Dear [SUPERVISOR’S NAME],

Measurement lies at the heart of quality improvement. Without the correct measurement tools, measure alignment, and clear operational definitions, QI professionals risk not only burdening their team with inefficient practices, but gathering poor data and drawing poor conclusions. In this program, you will discover what quality measurement is and why it matters.

I am motivated to design a practical measurement system to monitor and guide improvement work, which is why I’m seeking your approval to attend the Institute for Healthcare Improvement (IHI)’s **Better Quality Through Better Measurement** online course, beginning April 14, 2025.

This IHI program is led by expert faculty and designed for health care providers and leaders who are interested in using measurement to foster quality improvement in their work and across the organization.

By completing this course, I will:

* Create measurement systems, develop operational definitions, and build data collection plans to support quality improvement.
* Construct and analyze run and control charts to distinguish special from common cause variation.
* Engage improvement stakeholders and use data for improvement rather than judgement.

This course is delivered through six lessons of self-paced video content released every other week and six live virtual all-learner calls.

The cost of my attendance is $549.

Continuing education credits will be offered for physicians, nurses, pharmacists, and certified professionals in patient safety.

Thank you for considering this investment in our organization and my professional development. I look forward to discussing this with you at your earliest convenience.

Best,

[YOUR NAME]