

What can I use License/Certification Reimbursement for?

- Maryland State license for the following:
 - Speech Therapist
 - Occupational Therapist
 - Physical Therapist
 - Behavior Analyst
 - Social Worker
- BCBA Certification
- Reimbursement can be used for initial licensure/certification and renewals

How much funds are available for License/Certification Reimbursement?

- \$150 is available per contract year

What is the process for using Professional Development Reimbursement funds?

- Complete requirements specific to the license/certification
- Submit payment for the license/certification
- Complete the *Check Request Voucher*, attach the following documentation, and submit to the Accounting Inbox within 45 days of payment:
 - Proof of payment (e.g., email receipt, canceled check, bank statement, credit card statement)
 - Copy of license/certification