

Justify your Trip to the Procedural Coding Changes Workshop

Share this letter with your manager to make your case for attending the most instructive *Procedural Coding Changes Workshop* available. Simply copy and paste the letter into a document and make the appropriate updates.

Dear **[Manager's Name]**,

I would like to attend a *Procedural Coding Changes Workshop*, **[insert date/location]**. It's the preeminent workshop for hands-on practical application of the 2012 procedural coding changes.

This unique event, presented by Contexo Media, is filled with hard-hitting sessions that relate directly to my work. The entire workshop is tailored to procedural coding changes that will impact this office's bottom line.

My attendance to this workshop interests be because:

- The workshop is well established in the industry and has been offered by Contexo Media for many years
- The instructors (Susan Thurston and Margie Vaught) are leaders in the coding industry and have many years of practical coding experience
- There will be 7 hours of in depth coverage of the 2012 procedural coding changes including the most significant updates for our specialty
- There is also an option to attend the program online if we would like to save on travel expenses
- I will obtain CEUs from AAPC, AHIMA and ACMCS

I will be able to bring back useful strategies and approaches to implement in this practice immediately. The full workshop fee is very reasonable at only \$545 but if **I register early, the cost is only \$495** (a \$50 savings).

This opportunity to learn about the 2012 procedural coding updates is crucial to reduce claim delays, denials and ensure appropriate reimbursement ó which will be invaluable for this practice.

Thank you for your consideration and I look forward to hearing your thoughts on me attending this workshop.

Sincerely,
[Your Name]