

Naples Comprehensive Health (NCH) Graduate Medical Education

SUBJECT: Education Funds

PURPOSE: Define appropriate use of education funds for NCH residents and fellows (hereafter referred to as “residents”).

SCOPE: This policy applies to residents within the NCH Residency and Fellowship Programs (NCH).

POLICY STATEMENT:

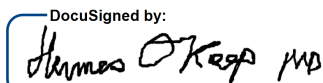
Reimbursable Education Fund Expenditures

- All education expenditures by residents must be pre-approved by the program director and GME.
- Limit of \$1,750 per trip for all travel expenses, excluding registration. This includes lodging, travel and transfers, parking, and meals (see Travel Policy).
- Books, educational materials, and software as approved or required by the Program Director and the Graduate Medical Education Office.
- Fees for publication of articles authored by residents. Any publication fees greater than \$2,000 must be reviewed and approved by the Program Director and GME.
- Board Review courses as approved by the Program Director. Only one board review course will be reimbursed per resident.
 - GME does not cover the cost of the actual Board exam.
- Association membership if approved by the Program Director and provides an educational resource for the program and/or residents.
- Florida medical training license cost and associated fees for incoming residents
- Florida medical training license renewal cost
- Required in-service exams.
- Fingerprinting
- Medical school transcript fee
- USMLE transcript fee
- National Practitioner Databank
- ECFMG certificate
- Memberships to American College of Physicians, Collier County Medical Society, and Florida Medical Association

Non-reimbursable Education Fund Expenditures

- Any reimbursement request that does not have prior Program Director approval.
- Board exams.
- Full medical license cost and/or costs associated with obtaining a full medical license.
- DEA application cost and/or costs associated with obtaining an independent DEA.
- Computers (including laptops) and peripherals.
- Apparel, including jackets and scrubs.

All expenses must be pre-approved and all receipts must be submitted within 60 days of purchase to receive reimbursement.

DocuSigned by:

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Hermes Koop, MD
Designated Institutional Official

8/6/2024

Date

APPROVED BY GMEC 7/30/24