

## TRANSPORTATION POLICY

### I. INTENT

It is the intent of San Andreas Regional Center that consumers are afforded opportunities to travel safely and as independently as possible to and from their primary service program. San Andreas encourages the development and use of natural supports and generic services to facilitate transportation of consumers to and from their primary service program whenever possible. The degree to which natural supports and generic services can be expected to meet the transportation needs of the consumer will vary depending upon the age and ability of the consumer as well as the availability of such supports. In those cases where such supports are not available or appropriate, San Andreas Regional Center shall purchase transportation by the most cost-effective means available.

### II. DEFINITION

*Transportation* is the provision of a means of travel from one location to another.

*Transportation Services* means the conveyance of a consumer including boarding and exiting the vehicle.

*Generic Agency (Transportation)* means any agency which has a legal responsibility to serve members of the general public and which is receiving public funds for providing services.

*Natural Supports* means personal associations and relationships typically developed in the community that enhance the quality and security of life for people, including, but not limited to, family relationships, friendships reflecting the diversity of the neighborhood and the community, associations with fellow students or employees in regular classrooms and work places, and associations developed through participation in clubs, organizations, and other civic activities.

*Natural Environment* means places and social contexts commonly used by individuals without developmental disabilities.

### III. POLICY

#### A. Children

Transportation to and from after-school programs is the responsibility of parents and primary care providers.

Transportation (and related costs) may be funded by San Andreas Regional Center for children up to age three attending San Andreas-vendored, center-based early intervention programs.

Transportation to and from preschool and school programs is the responsibility of the school system.

#### B. Adults

When an adult consumer requires transportation to and from his/her primary service program, the planning team and the consumer or authorized consumer representative shall assess the consumer's potential to benefit from mobility training.

If it is determined the consumer will benefit from mobility training, San Andreas Regional Center will fund that service. The result of the training will be evaluated at intervals. If it is determined that additional training is necessary, those hours, as identified by the planning team, will be funded. If it is determined the consumer is not able to use generic transportation, San Andreas will fund transportation under the conditions stated in the Purchase of Service Standard.

#### IV. PURCHASE OF SERVICE (POS) STANDARD

San Andreas Regional Center shall fund transportation services for children up to age three at no cost to the parent when the planning team has determined there is a need for the service. The amount and type of transportation service purchased shall be determined by the planning team based on:

- The safest most cost-effective method of transportation,
- Natural supports,
- Family circumstances, such as the needs of other children in the home, and parent commitments.

Purchase of transportation services for an adult consumer to and from their primary service program may be approved only

- If the consumer has a medical, physical or behavioral condition which makes public transportation inappropriate,
- If the mobility training assessment concludes that the consumer's safety would be jeopardized traveling independently on public transportation,
- When the consumer is awaiting mobility training,
- If no other appropriate alternate transportation is available.

When purchasing transportation services San Andreas Regional Center shall utilize the most cost effective service that safely meets the consumer's needs.

#### V. EXCEPTIONS TO THIS POLICY

The executive director has full discretion to authorize service purchases which are exceptions to the board-adopted purchase of service policies. The executive director has designated different members within the organization who may authorize a director's exception. They are called the director's designees.

The first formal discussion of a request for service takes place at the planning team meeting. If the request falls within the service policy, the request is granted.

If the request for service is not consistent with the policy, the service coordinator starts the exception review process by exploring the basis for the request. A time line for the director's exception review is set by agreement between the consumer/family and the service coordinator but the time line may not exceed fifteen (15) days. Within that time, another planning team meeting will be convened. In the meantime the coordinator presents the information to the manager to determine whether a director's exception may be warranted.

At the scheduled planning team meeting the decision will be made. The director's designee will attend the planning team meeting if necessary.

If the exception is granted, the service coordinator amends the person-centered individual

program plan, notifies the consumer/family, and gives a copy of the amended plan to the consumer/family.

If the exception is not granted, the service coordinator promptly informs the consumer/family that it has not been granted, informs the consumer family of their appeal rights, and sends a notice of action and a fair hearing form.

#### VI. NOTICE OF ACTION

If a decision is made without the agreement of the consumer or the consumer's representative, a Notice of Action will be sent.

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