

**Department of Pediatrics**

**General and Subspecialty Board Examination Fee Reimbursement**

Last updated 9-12-19

Faculty may be reimbursed for taking the American Board of Pediatrics General Pediatrics Certifying Examination one time. The request for reimbursement should be submitted within 60 days of the date the expense was incurred. The reimbursement is provided from divisional funds, not the faculty member's annual professional development allowance. Should a faculty member need to re-take the General Pediatrics exam, they may use their professional development allowance to pay the exam fee. Similarly, faculty may use their professional development allowance for maintenance of certification.

Faculty may be reimbursed for taking sub-specialty Board Examinations one time if required for their appointment. For new faculty, this should be referenced in the letter of intent during the recruitment process. The request for reimbursement should be submitted within 60 days of the date the expense was incurred. The reimbursement is provided from divisional funds, not the faculty member's annual professional development allowance. Should a faculty member need to re-take the sub-specialty Board exam, they may use their professional development allowance to pay the exam fee. Similarly, faculty may use their professional development allowance for maintenance of certification.

Fellows are ineligible for board examination reimbursement.