

Specialized Transportation Contract Addendum Relative to Documentation of Delivery of Specialized Transportation Ordered in the Students' IEPs

It is the responsibility of the _____ School District to maintain written evidence documenting implementation of the IEP-ordered special education and related services, including specialized transportation, provided pursuant to New Hampshire Department of Education Regulation 1109.04(b) and 1102.04(q).

In order for the _____ School District to receive Medicaid reimbursement for costs associated with the provision of specialized transportation services provided by _____ (specialized transportation provider), the regulatory requirements of New Hampshire Department of Health and Human Services regulation He-M 1301 must be met, including costs of each vehicle, names of all students on each vehicle/route, trip mileage for each vehicle/route, actual dates (month, day and year) of service for each student, and trip logs.

The _____ School District and _____ (specialized transportation provider) agree to the following terms:

1. _____ (specialized transportation provider) will provide all documentation as stated above and as further required by the New Hampshire Department of Health and Human Services such that Medicaid claiming may be accomplished by the District; and
2. _____ (specialized transportation provider) will cooperate with all requests by the _____ School District or its billing agent, MSB™, regarding documentation required for Medicaid billing, including but not limited to the following:
 - costs of each vehicle
 - names of all students on each vehicle/route
 - the number of students on each route per trip
 - trip mileage for each vehicle/route
 - actual dates (month, day and year) of services for each student
 - trip logs