



## 2019 Military, VA, DoD Justification Toolkit

We encourage you to review the materials in this toolkit to gain a greater understanding of the 2019 CMSA Annual Conference & Expo, taking place June 10-14, in Las Vegas, and how to communicate its value when requesting attendance approval from your manager, supervisor or chain of command to attend.

CMSA has created some simple steps to assist you in obtaining financial support to attend the conference. With expert advice and justification documents your supervisor is sure to appreciate the investment made into your training and development as well as to your program's success

Below please find helpful information to explain why you should attend CMSA's Annual Conference & Expo. The Justification Toolkit includes:

- Cost and Benefits Details
- Cost Benefits Analysis for Conference Attendance
- Cover Letter to Supervisor (or Decision Maker)

Be sure to highlight, that CMSA is one of the most the nationally recognized educational conferences for case management professionals. Point out that face-to-face interaction, networking and discussion amongst civilian and tri-service peers are highly valuable to your growth and development.

Remember: You should be ready to answer any question that your supervisor may have. After you provide all the necessary information to your supervisor, he/she will assess the information before making the decision. Your supervisor's decision will likely depend on the information you provide and how well articulate, advocate and/or justify the benefits of attending the conference.

Good Luck!

## Cost & Benefits

### FULL CONFERENCE REGISTRATION FEES:

Registration Type	Early (by 4/1/19)	Standard (starts 4/2/19)
<b>Standard</b> Full Registration	\$775	\$895
<b>DoD/VA</b> Full Registration	\$675	\$795
<b>Military</b> Full Registration	\$605	\$725
Optional Military/VA/DoD (MVD) Day Event		
Full Conference Registrant	\$110 for MVD Day	
Attending MVD Day Only	\$150 for MVD Day	

### AVAILABLE DISCOUNTS AND BENEFITS:

- BACK AGAIN! Complimentary Membership: 1-year free CMSA membership with every registration** (excludes company membership, exhibitors, speakers, complimentary registrations, workshop only and one day attendees.)
  - Free membership includes:**
    - Post conference access to concurrent, symposia and keynote sessions for additional CE earning opportunity! Plus, 160 courses always available in our Educational Resource Library (ERL)
    - 20% off of CCM Certification plus 20% off of CCM renewal, membership to your local chapter, local discounts and much more!
- Group Discounts:** Three (3) or more individuals who register together, receive an additional \$100 off per person on any paid full conference registration rate.
- Leadership Discount:** Current Chapter Leaders receive an additional \$50 off.

### Benefit Analysis for Activities included in Main Conference Registration

(Does not include additional pre-con pricing or CE's with fee-based workshops)

Conference Site	CCMC World Symposium 2019	ACMA 2019	CMSA 2019
<b>Registration Fee</b> <i>(based on early bird rates)</i>	\$725	\$785 <i>(Includes Membership)</i>	\$605 or \$675 <i>*(Includes Membership)</i>
<b># of Days</b>	3	2	5
<b>Hotel</b> <i>(before taxes and fees)</i>	\$204/night	\$239/night	\$102/night
<b>CEs Offered</b>	17 CCM & RN, 14 SW	13 RN, SW, ACM	39.75 CCM & RN, 18.5 SW, 7.5 Ethics
<b>Ave Cost per CE</b> <i>(Registration / CEs)</i>	\$42/CCM, RN; \$51/SW	\$60/ All CE	\$15.20 or \$17/CCM, RN; \$32.70 or \$36.50/SW

\*CMSA membership is a \$200 Value included with Conference Registration.

## FULL Registration Fees include:

- **Meals:**
  - Tuesday** - Lunch Symposia, Expo Hall Opening Dinner
  - Wednesday** - Breakfast Symposia, Expo Hall Lunch
  - Thursday** - Breakfast and Lunch Symposia

**Note:** There will be ancillary events on Wednesday night that are supported by sponsors. Some will provide food. Invitations will be sent by the sponsoring companies and must be accepted to participate in the ancillary events.

