

Bulletin Number: MSA 14-13

Distribution: School Based Services Providers and Billing Agents

Issued: March 4, 2014

Subject: Correction to bulletin MSA 14-09

Effective: April 1, 2014

Programs Affected: Medicaid School Based Services

This bulletin is being issued as a correction to MSA 14-09 Transportation Policy Clarification and retains that policy's original effective date of April 1, 2014. The bolded information below was not included in final bulletin MSA 14-09.

The purpose of this bulletin is to provide policy and reimbursement clarification when transportation is provided to the student by taxi or family owned transportation. Transportation via taxi or family owned vehicle is only reimbursable when no other options are available, or when it is the most cost-effective method of transportation for the school district.

For a taxi or family vehicle transportation expense to be reimbursed, the following documentation must be on file at the local education agency (LEA) or intermediate school district (ISD):

- Specialized transportation must be included in the Individual Education Plan (IEP).
- A Medicaid covered medical service must be provided on the same day as the transportation.
- **The date of each trip must be listed on the LEA's or ISD's trip log.**
- Documentation from the beneficiary's physician or a school provider treating the student, stating the reason taxi or family transportation is required must be retained in the student's file **if transportation by taxi or family vehicle is not specifically spelled out in the IEP.**
- For transportation by taxi, an additional statement justifying the need for a taxi and the reason other less costly means of transportation cannot be used must be retained in the student's file **if transportation by taxi or family vehicle is not specifically spelled out in the IEP.**
 - For ongoing transportation needs, documentation is only required once per student, per school year.
 - For one-time or occasional use transportation, documentation is required for each trip, or trip period per beneficiary.
- The total number of trips claimed for taxi and family transportation must be included in the Special Education trip count on the Medicaid Allowable Expenditures Report (MAER).

Taxi and family vehicle cost reimbursement will be retroactive to July 1, 2012 if the proper documentation has been retained, and a claim for the trip has been approved through the Community Health Automated Medicaid Payment System (CHAMPS). Claims must be filed within one year from the date of service according to Medicaid timely filing requirements.

Non-covered Transportation

Transportation by stretcher car is not covered. The term "stretcher car" is defined as a vehicle capable of transporting a patient (student) in a prone or supine position (e.g., Ambucab).

Manual Maintenance

If utilizing the online version of the manual at www.michigan.gov/medicaidproviders >> Policy and Forms, this bulletin and those referenced in this bulletin may be discarded. If using a CD version of the Medicaid Provider Manual, providers should retain all bulletins issued since the version date of the CD. Providers are encouraged to use the Michigan Medicaid Provider Manual on the MDCH website; the online version of the manual is updated on a quarterly basis.

Questions

Any questions regarding this bulletin should be directed to Provider Inquiry, Department of Community Health, P.O. Box 30731, Lansing, Michigan 48909-8231, or e-mail at ProviderSupport@michigan.gov. When you submit an e-mail, be sure to include your name, affiliation, and phone number so you may be contacted if necessary. Providers may phone toll-free 1-800-292-2550.

Approved



Stephen Fitton, Director
Medical Services Administration