

**Bulletin Number:** MSA 15-50

**Distribution:** Bridges Eligibility Manual (BEM) and Bridges Administrative Manual (BAM) Holders, Medicaid Health Plans

**Issued:** December 1, 2015

**Subject:** Changes to Non-Emergency Medical Transportation (NEMT) Medical Needs Verification and Minors Traveling Alone

**Effective:** January 1, 2016

**Programs Affected:** Medicaid, Health Michigan Plan

The purpose of this bulletin is to inform the Michigan Department of Health and Human Services (MDHHS) and Medicaid transportation contractor staff of changes to Medicaid's NEMT policy. Effective for dates of service on and after January 1, 2016, policies related to completion of medical needs documentation, local authorization for meals, and policies relating to standards for minors traveling alone are being revised. Refer to the MDHHS BAM 825 for complete information regarding Medicaid NEMT.

### **Verification of Medical Needs**

Reimbursement of medical transportation requires the annual completion of a DHS-5330 (Medical Verification for Transportation) signed by the beneficiary's attending physician, or a physician's assistant or nurse practitioner who is working under the supervision of the attending physician. The county MDHHS office must retain the completed, original DHS-5330 in the beneficiary's file and make it available upon request. Completion of a DHS-5330 is not required when the transportation is related to determining factors of eligibility, such as employability, incapacity, or disability, or to meet the needs of children for protective services. The practice of requiring a completed DHS-54A (Medical Needs) to authorize for Medicaid-covered NEMT has been discontinued.

### **Medical Transportation Statement**

With the exception of services arranged by the Medicaid transportation broker or for services requiring advanced payment, a completed, original MSA-4674 (Medical Transportation Statement) is necessary to authorize payment for routine travel expenses and verify that the transportation was provided. The practice of allowing a completed MSA-4674A (Medical Transportation Statement – Chronic Ongoing Treatment) or DHS 4681 (Volunteer Transportation Request/Authorization) in place of the MSA-4674 to authorize for Medicaid-covered NEMT has been discontinued.

### **Minors Traveling Alone**

The following travel circumstances apply for minor (under 18 years of age) beneficiaries:

- Children under 12 years of age must be escorted to medically necessary appointments by a parent, foster parent, caregiver or legal guardian.
- For children between the ages of 12 and 18 years of age, a consent letter signed by a parent, foster parent, caregiver or legal guardian, is required for a child to be transported without accompaniment unless access to the service does not require parental consent by the Medicaid program.

These requirements do not apply to a beneficiary who has been emancipated, or if they are seeking transportation for health care services that a minor is legally able to consent to (i.e., pregnancy-related, sexually transmitted/venereal disease, HIV/AIDS, substance abuse, or outpatient mental health care).


### **Manual Maintenance**

Retain this bulletin until the information is incorporated into the Bridges Administration Manual (<http://www.mfia.state.mi.us/olmweb/ex/html/>).

### **Questions**

Any questions regarding this bulletin should be directed to Provider Inquiry, Department of Health and Human Services, P.O. Box 30731, Lansing, Michigan 48909-8231, or e-mail at [ProviderSupport@michigan.gov](mailto: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**

A handwritten signature in black ink that reads "Chris Priest". The signature is written in a cursive style with a large initial "C" and a long, sweeping underline.

Chris Priest, Director  
Medical Services Administration