

LONG ISLAND STATE VETERANS HOME

POLICY AND PROCEDURE MANUAL

Department: Adult Day Health Care/Administration

Effective Date: 1/95

Subject: Transportation

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POLICY:

Transportation services to and from program will be provided to those registrants who live within a 25-30 mile radius of the program by contracted ambulette and or private transportation services. Registrants may also choose to provide their own transportation or use public transportation. Registrants enrolled in the Medicaid program will have their transportation services provided and arranged by their MLTC plan or in some cases by their case manager.

PROCEDURE:

Registrants who require private ambulette transportation services and live within a 25-30 mile radius will be provided with the service upon their request. Registrants who prefer to provide their own transportation may do so.

All registrants will be evaluated by the ADHC nursing staff prior to admission to determine the level of assistance they require during contracted ambulette transportation service including ambulation status, use of assistive devices, wheelchair, oxygen use, ability to tolerate a face mask etc. This information will be coordinated with the contracted service provider prior to admission and upon as significant change in registrant status including the registrant's ability to tolerate wearing a face mask.

All transportation scheduling shall be coordinated through the program with the contracted vendor.

Pick up time will be approximately 8 AM to 9 AM.

Drop off time will be approximately 3:45 PM to 4:30 PM

Vendor/drivers will follow all Federal and New York State laws, including the Updated New York State Department of Health Reopening Guidance for Medical Model Adult Day Health Care Programs issued on July 23, 2021. This includes registrants and drivers wearing facemasks during transport. Vendor must adhere to hygiene and sanitation requirements from the CDC and

maintain cleaning logs. ADHC program will keep a copy of vendor COVID-19 Reopening Safety Plan on file.

Please note program activity trips to the community will utilize the Long Island State Veterans Home facility vehicles. The vehicle driver, registrants and facility staff will wear a mask at all times registrants during transport and adhere to all Federal and New York State guidelines.