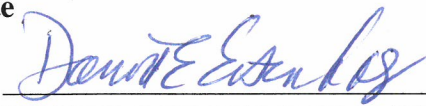


DAUPHIN COUNTY MH/MR PROGRAM MATP POLICY AND PROCEDURE

Agency	<u> X </u> CCB	Policy No.	<u> 07-06 </u>
	<u> X </u> County	Effective Date	<u> July 1, 2007 </u>
	<u> </u> CAT	Revision Date	
	<u> </u> Other	Approved	

Title: MATP Consumer Sanctions

Policy: The Dauphin County MH/MR MATP shall ensure that the MATP Eligibility Provider and MATP contractors have an approved policy in place to sanction MATP consumers for excessive no shows or other unacceptable behavior as described in the MATP I & R.

Definitions:

MATP I & R: The document published by the Commonwealth of Pennsylvania, Department of Public Welfare, Office of Medical Assistance Programs, Instructions and Requirements for the operation of the Medical Assistance Transportation Program.

MATP Eligibility Provider: The agency that is under contract with the Dauphin County MH/MR Program to determine MATP consumer eligibility and transportation mode to be used for Medical Assistance Transportation services.

MATP Consumer: An MATP consumer is any consumer who is registered and determined to be eligible for any MATP service with the County, or its MATP Providers.

MATP Consumer Sanction: Mechanism for enforcing MATP standards of operation.

MATP Written Notice Form: A form provided by the Department as part of the I & R that the MATP Consumer Eligibility Provider uses to notify MATP Consumers at the time their request for services is denied, terminated, or reduced.

POLICY AND PROCEDURES

Title: Sanctions

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Procedure:

1. The MATP Eligibility Provider must submit their Consumer Sanction Policy to Dauphin County MH/MR MATP for approval.
2. The Dauphin County MH/MR MATP will submit this policy to the Commonwealth of Pennsylvania, Department of Public Welfare, Office of Medical Assistance Programs as part of the MATP Service Plan.
3. The Dauphin County MH/MR MATP Staff will assure that the MATP Eligibility Provider is utilizing the approved Consumer Sanction Policy through a review of the Consumer Sanction Procedures during monitoring visits.
4. The Dauphin County MH/MR MATP will verify during monitoring visits that the MATP Eligibility Provider provides all MATP Consumers with a written copy of their Sanction Policy when a MATP consumer is facing sanction for excessive no shows or other unacceptable behavior.
5. The MATP Eligibility Provider will verbally inform the Dauphin County MH/MR MATP Staff when a consumer is sanctioned.
6. The MATP Eligibility Provider will also provide a copy of the MATP Consumer's Written Notice Form (Attachment #1) to the Dauphin County MH/MR MATP.