

Department of Radiology Professional Development Fund

We would like to announce a new **professional development initiative** which will be funded by the Department of Radiology at UMass Memorial Medical Center. Selected applicants may be reimbursed up to 500.00 through this program during the 2022-2023 fiscal year.

The fund can be used toward any form of enrichment or education relative to your current position or career ladder goal. This may include attending a conference, obtaining a certification in a healthcare related course, purchasing a textbook or any activity that expands one's skills and knowledge base within the healthcare profession. Please see eligibility criteria listed below.

Eligibility

In order to be considered for this fund caregivers must have scheduled hours in the Department of Radiology on a weekly basis. Per diem, APP's and physicians are not eligible for this program.

Deadlines

[Online applications](#) will be available on a rolling basis from September 1, 2022, through August 01, 2023 or until the \$5,000 that was allotted for this initiative has been awarded, whichever is sooner. The funds can be used for expenses during the 2023 fiscal year which runs from October 2022 – September 2023.

Selection Process

The Professional Development Fund Committee will review the applications as they are submitted. Applicants will be notified of the decision via email.

Required Documentation

Applicants must complete the online application form including details about the intended program, the cost and the impact that the funds will have on achieving your career goals.

Distribution of Funds

Approved expenses must be paid first by individual, then submitted for reimbursement. After the learning event, the employee will submit requested documentation including receipts, evidence of attendance, and an IRS Form W-9. Requests for reimbursement must be submitted within 30 days of the event or program, and no later than September 1, 2023. If learning events are not completed before that date, recipients may reapply for the next fiscal year.

All recipients are encouraged to share what they have learned through a presentation or discussion with colleagues. Bringing new knowledge back to the team may also inspire others to pursue new learning opportunities.

Online application form: <https://umassmemorialhealthcare.formstack.com/forms/rad>