

Articulating AOHP Conference Attendance Value Quick Overview

Demonstrate the value of attending the AOHP National Conference to your manager by documenting the ROI.

STEP 1: Estimate Conference Expenses.

- Conference Registration - **\$465**
- Pre-Conf Workshops – **\$95-315**
- Flight
- Lodging - **\$159/night + tax**
- Transportation/Mileage Expense
- Airport/Hotel Parking
- Food – **registration includes most meals**
- Other

STEP 2: Identify Your Needs.

- What are your professional development needs, interests and growth opportunities?
- Do you have certification or licensing continuing education requirements?
- Does your organization have a current issue or potential future challenge that needs attention now?
- What improvements in information, products, workflow and processes would benefit worker safety?
- Which vendors have tools, products and/or technologies you would like to evaluate?
- What new partnerships would be of benefit to you and your organization?

STEP 3: Identify The Benefits. What will you bring back to the organization?

Professional Development and Training

- Nearly 40 education sessions offering continuing education units will address OH issues. Ideas, contacts and skills gained from this conference will help to increase efficiency and decrease costs.

Best Practices

- Assess occupational health best practices by identifying and recognizing innovative ideas and solutions.

Networking

- Connect with other industry professionals and vendors who face similar challenges, encouraging dialogue that leads to collaborative problem-solving and the sharing of ideas that work.

Vendors

- Identify new resources, evaluate competing tools and negotiate partnerships with vendors who demonstrate how their products can provide value and keep your organization's workforce safe.

Team Building

- Provides a forum for dialogue about improvements in information, products, workflow and processes when several professionals from the same organization attend.

STEP 4: Communicate The Value.

Specifically and concisely state your organization's knowledge requirements and the conference program. Focus only on the conference benefits that make sense for your organization and how you can optimize your results.

Example: The 2014 AOHP Annual Conference offers nearly 40 pre-conference workshops, general sessions and breakout sessions. Professional development is critical to prepare for providing the most up-to-date occupational health information for our employees, positively impacting patient care. Attendance will provide me with the tools to ensure that our employees have access to evidence-based solutions, to anticipate and plan for future needs, and to assist in controlling workers' compensation costs.

Provide a concise executive summary of your conference learning to your supervisor upon your return to the office. This will provide you with fuel for attending the next year's conference and evidence of this year's ROI.

Action Item	Priority	Deadline	Comments