



Emergency Department (Locum Coverage) Mileage Claim Policy

Eligible physicians can apply for reimbursement of mileage based on providing Locum coverage at eligible Emergency Departments in Nova Scotia**

The following guidelines/criteria will apply to this reimbursement program:

- Physicians are required to submit their reimbursement to MSI on the approved form provided. No other form(s) will be accepted and any claims submitted on a different form/template will be denied.
- Physicians must submit all mileage claims to MSI within 90 days from the time the Locum services were provided ***
- All submitted claims are required to have an approved signature – which must be from a representative of the site where the locum was provided.
- Mileage can only be claimed for travel within Nova Scotia
- Mileage is paid based on return trip travel from physician's office address to eligible locum site*

***For physicians traveling from out of province, mileage will be calculated from point of entry into Nova Scotia to eligible locum site**

**** The Department of Health and Wellness reserves the right to change and/or cancel this reimbursement program at any time**

***** This reimbursement program is effective April 1, 2015, as such physicians who are holding mileage claims from this time, must submit to MSI no later than July 31, 2015, after which time the 90 day rule will apply**