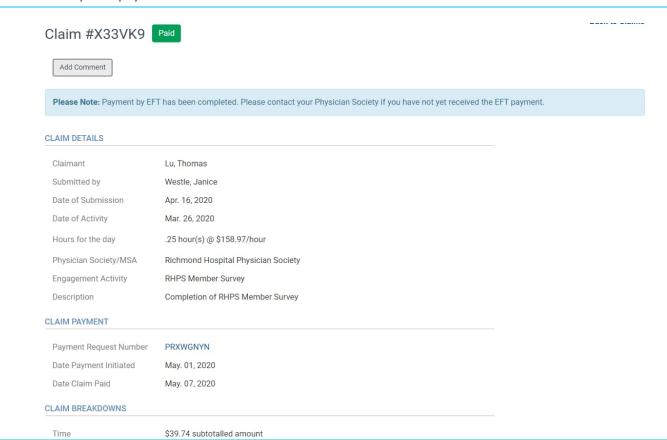
FEMS Tip Sheet: Types of Claims



Physician Claims

A sessional claim is for any medical staff attending a facility engagement activity.

This amount is gross (i.e., it's not taxed.) However, the physician can declare these amounts to their bookkeeper to pay taxes.



FEMS Tip Sheet: Types of Claims



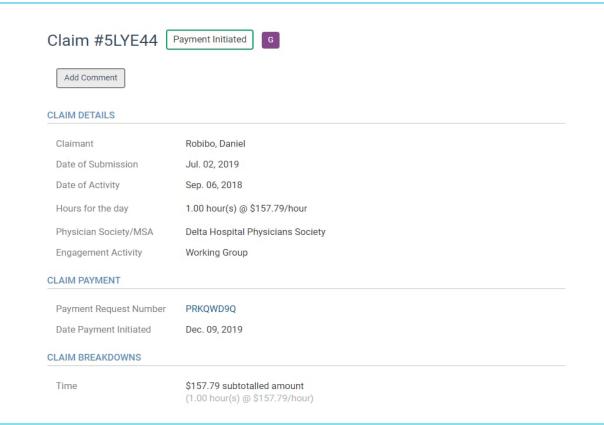
Director Claims

A governance claim is for any director of a **PHYSICIAN SOCIETY** to attend a facility engagement governance activity (i.e., an MSA executive meeting, a working group meeting, etc.)

This is a net amount because it is taxed.

The governance toggle must be turned on in the activity for which the claim is being placed against.

It is signified by the purple G.



FEMS Tip Sheet: Types of Claims



Expense Claims

An expense claim is for any expense paid by a physician with their personal money/credit card.

This is a gross amount that is refunded to the physician via their method of payment choice in FEMS.

Claim #5W3YYQ Pending Review Add Comment Please Note: This claim has been automatically flagged for further review by our system. Your Physician Society will review this claim and cor further information be required for approval. **CLAIM DETAILS** Claimant Seaton, Claire Date of Submission Apr. 27, 2023 Date of Activity Jan. 05, 2023 Children's and Women's Hospitals Medical and Physician Society/MSA Allied Staff Engagement Society **Engagement Activity Engagement Projects** SEATON_083 **Sub-Activity**

EXPENSES Note: depending on your browser, you may be required to download the receipt in order to view it.

Meals \$148.17 (\$148.17 plus \$0.00 GST)

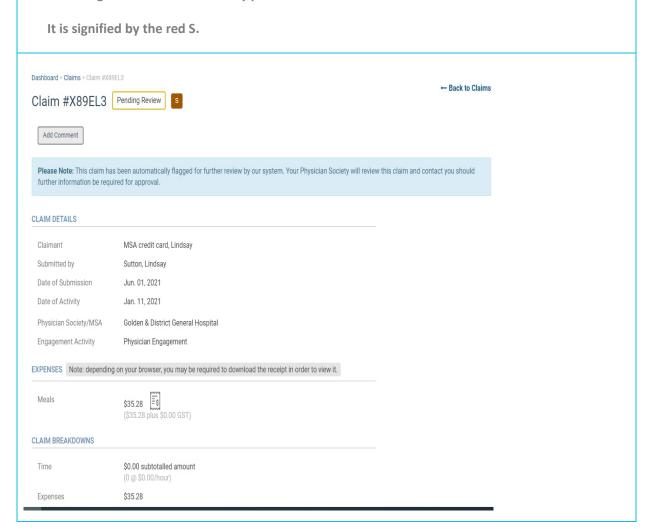
FEMS Tip Sheet: Types of Claims



Supplier Claims

A supplier claim is for any consultant, contractor, or MSA credit card expense.

This is a gross amount that is fully paid back to the consultant or contractor.



FEMS Tip Sheet: Types of Claims



Internal Operating Expense Claims

IOE claims are a sub-type of supplier claim for all amounts that are not directly attributed to an engagement activity.

Examples of IOE Expenses:

- FEMS administrator costs (i.e., monthly invoices and expenses)
- Insurance
- Amortization
- Office Rent
- Office Expenses
- Society Fees
- Professional Fees (lawyers, accountants, Enkel fees for FESC MSAs)
- Banking and Transaction Fees
- Physician Lounge Expenses

Examples of Non- IOE Expenses:

- Member Time (sessionals)
- Meeting Expenses
- Communications

All IOE expenses must be entered in FEMS using the Submit Supplier Expense Button and the correct IOE type) within the claim.

