

OPI-M Transportation QRG

This Quick Reference Guide will:

- Explain the differences between Assisted and Community Transportation,
- Describe how transportation services are prior authorized,
- Provide information about non-emergency medical transportation options, including OAA Title IIIB: Supportive Services, and
- Provide a Q&A section for frequently asked questions.

Definitions

Assisted Transportation means escort services that aid an individual who has difficulties (physical or cognitive) using regular vehicular transportation and includes those services and supports provided so that the individual may access their local community to engage in services necessary to meet their Activities of Daily Living (ADL) and Instrumental Activities of Daily Living (IADL). Assisted Transportation must be prior authorized by the Services Case Manager (SCM) as part of a comprehensive service plan.

Community Transportation means non-medical transportation provided by a contracted transportation provider or by a service provider with a Medicaid provider number and prior authorized as part of an OPI-M service plan by the SCM.

Comparison Chart

Note: When available to an eligible individual, natural supports, volunteer transportation, public transportation, and other transportation services are considered a prior resource and may not be replaced with transportation paid for by the Department. Unmet transportation needs may be part of an OPI-M Service plan.

	Assisted Transportation	Community Transportation
Who can provide Transportation Services?	Homecare workers (HCWs) or In Home Care Agencies (IHCAs) with a valid Medicaid provider number.	Contracted transportation providers, HCWs or IHCAs with a valid Medicaid provider number.
How is mileage authorized?	Prior authorized by the SCM on the Oregon ACCESS (OA) service plan.	Ride destinations and frequency must be prior authorized by the SCM on the OA service plan.
How may the service be accessed?	May be provided by the paid caregiver to assist with ADL and IADL care while out in the community. This can be to attend church, go shopping, attend an appointment, go to a community event, etc.	Can be used to support the individual's well-being and for access to community-based services, activities, and resources if community integration is a goal in the individual's person-centered service plan.
May the service be used for a medical appointment?	Assisted transportation may be provided during medically related transportation <u>if</u> related to ADL or IADL needs and part of the prior authorized service plan.	No, community transportation cannot be used for medically related transportation, such as rides to a clinic or medical appointment.

<p>How many miles may be authorized?</p>	<p>Mileage is not authorized for Assisted Transportation. The time needed to escort the individual to assist with ADL/IADL care may be authorized as part of the individual's total approved hours on the service plan.</p>	<p>HCWs and IHCA's: A maximum of 100 miles per pay period.</p> <p>Contracted Transportation: A maximum of eight one-way rides per pay period.</p> <p>Note: Any additional miles or rides must be approved by Central Office and may be requested at https://forms.office.com/g/7aHvtKnZ4U</p>
<p>How is the provider paid?</p>	<p>HCWs: Claims their time worked in the Oregon Provider Time Capture system (OR PTC DCI). IHCAs: Bill for hours by submitting a claim in MMIS.</p>	<p>Contracted Transportation: Providers are reimbursed according to the terms of their contract with the Department.</p> <p>HCWs: Claiming the mileage driven in the Oregon Provider Time Capture system (OR PTC DCI). IHCAs: Bill for mileage by submitting a claim in MMIS.</p>

Mileage Prior Authorization

Mileage for Community Transportation must be prior authorized and added to the service plan by the SCM.

To add mileage to the service plan, follow these steps:

1. Select the line for the HCW or IHCA and then select 'Provider Detail' button.

Benefit Eligibility and Service Planning

Assmt Date: 08/09/24 Valid Until: 08/31/25 Pay Date: 09/06/25

Benefits Ben Act

Service Category/Benefit	Begin Date	End Date	Status
OPI - Medicaid	09/03/2024	09/06/2025	Approved

Hours Segments

Hours #	Begin Date	End Date	Status	Alwd	Excp	View Dtl
1	09/03/2024	09/06/2025	Approved	40	0	Hrs Act

Plans For OPI - Medicaid Benefit (Read Only)

Plan #	Begin Date	End Date	Status
1	09/03/2024	09/06/2025	Approved

Services For Plan #1 Pln Act

Row #	Services	Provider Name	Begin Date	End Date	Invalid Entry
1	Case Management	Case Manager	09/03/2024	09/06/2025	
2	In-Home Care Agency Cor	RIGHT AT HOME SOUTHER	09/03/2024	09/06/2025	
3	Non-Medical Transportat	ROGUE VALLEY TRANSPC	09/03/2024	09/06/2025	

Provider Search Needs Association View/Assign Hours **Provider Detail**

2. Select the '546 Details' button.

514 Details **546 Details** 595 Details

OK

3. Enter the authorized mileage in the 'Service Mileage Authorized' section and a description of the prior authorized miles or rides in the 'Remarks' section.

