

Developmental Disabilities Administration

# Meaningful Day Transportation Visual Scenarios

FEBRUARY 2023



# Purpose

The Developmental Disabilities Administration (DDA) created a visual guide in assisting stakeholders with understanding differences between transportation included in Meaningful Day Services and standalone Transportation Service. **Additionally, the DDA has added Transportation and Meaningful Day considerations for Person-Centered Planning (PCP) teams to discuss as a person is choosing the best service to meet their needs.**

**Prior to reviewing the scenarios addressing individualized transportation and meaningful day services, DDA encourages the PCP team to discuss the following considerations.**

Transportation Type	Transportation Color Code	Transportation Descriptions
Standalone Transportation		<p>For the purpose of this guidance, Standalone Transportation Services are a separate service that a person may request to support independent transportation needs in the person-centered plan.</p> <p>Standalone transportation can include mileage reimbursement, ride shares, public transportation, and travel training.</p> <p>This service does not include direct support.</p>
Meaningful Day Transportation		<p>Currently, and until DDA provider organizations transition to the new Meaningful Day Service rates, the DDA-funded Meaningful Day Services are paid at a daily rate based on a four (4) hour minimum of service provision.</p>

▶ Issue Date: 9/24/21  
**Updated: 2/15/2023**

		<p>Transportation costs are included in the rates and providers are responsible for providing or arranging for transportation for the following services:</p> <ul style="list-style-type: none"> <li>• Supported Employment</li> <li>• Employment Discovery &amp; Customization</li> <li>• Community Development Services</li> <li>• Career Exploration (Facility-Based, Small Group and Large Group)</li> <li>• Day Habilitation</li> <li>• Employment- Ongoing Job Supports</li> <li>• Employment- Discovery</li> <li>• Employment- Job Development</li> <li>• Employment- Self Employment Job Development</li> </ul>
<b>Independent Driver</b>		<b>A person, receiving support who has their license, and is able to drive themselves to their Meaningful Day services.</b>
<b>Carpool</b>		<b>A family member, loved one, friend, or colleague who has agreed to provide transportation or carpool with a person to their Meaningful Day service.</b>
<b>Community Transportation</b>		<p><b>Community or commercial transportation accessed by a person to travel to their Meaningful Day service. Cost covered by Meaningful Day provider if for the purpose of Meaningful Day services.</b></p> <p><b>Note this is different from standalone transportation due to the requirements of standalone transportation being specific to follow along support.</b></p>

Teams are encouraged to work together to identify transportation supports that best meet the needs of the person. As you will see below there are many factors that contribute to successful outcomes related to transportation needs.

Person's Home



Meaningful Day Provider



Transportation does not necessarily need to be provided by the meaningful day agency staff, rather a person and their team can explore community-based transportation options<sup>1</sup> that meet the needs of the person, whether that be Lyft, Uber, taxi, bus, subway, etc. The provider's responsibility in this situation would be to provide, or arrange for provision of, transportation to meet the needs of the person identified in their PCP and to use the most cost-effective mode of transportation with priority given to the use of public transportation.

Meaningful Day Provider



Community Location



Person's Home



<sup>1</sup> Rideshare options are accessible through smart phones. [Lyft](#) and [Uber](#) are popular options. There are also multiple [public transportation options through MDOT](#).

Does the person have a driver's license and access to transportation? If so, can the person drive themselves to their meaningful day site or location in the community?

Person's Home

Meaningful Day Provider

Community Location



Transportation can be provided by a family member, loved one, or friend individually or via carpool.

Person's Home

Community Location

Meaningful Day Provider

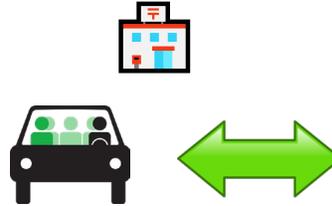


Transportation can be provided by a colleague or coworker, similar to carpooling with a family member, loved one, or friend.

Person's Home



Community Location



Meaningful Day Provider



Distance is important when discussing supports and services that are accessible to a person based on their needs. For example, if a person has a schedule for eating or is unable to tolerate long rides in vehicles, distance becomes an important factor in determining how to best meet those needs. It's important for teams to take time to walk through these scenarios.

