

## Resident doctors conference 2025

### Getting time off work to attend the BMA resident doctors conference

To ensure you don't miss out on attending the first time attendees (FTA) event or the conference, it's best to plan early.

Remember that resident doctors should not have to use annual leave to go to the conference or the FTA event, and there are numerous ways in which attendance can be facilitated. We have put together some helpful tips about how to make sure you can be a part of the BMA resident doctors conference:

1. Let your medical staffing department know as soon as possible that you wish to attend and advise them whether or not cover will be needed.
2. Talk to your consultant and discuss whether or not it is possible to rearrange clinical activities during the week prior to, or after, the conference.
3. Some resident doctors have applied for study leave to attend the conference – remember that BMA members will be reimbursed for reasonable expenses so no funding out of your study leave budget is required, just the time off work.
4. Resident doctors are entitled to apply for professional leave to attend a conference such as this. It helps to get your application in as early as possible.
5. Resident doctors who are trade union representatives should be allowed time off work to take part in trade union duties and activities. If you are interested in becoming a local resident representative for your trust, contact your regional BMA centre.

If you are concerned that you are not being allowed time off work to attend the conference this year, and would like further advice and support from the BMA, please contact the BMA resident doctors committee secretariat ([info.rdc@bma.org.uk](mailto:info.rdc@bma.org.uk)).

### Claiming expenses at the BMA resident doctors conference

Please note the following information about claiming expenses: Expenses will only be reimbursed to BMA members.

Representatives are asked to obtain the cheapest available ticket for their journey. Receipts must be supplied in all cases.

Members must submit their expenses via **Concur**. If you do not have an account, please visit <https://www.bma.org.uk/what-we-do/committees/committee-information/committee-policies-and-expenses> to register. Paper expense forms will no longer be accepted.

Overnight expenses for accommodation cannot be claimed by those travelling from within the London area i.e. within the M25 boundary. For those attending both the FTA event and conference: overnight expenses will be reimbursed for accommodation on Friday 25 April (up to a maximum of £230.00 per night).

For those attending the conference on Saturday 26 April no overnight expenses will be reimbursed for any accommodation as the conference will finish at 5.30pm.

**For those attending the resident doctors conference only:** overnight allowances of up to £230.00 for an overnight stay (bed and breakfast) and £35.00 for dinner on the Friday night are payable provided that it is necessary for the representative either to leave home prior to 6.30am on the Saturday or in exceptional circumstances where the member has prior authorisation from the RDC secretariat.

Representatives are entitled to be reimbursed for first class rail travel to and from the conference for journeys of over 90 minutes timetabled duration each way, and standard class rail travel for journeys of less than 90 minutes duration each way.

Air travel is permissible if the distance travelled is over 350 land miles or where road or rail travel is geographically impossible (e.g. Northern Ireland to England).

Refundable payments of £35.00 for those attending the FTA event dinner on Friday 26 April will be required when you submit your application form. The cost of your dinner ticket(s) can be reclaimed via Concur with your expenses.

**All expense claims must be submitted within three months of the conference,** late claims will be paid only at the discretion of the treasurer.