

May 2019

RPN Professional Development Fund Eligibility and Funding Guidelines

Eligibility:

1. The applicant must be an HSA member covered by the Nurses Bargaining Association contract.
2. The course or program must relate to professional development for registered psychiatric nurses.

Funding Guidelines:

1. Subject to availability and once an application is approved, the fund will reimburse the cost of tuition/course fees and materials, and related travel expenses to a maximum of \$1000.
2. The fund will not cover lost wages.
3. The applicant must disclose funding they have received toward the course or program from any other source.
4. Successful applicants will be advised in writing when their application has been approved.
5. Successful applicants must provide receipts for all expenses. Payment will be made by electronic funds transfer from HSA once satisfactory receipting has been received.
6. Applications and related correspondence may be sent to rnpnd@hsabc.org