

Interagency Medicaid Monitoring Team

Documentation Requirements for Medicaid Billing

For Transportation Services:

According to COMAR (10.09.25.04, 10.09.25.05, 10.09.36.03.A(5)) requirements for Medicaid billing:

- Transportation must be listed as an authorized service on student's IEP;
- Transportation can only be billed on the same day that a health-related service has been provided;
- An accompanying and acceptable professional note must be available for the health-related service that has been provided on day of transportation;
- Parental consent for billing MA health-related service must be available;
- A transportation log must be maintained by the driver, teacher or assistant. It must document student's name and an indication of whether transportation was provided on a one-way or round-trip basis on a day to day basis. (can be a dated/weekly checklist);
- Transportation billing codes/amounts:
 - T2003-non-emergency transportation services
 - 1 unit of service= \$12.50 (one way)
 - 2 units of service= \$25.00 (round trip)