

How to Become a Medicaid Transportation Provider for Your Child

Individuals with special health care needs often have many more medical appointments than their typically developing peers. Even when these individuals have reliable transportation, the accrued costs of transporting these individuals to their medical appointments can be burdensome. In those cases, a family member may wish to apply to become a Medicaid-approved transportation provider. This fact sheet explains the process and benefits of becoming such a provider.

Individuals who are covered by Medicaid are eligible for transportation services. The extent of these services varies by the type of Medicaid, package and health plan.

Family Members as Providers

It is possible for family members, “close associates,” and even the Medicaid member, to become a Medicaid-approved transportation provider under the Indiana Health Coverage Program (IHCP).

Benefits of Becoming a Medicaid-Approved Transportation Provider

Alleviating a financial burden is the only reason one may become a Medicaid-approved transportation provider. If you have reliable transportation but find it financially burdensome to transport your family member to and from Medicaid-approved medical appointments, becoming a Medicaid-approved transportation provider may be a viable option for you.

Additionally, becoming a transportation provider may be more convenient for your family as you will not have to wait on and depend upon other transportation services to take your family member to appointments. Furthermore, if your family already owns or has access to accessible vehicles, it may be more realistic and comfortable to transport your family member in those vehicles.

When you apply as a family member to be an approved provider, you must apply on the basis of providing transportation for a specific Medicaid recipient only. Therefore, you will not receive reimbursement for providing transportation to other Medicaid members.

Process to Become a Medicaid-Approved Family Transportation Provider

In order to become an approved transportation provider you must:

- Have a valid driver’s license
- Possess at least the minimum amount of automobile insurance required by state law
- Use only a vehicle that has been licensed and registered for the purpose of transporting your family member

To learn more about these and other programs, contact Family Voices Indiana. We will assist you as you navigate health care systems and services, especially those available to individuals with special health care needs.

1-844-F2F-INFO
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- Be enrolled as an approved transportation provider with IHCP.

Enrolling as a Medicaid-Approved Family Member Transportation Provider

To enroll, you must submit a request on behalf of your family member to your county's Office of Family Resources. The request must include:

- The Medicaid recipient's name and Medicaid number
- The name, address, and relationship of the family member provider
- A description of the circumstances surrounding the request
- A statement of the financial impact of providing transportation to the member
- The desired effective date for the enrollment of the family member as a transportation provider.

When you make your request, you will want to have a copy of your driver's license and proof of insurance as well as the IHCP provider enrollment form, <http://provider.indianamedicaid.com/media/63808/ihcp%20transportation%20provider%20enrollment%20and%20maintenance%20form.pdf>, which includes a provider agreement, links to federal W-9 form, and Claims Certification for Signature of File Form. The application form is complex and lengthy. Should you require assistance with completing the application, contact the appropriate IHCP Provider Relations Field Consultant found here: <http://provider.indianamedicaid.com/about-indiana-medicaid/contact-us/provider-relations-field-consultants.aspx>

Reimbursed Fees

Medicaid-approved family member transportation providers will be reimbursed for mileage only. Mileage reimbursement rates are based upon the rates determined by the state legislature for state employees.

Transportation Authorization

Even as an authorized transportation provider, the county Office of Family Resources must authorize all transportation services provided by a family member. In some cases, prior authorization is required.

*Please note that this fact sheet pertains only to family members desiring to provide transportation services for their child. Professionals wanting to render services for Medicaid participants should reference the IHCP provider portal: <http://provider.indianamedicaid.com/become-a-provider.aspx>

Please note: Programs and systems change often. It is important to ensure that you are using the most current information. This Fact Sheet was updated Jan. 2018. Please check with Family Voices Indiana (www.fvindiana.org) for the most recent edition.