

Continuing Medical Education Program Administration Policy

The Continuing Medical Education Program is funded entirely by Alberta Health.

The 2026 CME Benefit will cover CME eligible expenses from April 1, 2026 - March 31, 2027.

The program supports physician learning, improves patient outcomes, and quality improvement by funding Continuous Professional Development (CPD) and Physician Practice Improvement Program (PPIP) activities. The long-term program supports activities that meet individual physician needs, satisfy regulatory requirements for physician professional development; and expand the scope of opportunities to improve patient outcomes and quality improvement.

Eligibility Requirements

To be eligible for reimbursement of eligible CME expenses, a Physician must:

- Be a regulated member of the College of Physicians and Surgeons of Alberta, who holds a practice permit issued under the Alberta Care Health Professions Act (excluding physicians on the postgraduate register unless the postgraduate trainee is registered as a Physician extender).
- Be a full member of the AMA or a non-member who has paid an administration fee equal to full membership.
- Have provided Insured Medical Services whether paid by Alberta Health, Alberta Health Services, or any other party; or have provided public health services funded by AHS, within the fiscal year they are making the claim. Insured medical services includes clinical services provided through an alternate relationship plan or the academic medicine health services program.
- Employed by or a party to a service agreement with a person under Section 20.1 of the AB Health Care Insurance Act that enables the person to receive payment of Benefits in respect of Insured Medical Services provided by the Physician.

If you are not billing on a fee-for-service basis and are still providing eligible insured medical services or public health services, you will need to complete and return an [Eligibility Status Form](#).

Reimbursement

A \$2,200 allotment is available each allocation cycle (April – March) to eligible members who satisfy the requirements above.

Physicians who have received a payment through the CME Program are not entitled to receive a duplicate or comparable payment, or payment in kind, from the Government of Canada, another provincial government, or AHS during the Term corresponding to the same matter. Physicians who have received a payment from the Government of Canada, another provincial government, or AHS are not entitled to receive a duplicate or comparable payment from the CME Program corresponding to the same matter.

[Submit your claim](#) online, by visiting your AMA member dashboard, where you'll find an easy-to-use portal for claims. Please note that receipts are not required when submitting your claim online. However, the

AMA may randomly select your claim for an audit. If that occurs, you will be asked to provide supporting documentation to substantiate your claim. These receipts will be reviewed before your claim is processed.

You can complete and submit the [CME Application for Benefits form](#), all required receipts must accompany the claim form for reimbursement.

Reimbursements are issued by direct deposit only. If you haven't signed up, you may log into your AMA member dashboard to add a personal bank account or complete a [Payment Request form](#) (login required) available on the AMA website.

Physicians may claim the full allotment for any portion of the CME fiscal year, provided eligibility requirements are met.

Physicians must notify the AMA of any changes to their work status that may affect their eligibility.

Reimbursable Expenses:

Registration Fees

- Conventions or meetings, including conferences outside Canada, provided there is a recognizable medical education component.
- Preparation material for a physician's presentation of a scientific paper.
- Preparation materials for a physician teaching or otherwise providing CME.
- Self-assessment programs, literature searches and registration fees for the University of Alberta/University of Calgary Medical Information Service.

Transportation Costs

- Economy airfare, taxi, rental car, and parking.
- Automobile travel costs will be reimbursed at \$0.570 per kilometre as per Government of Alberta Rate, for out-of-town travel.

Maintenance

- An allowance of up to \$270 per day is available for items like meals and accommodation for out-of-town events. This applies to days while attending the CME function and up to two travel days per course.

Overhead

- An allowance of up to \$50 per approved Continuous Professional Development (CPD) credits earned either through the MAINPRO program or the MOC program. To claim overhead allowance payments, eligible physicians must retain proof of approved CPD credits earned but not the cost of any corresponding overhead.

Reference Materials

- Literature, books, subscriptions (e.g., Up to Date), CDs, podcasts, monographs, videos, e-learning modules that are recognized by the CPSA as CPD through MAINPRO or MOC.

Quality Improvement Costs

Direct expenses incurred to complete a CPSA-approved Physician Practice Improvement Program (PPIP) activity, including:

- Practice-driven quality improvement activity using objective data (e.g., fees paid to gain access to data required for PPIP activities, fees paid for data and evaluation services using Physician practice data).
- Personal development activity. Please see CPSA website link for more information <https://cpsa.ca/physicians-competence/ppip/personal-development/>

Group Activities

Groups of Eligible Physicians can pool their annual CME Program allotment or a portion thereof to participate in eligible group activities.

- Eligible group activities include those under Registration fees, Reference materials, Preparation material, or CPSA-approved PPIP activities above.
- Each Eligible Physician will be responsible for submitting their individual portion of the Eligible Expense for reimbursement.

Non-reimbursable Expenses

Items not listed are ineligible for reimbursement. Examples of ineligible items include:

- Computer hardware, electronic devices, including digital cameras, handheld computers (e.g., IPAD and iPhone), scanners, printers, laptops and labor/maintenance charges, accessories for electronic devices and internet.
- CFPC and RCPSC membership dues up to the MAINPRO or MOC/CPD fee.
- Pre-registration of events prior to attending.

Income Tax Implications

Reimbursements received through the CME program must be declared as income for tax purposes. You may continue to claim education costs as allowed under the current tax regulations and therefore should retain original receipts.

Claim history reports and statements can be located on your AMA Dashboard under Continuing Medical Education.

Contact us

If you have questions, please contact our Membership and Benefits team
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