

## Resident Book Fund: Guidelines for Reimbursement

The Resident Book Fund was created to help support educational expenses not covered by other funding sources. UAB stipulates that UAB must benefit from the expense so all support must be directly related to work performed for UAB medicine.

Each resident's starting Book Fund amount is \$2,200. There will be opportunities to acquire more money through awards and/or being selected Administrative Chief in your 4<sup>th</sup> year.

### **Book Fund Guidelines:**

- **Reimbursable Expenses:**
  - Step 3 Application fee (*Taken your intern year*)
  - ABOG Written Exam fee (*Taken your 4<sup>th</sup> year*); this cost is approximately \$1,500.
  - Study materials including books and online test prep
  - Conference expenses, including travel, not covered by awards and/or other divisions
  - Technological items, but they must be turned in prior to graduation
  - Scrubs
  
- **Non-Reimbursable Expenses:**
  - Non-educational items
  - Out-of-state licenses
  - Any expense submitted after 6 weeks of purchase
  - Any travel expense submitted after 6 weeks of the return date

PGY4s must submit all requests for reimbursements by March 31<sup>st</sup>. Funds remaining after this date will be forfeited.

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### *Suggestions:*

- Do not wait until the last minute to spend all of your money. Try to spread it out throughout your residency.
- If you are unsure if something will be reimbursed, please ask prior to purchase.