

RCEB Procedures - Case Management Coordination
Vouchered Transportation
Procedure Number: 3426
Date Approved:
Prepared by: Transportation Manager

Vouchered Transportation:

RCEB may vendor a parent to be reimbursed for providing transportation to their son/daughter to their adult day program. The rate of reimbursement is:

Zone 1: 1-4 miles \$1.50 (one-way trips)

Zone 2: 5-9 miles \$3.50 (one-way trips)

Zone 3: 10+ miles \$4.50 (one-way trips)

The parent will need to fill out the packet provided completely and return that to the case manager. Once the case manager confirms that the packet is complete, the distance will be calculated and the zone identified in the Purchase of Service (POS).

Completed packets should be sent to the Vendor Database Coordinator. Any Vouchered Transportation requested for a minor living at home with their parents will need to include an approved Family Transportation Questionnaire. (Attached)

Renewal:

At the time of the IPP or earlier if circumstances change; change of address or program that would increase or decrease miles.

Documentation:

Vouchered Transportation Packet and Purchase of Service (POS).

Link:

<http://131.10.4.114/agencyforms/Transportation%20Reimbursement-Not%20Consumer%20Vendorization-English.pdf>