

Transportation Time Billing Requirements
For CLS, Skill Building, Clubhouse and Supported Employment Services
FOR ADULTS
(as understood by BABH; as of 08/22/19)

If billing this service...	If transport is provided by...	If traveling between the following locations...	Can travel time be included in the billed time (i.e., units)?	
Clubhouse – 15 Minute	Clubhouse staff	Spec. Resid., SIP/SIAP, or own home	Clubhouse	<p>No</p> <p><u>Medicaid Manual (as of 04/01/19), Clubhouse Model Programs:</u> “The Clubhouse ensures that access to the building, Clubhouse-sponsored community activities, and employment sites are available through public transportation or other alternative modes of transportation. The Clubhouse provides or arranges for effective alternatives whenever access to public transportation is limited.”</p> <p><u>MDHHS Code Chart (as of 01/01/19, Clubhouse/Psychosocial Rehabilitation Program):</u> “Excludes time spent in transport to and from clubhouse”</p>
CLS - Per Diem	CLS staff	Spec. Resid., SIP/SIAP, or own home	Community activity or volunteer sites	<p>N/A – paid on daily rate</p> <p><u>Medicaid Manual (as of 04/01/19), Community Living Supports:</u> “Coverage includes: “Transportation from the beneficiary’s residence to community activities, among community activities, and from the community activities back to the beneficiary’s residence.”</p>
CLS - 15 Minute	CLS staff	Spec. Resid., SIP/SIAP, or own home	Community activity or volunteer sites	<p>Yes, if:</p> <ol style="list-style-type: none"> 1. The plan indicates CLS services are to be provided 2. Service documentation reflects delivery <p><u>Medicaid Manual (as of 04/01/19), Community Living Supports:</u> “Coverage includes: “Transportation from the beneficiary’s residence to community activities, among community activities, and from the community activities back to the beneficiary’s residence.”</p>
			Medical appointments	<p>No, if:</p> <ol style="list-style-type: none"> 1. The person does <u>not</u> require assistance, support or training to travel to and participate in the medical appointment (i.e., if just transportation is needed, DHS must be contacted for transportation). <p>Yes, if:</p> <ol style="list-style-type: none"> 2. The plan indicates the person does require assistance, support or training by CLS staff to travel to and participate in the medical appointment. 3. Service documentation reflects delivery. <p><u>Medicaid Manual (as of 04/01/19), Community Living Supports:</u> “coverage includes: Staff assistance, support and/or training with activities such as: ...attendance at medical appointments...”</p> <p><u>Medicaid Manual (as of 04/01/19), Community Living Supports:</u> “...(transportation to and from medical appointments is excluded)...”; “Transportation to medical appointments is covered by Medicaid through MDHHS or the Medicaid Health Plan.”</p>
Skill Building – 15 Minute	Skill Building Staff	Spec. Resid., SIP/SIAP, or own home	Community activity or volunteer sites	<p>Yes, if:</p> <ol style="list-style-type: none"> 1. The plan indicates skill building services are to be provided 2. Service documentation reflects delivery <p><u>Medicaid Manual (as of 04/01/19), Skill Building Assistance:</u> “Coverage includes: Transportation from the beneficiary’s place of residence to the skill building assistance training, ... and back to the beneficiary’s place of residence.”</p>

If billing this service...	If transport is provided by...	If traveling between the following locations...		Can travel time be included in the billed time (i.e., units)?
				MDHHS Code Chart (as of 01/01/19) Skill Building Assistance: <i>"Skill-building in the community (outside a facility-based program) may include transportation time to and from the site(s)."; "If the same staff provides transportation and skill-building, include time of transportation from pick-up time through the entire episode to drop-off."</i>
		Spec. Resid., SIP/SIAP, or own home	Vocational Provider's Facility	No MDHHS Code Chart (as of 01/01/19) Skill Building Assistance: <i>"Exclude time spent in transport to and from facility-based program"</i>
		Vocational Provider's Facility OR Community activity or volunteer sites	Community activity or volunteer sites	Yes, if: 1. The plan indicates skill building services are to be provided 2. Service documentation reflects delivery Medicaid Manual (as of 04/01/19), Skill Building Assistance: <i>"Coverage includes: Transportation ... between skills training sites if applicable...."</i> MDHHS Code Chart (as of 01/01/19) Skill Building Assistance: <i>"Skill-building in the community (outside a facility-based program) may include transportation time to and from the site(s)."; "If the same staff provides transportation and skill-building, include time of transportation from pick-up time through the entire episode to drop-off."</i>
Supported Employment – 15 Minute	SE staff	Spec. Resid., SIP/SIAP, or own home OR Community Employment Sites	Community employment sites	No, if: 1. The person does <u>not</u> require supported employment services while in transit to their job site (i.e., if just transportation is needed). Yes, if: 2. The plan indicates the person does require supported employment services to be provided while being transported to their job site. The plan should also address how supported employment staff assistance with travel will be faded to increase independence. 3. Service documentation reflects delivery Caution: Guidance from MDHHS remains contradictory; BABH's position is subject to change if further guidance is received. Medicaid Manual (as of 04/01/19), Supported/ Integrated Employment Services: <i>"Coverage includes: Transportation provided from the beneficiary's place of residence to the site of the supported employment service, among the supported employment sites if applicable, and back to the beneficiary's place of residence."</i> MDHHS Code Chart (as of 01/01/19) Supported Employment Services: <i>"Exclude transportation time and units"; "Between SE and Transportation: Add costs of transportation to SE when transporting to and from a job site when other SE services are being provided. Transportation to a job, when other job supports are not identified in the IPOS, is not an allowable Medicaid expense."</i>

Revision Log

Date	Author	Regulation/Contract Reference	Revision
06/04/19	Janis Pinter	Medicaid Manual; MDHHS Code Chart	NEW
08/22/19	Janis Pinter	MSHN Feedback	Revised to add fading of SE during transportation and caution regarding MDHHS guidance.