

Health care providers are understandably concerned about the possibility of transmission of COVID-19 to household contacts. This is a particular concern for those with partners/family members who are in a high-risk group. Alternate housing accommodations are available for those who wish to access this option. PGME is pleased to announce that partial funding has been secured through a generous donation from the **Arthur J.E. Child Foundation**. We are very grateful to the Foundation for this gift to the PGME community to support resident safety and well-being.

The attached list of hotels and Airbnb facilities provides information regarding reduced rates for health care workers. Residents who choose to access this accommodation will be reimbursed at a rate of 40% of the daily rate (i.e. \$65/night = \$26 daily reimbursement or \$80/night = \$32 daily reimbursement). Please note the maximum daily reimbursement available is \$32.

Reimbursements for the accommodation subsidy can be submitted to PGME Business Administrator assigned to your program which can be found at the link below:

https://cumming.ucalgary.ca/sites/default/files/teams/6/finance/financial-contacts-pgme-nov18-v2_0.pdf

Reimbursements should be submitted at a *minimum of once per month* and a *maximum of once per week* to ensure timeliness of submissions. The following documents are required to process your claim and should be submitted by email:

1. Email Subject Line to read: **COVID-19 Accommodation Refund**
2. Hotel / Airbnb receipt **MUST** indicate:
 - a. Resident first and last name
 - b. Details of stay (dates and rate)
 - c. Proof of payment and a \$0.00 balance
3. Shared Accommodation - It is preferred that each claimant have their own receipt. In the event that is not possible, the receipt must be supported by proof of payment either by a confirmation email from the original receipt holder, e-transfer, etc.

Please note: Continued funding of this initiative is contingent on funds remaining available. It is therefore recommended that expenses be submitted no later than 30 days following check out.