

POSTPONE YOUR SURVEY

We are aware that the chance of the state surveyors coming to your facility during the NADONA/LTC National Conference looms over many of you. We are including a sample letter to the state surveyors that you may want to send if you are in line for your survey. There is no guarantee this will help, but...

Dear (head of the surveyors in your state):

I am writing to inform you that I will be attending in National Conference of the National Association Directors of Nursing Administration in Long-Term Care (NADONA/LTC) in Austin, Texas which is being held June 24-29, 2016.

This convention will be providing me with valuable education and updates that can be directly used within my facility to improve resident care. I will also have the opportunity to network with Directors of Nursing from across the United States to discuss methods they use to improve resident management meet all state and federal guidance. Workshops will range from clinical to leadership topics, being presented by the top long term care leaders and researchers in the country. There will be plenty of vendor time, where I can review products and educational materials to improve the quality of life for both my residents and staff members.

Since every survey is an educational experience for DONs, I would be grateful if you would refrain from surveying my facility June 24-29, 2016. I understand if there is an emergency or complaint investigation, that you have no choice but to make a visit. I would be happy to send proof of registration, or have proof of registration sent from NADONA/LTC, if you require such information.

Thank you in advance for your cooperation with this request as attending this convention is quite important to my functioning to the best of my ability as a DON/ADON (title) at

_____ *(name and address of facility).*

Sincerely,

cc: Administrator