



Parking Reimbursement Claim

Per Collective Bargaining Agreement - [Article 15. Section 5](#)

The Oregon Home Care Commission will reimburse Providers for the actual cost incurred for parking when access to free parking is not available in the community surrounding the consumer's home and when pre-paid Parking permits cannot be obtained.

This does not apply for Providers who live with the consumer.

Section 1

Providers Full Name as on file: _____

Provider #: _____

Consumer/Employer Name: _____

All parking transactions must have occurred prior to submitting for reimbursement.

Section 2

Pay Period in which the parking fee occurred:

Start: _____ End: _____

Start: _____ End: _____

Start: _____ End: _____

Start: _____ End: _____

Please see attached pay processing calendar for further reference:

- [For HCWs and PCAs](#)
- [For PSWs](#)

Section 3

Expenses:

NOTE: All receipts of each transaction must be provided with claim

Date	Parking Fee Paid	Address of Parking	Zone/ Parking Kitty Code :

Please submit log [Parking Reimbursement Log](#) if more space is needed.

Section 4

Attestation:

By signing below, the claimant attests to all of the below statements:

- ☐ I am a current provider for the consumer listed above.
- ☐ There was no free parking available in the surrounding community of the consumers home.
- ☐ The fees I have requested reimbursement for, were incurred as part of my work responsibilities for my listed Consumer/Employer.

I attest that all above information for this claim is accurate. I understand should I knowingly misrepresent the information submitted it may result in denial of my request.

Provider Signature

Date

Once this claim has been completed, submit to:

ohcc.customerrelations@odhs.oregon.gov

****Do not forget to include copies of the transaction receipts.**

Reasons Parking Reimbursement will be denied:

- Failure to provide all parking transaction receipts
- Parking fee occurred when the provider was not working for the consumer.
- Parking fee did not occur within a reasonable distance of the consumer's residence.
- Parking fee was not for the provider's vehicle.