Dear [SUPERVISOR’S NAME],

Burnout and retention challenges in the health care are at all-time highs and present a risk to hospital care quality, safety, and patient experience. Improving well-being and engagement of staff is critical to our mission to provide high quality patient care.

I am motivated the develop the skills to co-design solutions with staff that will tackle the underlying drivers of burnout and lead improvement projects to increase their joy in work – which is why I’m seeking your approval to attend the Institute for Healthcare Improvement (IHI)’s **Creating Workforce Joy and Well-Being** online course with coaching, beginning September 16, 2024.

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

By completing this course, I will:

* Practice leadership behaviors that raise staff engagement and improve joy.
* Discuss joy in work with staff using a "what matters to you" framing.
* Identify and test at least two changes in our organization that will lead to greater joy in work and well-being.
* Identify at least two measures to determine if joy in work and well-being are increasing at our organization.

This course is delivered through six lessons of self-paced video content released every other week, three live virtual all-learner calls, and an opportunity for added coaching.

The cost of my attendance is $549.

Continuing education credits will be offered for physicians, nurses, 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]