

**RPAP Rural Rotations Program – UofA/UofC
Rotation Expenses Reimbursement Guidelines**

Revised: 25 August 2015

Note: The intent of the rotation expenses reimbursement is to minimize the EXTRA costs the trainee incurs completing a rural rotation. It is NOT to REPLACE the trainee's regular living costs i.e. food.

Rotations in Edmonton, St. Albert, Sherwood Park, Fort Saskatchewan, Spruce Grove, Stony Plain, Devon, Leduc, Calgary, Cochrane and Airdrie **are not eligible** for RPAP support under the Rural Rotations Program.

Accommodation & Meals – Students	<p>Accommodation is arranged by and paid through RPAP's Program Support Coordinators in advance of rotations in Alberta, with the exception of UofC and UofA pre-clerkship and clerkship elective rural rotations noted below.</p> <p>Accommodation expenses for out-of-Province rotations are not reimbursed.</p> <p>No reimbursement of meals.</p> <p><u>UofC and UofA pre-clerkship and clerkship medical student rural electives:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> UofC and UofA pre-clerkship and clerkship students are eligible for reimbursement of expenses up to \$500 per elective rotations within 350 km of Edmonton or Calgary, and up to \$800 per elective rotations greater than 350 km from Edmonton or Calgary on the current RPAP mileage chart. Eligible expenses include travel and accommodation. <input type="checkbox"/> If RPAP accommodation is available for use, the medical students will be charged a nightly accommodation rate, should s/he choose to use it. The nightly rate per location is available by contacting the RPAP Program Support Coordinators at accommodations@rpap.ab.ca
Accommodation & Meals – Residents (Family Medicine & Royal College)	<p>Accommodation is arranged by and paid through RPAP's Program Support Coordinators in advance of rotations in Alberta.</p> <p>Accommodation expenses for out-of-Province rotations are not reimbursed.</p> <p>No reimbursement of meals.</p>
Travel – Students	<p>1 return trip for each rotation (regardless of duration) in Alberta, with the exception of UofC and UofA pre-clerkship and clerkship elective rural rotations noted above.</p> <p>Extra trips required by the training program and approved in advance of the rotation will be reimbursed to a maximum of \$750/trip.</p> <p>Reimbursement will be for the actual transport used. Claimants are encouraged to use the least expensive method amongst economy airfare, bus, train or mileage at the current RPAP mileage rate. Receipts are required for all items claimed.</p>
Travel - Residents (Family Medicine)	<p>1 return trip for each four (4) weeks to a maximum of \$1,000 per trip in Alberta*.</p> <p>Extra trips required by the training program and approved in advance of the rotation will be reimbursed to a maximum of \$750/trip.</p> <p>Reimbursement will be for the actual transport used. Claimants are encouraged to use the least expensive method amongst economy airfare, bus, train or mileage at the current RPAP mileage rate. Receipts required for all items claimed.</p>

(* In line with current PARA Agreement provisions Section 10.05)

Please also refer to the following RPAP policies available on the RPAP web site, www.rpap.ab.ca: Reimbursement Rates and RPAP Rural Accommodation. For Yukon/NWT rotations please refer to the RPAP office for clarification as what if any expenses may be reimbursed.