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**(HTML VERSION): REMINDER: Reimbursement Submission Deadline**

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**CIR Benefit Funds Office** <benefits@cirbenefitfunds.org>  
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To: sblanc@cirbenefitfunds.org

Tue, Aug 16, 2022 at 11:17 AM



## HOUSE STAFF BENEFITS PLAN

### REMINDER: Reimbursement Submission Deadline

Dear House Staff Officer,

As a member of the CIR Benefit Funds, you are entitled to certain reimbursement claims.

Before submitting your reimbursements, you should visit the [CIR website](#). There you will click on Benefits and select your hospital/employer. In the Benefits page you will find the following:

- List of eligible reimbursements
- Limitations on reimbursement
- Submission plan rules and guidelines
- Required information and documentation

**Several Benefits that have extremely important submission deadlines:**

- **Professional Educational Benefit (PEB):** Maximum of up to **\$1000** per Benefit Plan Year

- To be eligible for reimbursement you must submit within one year of the purchase date
  - Mobile electronic medical devices (MEMD) must be purchased 6 months before finishing your residency.
  - Only one mobile electronic device (MEMD) reimbursed per benefit plan year.
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- **Supplemental Medical and Dental:** Maximum of up to **\$1000** per Benefit Plan Year
    - Must submit within one year from the date of service

Sincerely,  
CIR Benefit Funds Office

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