

REAP Rural Locum & New Rural Physician CME Programs

Policies & Guidelines

The Rural Locum and New Rural Physician CME Programs provide funding to rural locums and new rural physicians who are serving RSA Communities to take rurally relevant courses.

Funds may be accessed before commencing work in an RSA Community. New rural physicians may access this funding on a yearly basis for the first two years of rural practice. Locum physicians may access this funding on a yearly basis.

ELIGIBILITY

New rural physicians must be in their first two years of rural practice in BC and have a formal commitment to practice in an RSA community. They must provide a letter from the local Chief of Staff which confirms their commitment to the RSA community and that they are within their first two years of rural practice in BC. The course(s) must occur after a formal commitment to practice in a rural community has been accepted.

Rural locum physicians must provide proof of acceptance into one of the Rural Locum Programs administered by Locums for Rural BC before course commencement and application to the Rural Locum CME Program. They must be willing and able to provide a minimum of ten days of service to Locums for Rural BC within one year of completion of the course(s).

Newly graduated UBC residents who have a formal commitment to begin practice in an RSA Community or who have been accepted by Locums for Rural BC within the same fiscal year of completion of residency and attendance of the Conference may apply for retro-active funding for the Rural Health Conference (as the additional course) through this program.

Physicians returning to practice after a long-term leave who have limited access to other sources of CME funding may contact the REAP office to inquire about eligibility for this program.

BENEFITS

- ACLS Recertification – reimbursement of the course fee to a maximum of \$350; and
- Reimbursement of the course fee for one additional course to a maximum of \$1,000.
- Reimbursement of travel expenses to a maximum of \$1,000[^].
- Reimbursement of accommodation expenses up to \$200/night for up to three nights.

APPLICATION DEADLINE

The application/claim form and all supporting documents must be submitted [online](#) within 90 days of completion of the courses or by March 31, whichever is sooner. Both courses must be completed within the same fiscal year in which the application is submitted. The fiscal year runs from April 1 – March 31.

EXPENSE POLICIES

Eligible expenses directly incurred by the physician will be reimbursed. Reimbursement of travel and accommodation expenses is based on a cost recovery basis. The claim submission must include itemized receipts for all expenses except distance travelled by personal vehicle. Credit card receipts will not be accepted. Participants are expected to choose the most economical travel/accommodation options that are practical for their circumstances. All other sources of funding must be declared on the claim.

COURSE FEES – The Program will provide reimbursement of up to \$350 for re-certification of ACLS and/or reimbursement of up to \$1,000 for an add-on course fee. Copies of the Certificates of Attendance and proof of payment must be submitted. A list of approved courses is available at: <https://rccbc.ca/our-work/reap/reap-for-practitioners/reap-rural-physician-cme-program/>

TRAVEL – Travel costs will be reimbursed up to \$1,000. [^]Travel occurring outside of BC will be reimbursed up to the roundtrip equivalent cost of travel between the home community and Vancouver. For physicians providing service to Locums for Rural BC who do not reside in BC, applications will be handled on a case-by-case basis to determine eligible reimbursement – the travel reimbursement may be capped at \$600.

LAND TRAVEL – If travelling by personal vehicle, roundtrip mileage between the home community and the course location will be reimbursed at a rate of \$0.63/km. If a rental car is required to reach the course location, reimbursement will be based on the most economical vehicle available plus fuel. Local mileage will not be reimbursed (the course/training site must be >25km from the residence).

AIR TRAVEL – Airfare will be reimbursed based on the most economical fare available. Excess baggage, seat selection or change fees will not be reimbursed.

ACCOMMODATION – The Program will provide reimbursement of accommodation costs for up to three nights to a maximum of \$200/night. For lodging with friends/family, a maximum of \$75/night for up to three nights may be claimed. No receipts are required for staying with family/friends. Accommodation expenses will be reimbursed for one night before the course and for the night the course occurs. For example, if the course occurs on Tuesday, you may claim reimbursement of actual accommodation expenses for Monday and Tuesday nights (2 nights).

MEALS & OTHER EXPENSES – Reimbursement of meals or other expenses will not be provided.

PAYMENT PROCESS

All REAP payments are issued by Doctors of BC via electronic funds transfer. Submit your banking information to Doctors of BC by visiting: <https://www.doctorsofbc.ca/account/member/banking/ad>

INCOME TAX

REAP payments are considered to be a taxable benefit and as such, a T4A will be issued. Educational costs may be claimed as a deduction for income tax purposes. Please contact a tax advisor for further details. If requested on the claim form, payment can be made to a corporation and no T4A will be issued.

RESOURCES

For information regarding Program eligibility, please email REAP.Physicians@ubc.ca or phone 604-827-1504. For information regarding your claim, please email benefits@doctorsofbc.ca or phone 604-638-2929.