

Texas Department of State Health Services
YES Waiver

SERVICES
NON-MEDICAL TRANSPORTATION 2400.7

SERVICE DESCRIPTION Non-medical transportation enables a YES Waiver (Waiver) participant to gain access to Waiver and other community services, activities, and resources. When possible, family, neighbors, friends, or community agencies which can provide non-medical transportation at no charge must be utilized.

Non-medical transportation is offered in addition to, not instead of, medical transportation required under the State Plan, in accordance with Chapter 42 of the Code of Federal Regulations (CFR), §431.53.

PROVIDER QUALIFICATIONS

A provider of non-medical transportation must:

1. Be over the age of 18;
2. Have a valid Texas driver's license and insurance appropriate to the vehicle used to provide the transportation; and be a:
 - a. Member of the Waiver provider agency staff; or
 - b. Direct service provider subcontracted with the Waiver provider agency; and
3. Have a criminal history and background check. [See CRIMINAL HISTORY AND BACKGROUND CHECK, policy 2300.1 of this manual].

RELATIVES AS PROVIDERS

A participant's legally authorized representative is not permitted to be reimbursed by Medicaid for the provision of non-medical transportation.

A relative of a Waiver participant must meet all provider qualifications above in order to be reimbursed by Medicaid for the provision of non-medical transportation.

WRAPAROUND PLAN

The Wraparound Plan must describe how the use of non-medical transportation will assist the participant in achieving his or her identified goal(s), as linked to his or her serious emotional disturbance (SED).

PROGRESS NOTES

The provider must document the provision of non-medical transportation by maintaining progress notes detailing the activity the participant engaged in with the service provider, which will be reviewed by the Department of State Health Services (DSHS).

PROVISION OF SERVICE DOCUMENTATION

Documentation of non-medical transportation in a transportation log or alternative mileage log must include:

1. Date of contact;
2. Start and stop time of contact;

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3. Name of service provider; and
4. Direct service provider's signature and credentials.

A sample transportation log is available on the DSHS Web site at:

<http://www.dshs.state.tx.us/mhsa/yes/>.

BILLING

Information regarding unit designation, payment rate, and required documentation for submitting a claim for non-medical transportation is detailed in BILLING, NON-MEDICAL TRANSPORTATION, policy 2600.8 of this manual.