

# **CHANGE NOTICE FOR MANUAL NO. 03-15, NON-EMERGENCY MEDICAL TRANSPORTATION**

**DATE: APRIL 1, 2015**

**Manual:** Family and Children's Medicaid  
**Change No:** 03-15  
**To:** County Directors of Social Services  
**Effective:** January 1, 2015

## **I. BACKGROUND**

Reimbursement for DSS staff using private vehicles must be claimed on the DMA-2055 Reimbursement Request Form. A correction is made to the Reporting Transportation Cost chart. MA-3550 is revised to align with current policy.

## **II. CONTENT OF CHANGE**

XI Chart, Moved the statement "Operation of DSS staff owned vehicle" to Direct Payment for services.

## **III. EFFECTIVE DATE AND IMPLEMENTATION**

This policy is effective upon receipt.

## **IV. MAINTENANCE OF MANUAL**

Remove: MA-3550, Non-Emergency Medical Transportation, pages 49-50.

Insert: [MA-3550](#), Non-Emergency Medical Transportation, Pages 49-50.

Family and Children's Manual  
Page 2  
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If you have any questions regarding this information, please contact DHHS Operational Support Team at [ost.policy.questions@dhhs.nc.gov](mailto:ost.policy.questions@dhhs.nc.gov).

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(This material was researched and written by Ena Lightbourne, Policy Coordinator, Medicaid Eligibility Unit.)