Person's Home



Meaningful Day Provider



Distance also becomes important when teams are talking about relationships, work, and recreational activities. For example, a person may live in Bel Air and may want to work and play in Baltimore City, however, the distance between the two cities may pose challenges to the person achieving their goals in these areas, which similar to above is important for teams to walk through solutions to these scenarios to determine how to best meet those needs.

Person's Home



Community Location



What are the person's goals as it relates to their meaningful day services? Do other people's transportation and meaningful day needs differ from their own? Does a person have a robust plan for their day? Will the transportation needs of others affect the person from meeting their goals?

Residential Provider



Bob's Job



Sally's book club



Standalone<sup>2</sup> transportation supports are available for participants supported with Follow-Along Job Supports so they can get to and from their job. See visual scenarios #2, #3, #6, #7 below for reference.

For people authorized to receive 1:1 or 2:1 support during their meaningful day services, as identified in the PCP, billing can begin at the time of pickup if the meaningful day agency is providing transportation. See scenario #4 visual for reference.

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<sup>2</sup>Standalone transportation services are limited to \$7,500 per year unless you are self-directing.

## Scenario #1

 <p><b>7:30 a.m.</b> A person is picked up from their home to be transported to their Meaningful Day service.</p>	<p><b>7:30- 8:15 a.m.</b> Transportation time to the Meaningful Day service is not billable time, but costs are included in the hourly rate.</p>  	<p><b>8:15 a.m.-2:45 p.m.</b> The person arrives at the location at which Meaningful Day service will begin (e.g., Day Habilitation site, CDS community location, person’s job etc.)</p> <p>The person is transported to various activities throughout the day, <i>within the same Meaningful Day service, during which Direct Support is occurring.</i> Transportation to/from activities while within the same service is part of the Meaningful Day billable time.</p> <p>Billing for service begins now and ends when the service ends.</p> 	<p><b>2:45-3:30 p.m.</b> Transportation time from the Meaningful Day service is not billable time, but costs are included in hourly rate.</p>  	 <p><b>3:30 p.m.</b> The person is dropped off at their home.</p>	<p><b>Total Billable Time in LTSS:</b></p> <p><b>6.5 Meaningful Day Service</b></p> <p><b>Total Billable Time in PCIS2:</b></p> <p><b>1 Daily Rate Meaningful Day Service</b></p>
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Scenario #2						
 <p><b>7:30 a.m.</b> A person is picked up from their home to be transported to their Meaningful Day service.</p>	<p><b>7:30-8 a.m.</b> Transportation time to the Meaningful Day service is not billable time, it is included in the rate of support.</p>  	<p><b>8-11 a.m.</b> The person arrives at the location at which Meaningful Day service will begin (i.e. Day Habilitation site, CDS community location, person's job etc.)</p> <p>Meaningful Day service billing begins now and ends when the service ends.</p> 	<p><b>11 a.m.</b> The person is transported to a location at which the initial Meaningful Day service will no longer be occurring.</p> <p>Transportation time from the Meaningful Day service is not billable time.</p>  	 <p><b>11:30 a.m.</b> The person is dropped off at their volunteer site where they perform activities independently and they receive no direct support.</p>	<p><b>2 p.m.</b> The person accesses Stand-alone Transportation services to get home from their volunteer site.</p>  	<p><b>Total Billable Time in LTSS:</b></p> <p><b>3 hours CDS</b></p> <p><b>Standalone Transportation</b></p> <p><b>Total Billable Time in PCIS2:</b></p> <p><b>Standalone Transportation</b></p> <p><b>Does not meet minimum 4 hour daily rate for PCIS2</b></p>

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Scenario #3							
 <p><b>9 a.m.</b> A person is picked up from their home to be transported to their Job.</p>	<p><b>9-9:30 a.m.</b> Transportation to a person's job can be billed as stand-alone Transportation service. Direct support is not occurring during this service.</p>  	<p><b>9:30 a.m.</b> The person arrives at their job and works independently until <b>12:30pm</b> when their shift ends.</p> 	<p><b>12:30 p.m.</b> The person is picked up by their CDS staff and transported to a location at which CDS activities will be occurring.</p> <p>Transportation time to the Meaningful Day service is not billable time.</p>  	<p><b>1-5 p.m.</b> The person arrives at their CDS activity. Any transportation that occurs while in this service is billable time.</p>	<p><b>5-5:35 p.m.</b> The person is transported from their CDS service location to their home. Transportation time from the Meaningful Day service is not billable time.</p>  	 <p><b>5:35 p.m.</b> The person is dropped off at their home.</p>	<p><b>Total Billable Time in LTSS:</b></p> <p><b>4 Hours CDS</b></p> <p><b>Standalone Transportation</b></p> <p><b>Total Billable Time in PCIS2:</b></p> <p><b>1 Daily Rate of CDS</b></p> <p><b>Standalone Transportation</b></p>

