Clinical Practice Required Expenses “CPRE” Policy for Physicians

Fiscal Year 2020, Updated 8-26-2019

Scope
This policy applies to M Physicians-employed physicians. Clinical Practice Required Expenses ("CPRE") policy provides guidance for reimbursing physicians for licenses, certifications and registrations required by the State of Minnesota and M Physicians to provide healthcare within M Physicians facilities and those of its contractual partners. The following policy outlines the appropriate use and amount of funding provided for these activities.

Allowable Expenses
Allowable CPRE expenses are limited to:
- Minnesota Medical License – Active Status
- Board Certification exam fee—limited to one exam fee per exam type.
- Maintenance of Certification (MOC) program and assessment fees (traditional and knowledge check-in)
- Drug Enforcement Agency (DEA) Certification fee
- Hospital Staff Dues
- Basic Life Support certification / recertification fee
- Advanced Cardiac Life Support certification / recertification fee
- Sedation course fee

Allowable expenses must comply with M Physicians and University of Minnesota reimbursement expenses policies. These expenses must be incurred after accepting an offer of M Physicians employment or during the normal course of M Physicians’ employment. All expenses must be submitted within 60 days of when expenses are paid or incurred.

Due to the variability in the cost and frequency of exams, licenses and certifications, these costs are not annually capped for an individual physician, but are monitored centrally on an individual and Clinical Service Unit basis.

Unallowable Expenses
Unallowable expenses include, but are not limited to:
- Expenses eligible for reimbursement under the Business Expenses Allowance Policy
- Books, practice exams or courses taken in preparation for exams.
- Visa processing costs required to maintain M Physicians employment eligibility
- Transportation, meals, parking and lodging related to taking exams
- Medical License fees for states other than Minnesota unless required in the course of M Physicians’ employment
- Minnesota Medical License – Inactive or Retiree Status
- Fees to reinstate medical license after a lapse

Page 1 of 2 9/3/2019
• Expedited processing fees or overnight mailing fees due to failure to act in a timely manner
• Fees reimbursable by another employer in cases of dual employment where M Physicians is not the primary employer
• Expenses not required in order to provide clinical practice care or are primarily academic in nature
• Expenditures submitted more than 60 days of when expenses are paid or incurred. (note: exceptions to this may be granted in the cases of new hires that may not be able to submit within 60 days due to start date/credentialing hold ups.)
• Cell phone, computers, lab coats, pagers

**Eligibility Criteria**

CPRE funding is subject to an individual physician’s continued compliance with the following requirements:

• Compliance with all practice standards of M Physicians and the University of Minnesota.
• Compliance with M Physicians Bylaws and University of Minnesota Regents Rules for Private Practice.

**Other**

See “Business Expense Allowance Policy” for further information.

**Related Policies**

University of Minnesota Business Expense Policy
Continuing Education Allowance for Advanced Practice Providers Policy

*The policy is subject to change at any time based on University of Minnesota or M Physicians institution-wide business expense allowance policies.*