	Division/Section	Child Welfare
	Chapter No./Name	6 – Foster Care (FC)
	Part No./Name	9 – Ongoing Services to Foster Children
	Section No./Name	Ongoing Services to Foster Children
	Document No./Name	6-945 Transportation Assistance
	Effective Date	October 1, 2024

I. STATEMENT OF POLICY

It is the policy of the Department of Children and Family Services to ensure the safety of foster children while being transported. When assistance is needed in transporting a child * in foster care due to extreme violence or other behavioral concerns and local law enforcement cannot help, transportation assistance may be purchased from a licensed, bonded, and insured transportation agency. The staff of the transportation agency is required to have training in crisis intervention and use of ** passive physical restraints.

Transportation assistance is a service that allows one or more persons to provide for the safety of the child and others during transport. The service *** * involves ** providing a vehicle and driver to transport the child with the case worker traveling in the same vehicle or in a separate vehicle. ***

This service is appropriate in situations where the *** child's behavior places him at risk of hurting himself or others by * one or more of the following: **

1. Exhibiting physical aggression toward others.
2. Attempting to jump out of a moving vehicle ***
3. Grabbing the steering wheel of a moving vehicle.

It should be noted that only state workers are authorized to drive state vehicles or vehicles authorized to conduct state business.


If a child * in foster care has a history of being physically aggressive or the driver needs to be protected from potential physical harm ** by the child, the case worker should provide this information to the transportation agency upon completion of the transportation request. ***

* For the safety of the child and staff, a request for law enforcement might be appropriate. If there is a need for law enforcement assistance when transporting a child, a transportation order is required. Transportation orders ** may not be recognized beyond jurisdictional boundaries. When *** * requesting travel beyond jurisdictional boundaries consider the best options for the safety of the child and others involved in the transportation arrangements.

II. PROCEDURES

The purchase of transportation services shall not be utilized for the convenience of the case worker or foster caregiver. Transportation services may only be provided for specific medical or behavioral health needs based on both of the following **:

- Inability of DCFS staff to safely provide for the child's care needs during transportation.
- Current functioning of the child and not based on the child's history.

	Division/Section	Child Welfare
	Chapter No./Name	6 – Foster Care (FC)
	Part No./Name	9 – Ongoing Services to Foster Children
	Section No./Name	Ongoing Services to Foster Children
	Document No./Name	6-945 Transportation Assistance
	Effective Date	October 1, 2024

Once it is determined the case worker cannot safely transport the child/youth, the case worker must meet with the supervisor to discuss alternatives to transporting the child/youth. If the supervisor approves secure transportation to be used the case worker must submit a trip request via email to child_welfare@reliantoncall.com to request a quote. When the quote is received the supervisor must review the quote and ensure it meets the transportation and provider requirements outlined below. Quotes are based upon minutes traveled and the time of the travel.


PEC/Secure Transports

			Afterhours Trip Charge Pickups after 5:00 PM and before 7:00 AM	
MINUTES (One-way; In-State)	<i>Ambulatory Trip Charge</i>	<i>Wheelchair Trip Charge</i>	<i>Ambulatory Trip Charge</i>	<i>Wheelchair Trip Charge</i>
0 - 25 MIN.	\$ 250.00	\$ 300.00	\$ 335.00	\$ 390.00
25.1 - 50 MIN.	\$ 340.00	\$ 390.00	\$ 425.00	\$ 475.00
50.1 - 75 MIN.	\$ 420.00	\$ 470.00	\$ 515.00	\$ 565.00
75.1 - 100 MIN.	\$ 500.00	\$ 550.00	\$ 600.00	\$ 650.00
100.1 - 150 MIN.	\$ 670.00	\$ 715.00	\$ 775.00	\$ 825.00
150 - 200 MIN.	\$ 825.00	\$ 875.00	\$ 950.00	\$ 1,000.00
200.1 - 250 MIN.	\$ 990.00	\$ 1,040.00	\$ 1,125.00	\$ 1,175.00
> 250.1 MIN.	\$ 1,475.00	\$ 1,525.00	\$ 1,650.00	\$ 1,700.00

Reliant On Call, LLC
544 North Foster Dr.
Baton Rouge, LA 70806
Office 225-336-4814

*Special requests (Court Appointments) requiring Reliant drivers to wait the duration of the client's appointment will be billed at an hourly rate of \$60 per hour.

*Out of State transport request will be reviewed and negotiated on an individual basis.

	Division/Section	Child Welfare
	Chapter No./Name	6 – Foster Care (FC)
	Part No./Name	9 – Ongoing Services to Foster Children
	Section No./Name	Ongoing Services to Foster Children
	Document No./Name	6-945 Transportation Assistance
	Effective Date	October 1, 2024

When the case worker and supervisor approve the quote for transportation then the case worker must email the approval along with the [Form 98T](#), Authorization for Secure Transportation Services and Emergency Care to provide to the transportation drivers. Upon completion of the transport, *** Go Ride** will email the case worker the invoice for final payment. If a trip request is no longer needed the case worker should notify **Go Ride **** as soon as possible. ***

For an off- duty police officer or a transportation agency, payment should be that agency's standard hourly rate charged to other customers for the same services. No more than two people should be authorized for payment for any transportation episode. The supervisor must *** ensure** the transportation services approved are at the lowest rate available among providers who have the skill and training to support the safety of the child. Anytime a transportation service is used in making placement of a child, **a** child's assigned case worker must follow the transportation provider to or meet the provider at the placement to officially make placement of the child.

The Children's Code Article [1427](#) initially stated peace officers and ambulance services were authorized to transport to a treatment facility, a child for whom an emergency certificate had been issued. As per ACT 642 (2016 Regular Legislative Session), Children's Code Article [1427](#) was amended. The following persons may accompany, during transportation to a treatment facility, a child in whose name an emergency certificate has been issued:

- a parent (if approval is granted by the department), including a foster parent or caregiver;
- legal guardian; and
- DCFS case worker

Invoices from Go Ride (#020272857) are to be processed at the local level using the TIPS major minor code 300/302 **for in-state transports and 300/310 for out of state transports.** Mileage can only be reimbursed at the state rate in accordance with [PPM 49](#) when **a **** provider transports the child. *** The mileage rate has no exceptions.

When the Department is hiring an off duty police officer or a transportation agency to transport the child, staff should obtain a vendor number for the provider, if one does not already exist in TIPS. TIPS Type code 05 and TIPS Sub-Type code TR is used in completing the request to OM&F via TIPS for a vendor number. (Refer to TIPS Manual, [Chapter 20, TIPS Payments, Section 11-200](#), Payment Procedures for Vendors, Providers, Workers).

III. FORMS AND INSTRUCTIONS

Form [98-T Authorization for Secure Transportation Services and Emergency Care](#)

IV. REFERENCES

Louisiana Children's Code Article [1427](#)