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Scenario #4					
 <p><b>9 a.m.</b> A person is picked up from their home to be transported and requires dedicated hours (1:1) during transportation and meaningful day activities.</p>	<p><b>9-9:30 a.m.</b> Transportation that requires a dedicated 1:1 means the billable time starts now.</p>  	<p><b>9:30 a.m.</b> The person arrives at their Day Habilitation Location</p> 	<p><b>2:30 p.m.</b> The person leaves the Day Habilitation service site and is transported home.</p>  	 <p><b>3 p.m.</b> The person is dropped off at their home.</p> 	<p><b>Total Billable Time in LTSS:</b></p> <p><b>6 Hours Day Habilitation w/1:1</b></p> <p><b>Total Billable Time in PCIS2:</b></p> <p><b>1 Daily Rate Day Habilitation w/1:1</b></p>

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Scenario #5					
 <p><b>9 a.m.</b> A person is picked up from their home to be transported and requires dedicated hours (1:1) ONLY during transportation.</p>	<p><b>9-9:30 a.m.</b> The person traveling to the Day Habilitation service requires dedicated hours during transportation.</p>  	<p><b>9:30 a.m.</b> The person arrives at their Day Habilitation Location and only has an assessed need for Small Group support, no dedicated hours.</p> 	<p><b>2:30 p.m.</b> The person leaves the Day Habilitation service and requires dedicated hours during transportation home.</p>  	 <p><b>3 p.m.</b> The person is dropped off at their home.</p> 	<p><b>Total Billable Time in LTSS:</b></p> <p><b>5 hours Small Group Day Habilitation</b></p> <p><b>1 hour Day Habilitation w/1:1</b></p> <p><b>Total Billable Time in PCIS2:</b></p> <p><b>This scenario is not applicable in PCIS2.</b></p>

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Scenario #6							
 <p><b>9 a.m.</b> The person is picked up from their home to be transported and requires direct support for the first few hours of employment.</p> 	<p><b>9-9:30 a.m.</b> Transportation time to the Meaningful Day service is not billable time, it is included in the rate of support</p>  	<p><b>9:30 a.m.</b> The person arrives at their job site and requires assistance from direct support in learning and completing job tasks. This can happen either when beginning a new job, after a promotion, or after a significant change in duties or circumstances. A person may need this individualized support to successfully maintain their job. Billable time for Ongoing Job Support starts now.</p>	<p><b>12:30 p.m.</b> The person remains on their job and the direct support is no longer needed, so the DSP leaves the site.</p>	<p><b>3 p.m.</b> The person is picked up to return to their home following the end of their shift by taxi.</p>  	 <p><b>3:30 p.m.</b> The person is dropped off at their home.</p>	<p><b>4-5 p.m.</b> The Job Coach visits the person at their home to discuss any assistance necessary to maintain their jobs; including discussing interactions with co-workers and management at the job site.</p>	<p><b>Total Billable Time in LTSS: 3 Hours Ongoing Job Supports</b></p> <p><b>Standalone Transportation</b></p> <p><b>Follow Along Job Support - Counts as one face to face visit towards monthly billable payment.</b></p> <p><b>Total Billable Time in PCIS2: 1 Daily Rate Supported Employment</b></p>

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Scenario #7					
 <p><b>9 a.m.</b> A person is picked up from their home by taxi/uber to be transported to their employment.</p>	<p><b>9-9:30 a.m.</b> Transportation to the job site occurs.</p>  	<p><b>9:30 a.m.</b> The person arrives at their employment and begins working.</p> 	<p><b>2:30 p.m.</b> The person is picked up from their employment by taxi/Uber to return home.</p>  	 <p><b>3 p.m.</b> The person is dropped off at their home.</p> 	<p><b>Total Billable Time in LTSS:</b></p> <p><b>Standalone Transportation</b></p> <p><b>Total Billable Time in PCIS2:</b></p> <p><b>Standalone Transportation</b></p>

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