

**From:** Anne Schultz <Anne.Schultz@cityofchicago.org>

**Sent:** Wednesday, June 25, 2025 2:11 PM

**To:** Steve Berlin <Steve.Berlin@cityofchicago.org>; Elizabeth Shane <Elizabeth.Shane@cityofchicago.org>

**Subject:** Re: Requesting ethics approval for travel

Hi Steve,

Liz and I have returned from Phoenix for the APIC 2025 Conference.

We stayed at the Springhill Suites in downtown Phoenix from June 15th-18th. One night was covered by the conference organizer and the other two nights were covered by our ELC grants.

Best,

Anne Schultz

**Anne Schultz, MPH, CIC**

*Infection Prevention Specialist*

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Pronouns: she, her, hers



**From:** Elizabeth Shane <[Elizabeth.Shane@cityofchicago.org](mailto:Elizabeth.Shane@cityofchicago.org)>

**Sent:** Monday, February 10, 2025 9:49 AM

**To:** Steve Berlin <[Steve.Berlin@cityofchicago.org](mailto:Steve.Berlin@cityofchicago.org)>

**Cc:** Anne Schultz <[Anne.Schultz@cityofchicago.org](mailto:Anne.Schultz@cityofchicago.org)>

**Subject:** Requesting ethics approval for travel

Hi Steve,

Anne Schultz (cc'd) and I are presenting at the upcoming APIC conference in June 2025. Our presentations cover work done by CDPH that will help educate other infection preventionists across the country. Both of our abstracts were reviewed/approved by CDPH medical directors and our final presentations will be reviewed/approved as well. We have no conflicts of interest.

Since we are presenters, APIC is offering a discounted registration fee and covering one night of our hotel stay. I verified with the conference planners that the free night will be directly deducted from the hotel bill as opposed to Anne or I getting direct reimbursement.

Please let me know if ethics approves this travel or if you need any additional information from us.

Best,

**Liz Shane, MPH, CIC, LTC-CIP**

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