546 Details

Financial Task List Service Rates

Service Mileage Authorized:

Remarks:

Community Transportation provided by Rogue Valley Transportation: Up to six one-way rides per pay period to attend activities at the local Senior Center.

Community Transportation provided by IHCA: 20 miles per pay period for shopping.

Reset

OK Cancel

Note: Community Transportation mileage may only be authorized for HCWs if the provider is utilizing their own vehicle and must hold a valid driver's license and motor vehicle insurance. See [APD-AR-18-066](#) for more information.

4. Print or save the 546N form for processing, per your local office procedure.

5. If Community Transportation is selected with a contracted provider, complete the [Referral Form for Community Transportation with Contracted Providers](#) and send to the contracted provider.
 - a. Ensure it is indicated the consumer is receiving OPI-M services in the 'Notes' section of the referral. This is important for billing purposes.
 - b. Any approved destinations not included on the form may be described in the 'Number of one-way rides to approved destinations prior-authorized per month' section of the referral.

Note: Individual transportation contractors may have their own referral forms and process. Transportation contractors are also not required to accept OPI-M consumers. Please check with your local contracted provider for required forms and to confirm the acceptance prior to setting up the benefit.

Non-Emergency Medical Transportation

Mileage and rides for non-emergency related medical transportation cannot be authorized through OPI-M. Mileage reimbursement for medically related trips is part of the services provided by the Oregon Health Plan (OHP) ([Non-Emergency Medical Transportation \(NEMT\)](#)). If consumers do not have OHP, they should check for medical transportation eligibility through any other Medicare Advantage or private insurance plan they have.

To find a consumer's local ride service, view Oregon Health Authority's (OHA) [map of local ride services](#).

OAA Title IIIB: Supportive Services

If no other non-emergency medical transportation options are available to the consumer, SCMs at AAA offices may request to use OAA Title IIIB: Supportive Services to pay mileage expenses provided by a HCW or IHCA. Some areas may also be able to provide alternate transportation options such as bus passes or travel vouchers.

Availability varies by area. Please check with your local AAA office.

Question and Answer (Q&A)

- 1. Question:** Can OPI-M consumers use assisted and community transportation to go to the movies?

Answer: Yes, if the consumer requires ADL or IADL assistance while at the movie theater and going to the movie theater is part of their goals for community integration, their paid caregiver can use their existing approved hours to assist with care while at the movie theater through assisted transportation. The paid caregiver can also use preauthorized miles to transport the consumer to the movie theater through community transportation. We will not authorize additional care hours because the consumer chooses to bring their paid caregiver with them. The consumer needs to understand if they choose to have their paid caregiver assist them at the movie theater, other tasks on the task list may not get accomplished that pay period. Paid providers are not expected to clock in and out during the outing.

- 2. Question:** Can a paid provider claim mileage to transport consumers to medical appointments if the consumer requires assistance during the ride or during the medical appointment?

Answer: No. The paid provider can claim existing hours approved on the service plan if the consumer requires ADL or IADL care during the ride or during the medical appointment through assisted transportation. The paid provider cannot claim mileage to transport the consumer to medical appointments.

- 3. Question:** Can a consumer in a rural area get extra miles approved through community transportation to go to recreational places, like a craft store, library, senior center, etc.?

Answer: Miles provided by a paid caregiver can be approved up to 100 miles per pay period for outings related to meeting service plan goals. If contracted transportation is being used, eight one-way rides may be

approved. Any additional miles or rides must be staffed with and approved by Central Office.

4. Question: How many miles and contracted rides can a case manager approve if the consumer wishes to use both?

Answer: Case managers can split mileage and contracted ride authorizations. For example, if a consumer requests to use 4 one-way contracted rides per pay period, they can still utilize up to 50 miles per paid period from their paid caregiver.

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