### Template: Invitation letter to a participating health system partner

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Description automatically generated

**[Date]** **[Organization address]**

**Re: *Take Your MPP To Work 2024***

Dear **[insert name of organization contact],**

The Registered Nurses’ Association of Ontario’s (RNAO) **Take Your MPP To Work** (TYMTW) event began in 2001 when the three political party leaders went to work with a registered nurse (RN) to see firsthand the skills and expertise required to provide important health-care services to Ontarians.   
  
Since that time, TYMTW has grown to become a popular engagement activity for RNAO members and MPPs alike. Premiers, cabinet ministers, opposition leaders and critics, and many MPPs have gone to work with RNs, nurse practitioners (NP) and nursing students in hospitals, community health centres, family health teams, NP-led clinics, long-term care homes, public health units, post-secondary institutions and street health settings.

Our annual TYMTW event kicks-off during Nursing Week (May 6 - 12, 2024) and continues to run through the summer. This year, our local **chapter/region** of RNAO hopes to invite **[insert name of MPP]** to visit **[insert name of organization]** on **[insert tentative date and time]**. We, of course, require both your permission and assistance supporting such an event. Please let me know whether your organization would be willing to participate in this year’s TYMTW so that we can showcase what you do and what your nursing staff does.

I **[or name of another nurse or both names]** look forward to your reply regarding this request. I can be contacted at **[insert email or phone or both]**. I am organizing this visit in consultation with RNAO. Should you have any questions about the TYMTW event, please contact Ann-Marie Morris at [amorris@RNAO.ca](mailto:amorris@RNAO.ca).

I hope **[insert name of organization]** will join with us and help **[insert name of MPP]** to recognize the vital role of nursing in **[insert name of organization]** and the community.

Kind regards,

**[Your name, credentials and position within RNAO and within the requested organization if any]**

cc: Contact person in your organization  
 Your RNAO chapter president or interest group chair  
 Your RNAO board member  
 Ann-Marie Morris, coordinator, Nursing & Health Policy, RNAO amorris@RNAO.ca