Nebraska Ryan White Part B Program
Policy
Transportation Services
Revised 06/2013

Federal Policy References: -Ryan White CARE Act (PL 104-146) Sect. 2612, 2613-2612(a)2(B)
-HRSA Program Policy Notice No. 97-02.22 "Transportation for Eligible Individuals"
-Ryan White Part B Manual

The Nebraska Ryan White Program has waived all requirements for subgrant entities regarding imposition of charges for services, pursuant to Section 2617(c)(4)(A) of the Ryan White Modernization Act of 2006.

The HRSA/HAB Fiscal and Program Monitoring Standards for Ryan White Part B Grantees (Monitoring Standards) will guide the oversight of Supportive Services by the NDHHS. The Monitoring Standards are attached to this document by reference. Annual fiscal and programmatic monitoring is required by regulation, both internally and by the NDHHS. ***https://careacttarget.org/category/topics/program-monitoring***

Purpose: The purpose of the Ryan White Part B policy on transportation services is to ensure compliance with applicable Federal policies for the appropriate use of Part B funding for transportation assistance for eligible clients. This policy identifies client eligibility, appropriate uses for Ryan White Part B funded transportation assistance, and limitations.

1. Nebraska Ryan White Part B funds may be utilized to provide transportation assistance to eligible clients.

2. Clients eligible for transportation assistance must meet eligibility criteria per the Nebraska Ryan White Part B Policy "Client Eligibility" and per the HRSA National Monitoring Standards (see link above).

3. Transportation services are limited to the facilitation of access to HIV related medical and organizationally sanctioned support services. Examples include; medical appointments, social services appointments, and client lunches or support groups.

4. Travel to regional Community Planning/Ryan White Part B meetings by HIV positive individuals is not allowed within the scope of this policy under Direct Emergency Assistance.

5. Transportation in the form of buses, cabs, or other public transportation systems is allowed.

6. In areas where public transportation is not available the cost of transportation will be $1.75 per ten miles of travel for personal vehicle use for clients. The use of gas coupons, certificates, or vouchers is allowed.

7. In situations where more than one client is traveling together utilizing gas coupons, certificates, or vouchers to services included in Item #3, only one client may utilize transportation services funding.

8. Transportation by agency volunteers or agency employees is not allowed due to liability issues.

9. Actual receipts for transportation must be submitted and maintained for reimbursement by the State Ryan White Part B Program agencies or organizations providing transportation services through any agreement, contract, or sub grant with the Department of Health and Human Services will follow the terms and guidelines stated within these documents.

10. Organizations providing transportation services must maintain documentation to be

submitted to the State to include; client name, date of service, reason for transportation, and cost for service, or as described in any agreement, contract, or sub grant with the Department of Health and Human Services.

- The DHHS Ryan White Part B Program has identified two rural transportation providers to assist in the event of transportation services needs outside of the Omaha/Lincoln metropolitan areas. Pre-authorization is required through the Program, and will be coordinated by the Program in collaboration with Case Managers. Both providers request at least 24 hour notice to schedule transportation services, if at all possible.

- The services need to be requested from the *DHHS Health Promotion Program* to ensure confidentiality of client disease status. Each client can be given the same last name (i.e., Steve *Clinton*, Joy *Clinton*, Mike *Clinton*, etc) again, to preserve confidentiality. Any other measure to ensure confidentiality should be used at all times.

- This policy is for **non-Medicaid eligible clients** only. Medicaid eligible clients can receive transportation from any of the 300+ providers who provide service for the DHHS

11. Provider agencies are required to utilize the Provide® case management software system to document transportation services provided to clients unless other arrangements have been made between the provider agency and the Ryan White Part B Program.

12. Financial limits for transportation are described in the Ryan White Part B Policy "Direct Emergency Assistance Limits/Emergency Financial Assistance Limits" for the current grant period. Transportation assistance is addressed under "Other Assistance" and subject to the financial limits.

13. In no case may CARE Act funds be used to make direct payments of cash to recipients of transportation services.