For meals not included in registration fee, please use published 2019 Federal Per Diem for Las Vegas as a guide:

- Breakfast - \$14
  - Lunch - \$16
  - Dinner - \$26
  - Incidentals - \$5
- **Access to Expo Hall:** Where cutting industry organizations are on full display with the latest products and services.
  - **Additional Session:** Optional pre-conference and post conference educational sessions and workshops
  - **Continuing Education:** Obtain continuing education and networking through keynote presentations, concurrent sessions, poster sessions and symposia sessions.
    - **CE HOURS:** 39.75 CE hours for Nursing, CCMC, CRCC, CDMS and CPHQ; up to 18.5 CE hours for ASWB. And 7.5 CCMC Ethics hours.  
*(CE's pending approval from certifying bodies; amount of CE's available estimated as of January 2019 and is subject to change).*

### Military/VA/DoD (MVD) Day – Monday, June 10, 2019

MVD Day brings together Military, VA and DoD case managers from across the country for a day dedicated to their professional growth. Earn up to 8 CEs, meet new comrades, network with colleagues and enjoy a day of learning amongst your peers!

An additional fee is required to attend this event: \$110 for Full Conference registrants and \$150 for MVD Day only registrants.

#### **A. Accommodation Fees**

##### **THE MIRAGE**

3400 S Las Vegas Blvd.

Las Vegas, NV 89109

Main Phone: (702) 791-7111

Reservations Center: 1-800-374-9000

\*Per Diem Rate: \$102

CMSA Standard Group Rates:

Saturday, June 8 – Sunday, June 9: \$108

Monday, June 10 – Wednesday, June 12: \$125

Thursday, June 13 – Saturday, June 15: \$108

Daily Resort Fee: \$32/night (*applicable to per diem and standard rates*)

Tax Rate: 13.38%

Deposit: One night's room and tax required to reserve a room

Cancellation: Deposits are returned if cancellation is made at least 72 hours/3 days prior to scheduled arrival date

Book hotel rooms online at <http://conference.cmsa.org/hotel-travel/>

*\*A limited number of government rooms are available. Government rates are available to military and government members and/or employees. **Mirage will honor the prevailing federal government per diem rate as it is published for June 2019, which is currently \$102, based on availability in the block.** Military or government ID might be requested at hotel check-in.*

**B. Transportation Discounts**

- Discount for **Delta Airlines**: Receive a 2-10% discount based on fare class. You may book your discounted ticket by calling (800) 328-1111 and providing the Meeting Event Code: NY2FT or book online at [www.delta.com](http://www.delta.com).
- Discount for **United Airlines**: Receive a 2-10% discount based on fare class. You may book your discounted ticket by calling (800) 426-1122 and providing the Promotion Offer Code: ZFTX888026 or book online at [www.united.com](http://www.united.com).
- Discount for **Avis**: You may book your discounted rental car by calling (800) 331-1600 and providing the AWS Code: J095432. Find the online booking link at <http://conference.cmsa.org/hotel-travel/>.
- Discount for **SuperShuttle**: Receive a 10% discount off airport shuttle transportation using code VC2NR. Book online at <https://group.supershuttle.com/group-page/cmsa-2019-annual-conference-expo/>.

**C. Define your conference goals. For example, goals could be to:**

- Contribute to my professional development as a case manager through education and discussion in areas such as patient safety, caseload management, veteran's benefits, transitions of care and family engagement.
- Earn credit hours toward an industry certification or recertification program
- Be a part of a group that is committed and dedicated in continued and lifelong professional development.
- Learn ways to reduce costs, increase efficiency, motivate and advocate for patients, and various innovative ideas to use in my daily job.
- Create a list of exhibiting contacts I plan to meet and explore new technologies and resources for use with our patients and clients.
- Attend CMSA's Expo, where I will be immersed in the industry's most comprehensive marketplace for case management professionals.
- Volunteer to conduct an in-service at your place of employment to share the knowledge and tools from conference presentations

