



Mileage, meals, and lodging are covered while receiving Medicaid-covered medical care outside the client's community. Mileage is a set amount per mile for a Medicaid client to travel in a privately owned vehicle. Allowances for meals and lodging are also a set amount. The Transportation Center must approve all travel assistance before the trip. If advance notice is insufficient, the trip may not be covered.

The mileage allowed per trip is based on the nearest facility, regardless of where the client chooses to receive health care services. If the client does not select the nearest provider, mileage is paid to the nearest provider and the client is responsible for costs to the farther site.

Prior authorization is required

To request prior authorization, the client must contact the Transportation Center with trip details. To request transportation, follow these two steps:

1. The following information is required for all transports:

- Patient's name
- Medicaid ID # or Social Security Number
- Date of appointment
- Reason for transport, diagnosis and expected procedures
- Name of driver
- Referring Physician's full name
- Treating Physician's full name, phone number and address
- Time of appointment

2. Contact the Medicaid Transportation Center. You may call or fax the required information. You may reach the Transportation Center at:

Medicaid Transportation Center
P.O. Box 6488
Helena, MT 59604-6488
Phone: (800) 292-7114 – in and out of state
Fax: (800) 291-7791 – in and out of state

When transportation requests are denied or approved for a reduced distance, the client will receive written notification. If the client's travel plans are cancelled or rescheduled, all travel funds must be returned to the Department.

The Transportation Center is required to follow all Department rules and regulations, and has no authority to make exceptions or waive rules.

This information has been provided by Montana Medicaid and can be found in its entirety at <http://medicaidprovider.hhs.mt.gov/pdf/personaltransport.pdf>