

# Tax Matters



2052 Newport Boulevard, Suite 6, Costa Mesa, California 92627-7158

## NURSE AND MEDICAL RELATED FIELDS

Client:

ID#:

Tax Year:

The purpose of this worksheet is to help you organize your tax deductible business expenses and **maximize your deductions**. In order for an expense to be deductible, it must be considered an "ordinary and necessary" expense. You may include other applicable expenses. Do not include expenses for which you have been reimbursed, expect to be reimbursed, or are reimbursable.

### Business Expenses

	American Clinical Care Nurses Association		Safety & Protective Equipment
	American Nurses Association		Search/Rescue Expenses
	Associations - Other		Shirts - Scrub Tops
	Associations - Emergency Nurses Assoc.		Sigma Theta Tau
	Badges		Stethoscope
	Batteries		Tape Recorders & Tapes
	Books and Manuals		Telephone - Cellular
	Briefcase		Telephone - Long Distance
	Business Cards		Telephone - Pay Phone
	Clipboards		Tools
	Critical Care Registered Nurse (CCRN)		T-Shirts with Emblems
	Daily Planners		Uniforms - Dry Cleaning & Laundry
	Dues - Critical Care Nurses		Uniforms - Purchases
	Dues - Pediatric Nurses		Uniforms - Repairs
	Dues - Professional Societies		Uniforms - Shoes
	Education - Books		Uniforms - Ties
	Education - Continuing Education		Union Protective Leagues
	Education - Professional Development		Watch - Adjustments
	Educational - Miles		Watch - Purchases
	Emblems for Uniforms		Watch - Repairs
	Employment Seeking		<b>TOTAL</b>
	Equipment Calculator		<b>Meals &amp; Entertainment</b>
	Equipment Holders		Business Related Entertainment
	Equipment Repairs		Business Related or Travel Meals
	Eyeglasses - Safety		<b>TOTAL</b>
	Flashlights		<b>Overnight Travel</b>
	Gloves		Travel - Air Fare, Train, Bus, Taxi, Car
	Helmet		Travel - Hotel
	Identification Case		Travel - Laundry
	Licenses		Travel - Mileage
	Malpractice Insurance		Travel - Tips
	Maps & Map Books		Travel Carts to Carry Equipment
	Notebooks		<b>TOTAL</b>
	Office Supplies		<b>Vehicle Expenses</b>
	Phi Kappa Phi		DMV Fees
	Pocket Tools		Miles between more Job 1 & Job 2
	Polish - Shoes, Boots		Miles between work & continuing education
	Publication - Medical Related		<b>Parking, Tolls, Transportation - not overnight</b>
	Publications - Books & Manuals		Air, Bus, Train, Taxi (including tips)
	Publications - Subscriptions		Charity Miles
	Publications - Trade Books		Parking & Tolls
	Radio Paging Service		<b>TOTAL</b>