

Colorado Department of Health Care Policy and Financing 1570 Grant St., Denver, CO 80203-1818	NUMBER: HCPF 07-013.1
	CROSS REFERENCE:
DIVISION OR OFFICE: Health Benefits Division	DATE: 4/24/2007
SUBJECT AREA: Non-Emergent Medical Transportation	
SUBJECT: Non-Emergent Medical Transportation	APPROVED BY:  Barbara B. Prehmus
TYPE: I – Information P – Procedure	

*Medicaid Agency Letters can be accessed online at:
www.chcpf.state.co.us >> County and Medical Assistance Site Correspondence >> Agency Letters*

Purpose:

The purpose of this agency letter is to affirm the role of the county Department of Social/Human Services in the administration of the Non-Emergent Medical Transportation (NEMT) program. This letter is follow up to the NEMT agency letters released in June and July of 2004. This agency letter adds Logan and Morgan counties on Page 2 paragraph 2 and replaces HCPF 07-013.

Background:

As part of the Medicaid County Administrative Funds transfer, each county receives funding for the administration of NEMT for clients residing in the county. As the State Designated Entity (SDE) the Department of Human/Social Services in each county is responsible to approve and arrange for all NEMT for Medicaid clients. Eight front-range counties have elected to administer NEMT for their county residents by use of a broker contracted with the Department of Health Care Policy and Financing (the Department) and in so doing, do not receive administrative funds for this activity.

NEMT Administration:

The SDE is required to query clients requesting transportation to assess the need for NEMT, to determine that the client is being transported to a Medicaid benefit service and to ensure that all means of accessing free transportation has been exhausted by the client. Documentation of the trip authorization and client needs assessment should be maintained by the SDE. The SDE may also work with clients who request reimbursement for personal vehicle mileage or bus fare by authorizing it when determined appropriate, submitting a payment claim to the Medicaid Management Information System, receiving payment and then reimbursing the client or other approved transportation provider.

Counties do have the option to contract out transportation administration to other entities as long as there is no additional cost to the Colorado Medicaid Program. Neighboring counties in the northeastern and south central parts of the state have elected this option. Red Willow, Inc. (San Luis Valley Transportation) administers NEMT for Alamosa, Costilla, Conejos, Rio Grande, Mineral and Saguache counties. North Eastern Colorado Transportation Authority (NECTA) administers NEMT in Sedgwick, Phillips, Yuma, Logan, Morgan and Washington counties.

Criteria for NEMT:

Attached to this agency letter is a list of criteria to be utilized by the SDE when authorizing NEMT. Types of transportation available through NEMT are:

Mobility vehicle, mini-bus, mountain area transports and other non-profit transportation systems
Wheelchair van (plus mileage)

Taxi

Bus (local or long distance)

Vehicle provided by volunteer with no vested interest

Vehicle provided by individuals with vested interest

Ambulance service, ALS, non-emergency transport level 1 (ALS1)

Ambulance service, BLS, non-emergency transport (BLS)

Train or air

Over the cap (trips that exceed the parameters of code descriptions for the above services)

Ancillary services that require prior authorization:

Client lodging

Client meals

Escort lodging

Escort Meals

Updates regarding NEMT are issued periodically in the Medical Assistance Program Bulletin posted on Department's web site. It is the responsibility of each SDE to reference monthly Bulletin's for program, coding and reimbursement rate changes and updates.

Billing Instructions:

To obtain instructions on billing for NEMT services, refer to the Department's web site at <http://www.chcpf.state.co.us/> through the Provider Services link. Follow the billing information instructions for professional claims.

Effective Date:

March 15, 2007

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