

TRAINING and EDUCATION TRAVEL POLICIES

1. All travel by plane must be economy-class tickets. For surgeon summits, Skeletal Dynamics will only reimburse airfare for residents, fellows and faculty. Skeletal Dynamics will **not** reimburse payments for upgrades to a higher class of service or for premium seat locations.
2. Skeletal Dynamics will not reimburse for in-flight entertainment, wi-fi or internet access. Checked bag fees will not be reimbursed, but a carry-on bag fee will be reimbursed if the airline charges for it.
3. All travel shall be only for the designated day of arrival and date of departure (affiliated with the course). If the ticket is for an extended stay either before or after the designated days of duration of the course the attendee is responsible for demonstrating the cost of those travel days.
4. Skeletal Dynamics provides hotel accommodation and meals at no cost for all attendees and faculty. No reimbursements will be made for hotels, meals, beverages, or other incidentals or any costs associated with extended days.
5. Skeletal Dynamics will reimburse residents, fellows or faculty reasonable ground transportation (Uber/Lyft, Taxi, Parking Garage) only to and from the departure and arrival airports as well as to and from the hotel to the training center if necessary. If you feel inclined to tip your Uber/Lyft driver the maximum is 10% before fees.
6. Skeletal Dynamics will reimburse residents, fellows and faculty for airport parking and mileage. Skeletal Dynamics will not reimburse the cost of rental cars.
7. Skeletal Dynamics will reimburse any residents, fellows and faculty for airport meals. Alcoholic beverages will not be reimbursed. Please note that tipping for meals is limited to 18% of the pre-tax portion of the bill.
8. The educational and training program is for the attendee only. No guests are permitted to attend the program or any meals associated with the program. Any additional costs incurred by or on behalf of any guests are the responsibility of the attendee.
9. If distributors reimburse attendees for travel expenses to surgeon summits, they must follow the same reimbursement rules set forth above.

If you have any questions, please email us at events2@skeletaldynamics.com.