**D. Plan to Achieve Conference Goals and Demonstrate ROI:**

Also include details on how you plan to achieve these goals. For example, you might say: *I have identified the following list of sessions. Based on session descriptions and learning objectives, I believe these sessions will not only assist me in achieving my goals, but also allow me to build a professional network and bring new tools and techniques to apply in our organization. I would also be happy to share what I learn with my peers as part of a workplace in-service or staff meeting.*

You may view and share the [conference education listings online](#). List all sessions you plan to attend as well as the session objectives and indicate how the session will benefit you and your organization. **An example is below:**

**My Session List:**

**Title:** Case Managers Driving Success in Value-Based Care (*Leadership Track*)

**Abstract:**

Healthcare is transitioning to value-based payment models that prioritize improving patient outcomes, quality of care, and satisfaction, while also reducing costs. Effective care coordination, led by case managers is the key to success in value-based care models such as episodes of care. In this session, we will use specific case studies to detail how these improvements have been achieved, the key role of the case manager as part of an inter-professional team to lead to these outcomes, and how these case management strategies can be effectively deployed to manage any episode of care. Case managers are essential to streamline care, reduce overutilization of services, and reduce medical costs throughout an episode of care.

**Learning Objectives:**

- Explain effective case management strategies to coordinate care across an episode
- Describe how effective case management can reduce readmissions, overutilization of services and listing positive patient outcomes that can be achieved through episode management
- Identify evidence-based best practices to guide patient optimization and coordinate care

**Anticipated ROI:**

Case studies utilized in the presentation could provide ideas on how I can better develop and implement an overall case management strategy and integrate CMSA's Standards of Practice for Case Management into these strategies.

**Presenters:**

- Lisa Morrison, MSN, RN, CCM - Regional Case Manager at Signature Care Management
- Christine Samples, BSN, RN, CMM - Virtual Case Management Coordinator, Care MOSAIC Clinical Team Specialist at Signature Care Management

*(You may choose to add in speaker bios if you have space)*



# Conference Attendance Request

**[date]**

Dear **[your supervisor's name]**:

In order to provide **[name of your facility]** with the most current information on professional concepts, advances, educational tools and resources, evidence-based guidelines, performance measures, and standards of practice in health care case management, I would like to attend the 29th Annual Conference & Expo of the Case Management Society of America in Las Vegas, NV June 10-14, 2019.

As the sole health care event designed to deliver clinical, professional, regulatory and personal growth for care management professionals, CMSA's Conference & Expo offers continuing education from more than 8 certifying bodies through *concurrent sessions, symposia, poster presentations, keynote sessions, and educational tracks like acute care, leadership, long-term care, managed care and population health.*

In addition, this event provides opportunities to share best practices, discuss professional challenges, local chapter activities, and network with other healthcare case managers, both civilian, military and other related professionals.

The sessions that are of particular relevance for our work include:

***[List the sessions that will provide the greatest benefit to your agency or command. The list of sessions appears in the conference brochure and is posted on <http://www.conference.cmsa.org>]***

Handouts for all the sessions, including those I cannot attend, will be available online at <http://www.conference.cmsa.org> to all meeting registrants prior to the conference.

I will also be able to experience the latest state-of-the-art technology in health care products and services at the 200+ booths in the CMSA Expo Hall.

## **Costs**

***[Lists transportation costs, registration fee, cost of meals, and the price per night of the hotel room.]***

**CMSA's 29th Annual Conference & Expo** will allow me to discover new and emerging techniques in advancing care delivery, quality and coordination. I plan to pass on the

information that I have learned at the conference to other members of our **[unit/team/department]**, and my notes will be available for reference following the conference.

Lastly, here is the conference website for your reference: <http://conference.cmsa.org>

Thank you for your consideration of my request.

Sincerely,  
**[your name]**