

# Professional Education Allowance

Each full-time physician or Group I staff member is currently allowed \$5,800 and 12 working days of meeting and travel time per year. Full-time APCs are allowed \$2,750 and 5 working days of meeting and travel time per year. Physicians, Group I staff and APCs must be at least .50 FTE to qualify for this benefit. Benefit is prorated based on length of service during the year. In the year of resignation/retirement, education funds overdrawn based on the proration for that year will be deducted from their salary prior to departure as employment law allows. Unused funds will be forfeited.

Expenses claimed for education must relate to maintaining and improving professional competence. The primary use of the allowance is to attend medical meetings or conferences, including travel, lodging, and meal expenses. Some other uses are allowable, including professional dues, professional society meetings, medical books and journals, medically relevant computer software, computer hardware (restrictions apply), cassettes, slides, videotapes, and medical board exam expenses. In no case may the education allowance be used to purchase items for family members or other individuals.



Marshfield Clinic  
Health System