



CABINET FOR HEALTH AND FAMILY SERVICES DEPARTMENT FOR MEDICAID SERVICES

Division of Health Care Policy
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Lisa Lee
COMMISSIONER

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You are receiving this letter to clarify the Medicaid program which may reimburse a recipient for traveling expenses to and from approved scheduled medical appointments.

It is the expectation of the Kentucky Department for Medicaid Services that our recipients and families/caregivers will comply with any and all rules and regulations of the facilities where they receive care, the lodging facilities where they sleep and the food services businesses where they eat. Failure to do so could lead up to denial of assistance for a specific instance to denial of all future assistance for travel, lodging and food reimbursement.

To be eligible for reimbursement assistance:

Travel: **The recipient must live at least 90 miles away from the place of the appointment and the authorization form must be submitted 7 days prior to the appointment.** You or your child must have been referred to the specialty provider by your primary care physician. The appointment must meet medical necessity criteria and be a Medicaid covered service. You must make sure that the provider you are going to see is a credentialed Kentucky Medicaid provider as well as a credential provider with whatever Managed Care Organization your child is assigned to. Fuel is reimbursed per receipts that are submitted to the Department for Medicaid Services (DMS). We will reimburse for the fuel to get to the appointment and the fuel to get back home. You fill up your vehicle before leaving on the trip and fill up before returning home. We do not pay to fill up again once you are home.

Lodging: We do not cover lodging for a caregiver if the recipient is an adult. We will reimburse up to \$90.00 per night per invoice. In some areas we have arrangements with some hotels that bill us directly, in other areas you will have to pay upfront and then send in your receipt. For long stays of more than a week, we typically require the stay be at the local Ronald McDonald House if possible. If the Doctor Appointment is scheduled before noon, a hotel room can be approved. But if the appointment is scheduled after 12, (noon), the room will be denied. A request can be made for hotel for after noon or if the appointments are going to run all day, but a Dr's note is required to explain why it would be necessary.

Food: Food is covered for the recipient (as long as they are not inpatient). If the member is a child, the parent or guardian is eligible for food reimbursement. Food is reimbursed per receipts. Receipts must be submitted to DMS. DMS will reimburse up to \$15.00 per day or the actual amount of the receipts (the lesser of the two). Therefore one adult parent is eligible for up to \$15.00 per day and if the child is not inpatient the child is eligible for up to \$15.00 per day.

All receipts must coincide with the dates of the prior approved travel and submitted within 30 days of after the approved appointment. The preferred method of receipt submission is through email, but if that cannot be done, please mail directly to Becky Downey. Please have your social worker or yourself email to receive prior approval at least seven days in advance of the scheduled appointment.

If you have questions please email TravelReimbursementProgram@ky.gov or call 502-564-6890