NYU Langone Medical Center
HJD, VA and Tisch Hospital Payroll
Book and Conference Stipend Request Form for House Staff
(To be completed by House Staff and Submitted to Program Coordinators)

Date:_____
Name:_____
Program Name_____
Year in Training:_____ Pager #:_____ Payroll location:__ TH __ HJD__ VA __ State (PGY 2 Only)
Mailing Address:_____
Street Address, City, State, Zip

Qualified Expense	* Book (B) or Conference (C)	Amount

Receipts must be attached for reimbursement **Total:** _____

*** Qualified Book (B) expenses include:**
- Medical Books
- Medical Audio or Video Tapes
- Medical Compact Discs
- Work-Related Medical Equipment-describe
- **Personal digital assistants (PDAs or "Palm Pilots") (**Items, other than PDAs, that can be used for either for work or personal /non-work purposes, such as computers, cameras, or most software, are **not** reimbursable).
- Dues for Medical Specialty Societies
- Subscriptions for Medical Specialty Journals
- Medical License Application Fees
- Medical License Examination Fees
- Specialty Board Examination Fees

$1,000 One time maximum benefit throughout basic residency; each year in subspecialty training (Fellowships), or extra year chiefs

**** Qualified Conference (C) expenses include:**
- Registration
- Related travel
- Meals
- Presentation materials