



## **INTEGRATING PRIMARY and BEHAVIORAL HEALTH CARE THROUGH the LENS of PREVENTION**

**To Improve Population Level Outcomes**

{Date}

Dear {Name}:

I am requesting approval to attend the Integrating Primary and Behavioral Health Care Through the Lens of Prevention Conference (IPBHC) in New Orleans, LA, November 13-15, 2019. This conference is attended by professionals involved in prevention, behavioral healthcare, and physical health care. The conference differs from similar ones because it explores prevention's role in health integration. Also, its emphasis is on presenting information demonstrating the benefits and necessity of placing the field of professional prevention on par with behavioral health and primary healthcare into the practice of integrated health care. Additionally, IPBHC has a reputation for attracting diverse professionals who are committed to breaking down silos and serving as a vehicle addressing the need for interdisciplinary cooperation and respect involving prevention experts, substance use disorder professionals, primary care practitioners, and behavioral healthcare specialists.

IPBHC is sponsored by the University of Oklahoma's Southwest Prevention Center. The IPBHC printed mission statement is: "As national leaders in the prevention field, we are committed to improving behavioral and primary health outcomes by integrating these with the science and practice of prevention across public, private, and community sectors". In addition to its guiding oversight by the Southwest Prevention Center at the University of Oklahoma, IPBHC is supported and planned by a 20-person national planning committee composed of prevention experts, physicians, nurses, psychologists, licensed counselors, and substance use disorder treatment professionals—to name a few.

The IPBHC program agenda for 2019 is on the conference website under "Conference Info." Also, on the website is the logic model that guides IPBHC. The logic model is under the "About" on the website. Program summaries from past conferences are also on the website which is:  
<https://preventionandhealthcare.ou.edu>.

An estimate of the costs associated with attending IPBHC is provided below: {Remove any that are not applicable}

Conference registration fee	{ \$525 }
Travel - Airfare/Car rental/mileage	{ \$\$\$ }
Local Transportation (taxis, shuttles, parking)	{ \$\$\$ }
Hotel	{ \$\$\$ }
Meals	{ \$\$\$ }
<b>TOTAL ESTIMATED COST</b>	<b>{ \$\$\$ }</b>

Thank you for your consideration.

{Your Name Here}

{Use the following worksheet to determine your costs for the conference, then remove this section before submitting the request to your supervisor.}

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Expense	Guideline	Cost
Conference Registration	<p><b>Through 9/2/19:</b> \$525.00</p> <p><b>After 9/2/19:</b> \$550.00</p> <p><b>After 11/4/19:</b> \$575.00</p> <p><b>Group Registration of 5 or more:</b> \$10% discount</p>	\$
Local Transportation	Taxis, shuttles, parking	\$
Travel	Airfare, car rental, mileage	\$
Lodging	Special rate: \$158 per night, plus tax	\$
Meals	Morning refreshments & snack breaks may be included; and lunch on Wednesday and Thursday also included	\$
<b>Total</b>		\$