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Authorized Signature

Number: DMAP-AR-08-001
Issue Date: 01/29/2008

Topic: Medical Benefits

Effective Date: Upon receipt

Subject: Arranging transportation for admin exams requested by the Presumptive Medicaid Disability Determination Team (PMDDT)

Applies to (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input checked="" type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Children, Adults and Families | <input checked="" type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> County DD Program Managers | <input checked="" type="checkbox"/> Other (please specify): DHS staff and others identified on the SPD, CAF, AMH and DMAP transmittal lists |

Action Required:

When SPD's Presumptive Medicaid Disability Determination Team (PMDDT) schedules an applicant for administrative examinations to determine if an applicant is eligible for Medicaid based on disability, branch staff must do the following:

1. Complete a transportation screening interview to determine if the applicant has transportation available to go to the administrative examination(s).
 - When arranging a ride, workers must consider all options, including volunteer services.
 - In all instances, the branch is responsible for authorizing the least expensive mode of transportation that is suitable for the client's needs.
2. If the applicant has no other means of transportation, the local branch office will contact PMDDT's Kim Coleman at 503-373-1428 or Bob Willard at 503-373-7179.
 - PMDDT will fax a completed [DMAP 729](#) (Administrative Medical Examination/ Report Authorization) form to the person's transportation brokerage.
 - The brokerage will then arrange the ride.
3. If the applicant has transportation available, the branch can reimburse the person for the ride.
 - The branch will contact PMDDT's Kim Coleman or Bob Willard to request a

completed DMAP 729 form.

- PMDDT will fax the completed DMAP 729 form to the branch.
- The branch will issue payment via the [DHS 437](#) (Authorization for Cash Payment), using Code 35.

Reason for Action:

DMAP has clarified that when PMDDT schedules administrative examinations for the purpose of determining if an applicant is eligible for Medicaid based on disability, DHS will pay for medical transportation to the examinations as a covered service.

Field/Stakeholder review: Yes No

If yes, reviewed by: SPD Program Managers and SPD Operations Committee

If you have any questions about this action request, contact:

Contact(s):	Erika Miller, PMDDT	Trevor Waskin, PMDDT
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