

Administrative Transportation

Wyoming Medicaid Rules - Chapter 36

Reimbursable transportation expenses - to and/or from a medical appointment if:

- Covered service furnished to recipient is medically necessary
- Has been approved by the Department at least 3 working days in advance of necessary transportation
- Transportation is via the least costly mode of transportation selected and approved by the Department

Per-diem expenses are reimbursable to a recipient or a recipient's legal guardian if:

- The individual who is to receive services is under age 21
- Services to be received are expanded services

Transportation to medical appointments outside Wyoming and within the service area (listed below) is reimbursable if:

- The covered service is not available in the local trade area AND
- The specified city within the service area is closer (in highway miles) than the nearest location within Wyoming where the service is available

Transportation outside the service area is NOT reimbursable UNLESS:

- A person licensed to practice medicine, dentistry, psychiatry, osteopathy, or optometry has referred the recipient to a specified provider for covered services that are not available in the service area AND
- The referral is in writing and the medical necessity of the referral is documented in the recipient's medical record

The following transportation expenses are NOT reimbursable:

- To receive services which are not covered services
- For a family member or friend to visit a recipient or consult with the recipient's physician or other provider of medical services <u>unless</u> the transportation is to visit a recipient under age 21 and the visit is medically necessary
- To pick up pharmaceuticals
- In response to detention ordered by a court or law enforcement agency
- To receive covered services from a provider because another provider has denied services to the recipient due to the recipient's refusal to follow medical advice or the recipient's unacceptable conduct

Missed Appointments

If a recipient misses or cancels a medical appointment for which Medicaid reimbursement has been paid pursuant to this rule, the recipient must refund the funds to the Department within 15 days of the missed appointment (unless the medical appointment has been rescheduled).

"Service Area" definition:

The State of Wyoming and the following cities and towns:

Colorado: Craig

Idaho: Idaho Falls, Montpelier, and Pocatello

Montana: Billings and Bozeman Nebraska: Kimball and Scottsbluff

South Dakota: Belle Fourche, Custer, Deadwood, Rapid City, and Spearfish

Utah: Ogden and Salt Lake City

Procedure for Obtaining Reimbursement

All administrative transportation requires prior authorization - must contact the Department and make a request - may be oral or written and shall furnish information as requested by the Department.

• Must sign reimbursement request and certification and return to Department.

Payment shall be made by check issued to recipient or other payee.

Allowable Medicaid Reimbursement

To Recipient:

- Prospective reimbursement recipient's projected expenses
- Retroactive reimbursement recipient's actual expenses

To a Provider:

Less of the charge to recipient and the usual and customary charge for transportation

Private Automobile:

- Based on mileage determined by Wyoming State Auditor, or if not so determined, on map mileage using major highways as determined by the Department
- Limited to the maximum amount recommended by the State Auditor in order to avoid any requirement for reporting mileage income to the IRS
- \$ Shall not be paid for fractions of a mile

Per diem Expenses:

Limited to \$25.00 per day to be used for meals and commercial lodging

<u>Retroactive reimbursement</u> - transportation already completed, if reimbursable:

- Required within 30 days after date travel was completed
- Request contains information and documentation required by the Department including valid receipt for expenses of the travel



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