

STEP BY STEP GUIDE TO MEDICAID

MILEAGE REIMBURSEMENT

Did you know that you can receive reimbursement checks for your visits to the doctor or therapist?

CONTENTS

You can easily access links here or download a PDF by clicking underlined text.

SINGLE TRIPS: Includes acute visits, follow-ups, evaluations, annual exams, long-distance trips, and more.

SUBSCRIPTIONS: Covers recurring trips and weekly appointments like ABA and therapies.

STANDING ORDER: Instructions for enrolling in recurring trip reimbursement.

NEED A RIDE: Transportation providers covered by Medicaid are organized by county.

NEW CHAT FEATURE: A convenient way to receive your confirmation number for single trips and to schedule a free ride.

CHAT FEATURE



Important Links

- [Welcome letter 2020](#)
- [Member Handout English / Spanish](#)
- [Complete List of Forms](#) (scroll to bottom of page)
- [Transportation Providers by County](#)
- [FAQ](#)

TRANSDEV HEALTH SOLUTIONS

(970) 225-4850 TDD state relay: 711

us.transdevhealthsolutions@transdev.com



MOST COMMONLY USED FORMS

Single Trip



- Single Trips refer to one-time medical appointments, such as annual checkups and first-time visits. If you are taking a one-time trip, you need a confirmation number for reimbursement. [Download for here: English / Spanish](#)
- Members are no longer required to verify to submit the **Beyond 25-mile** form. The process for longer trips will need the same process for a single trip 2-3 days prior
- Depending on distance, you may be eligible for food and lodging reimbursement. If your member is a minor, your reimbursement will cover one member and one adult. Contact Transdev for more info

Subscription



- Subscriptions are ideal for scheduling ongoing weekly appointments with the same Provider. You and the Provider must complete the form for each week's appointment or session.
- To set this type of mileage reimbursement, have the Provider complete and submit the Standing Order form below. [Download the form here: English / Spanish](#)

Standing Order Form



- To initiate your subscription, please request your provider to fill out the Standing Order Form. This form verifies your provider's location and address. Intelliride requires this form to set up the subscription for your trips so they can verify the information and calculate the correct distance between your home and the provider's location.
- Please give this form to any healthcare providers you visit regularly. [Download the form here: Standing Order Form](#)

Need Assistance, reach out

 www.slopecares.com

Reimbursement Claims Supervisor

Ph: (833) 643-3010 opt 3

tamara.dohmen@transdev.com

Single Trip Form



Call Transdev at 855-489-4999/TDD 711 or use their new Online Chat service here during business hours at least 2 hours before your appointment to receive a confirmation number. You will need this for the next step! For trips beyond 25 miles, contact Transdev at least 2-3 business days prior.



Download and print the Single Trip form from the link on the Slope Cares website, or download and complete it electronically using a PDF editor on your mobile device.



Write your confirmation number on the form and take it to your medical appointment. Ask someone who works at the medical facility to complete the Medical Provider & Facility section of the form



Then, you complete all the Appointment, Patient, & Driver requirements. The Driver's information will be your home address, as this is the starting point of your trip to the provider's location.



If you printed the form, take a photo of the completed form, ensuring all information is visible. Then, send the picture or the electronic copy to us.ths.claims@transdev.com at the bottom of the form within 10 days after appointment

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Subscription Form



You can download the subscription form here: [English](#) / [Spanish](#). Email the form to the Provider, requesting they print it and complete it with the required information by the end of your last appointment for the week.



Then, you complete all the patient and driver's requirements. The Driver's information will be your home address, as this is the starting point of your trip to the provider's location.



Take a photo of the completed form, ensuring all information is visible. Then, send the picture or the electronic copy to the email to us.coclinicalcoordinator@transdev.com



Need to Know

- You must submit a standing order form (next page) to initiate the mileage reimbursement program subscription enrollment.
- Ensure you complete the member's name, birth date, and Medicaid number.
- Please make sure to keep a copy of all forms submitted in case of risk of system failure.



Helpful Tips

- If you have more than one appointment with the same provider in a week or over a month, such as weekly therapy sessions, you can request Transdev accept submissions monthly instead of weekly.
- You can also ask the Provider to print your form by your last appointment at the end of the month.

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Standing Order Form



You can download the standing order form here: [Standing Order Form](#). Email the form to the Provider, requesting they print and complete the required information for their facility.



Then, you complete all the patient and driver's requirements. The Driver's information will be your home address, as this is the starting point of your trip to the provider's location.



Take a photo of the completed form, ensuring all information is visible. Then, send the picture or the electronic copy to the email to us.coclinicalcoordinator@transdev.com



Need to Know

- Please complete and submit this form to enroll in the mileage reimbursement program subscription.
- A new form must be submitted whenever there is a change of address for either the provider or the home address (driver).



Helpful Tips

- Complete the member's name, birth date, and Medicaid number.
- Please make sure to keep a copy of all forms submitted in case of risk of system failure.

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