



Thank you for your interest in applying for reimbursement for the CSTR exam through the North Central Texas Trauma Regional Advisory Council. Please complete this cover sheet and submit the completed form with:

1. Receipt
2. Proof of Passing
3. Recommendation Letter from TPM/Registry Manager on official letterhead

Applicants may submit requests via email to Christina Gomez at CGomez@ncttrac.org and CC their TPM/Registry Manager

	Name _____	Amount Requested _____
	(As it appears on your certification)	
Mailing Address For Reimbursement		
Phone Number		Email Address _____
Facility		Trauma Level _____
Applicant Signature		

Guidelines for Reimbursement:

1. Facility must be a NCTTRAC member in good standing for Applicant to qualify for reimbursement
 - a. Membership Approved by the NCTTRAC Board of Directors
 - b. Meeting RAC Participation requirements
 - c. Membership Dues are current
2. Reimbursement to cover exams taken between September 01, 2025 to July 31, 2026 during NCTTRAC FY26
 - a. No Applications will be accepted after: **August 7, 2026**
3. Applicant applies to take CSTR exam, and pays fees
4. Applicant submits to NCTTRAC:
 - a. Recommendation letter from TPM/Registry Manager
 - b. Itemized Receipt showing payment made by Applicant, not Facility
 - i. Copy of ATS Invoice
 - c. Proof of Passing CSTR Exam
 - i. Printed Copy of Exam Results from TesTrac
 - OR-
 - ii. Copy of CSTR Certification
5. NCTTRAC will reimburse \$275 to the applicant who meets above criteria
 - a. Exam fee for ATS members - \$275
 - b. Exam fee for non-members - \$350 (NCTTRAC will ONLY reimburse \$275)
6. Reimbursement will be mailed via USPS to applicants to the address provided on the application