

Deduction Checklist for Travel Healthcare Professionals

Transportation

- Transportation to assignment
- Transportation from assignment housing to work site
- Transportation for Business Items (e.g. license)
- Airfare to assignment
- Rental Car at assignment
- Gas for rental car at assignment
- Trips home (may be limited)
- Transit fares for assignment transportation to work and employer related activity
- Shipping of items to/from assignment
- Shipping of car to/from distant locations

(Most travelers will use the standard mileage allowance – If you are using actual expenses, then you should retain all receipts associated with your vehicle expenses AND maintain a mileage log)

At the assignment

- Laundry strictly for work clothing
- Fax and postage directly related to work activity (e.g. timesheets)
- Unreimbursed Lodging/Utility expenses
- Mail forwarding

Other Business Related Expenses for Travelers

- PO Box at assignment
- Cell phone/ 2nd landline/ Internet expense (Personal and business use must be determined)
- Business use of computer equipment

General (Deductible regardless of travel status)

Stethoscopes
Uniforms
Analog watches worn only at work
Shoes worn only at work
PDA for medical databases
Impairment related (when you have a handicap)
CEU's
Seminars
Travel Expenses for seminars
Books/ Journals
Union Dues
Licenses
Job Physicals
Testing
Professional Memberships
Malpractice Insurance
Supplies

Not Deductible

Transportation expenses that are not business related (e.g. groceries, sightseeing)
Pet boarding fees
Lawn Care at personal residence

Be sure to keep a detailed record / receipts for these expenses. A mileage AND travel log are required. See other sections of our website for more information