

Frequently Asked Questions

- 1. The Ministry of Health has allocated monies as a professional development fund for the PEA to administer. As a member of HSP covered by the PEA/HSP Collective Agreement, when will I be able to apply for funding to support my education/training?**

You may apply now. Applications will be accepted up until August 31, 2025.

- 2. Will the fund cover expenses related to education/training already underway?**

The fund is designed to cover education/training that commences between September 1, 2024 and August 31, 2025. So, if your education/training is already underway, you will be eligible to apply for funding provided it did not commence prior to September 1, 2024.

- 4. How are applications prioritized? Is it first-come, first-served?**

Applications will be processed in the order they are received, and any application that is approved will have satisfied the eligibility criteria and funding guidelines. A successful applicant must submit satisfactory expense receipts, in accordance with instructions contained in the application approval letter to receive reimbursement of approved expenses. To avoid disappointment, members should plan to apply well before the August 31, 2025 deadline.

- 5. What types of education/training are considered as professional development?**

Professional development includes a range of events/instruction, such as workshops, seminars, conferences, courses, or programs. It might require in-person attendance, distance learning, or clinical placement. It might be of relatively short duration or a more long-term pursuit of credentials such as a diploma, advanced certification, or degree.

- 6. What type of actual costs are considered for reimbursement?**

Tuition fees, registration fees, the cost of required books/materials, and other reasonable education/training-related expenses are considered, to a maximum of \$2,000. Please note that funds are limited, and PEA may not approve all costs requested.

"Other reasonable education/training-related expenses" includes reasonable costs of travel and accommodation if the applicant must travel or temporarily relocate to attend education/training or related clinical placement that is not offered locally or virtually. A maximum of \$500 of the \$2,000 cap can be used for travel and travel can only be within Canada.

Costs that are NOT eligible for reimbursement include:

- Criminal records check
- Professional association or regulatory college fees
- Immunizations or immunization reports
- Technology costs such as software, hardware and any mandatory technology fees
- Materials such as yoga mats or needles
- Any optional school/student fees
- Meals

7. Can members apply to have wages paid from the fund?

No. To support professional development for as many members as possible, the fund will not pay for wage replacement associated with an application.

8. Is this fund a substitute for any collective agreement provisions?

No. The professional development fund is over and above the collective agreement. All provisions of the PEA/HSP Collective Agreement continue to apply, including Education Leave as per Article 17.01 and Unpaid leave as per Article 22.