

Rural Continuing Medical Education (RCME) Community Program Quick Reference Guide for Eligible Expenses

As rural communities implement into the RCME Community Program, RCME physician leads, RCME local coordinators and rural community engagement partners (e.g. the Divisions of Family Practice) have requested clarification on RCME community program eligible expenses. The guidelines and principles with regard to expenses were set out in July 2019 in the *RCME Community Program Summary and Vision* document.

The following provides a quick reference guide to **eligible expenses** as outlined in the July 2019 document:

EXPENSE TYPE	DEFINITIONS
Accreditation	Accreditation expenses—i.e. application fee
Attendee Travel/Accommodation	Travel and accommodation expenses to attend collective CME outside community, when unable/unavailable to bring CME to community—i.e. ACoRN, AIME, ALARM, CARE, CASTED, ESCAPE, HOUSE (all), LEAP, etc. Also includes non-clinical based courses related to leadership development, health/wellness, etc.
Catering	Food related expenses for CME activities
Coordination	Local/multi community CME coordination by local physicians, allied health providers, and/or local RCME coordinator
Equipment	Equipment that enables or enhances community RCME delivery and enables physicians to participate—i.e. simulation equipment (SIM); videoconference licenses such as Zoom; clinic laptop or iPad to participate in virtual education
Honorarium/Sessionals	Curriculum development and delivery—i.e. speaker fees, instructor fees, course preparation
Meeting Expenses	Textbooks, speaker gifts, supplies for events, etc.
RCME Physician Lead	Community physician lead stipend for planning and organizing CME
Registration Course Fees	Registration, course, workshop, etc. fees in-person or virtual
Speaker Travel and Accommodation	Speaker/facilitator travel and accommodation expenses to deliver collective CME to rural communities
Venue/room rental	Venue/room rental needed to deliver CME

- Note:** The RCME community program and funding provides an opportunity to
- include interprofessional team members and other community providers in relevant CME activities as determined by the local community of physicians, and
 - incorporate all the CaNMEDS roles—professional, communicator, collaborator, scholar, health advocate and leader—within CME activities.

Ineligible Expenses:

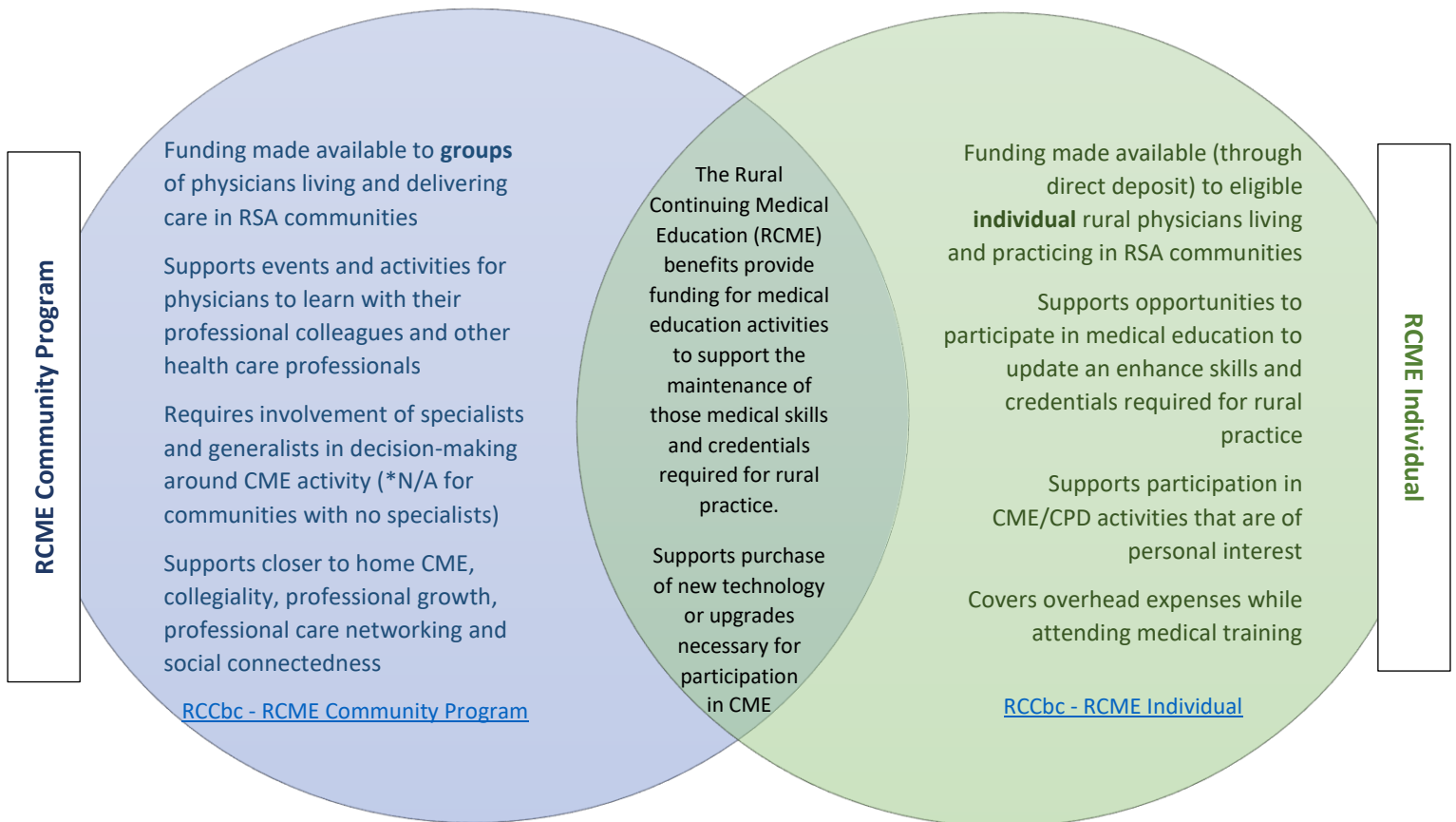
RCME Community Program funding cannot be utilized for the following purposes:

- to provide sessionals to physicians for participating in CME (i.e. to attend and learn)
- to support activities involving industry
- to purchase equipment used specifically to enhance patient care (e.g. ultrasound equipment)
- to reimburse course fees on a topic that physicians attend for their **individual** interest/professional development (e.g. CME while travelling/on vacation)



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RCME Community Program vs RCME Individual



** Locum physicians may be included in RCME Community Program educational activities, provided that their participation is supported by the community's RCME physician lead who acts as a representative of the community's CPD governance structure.*

** Locum physicians are not eligible for RCME Individual funding unless the locum physician resides and practices within eligible RSA communities for a period of at least nine (9) months per year. A locum who does not meet the eligibility criteria for RCME may submit a written application to the Joint Standing Committee on Rural Issues (JSC) for review as an exceptional circumstance.*