

**Department of Medicine's Residency Training Program
Resident Scholarly Presentations at Scientific Meetings
Policy on Financial Support**

1. The Department of Medicine Residency Training Program (the Program) strongly supports the academic development of its residents, including the opportunity to conduct scholarship and to present those results at national scientific society meetings. To that end, the Program will support, within the limits of its available resources, the required leave time, meeting registration fee and the appropriate travel costs associated with presenting scholarship results.
2. To provide support to the maximum number of residents in any given year, the Program must limit the total financial support it will provide any one resident to:
 - A. One Program-supported presentation over the duration of training (3 years)
 - B. Total costs reimbursed not to exceed \$1,000 (airfare, hotel, meeting registration, poster printing)
 - i. Residents who are fortunate enough to be selected to present multiple projects during their residency may seek additional support from the faculty and/or academic division/department that sponsored their scholarly work.
3. Procedures:
 - A. Resident will submit request for travel support to the Education Office (Dena Dowhaniuk). Request must include:
 - i. Meeting name, dates, and location; include the specific date and time of research presentation
 - ii. Research/Clinical abstract
 - iii. Copy of official abstract acceptance notification from sponsoring scientific society
 - iv. Meeting brochure (paper or electronic)
 - v. Faculty mentor for research project
 - B. Education Office reviews and notifies resident of financial support decision.
 - C. Resident coordinates travel planning and reimbursement process with Education Office staff (Dena Dowhaniuk).
 - D. To minimize the adverse effect of time away from training, the Program will limit the authorized leave time to that required for travel to/from the meeting and the day of the scholarly presentation.

Resident is required to find his/her own coverage and report coverage plans to the Chief Medical Residents, Bill Niemeyer, and Beth Rice. (See Departmental Leave Policies regarding such coverage.)