



The Commonwealth of Massachusetts
Executive Office of Health and Human Services
Human Service Transportation Office
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To: Human Service Transportation Brokers, Department of Development Services (DDS), Massachusetts Day Hab Coalition, Association of Developmental Disabilities Providers (ADDP)

From: Sandy Mulcahy, Brokerage Operations Manager

Date: June 3, 2015 cc: Priscilla Portis, MassHealth

Re: Change to the Requests for Transportation Services to Day Habilitation Programs (Day Hab)

Due to the MassHealth requirement that all non-emergency transportation must be authorized by specific medical provider types, transportation services to day habilitation and early intervention programs must be transitioned from the HST Transportation Request (TR) form to the MassHealth Prescription for Transportation (PT-1) form.

Effective July 1, 2015, transportation to day habilitation and early intervention programs for MassHealth eligible members that have not previously received transportation services to the programs (new services) must be requested and approved on the PT-1 form. Day Hab staff will work with DDS Service Coordinators and the MassHealth members' medical providers to complete the PT-1 form and submit it directly to MassHealth's Customer Service Center (CSC) for adjudication. As approved by MassHealth, PT-1s for transportation to Day Habs will be valid for a 5-year period.

There are currently two (2) training sessions scheduled to walk through the PT-1 completion and submission process, they will be held on:

Wednesday, June 10, 2015, 10:30AM to 12:30 PM at the Seven Hills Program, 81 Hope Avenue, Worcester

Thursday, June 11, 2015, 1 PM to 3 PM at ADDP, 1671 Worcester Road, (Suite 104/106 Basement Level Training Room), Framingham, MA

TR forms will no longer be needed for new services to Day Habs. DDS Service Coordinators will continue to submit TRs to the HST Office for changes to existing transportation services to Day Habs (i.e., respites, new addresses, change in ambulatory status, etc.). Later this year we begin to transition all remaining members that are currently attending the programs, we will keep you informed regarding the next phase.

If you have any questions, please contact Perry Fong (perry.fong@state.ma.us), Betty Bennette (betty.bennette@state.ma.us) or Sandy Mulcahy (sandy.mulcahy@state.ma.us).

