**Academy of Pelvic Health Physical Therapy**

**CAPP Course Justification Letter for Employer**

**[Supervisor Name]**

**[Employer Street Address]**

**[Employer City, State]**

**[Today’s Date]**

Dear **[Supervisor’s name]**,

I would like to attend the APTA’s Academy of Pelvic Health Physical Therapy **[Insert full CAPP course title with date**] in **[City, State]**. This continuing education course will enable me to network with peers from universities, hospitals, outpatient clinics and private practices throughout the country. The course provides rigorous hands-on training of the latest evidence-based techniques. Presentations are tailored to ensure [Select your title: **Physical Therapists, Physical Therapist Assistants and/or second year/third year Student Physical Therapists]** gain insight into the latest physical therapy techniques, research, products and trends that impact our patients.

Over the course of **[two/three]** days, I will develop skills through multiple lecture presentations and hands-on lab activities simulating patient care scenarios. This course will enable me to gain new knowledge and practical skills that I can immediately implement into practice when I return to work from the course. This continuing education course offers me the opportunity to hear from dynamic experts in the pelvic health and obstetric physical therapy community while earning up to **[insert # of contact hours i.e. ‘23.0 contact hours (2.3 CEUs)’]** of continuing education credit.

The APTA’s Academy of Pelvic Health Physical Therapyis a leader in physical therapy education and continues to set the standard for quality education and training in pelvic health and obstetric physical therapy in the United States and abroad. ***The Academy’s Pelvic Health Physical Therapy courses are recognized internationally by The International Continence Society (ICS) as providing training that conforms to ICS standards [Insert this statement if this course is a PH1, PH2BD, PH2PP, or PH3 course]****.*This certificate course is part of the Academy’s CAPP certification program which provides a richer learning experience for physical therapists seeking a higher level of professional achievement and wanting to demonstrate their expertise to prospective patients and employers.

The Academy of Pelvic Health Physical TherapyCAPP Committee consists of experts who develop the courses by consensus based on the latest evidence, and the learning experienceis refined **every** **year.** A reviewer feedback process is conducted annually to ensure content is of the highest quality and includes current practical resource materials.

I am seeking financial support for the **[insert what you wish to have covered by your employer i.e. registration fee, hotel and travel expenses]** [KS1] during this course. By allowing me to participate in this CAPP course, I can enhance my clinical skills and join the growing number of CAPP-Certified Physical Therapists. This group of individuals have chosen a pathway of professional development to raise the bar of patient care in pelvic health and obstetric physical therapy.

After reviewing the course catalog website, I have identified **[a number of CAPP courses or single course]** that will allow me to gain knowledge and understanding about how we can improve our patient care. The presentations are facilitated by clinician experts in the physical therapy community with many years of experience in various practice settings. Receiving the information in a live, hands-on format will effectively assist me in learning new skills while reducing the time and costs that would be required to research the topics myself.

The full price course fee is **[$xxx]** but can be reduced **[$50-$75]** by registering before the early-bird rate expires on **[enter date: i.e. Monday, December 15, 2019]**.

Here is the breakdown of conference costs:

● **Roundtrip Airfare: [$xxxx]**

● **Transportation: [$xxxx]**

● **Hotel: [$xxxx]**

● **Meals: [$xxxx]**

● **Course Registration Fee(s): [$xxxx]**

The total costs associated with attending this conference: **[$xxxx]**

The opportunity for me to develop valuable contacts and gain knowledge in this specific area makes my attendance at the **[Insert full CAPP course name(s)]** a wise investment, which will yield rich dividends for our practice.

Sincerely,

**[Insert your full name]**