

GMDEC Reviewed: September 2008

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RESIDENT AND FELLOW TRAVEL

The Graduate School of Medicine (GSM) values research leading to presentations and publications. This value is consistent with the ACGME Common Program Requirement “faculty should encourage and support residents in scholarly activities.” (II.B.5.c)

The GSM will support residents who have a poster, abstract or oral presentation accepted at state or national meetings by reimbursing them up to \$2250 in travel funds. The GSM will also support resident travel when named to participate in national committees or educational organizations.

Generally, travel is limited to within the continental United States (which excludes Canada and Hawaii).

All resident travel must first be approved by the Program Director. Residents submitting their proposals to a state or national meeting should notify the Program Director in advance of the submission.

Residents must book their travel through World Travel, the travel agency selected by the University of Tennessee. Residents incurring airfare and conference registration expenses prior to travel should submit these expenses with documentation to the program coordinator for submission to the GSM Business Office. The University will reimburse these expenses in advance of the travel. Resident travel must adhere to University travel guidelines to receive full reimbursement.

Resident travel for any purpose other than stated above must be funded by departmental gift funds.

NOTE: Discuss any travel arrangements with the Departmental Residency Program Coordinator. It is very important to adhere to all University travel guidelines in order to receive full reimbursement.

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