

POLICY FOR EDUCATIONAL STIPENDS FOR FAMILY MEDICINE RESIDENTS

Definition:

Educational Stipends are monies available to Family Medicine residents to participate in academic endeavors that transcend the capabilities that are available at the Fargo Campus to augment their own academic efforts. The purpose of this policy is to define educational stipends as well as to define how these monies are to be distributed for each resident.

Guidelines:

1. PGY-1 residents will receive up to \$150 and PGY-2 and PGY-3 residents will receive up to \$500 per academic year. Funds will not carry over to the following year – they must be used within the academic/budget year.
2. Educational stipends must be used for academic expenses, including books and study materials, professional dues, and registration fees for academic conferences.
3. Expenses related to fellowship or job interviews will not be covered by an Educational Stipend.
4. If the funds are used to purchase technology such as tablets or laptop computers, we will reimburse up to 50% of the cost (based on funds available to the resident). We will only reimburse for one tablet or one laptop during the time of their residency.
5. Expenses related to an academic conference (such as the registration fee, preparation of materials, or travel fees) may be allowed, if prior approval is given by the Program Director.
6. None of the monies can be used for payment of USMLE Step 3 or the Board Examination or for activity following completion of the Program.
7. All distribution of these monies must be approved by the Director of Medical & Student Education and the Program Director. The utilization must be in the academic area that is consistent with the program's goals.
8. Residents must supply the Medical & Student Education Office with an itemized receipt showing the details of the educational purchase and proof of payment.
9. Reimbursement will be processed electronically (Direct Deposit) within One Source (Workday).
10. Monies that are not utilized by the resident will be retained by Sanford.