



MEMORANDUM

TO: Department Heads, Program Directors, Program Administrative Assistants, Residents, RDoS & PGME Staff

SUBJECT: COLLEGE OF MEDICINE SUPPORT FOR IN-HOUSE CALL EXTENDED

FROM: Dr. Anurag Saxena, Associate Dean, PGME

DATE: JUNE 01, 2020

The College of Medicine support for all residents on in-house call by providing \$20 per day for food **has been extended to August 31, 2020**. For Residents in Regina, complimentary food is available in the cafeteria. For all residents (at any site, including Regina) who either do not have access to or have been unable to avail of complimentary food service in their health service location (if available), please utilize the following process for reimbursement.

- i. Residents will be responsible for providing their receipts along with evidence of service (copy of call schedule) and submitting their expenses through Concur on a bi-weekly basis.
- ii. If you need assistance in submitting your claims, please submit a "Request a Reimbursement" e-form to Connection Point along with your receipts and they complete the process on your behalf.
- iii. When submitting your claim please use the default CFOAPAL and change the approver to Ms. Loni Desanghere.

The [PGME office](#) will work with all residents, programs and staff during this time and are available to answer any questions you may have.

Sincerely,

Dr. Anurag Saxena
Associate Dean, Postgraduate Medical Education
University of Saskatchewan