

1250-Y SCHEDULED TRANSPORTATION

REVISION DATE: 2/7/2024, 7/15/2016, 7/3/2015, 9/15/2014

REVIEW DATE: 5/9/2023

EFFECTIVE DATE: June 30, 1994

REFERENCES: RFQVA DDD-2024

PURPOSE

The purpose of this policy is to outline the Division's requirements for covering Scheduled Transportation for ALTCS eligible Members to and from employment-related services, day services, and other Home and Community Based Services.

DEFINITIONS

1. "Community Residential Setting" means the same as A.R.S. § 36-551.
2. "Home and Community-based Services" or "HCBS" as defined in A.A.C. R6-6-1501, means one or more of the following services provided to Members:
 - a. Attendant Care,
 - b. Day Treatment and Training for Children or Adults,
 - c. Habilitation,
 - d. Home Health Aide,
 - e. Home Health Nurse,

- f. Hospice Care,
 - g. Housekeeping-Chore/Homemaker,
 - h. Non-Emergency Transportation,
 - i. Occupational Therapy,
 - j. Personal Care,
 - k. Physical Therapy,
 - l. Respiratory Therapy,
 - m. Respite services,
 - n. Speech/Hearing Therapy,
 - o. Supported Employment,
 - p. Other comparable services as approved by the AHCCCS Director.
3. "Member" means the same as "client" as defined in A.R.S. § 36-551.
4. "Scheduled Transportation" means regular, non-emergency, planned transportation provided to and from an HCBS service from a Qualified Vendor for an ALTCS-eligible Member.
5. "Planning Document" means a written plan developed through an assessment of functional needs that reflects the services and supports, paid and unpaid, that are important for and important

to the Member in meeting the identified needs and preferences for the delivery of such services and supports.

6. "Planning Team" means means a defined group of individuals comprised of the Member, the responsible person if other than the Member, and, with the responsible person's consent, any individuals important in the Member's life, including extended family members, friends, service providers, community resource providers, representatives from religious/spiritual organizations, and agents from other service systems.
7. "Qualified Vendor" means a provider of community developmental disability services that has applied for Qualified Vendor status, meets the criteria for Qualified Vendor status, and has entered into a Qualified Vendor Agreement with the Department.
8. "Qualified Vendor Agreement" means the valid, executed contract between the Department and a Qualified Vendor describing the services the Qualified Vendor is qualified to provide and the terms and conditions governing the relationship

between the Department and the Qualified Vendor including any amendments, attachments, schedules, or exhibits.

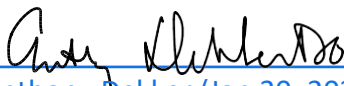
A. SCHEDULED TRANSPORTATION SERVICE REQUIREMENTS

1. The Division shall cover Scheduled Transportation when the Planning Team determines and documents in the Planning Document that the Member meets any of the following criteria:
 - a. The Member is unable to provide their own transportation;
 - b. The Member's natural supports cannot provide transportation; or
 - c. The Member has no other community resources for transportation available.
2. The Division shall require the Planning Team to assess and document in the Planning Document the Member's needs associated with receiving Scheduled Transportation services, as applicable:
 - a. Assistance with entering or exiting the vehicle;
 - b. Supervision while waiting for transportation;
 - c. Adaptations of the vehicle for accessibility;
 - d. Accompaniment by an aide for health and safety; and

- e. Special seating requirements if transported with other Members in the same vehicle.
3. The Division shall not cover Scheduled Transportation services if any of the following criteria apply to the Member:
 - a. The transportation service is covered by the Member's health plan;
 - b. The transportation service is school-related, covered by the local education agency, and documented in the Member's individual education plan;
 - c. The Member is receiving habilitation services provided in Community Residential Settings;
 - d. Transportation is included in the Home and Community Based (HCBS) service the Member is receiving; or
 - e. The transportation is to a destination that is not to or from an HCBS service.
4. Network shall approve an extensive distance modified rate and a single person transport modified rate as outlined in the Division's rate book.

B. MONITORING AND SERVICE REVIEW REQUIREMENTS

1. The Planning Team shall review the Member's need for Scheduled Transportation services at each Planning Team meeting.
2. The Planning Team shall discontinue Scheduled Transportation services when:
 - a. The Member no longer requires the service;
 - b. The Scheduled Transportation meets the criteria in Section A.(3) of this policy; or
 - c. Other transportation resources become available.

Signature of Chief Medical Officer: 
[Anthony Dekker \(Jan 30, 2024 10:19 MST\)](#)
Anthony Dekker, D.O.