

A How-to Guide in Obtaining an Official PA Day Proclamation

Overview

A proclamation is an official, public announcement or declaration issued by a head of state or other authority to make something known, commemorate an event or recognize a cause. Pathologists' Assistant (PA) Day presents an ideal opportunity to request a proclamation that highlights the importance of our field and celebrates the valuable contributions and exceptional talent of PAs in your local practice or community. To help secure a proclamation and maximize its impact, we've put together the following resources:

- Step-by-step guidance on how to secure a proclamation
- A sample proclamation
- A template to request a proclamation
- Tips for effective follow up and promotion

Obtaining a Proclamation

1. **Identify the best person or office to reach out to regarding a proclamation.** This is usually a local or state official such as: the mayor, the governor, state or local legislators, or city council members. It can also be a good idea to contact the public relations or communications office of these officials, as well as your employer.
2. **Contact the official's office to request the proclamation.** Check the website of the person or entity you are contacting for instructions on how to submit a formal request so that you can be aware of what information to include in your letter. Plan in advance to allow enough time to process, especially when contacting government institutions.
3. **Use the sample proclamation to draft your letter.** Create a draft using the sample provided and include your local information and date on which you would like the proclamation issued.
4. **Be open to meeting with the official for the signing of the proclamation.** You may be able to be in the room when the proclamation is signed by a government official and may be asked to be in a group photo. For employer proclamations, make sure to take photos with your team and share it with the AAPA!

Sample PA Day Proclamation

Complete the **bold** phrases to finalize a proclamation. Follow guidelines from the official's office to request the proclamation.

WHEREAS, quality, accurate, and timely diagnostic services—provided by highly trained and certified Pathologists' Assistants (PAs)—are essential to effective, patient-centered healthcare, directly influencing treatment decisions and improving health outcomes across **[your city, state, or facility]**; and

WHEREAS, Pathologists' Assistants are trusted professionals whose advanced training, technical expertise, and commitment to excellence contribute to the delivery of safe, reliable, and efficient laboratory services within the healthcare system; and

WHEREAS, though often working behind the scenes, Pathologists' Assistants play a critical role in the diagnostic process by meticulously examining and processing tissue specimens, which enables pathologists to deliver timely and accurate diagnoses; and

WHEREAS, as integral members of the healthcare team, Pathologists' Assistants improve workflow efficiency and patient care quality, particularly in high-volume and underserved settings where accurate pathology services are vital; and

NOW, THEREFORE, I, **[Official's Name]**, **[Title] of [City/State]**, do hereby proclaim April 14th, as National Pathologists' Assistant Day and encourage all citizens to recognize and appreciate the essential role Pathologists' Assistants play in advancing healthcare, safeguarding patient outcomes, and supporting our public health infrastructure.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of **[City/State]** to be affixed this **[Date]**.

[Name]

[Title]

[City/State]

PA Week Proclamation Request Email Template

Subject: Request for Proclamation in Recognition of National Pathologists' Assistant Day

Dear [Official's Name or Office of the Mayor/Governor/Commissioner/etc.],

My name is [Your Name], and I am a [Your Title/Position] at [Organization/Facility Name] and a proud member of the Pathologists' Assistant profession. I am writing to respectfully request a proclamation from your office in recognition of **National Pathologists' Assistant Day**, to be observed on April 14th.

Pathologists' Assistants (PAs) are highly trained healthcare professionals who work under the supervision of anatomic pathologists to ensure the accurate and timely processing of surgical and autopsy specimens. Our work plays a critical role in diagnosing disease, guiding treatment, and improving patient outcomes behind the scenes in hospitals and laboratories across the country.

Recognizing Pathologists' Assistants through an official proclamation would raise awareness of the vital services we provide and honor the dedication of professionals across our city/state. I have included a suggested proclamation draft for your convenience, though we welcome any edits or additions you may prefer.

If granted, we would be honored to share the proclamation with our local medical community and celebrate this recognition with fellow healthcare professionals and community members. Please let me know if you require any additional information or documents to move forward with this request. Thank you for your time and consideration—I look forward to your response.

Sincerely,

[Your Full Name]

[Your Credentials, if applicable (e.g., PA(ASCP)CM)]

[Your Title or Role]

[Organization or Institution Name]

[Your Contact Information]

[Email / Phone]

Following up: Thanking Officials and Building Connections

After receiving the proclamation and a photo of the signing ceremony (if provided by the official), it's important to acknowledge the official's support and begin building a lasting relationship that can benefit the profession moving forward. Here are a few thoughtful ways to express your appreciation:

- Present the official with a framed photo of the proclamation signing, especially if it includes members of your pathology team or organization.
- Send a personalized thank-you note along with the photo, expressing gratitude for recognizing the important contributions of Pathologists' Assistants to healthcare and diagnostics.

Beyond courtesy, these follow-ups serve a strategic purpose: they lay the groundwork for future conversations around advancing the profession, including efforts to establish **state licensure for Pathologists' Assistants**. Establishing a positive relationship now can make it easier to:

- Reconnect with the office when advocating for licensure legislation or requesting letters of support.
- Educate elected officials and their staff about the role of PAs in pathology and the public health benefits of regulating the profession.
- Position your organization as a trusted resource on issues related to pathology, healthcare quality, and workforce standards.

Maintaining these connections not only honors the support of the official but also strengthens your network for future legislative initiatives.

Promoting the Proclamation for Pathology

- Identify local and statewide news outlets and submit a press release and photo of the signing, emphasizing the critical role Pathologists' Assistants play in diagnostic medicine.
 - If your story is published, share the article on your organization's website and archive it for future advocacy use.
- Share the photo and story on your organization's social media platforms (e.g., Facebook, X/Twitter, Instagram), using hashtags like **#PAWeek**, **#PathologyMatters**, or **#PathologistsAssistant**.
- Include the story in your organization's newsletter or internal communications to celebrate the recognition and engage members.
- Share any media coverage with key legislators or stakeholders to further educate them about the essential contributions of Pathologists' Assistants and use it as a gateway to discuss policy or licensure-related initiatives.
- Highlight the proclamation and related outreach as a point of pride in membership renewal and recruitment materials, demonstrating the organization's advocacy efforts and visibility within the healthcare community.