

Ultrasound Clinical Services

Travel Policy

Please take a moment to review the following Philips travel policy to help ensure your travel and education experience is worry-free. The travel policy is applicable to customers that have tuition entitlements included with their Ultrasound system purchase.

As a Healthcare company, we are highly regulated and must adhere to NEMA code guidelines, Sunshine Act, Medicare Fraud and Abuse

guidelines and subscribe to the AdvaMed Code of Ethics on interactions with healthcare professionals. Our internal policies have been structured around these regulations and guidelines and prohibit us from making payments directly to customers. The travel package that comes with your purchase includes airfare, hotel, meals, transportation to and from the airport and transportation to and from class. Philips handles payments directly with these 3rd party vendors.

Travel policy

Entitlements

- ALL TRAVEL MUST BE BOOKED THROUGH PHILIPS TRAVEL AGENT IN ORDER TO BE COVERED
- Air travel will be booked at the lowest acceptable flight surrounding course dates
- Hotel accommodations for attendee only
- Transportation service for airport pick up and return is for the attendee only. Daily transportation to and from the training facility is provided. Return transportation will not be provided if leaving early from class or if there is a deviation in arrival/ departure dates
- Meals are provided for the attendee only. Breakfast is provided free of charge at the hotel. Lunch is provided daily at the training facility. A \$40 meal voucher for dinner at the hotel will be provided daily for each student

Exclusions (Items Not Covered)

- Travel arrangements that are not booked through the Philips travel agency
- Any expenses incurred during your travel day to or from training. This includes but is not limited to mileage and/or gas reimbursement
- Any additional hotel nights beyond what is necessary for the course
- Any additional airfare expenses due to date changes, specific airline carrier requests or connection requests even if the total cost is lower than the maximum allowance
- Charges incurred for changes made to previously confirmed reservations
- Parking or originating airport transportation
- Meals other than described in entitlements
- Incidentals on hotel bills. You will be required to provide a credit card for any incidental hotel charges during your stay
- Mini bar or bar charges
- Any other incidental charges not listed in entitlements
- Baggage check fees

Cancellation Policy

- Cancellation by customer of course registration for all other courses 21 days or less from the date of the course will forfeit tuition
- Cancellation by customer of course registration with travel reservations for all other courses prior to 21 days can be rescheduled, however customer will be responsible for any change fees incurred as a result of changing travel plans
- Rescheduling is permitted once per tuition and must be done 21 days prior to any other course date

Cancellation Policy for Hawaii courses

- Cancellation by customer of course registration for Hawaii courses 45 days or less from the date of the course will forfeit tuition
- Cancellation by customer of course registration with travel reservations for Hawaii prior to 45 days can be rescheduled, however customer will be responsible for any change fees incurred as a result of changing travel plans
- Rescheduling is permitted once per tuition and must be done 45 days prior to any Hawaii course date



For more information

Contact a Philips ultrasound clinical services coordinator at 800-522-7022 and visit our education catalog at

www.learningconnection.philips.com/ultrasound

