

**ONCOLOGY NURSING SOCIETY TEMPLATE THANK YOU LETTER FOR MEETING
WITH MEMBER OF CONGRESS/CONGRESSIONAL STAFF**

Date

The Honorable **First Name Last Name**
United States **Senate/House of Representatives**
Washington, DC 20510/20515

Dear Senator/Representative **Last Name**:

I am writing to express my gratitude to **you/your staffer, First Name Last Name of Staffer**, for taking time out of **your/his/her** busy schedule to meet with me on **Month, Day, Year** to discuss with **you/First Name Staffer** issues of priority to me and the Oncology Nursing Society (ONS). I wanted to take this opportunity to reiterate my request that you:

- (1) **List the item(s) you discussed and the specific action you wish the Member to take.** For example: *Sign the Mikulski-Collins Dear Colleague letter calling for increased funding for the Nurse Reinvestment Act.*
- (2) *Support legislation that grants the Food and Drug Administration (FDA) authority to regulate tobacco.*

Provide additional rationale/background for your requests. This is an opportunity to reiterate key points, or to mention items that you may have omitted during the in-person discussion.

As an oncology nurse, I know first-hand the human and other resources necessary to deliver quality cancer care to people with cancer. As such, I am concerned that the current and expected nursing shortage – coupled the demographics of cancer – will cause a cancer care access crises. The Nurse Reinvestment Act and other federal nursing workforce programs are helping to stem the tide of the nursing shortage by providing scholarships and loan repayment to individuals interested in a career in nursing. However, while current efforts are making a difference, the shortage is expected to worsen in the coming years with the Department of Health and Human Services estimating that today's 10 percent vacancy rate in registered nursing positions will grow to 36 percent, representing more than one million unfilled jobs by 2020. Additional resources are necessary to ensure that our nation has the nursing workforce that it needs to care for the patients of today and tomorrow. As such, I would very much appreciate your joining with your colleagues in signing the Mikulski-Collins Dear Colleague letter calling for increased FY 2008 funding for the Nurse Reinvestment Act.

As I mentioned in our meeting, 30 percent of all cancer related deaths are attributable to tobacco; it is the number one cause of preventable disease, disability, and death; yet is completely unregulated. I feel strongly that our nation must take steps to reduce and prevent the scourge of tobacco and federal regulation of tobacco products is an important first step. Please support S. #/H.R. # which grants the FDA authority to regulate this deadly product.

Thank you again for taking the time to meet with me. I am most appreciative to **you/First Name Staffer** for your consideration of my concerns. Please do not hesitate to contact me, should you have any questions about these or other cancer or nursing-related matters. I would be happy to be a local resource for you. I look forward to hearing back from you regarding the status of my requests.

Sincerely,

First Name Last Name, Degrees
Home Street Address
City, State Zip
Phone Number/Email Address
cc: **First Name Last Name Staffer, Title**