

Policy Transmittal Developmental Disabilities Services



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Number: DD-PT-22-062

Issue date: 06/23/2022

Topic: Developmental Disabilities

Due date:

Transmitting (check the box that best applies):

- New policy
 Policy change
 Policy clarification
 Executive letter
 Administrative Rule
 Manual update
 Other:

Applies to (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> All ODHS Employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging: {Select type} | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Aging and People with Disabilities | <input checked="" type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children's Intensive In Home Services |
| <input checked="" type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input checked="" type="checkbox"/> Support Service Brokerage Directors | <input checked="" type="checkbox"/> Other (<i>please specify</i>): ODDS Non-Medical Transportation Service Providers |
| <input type="checkbox"/> ODDS Children's Residential Services | |
| <input type="checkbox"/> Child Welfare Programs | |

Policy/rule title:	Community Transportation Changes Effective 7/1/2022		
Policy/rule number(s):		Release number:	
Effective date:	07/01/2022	Expiration date:	
References:			
Web address:	https://www.oregon.gov/dhs/SENIORS-DISABILITIES/DD/Pages/ODDS-Transportation-Services.aspx		

Discussion/interpretation:

Effective July 1, 2022, ODDS will implement a new rate structure for ODDS Funded Community Transportation. The new per mile rate for Transportation Agency delivered transportation services is \$2.03 per mile travelled. This rate includes staffing and administrative overhead of an agency providing a transportation service. Since this rate covers staffing and administrative costs for the provider, agencies may not bill another service while delivering OR005 transportation service.

Implementation/transition instructions:

With the roll out of the new Agency Mileage rate of \$2.03 per mile, there will no longer be CPA for DD53 transportation services. eXPRS will be updated for all existing CPAs for DD53 transportation to end effective 6/30/2022, and a Service Prior Authorization (SPA) will be added to Plan of Care for Case Management entities to review and submit to cover this service transition through the end of a person's plan of care.

Agency To/From Work Transportation will be billed as a service delivered in the person's Plan of Care.

Agency Community Transportation, for exceptional circumstances where the service is not provided by the residential service provider, will be billed as a service delivered in the person's Plan of Care.

Exceptions will no longer be needed in the case of a person needing more than one type of transportation unless the combined total of services exceeds \$577.32 per month. For example, when a person needs a bus pass in addition to their to/from work mileage. If the combined total of the authorizations do not exceed \$577.32 for the month, no exception is required.

In process, the billing of this service will be by the mile but divided among all riders in the car. For instance, a provider transports five riders in the same vehicle during the same route, picking up and dropping off at their location:

Rider 1: 5 total miles
Rider 2: 6 total miles
Rider 3: 2 total miles
Rider 4: 12 total miles
Rider 5: 8 total miles

Total billable miles for the provider is 12, the longest trip, and all five riders had a portion of the ride together, so we'll call this a route. This route for 12 miles will be reimbursed at the \$2.03 per mile, but the billing needs to be on a per rider basis. To do this, we will divide 12 miles by 5 riders evenly. So, $12 \text{ miles} / 5 \text{ riders} = 2.4 \text{ miles per person}$.

Mileage billing will continue to be a daily total miles delivered. If a provider has several routes over the course of a day/week/month, this can become a challenge to identify how many total miles can be billed for each individual per day.

ODDS has created a Calculation Tool to assist in collecting the data required and make it easier on Providers to bill the correct number of miles per person, per day. This calculation tool and a Transportation Worker Guide can be found on the ODDS Community Transportation web page: <https://www.oregon.gov/dhs/SENIORS->

[DISABILITIES/DD/Pages/ODDS-Transportation-Services.aspx](https://www.oregon.gov/DHS/Pages/ODDS-Transportation-Services.aspx).

Training/communication plan:

This transmittal will be discussed during the next Monthly Transmittal Review. Please send questions in advance to ODDS.Questions@dhsosha.state.or.us.

The Monthly Transmittal Reviews are held the second Wednesday of every month at 2 pm using the Zoom platform. Please register in advance for these meetings:

<https://www.zoomgov.com/meeting/register/vJlsc-qvqD8iGURx5OQk8TAdIS6Arg9ZAf4>

After registering, you will receive a confirmation email containing an appointment and information about joining the meeting. American Sign Language (ASL) and live captioning will be provided. To request other accommodations or languages, please send an email to ODDS.Questions@dhsosha.state.or.us at least three business days prior to the meeting.

Local/branch action required:

Central office action required:

Field/stakeholder review: Yes No

If yes, reviewed by: ODDS Engagement and Innovations public comment.

Filing instructions:

If you have any questions about this policy, contact:

Contact(s): ODDS Regional Employment Specialists:
<https://www.oregon.gov/DHS/EMPLOYMENT/EMPLOYMENT-FIRST/Documents/Map-ODDS-Regional-Employment-Specialists.pdf>

Phone:

Fax:

Email: