



HOUSE STAFF BENEFITS PLAN

520 EIGHTH AVENUE, SUITE 1200, NEW YORK, NY 10018-4181

Phone: (212) 356-8180

Fax: (212) 356-8181

benefits@cirseiu.org

http://www.cirseiu.org

HSBP-WESTCHESTER MEDICAL CENTER BOOKS & MEDICAL EQUIPMENT REIMBURSEMENT

Items covered:

- Medical Books & Journals
- Work-related Medical Equipment (including PDA's)

Eligibility: All House Staff Officers on WCMC Payroll are eligible for this reimbursement.

Total amount payable: Effective June 2, 1999, up to \$500 per Plan Year

Claim Submission Rules:

- Only original receipts must be submitted for all purchases or payments of dues or fees. Photocopies of receipts will not be accepted.
- All purchases must be made while on WCMC payroll. Purchases made when off payroll will be denied.
- All claims must be submitted to our office at the above-mentioned address within one year from the date of purchase or payment. Claims submitted after one year will be denied.

Participants Name: _____
(Please Print) (First Name) (Last Name)

Social Security # _____

Participants Address: _____

Phone : _____ E-mail: _____

Hospital: _____ Department: _____

(A) List all Medical Books and Journals here:

<u>Title</u>	<u>Author</u>	<u>Publisher</u>	<u>Purchase Date</u>	<u>COST</u>
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____
A) Total Reimbursable Books and Journals Expenses				\$ _____

HSBP-WESTCHESTER MEDICAL CENTER
BOOKS & MEDICAL EQUIPMENT REIMBURSEMENT

(B) List all Medical Equipment Including Such Items as Pocket PC's and PDA's (Personal Digital Assistant) here:

Note: Personal digital assistants (PDA's or "Palm Pilots") will be furnished by Westchester Medical Center. However, if you do not receive a PDA from Westchester Medical Center and purchase your own PDA, you can be reimbursed for it under the rules of the Plan provided it is purchased after July 1, 2002. Items that can be used only for work/medical purposes, such as the Pocket PDR®, are reimbursable. Items, other than PDA's, that can be used generally, that is either for work/medical purposes, or personal/non-work purposes, such as computers, cameras, or most software, are not reimbursable.

<u>Item</u>	<u>Name</u>	<u>Manufacturer</u>	<u>Purchase Date</u>	<u>COST</u>
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____
B) Total Reimbursable Equipment Expenses				\$ _____

Total Section "A" (Books/Journals): \$ _____

Total Section "B" (Equipment): \$ _____

Grand Total Claimed: \$ _____

I have purchased the books and equipment above for my personal, professional use.

Resident Signature: _____

Date Submitted: _____

THERE IS A ONE-YEAR LIMITATION ON THE SUBMISSION OF CLAIMS