**CENTRAL IOWA HEALTH SYSTEM**
**GRADUATE MEDICAL EDUCATION COMMITTEE**

## POLICY ON EDUCATIONAL STIPENDS

An educational stipend ("book monies") is provided as a benefit to residents who train at UnityPoint Health-Des Moines. Residents receive $800 annually each year of their training. The intention of the stipend is to provide financial support for educational purposes, and includes the following: professional society dues and memberships (unless otherwise provided by the residency program); subscriptions to professional journals; textbooks; the costs of registration, travel, and housing to attend an approved medical conference; approved technology hardware; and software and technology used in applications related to clinical medicine and medical education.

Hardware (e.g. computers, iPads, cellular phones) is defined as follows: electronic devices on which patient information and medical records or educational platforms can be directly viewed. In other words, an iPhone may be reimbursable; headsets are not. Any questions or concerns over whether an expenditure will be approved should be discussed in advance with the Program Coordinator or Program Director. Remember that there is a very small, but finite, risk that purchases of medical hardware might be considered a taxable benefit by the IRS in the event of an audit. The resident who purchases that hardware assumes the responsibility for that risk.

A resident may choose to draw funds from future years of training. For example, a first year resident may choose to purchase more than $800 of educational materials as a first year resident. The funds will be drawn from the total amount to be awarded during the entire period of training. The amount accrued during any given year, and not spent, will carry over to the following year(s). Any funds that are not spent during training will not, however, be provided to the resident upon the completion of training.

Educational monies are intended to support training and education during residency. Expenditure will **NOT** be approved in the last six months of a categorical residency program, or in the last three months of a one-year program (Transitional Year, Preliminary Medicine or Preliminary Surgery). Any exception to that requires Program Director approval in advance of the purchase for reimbursement (exceptions might include reimbursement for the costs of attending a board review course or other approved educational conference). However, **ALL** exceptions require approval by the Program Director in advance.

In order to receive reimbursement for approved purchases, receipts must be provided to the Program Coordinator and reimbursements must comply with the UnityPoint Health systemwide employee reimbursement policy. For more information, refer to the Employee Expense Reimbursement policy found on the Hub.

Any questions or concerns regarding this policy should be directed to the Program Coordinator, Program Director, or Director of Medical Education Administration.

Approved by Graduate Medical Education Committee on August 11, 2020. Updated June 8, 2021; April 12, 2022; February 14, 2023; December 10, 2024