

FEMS Tip Sheet: 90 Day Submission Deadline

To align Facility and Community Engagement with the Doctors of BC claims policy approved by the Board of Directors, a 90-day claim submission limit will be applied to all claims in FEMS.

This means that claims must be **submitted** within 90 calendar days of the date of activity or when an expense was incurred to be paid.

There is a note above the claim date field in FEMS that notifies the claimant of this policy, and the date field will only be valid for 90 calendar days prior to the date of claim submission.

Claims more than 90 days after the activity date can be manually submitted to engagement@doctorsofbc.ca.

For claims that are within 3-6 months of the 90-day submission window, these will be evaluated by the Facility Engagement Director on a case-by-case basis given the extenuating circumstances that lead to the late submission.

For claims that are within 6-12 months of the 90-day submission window, these will be evaluated by the CEO on a case-by-case basis given the medical circumstances that lead to the late submission.

Claims more than 12 months old will not be paid.

Example: For claims submitted within 90 days

