or Associate NASN Member Type:** $480 Early | $545 Regular  
- **Student or Retired NASN Member Type:** $350 Early | $415 Regular  
- **Non-member:** $580 Early | $645 Regular

**Reasons to attend:**
- Earn up to 20 NCPD contact hours.  
- Ask speakers questions and get feedback in real-time.  
- Choose topics that matter to you from the concurrent session lineup.  
- Connect with peers from your state at the Annual Business Meeting.  
- Get a full-sensory experience in the exhibit hall; see, hear, taste, touch & smell!

**Virtual NASN2023**  
July 10-12, 2023

- **Active or Associate NASN Member Type:** $320 Early | $385 Regular  
- **Student or Retired NASN Member Type:** $270 Early | $335 Regular  
- **Non-member:** $420 Early | $485 Regular

**Reasons to attend:**
- Earn up to 20 NCPD contact hours.  
- Attend from anywhere; you choose your location.  
- View general and breakout sessions in real-time or view recordings at your convenience.  
- Video chat using Braindate when not in sessions; chat one-on-one or in small groups.

**NASN2023 Bundle: Register for both events!**

- **Active or Associate NASN Member Type:** $625 Early | $690 Regular  
- **Student or Retired NASN Member Type:** $495 Early | $560 Regular  
- **Non-member:** $725 Early | $790 Regular

**Reasons to attend:**
- Earn up to 37 NCPD contact hours.  
- Leverage all the ways to make connections with colleagues and experts in the field.  
- Lean into the venue and location of the in-person event; lean into the comfort of the virtual event.
IN-PERSON NASN2023 HEALTH AND SAFETY PROTOCOLS

When you register, you will be asked to agree with the following health and safety protocols.

The National Association of School Nurses (NASN) is committed to providing a safe and healthy environment for all In-Person NASN2023 attendees. Our decisions and preventive measures will be guided by the requirements and recommendations of the U.S. Centers for Disease Control (CDC) and federal, state, and local health authorities. Currently, CDC recommends everyone stay up to date with COVID-19 vaccines for their age group.

The responsibility for a safe and healthy event environment is shared among all attendees and all agree not to attend In-Person NASN2023 if you are experiencing, or within the 10 days prior, have experienced signs and symptoms of COVID-19 or another communicable disease, believe that you may have been exposed to a confirmed or suspected case of COVID-19 or another communicable disease, or have been diagnosed with COVID-19 or another communicable disease and are not yet cleared as non-contagious by the health care team responsible for your treatment. NASN shall not be responsible for the cost of any missed travel, additional accommodations required, or other costs incurred due to illness.

Proof of vaccination is not required at this time. People may choose to mask at any time.

JUSTIFICATION LETTER TEMPLATE

On the next two pages are a template you may use to justify your attendance and the cost for NASN2023. There are areas you need to insert some information and those are highlighted in green to call your attention to them.

You will also find versions of this letter on nasn.org/nasn2023 in Word format for ease of use.
Dear [your supervisor’s name]:

I’m seeking support to attend NASN2023, an exceptional learning event with the largest gathering of school nurses. This conference is hosted by the National Association of School Nurses (NASN). It brings school nurses and other school health team members together from across the United States and around the globe.

At a distinguished conference like this, you can be assured that my attendance will benefit our school community. Evidenced-based approaches to keep students healthy and in school are a major component of the agenda. Nursing interventions for students with chronic health conditions will also be addressed. These reasons stand out, but please let me know if I can share more with you.

NASN2023 is actually two events; In-Person NASN2023, hosted in Orlando, Florida, and Virtual NASN2023, hosted online. These events happen on different dates and have different sessions and faculty. I would like to attend [insert your choice: In-Person NASN2023, Virtual NASN2023, or both, which is the NASN2023 Bundle] and respectfully request assistance with the registration fee and related costs. Conference dates are [insert In-Person NASN2023 dates: June 30 to July 3, 2023, Virtual NASN2023 dates: July 10 to July 12, 2023, or both dates if you are requesting the Bundle].

The estimated cost to attend is [insert the total cost from the calculation further down in this letter]. If I register by May 1, 2023, the early registration rate applies.
Registration Fee and Related Costs

- **Conference Registration**: [insert the registration fee that applies to you from page 4 of this toolkit]
- **Roundtrip Airfare**: [insert estimated cost]
- **Transportation costs**: [insert additional or alternate transportation costs such as shuttle, tram, parking (hotel parking is $40/daily)]
- **Lodging**: $199 Single & Double (plus applicable state and local taxes and fees) X [insert the number of nights] nights = [insert estimated cost]
- **Optional Resort Fee**: $25 (plus applicable state and local taxes and fees) X [insert the number of nights] nights = [insert estimated cost]
- **Meals**: [insert an estimate] NASN provides limited complimentary food; please plan accordingly.
- **Other expenses**: [insert estimated costs not already suggested]

Thank you in advance for your consideration of this request. I would be so grateful to make this investment in the health and education of our students.

Sincerely,
[your name]
[your title]
[your contact information]
ABOUT NASN

The NASN vision is that all students are healthy, safe and ready to learn. The NASN mission is to optimize student health and learning by advancing the practice of school nursing.

CORE VALUES

Child Well-being  
Ethics  
Innovation  
Leadership

Diversity, Equity & Inclusion  
Excellence  
Integrity  
Scholarship

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