

Howard F. Pyfer Fund Guidelines

Thanks to the generosity of Howard F. Pyfer, MD, the Montgomery County Medical Society offers reimbursement for Continuing Medical Education (CME) credits. Per the terms of Dr. Pyfer's will, MCMS members under the age of 45 are eligible for a maximum reimbursement of five hundred (\$500) dollars.

The following conditions apply:

- Reimbursement will be considered only for CME courses taken within the calendar year, January through December, preceding the January deadline for submitting applications.
- Reimbursement will be provided for post-graduate courses accredited by a recognized medical group only. Courses, which lead to certification, are not eligible for reimbursement. Tours and seminars sponsored through travel agencies and pharmaceutical firms, where in the educational component is incidental, will not qualify for consideration. Expenses incurred in subscribing to correspondence courses, and/or educational tapes, as well as self-assessment courses, will also not qualify.
- Only **tuition** or **registration** cost and **major transportation** cost will be considered for reimbursement.
 - Tuition / Registration should exclude: Meals, Special events, golf outings, entertainment.
 - Major Transportation only includes: Airplane and/or train travel cost along with parking.
- **Verification of registration and proof of attendance must be provided.** Photocopies of checks and original invoices must be submitted.
- Physicians 45 years of age and over are not eligible.
- All decisions of the Pyfer Fund Committee approved by the Board shall be final.

All interested members must submit a completed application and appropriate documentation on or before Monday, March 2, 2020.

Montgomery County Medical Society
Attn: Pyfer Fund Committee
Pennsylvania Medical Society
777 E. Park Drive
Harrisburg, PA 17111

Please contact MCMS at 866-442-2364 with any questions or concerns.

Pyfer Fund Reimbursement Application

Under the provisions of the Will of Howard F. Pyfer, M.D., members of the Montgomery County Medical Society, under the age of 45, are eligible for a maximum reimbursement of five hundred (\$500) dollars for Continuing Medical Education (CME) credits. **Application and supporting documentation must be submitted on or before March 2, 2020.**

Please complete and submit this application with the appropriate documentation. An incomplete application will not be processed.

Name: _____ Date of Birth: _____

Preferred Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

E-mail: _____ Social Security Number: _____

(Please note that checks are payable to the individual physician. Federal banking laws require that the trust administrator gather this information before reimbursements are processed. MCMS will remove this information from your application following the distribution of reimbursements.)

Please review rules and guidelines above and include all necessary documents with your application. Answer all questions below:

Are you a member of the Montgomery County Medical Society? **YES / NO**

Is this reimbursement for courses taken within the calendar year, January through December? **YES / NO**

Is this reimbursement for post-graduate courses accredited by a recognized medical group? **YES / NO**

Please list the accreditation agency: _____

Type of CME and how many credits were awarded: (Explain) _____

Tuition/Registration costs? \$ _____ Verification of registration included: **YES / NO**

Major Transportation costs: Airfare \$ _____ Train \$ _____ Parking \$ _____

Registration cost: \$ _____ Proof of Attendance included: **YES / NO**

Photocopies of checks/credit card receipts and original invoice included: **YES / NO**

Photocopies of checks and original invoices and proof of attendance must be submitted with the application otherwise the application is incomplete and will not be considered for reimbursement. All decisions of the Pyfer Fund Committee approved by the Board shall be final.

Signature: _____ Date: _____

Return application with necessary accompanying documents to:

Montgomery County Medical Society
Attn: Pyfer Fund Committee
Pennsylvania Medical Society, 777 E. Park Drive
Harrisburg, PA 17111