Residents/Fellows in some programs may qualify for a one-time reimbursement (up to a maximum $350) to purchase a PORTABLE electronic device by Dec. 31st in the first year of employment. Residents/Fellows must check with their Program Director/Program Administrator for eligibility. If there is a need to defer purchase until the second year of employment, special approval must be obtained from the PD and submitted to HRP before the Dec. 31st deadline. Purchase must then be made ONLY within the 1st three months of the second year of employment.

Reimbursement Requirements

- Device specifications
  - Must allow access to New Innovations, ACGME, standard web browsers
  - Must be able to read .pdfs and documents in word or spreadsheet format
  - Allowable devices must be portable tablets or laptops only
  - NOT allowable: devices viewed as phones (e.g. cellular network)
  - NOT allowable: desktop computer
  - NOTE: no IT support, software, updates will be provided for any device

- Purchase must be made AFTER the contract start date (usually July 1st)
- Receipts must be submitted electronically through SAP Concur within 60 days of purchase, but not later than Dec. 31st.
- Reimbursement amount will be applied to your educational fund allotment for the year (check with your Program Administrator for additional details and eligibility)

**If you have ANY questions on eligibility or funding, please contact your Program Administrator prior to purchase. Purchased items that do not meet reimbursement requirements will NOT be reimbursed.**

Electronic Devices used for patient care

In some Residency or Fellowship training programs, you may be caring for patients under the UCERA practice plans (University Health Partners). It is not required that you utilize a personal device to access the Electronic Health Records (EHR), since computers are available in the clinical learning environment. If you do choose to use a personal device, UCERA IT will encrypt your device’s storage drive, prior to allowing access to the EHR. The following specifications should be considered when purchasing your device, if used for patient care.

1. Minimum Specs:
   a. Windows OS: Windows 8 Pro, Windows 10 Pro
      i. Note: if the specs do not explicitly state “Pro” or “Professional”, then it is running the Home version which doesn’t support BitLocker encryption
   b. Mac OS: Apple OS X 10.11 El Capitan and up
   c. RAM: 4 GB

2. Recommended Specs:
   a. CPU: Intel i5 or i7
   b. RAM: 8GB or more
   c. Storage: 250GB SSD drive, or larger

3. Recommended make/models:
   a. Dell Latitude/XPS
   b. HP EliteBook/ProBook
   c. Lenovo ThinkPad
   d. Microsoft Surface Pro
   e. MacBook/Pro/Air (model year 2015 or later)

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If using any of The Queen’s Medical Center computer systems, please note that only the following approved USB storage device is allowed on their systems:

Kingston Data Traveler Locker G2 & G3