

NEW COVID-19 Related Expense Codes

Finance has created new expense codes to help research teams track incremental expenses incurred due to COVID-19. In the event Unity Health Toronto is eligible to recoup these incremental expenses, using the new codes below will expedite the reporting required to claim your incremental COVID-19 expenses. The Office of Research Administration will prepare and submit the expenses based on the new COVID-19 Account/Sub Account. A third party reviewer will audit the claim Unity Health Toronto submits. Please retain invoices, operating plans and other supporting documents if questions arise. When purchasing the items due to COVID-19, please exercise sound judgement, as provincial and federal funding sources may not fully recoup reported expenses. If these expenses are unable to be recouped by external sources, at the moment, these incremental COVID-19 expenses will be the responsibility of the Principal Investigator.

To find this COVID-19 Related Expense Code List - please visit: <http://stmichaelshospitalresearch.ca/staff-services/research-finance-2/submit-a-reimbursement-request/>

If you have any questions, please contact us at researchfinance@smh.ca

Dates: July 14, 2020, ,