**Foster Parent Travel Reimbursement Information**

* The Travel Claim form was updated Dec. 2016. The only substantive change to the form is the foster parent is now required to list addresses for travel, instead of city to city. For example, a foster parent will now list travel as “123 NW 5th St. Chickasha to 456 S. 8th St. Oklahoma City” instead of “Chickasha to Oklahoma City”.
* The mileage reimbursement rate beginning Jan. 2017 is $0.47.
* Travel that occurred prior to Jan. 2017 is eligible to be reimbursed at the 2016 rate of $0.54 and should be marked accordingly on the Travel Claim.
* Foster parents may obtain the form online through [www.okfosters.org](http://www.okfosters.org) or request a copy from their permanency planning or resource worker.
* Resource parents may be reimbursed for 4 trips per child per month. When multiple children are included on a trip, the trip is counted as a trip for each child.
* Eligible trips include: visits with parents, visits with the child’s sibling, court hearings, and medical, behavioral health, dental, or vision appointments. \***PLEASE NOTE**: Medically related travel is processed separately from other qualifying trips. Medically related travel includes medical, behavioral health, dental, and vision appointments. All medically related travel is processed through the Oklahoma Health Care Authority.
* Roundtrip for a single event must be in excess of 25 miles to qualify for reimbursement.
* Mileage should be submitted no later than 30 days after the travel has occurred in order to prevent delays in reimbursement.
* Each foster parent must submit an ADM-135 to be added to the appropriate finance system for payment. Completing the form with your first travel claim will ensure you are added timely.
* For any subsequent address changes, a new ADM-135 must be submitted with the travel claim. Not completing a new ADM-135 will cause a delay in travel reimbursement.
* Foster parents with placement of a child from another state are not eligible for travel reimbursement through OKDHS. The foster parent will need to contact the sending state for details about travel benefits they may be eligible for.
* Beginning 1/1/17 settlement agreements for travel claims will not be processed. This means that a travel claim more than two fiscal years old cannot and will not be paid.

**Medically Related Travel - SoonerRide**

* SoonerRide is a program supporting non-emergency transportation.
* SoonerRide is not for Emergency Transport.
* SoonerRide partners with Logisticare Solutions, LLC. to take you to qualifying medical visits.
* SoonerRide does offer a mileage reimbursement option if you need/want to provide your own vehicle and driver.
* **Medically related travel must be submitted on a separate claim from other types of qualifying trips. Logisticare will provide you with a reimbursement form for medical travel that must be signed by the physician and submitted directly to the address provided on the form.**
* A trip authorization number must be obtained in advance through the reservation line for mileage reimbursement.
* The current rate of reimbursement if $0.23 per mile. This rate is subject to change at OHCA’s discrection.
* Back-dating pre-authorizations is strictly prohibited.
* You must call at least one day in advance before the appointment.
* You may call as early as two weeks in advance.
* To schedule your ride call toll-free 877-404-4500 and TDD 800-722-0353 during these hours:
	+ 7AM – 6PM Monday through Friday for routine reservations
	+ 24/7 for all hospital discharge and urgent/same-day transports
* Or schedule online 24 hours a day at <http://member.logisticare.com>
* When you contact SoonerRide, you will be asked if you want to schedule a ride or receive reimbursement.
* When you contact SoonerRide you will need;
	+ the Child’s Name
	+ Medical ID number
	+ The name, address, phone number of doctor
	+ Appointment date and time
* You will need to provide your name and the name of the driver if requesting reimbursement
* **Important:** Be sure to write down the confirmation number for your reservation or pre-authorization for mileage reimbursement
* If you experience difficulty making a reservation you can contact the Quality Assurance Line 800-243-5560, ext. 2203
* The pre-authorization number must be included with the travel claim you submit for medically related travel

**Lodging and/or Meal Services through SoonerCare**

* If a member must travel a long distance in order to access SoonerCare approved medical services with a specialist doctor, then the member and/or one medical escort may be approved for lodging and/or meals services.
* The provider’s office can contact the SoonerCare Population Care Management Division at 877-252-6002 to refer the member for help with lodging and/or meals during their trip. Care Management will review the request and notify you of approval or denial.
* Hospital social workers can also help with this process and, in some cases, may be able to issue a voucher directly to a SoonerCare lodging provider.
* For more information regarding SoonerRide visit their website: <http://www.okhca.org/providers.aspx?id=13854>