



Provision of registrar resources

Rationale

It is important that registrars are well resourced to undertake training with RVTS. Different registrars will have different priorities in what will assist them with their training.

Rather than providing all registrars with the same resources, registrars are able to purchase certain items and be reimbursed by RVTS. Some items will be deemed a mandatory requirement for registrars as part of their training.

Policy statement

At the commencement of training, each registrar will be allotted an amount of money which can be used to reimburse expenses outlaid in purchasing resources to assist with RVTS training.

The following items will automatically be reimbursed providing a registrar has not reached their limit of entitlement:

Registrar membership of ACRRM - \$220 per year

Registrar membership of RACGP - \$299 per year

Laptop – to a maximum of \$2,000

PDA – to a maximum of \$1,000

Student subscription to UpToDate – approx \$260

eMims - \$289

Therapeutic guidelines - \$250

Any other items require prospective approval from the CEO.

Expenses will be reimbursed on receipt of a completed 'Expense reimbursement claim form' with tax invoices attached.

Responsibilities for the policy

The CEO, Operations Manager and Medical Educators are responsible for implementing this policy

Related documents

Registrar Handbook

Expense reimbursement claim form

Document control

Warning – Uncontrolled when printed! The current version of this document is kept on the RVTS server.

Authorised by: CEO

Maintained by: Operations Manager

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