



Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance

William F. Weld
Governor

Argeo Paul Cellucci
Lieutenant Governor

Gerald Whitburn
Secretary

Joseph Gallant
Commissioner

Field Operations Memo 95-20
June 1, 1995

To: Local Office Staff

From: Joyce Sampson
Assistant Commissioner for Field and Eligibility Operations

Re: Medical Transportation and the PT-1 Form

Background

Effective July 1, 1995, the Division of Medical Assistance (DMA) will assume responsibility for authorizing medical transportation services for all recipients. This includes medical transportation for SSI, AFDC and RRP cash assistance recipients. **The Division has contracted with Foundation Health to administer this process.**

PT-1 Forms

Workers must review current PT-1 forms for their recipients. PT-1 forms that are new or that continue to be valid as of July 1, 1995 must be photocopied and the copy placed in the case record and the original sent to Foundation Health at the address below.

If new PT-1 forms arrive after the transfer date (7/1/95), these must be photocopied as well and the original forwarded as soon as possible to Foundation Health at the address below. File the copy in the case record.

Valid originals (if available) or photocopies (if originals are not available) must be mailed as soon as possible but no later than June 9, 1995 to:

Debra Watson
C/O Foundation Health
55 Summer Street, 6th floor
Boston, MA 02110

Note: Expired PT-1 forms should be filed in the case records. Requests for transportation services for travel prior to July 1, 1995 will still be processed by the appropriate DTA worker.

**Requests for
Medical
Transportation
Services after
July 1, 1995**

If any recipients request medical transportation services after July 1, 1995, refer them to Foundation Health's Mass Health Customer Service Line.

The toll-free telephone number is: 1-800-841-2900.

Questions

If you have any questions, please have your Policy Hotline designee call the Policy Hotline at (617) 348-8478.
