

Dear

I am writing to request approval to attend the AAPM Physics Plan Review Toolkit Specialty Meeting, a focused two-day virtual continuing education program taking place October 29-30, 2026, organized by the American Association of Physicists in Medicine.

About the Meeting

Led by Program Directors Dustin Jacqmin, PhD (University of Wisconsin-Madison) and Sua Yoo, PhD (Duke University Medical Center), the program covers:

- Technical and clinical aspects of treatment plan review across disease sites
- Strategies for evaluating difficult and complex cases
- Interpersonal communication, teamwork, and upstream plan check frameworks
- Reirradiation planning with live demonstration
- AI and automation in plan review

Why This Meeting

Treatment plan review directly impacts patient safety every day. This meeting is specifically built around plan review as a clinical skill, delivered through case-based exercises and interactive breakout sessions rather than passive lecture content. I expect to return with concrete resources and frameworks that can improve consistency and quality assurance.

Cost and Time Commitment

Because this is a fully virtual meeting, there are no travel, hotel, or transportation costs.

- Registration:
- Travel Expenses: None, virtual meeting
- Time: October 29-30, 2026, approximately 10:00 AM to 5:00 PM ET each day

On-demand recordings of all presentation sessions will be available following the meeting, providing flexibility if obligations arise during the live program. An estimated 10.75 MPCEC continuing education credits will be posted to my CAMPEP account on December 7, 2026, upon completion of the post-meeting evaluation. I am happy to present key takeaways.

Thank you for considering this request. I believe this represents a high-value, low-cost professional development opportunity with direct benefit to clinical quality and patient safety. Registration opens August 5, 2026.

Sincerely,