

PATIENT TRANSPORT & ACCOMMODATION ASSISTANCE

POLICY STATEMENT

Bay of Plenty District Health Board (BOPDHB) is responsible for the implementation of the Ministry of Health (MOH) National Travel Assistance (NTA) policy for those patients domiciled in the Bay of Plenty. This policy also covers ACC clients from first 24 hours after an accident until discharge or end of acute phase and for travel during the first six (6) weeks after discharge – assuming they meet NTA criteria.

PURPOSE

This policy is targeted at those people who:

- Have to travel long distances to access specialist health or disability services
- Incur high travel costs as a result of frequent visits to specialist health and disability services
- Have significant financial need that might otherwise prevent them from accessing necessary specialist health or disability services

EXCLUSIONS

- The travel costs associated with inpatient transfers.
- Episodes of travel associated with referrals from / to:
 - a) acute or emergency services
 - b) privately-funded health care or disability support services
 - c) public specialists acting while in a private capacity
 - d) self-referrals
 - e) general practitioners (GPs) or any services provided in a primary care setting or Primary Health Organisation (PHO)
 - f) midwives
 - g) primary health care
 - h) day programmes and activities
 - i) day treatment services e.g. drop-in centres or day hospitals,
 - j) rehabilitation and residential services
- Accident Compensation Corporation (ACC) clients whose travel occurs in the first 24 hours of an accident and after six (6) weeks of discharge.
- Travel and accommodation costs that are covered by a third party such as, and not limited to, Total Mobility, ACC, Department of Courts, Work & Income NZ, Ministry of Education, War Veterans.
- Residents of continuing care hospitals, private hospitals and rest homes whose MOH contracts incorporate travel to treatment.
- BOPDHB does not pay for personal visits to patients, although a support person's travel / accommodation may be approved for eligible patients.

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Policy Steward: Director, Allied Health	Authorised by: Chief Executive Officer	

PROCESS

Please refer to the National Travel Assistance Working Manual which covers:

- NTA eligibility criteria
- Identification of those with signing rights on behalf of BOPDHB referring specialists
- Identification of staff with delegated authority
- Preferred process for claiming travel assistance
- Pre-payment of travel assistance including process for claiming same and schedule of pre-payments for both Western BOP and Eastern BOP
- Where a patient is unable to meet the cost of public transport
- Process for receiving specialist transport assistance
- Where a patient is unable to meet the cost of Specialist Transport
- Copy of Letter of Agreement for Preferred Providers of Transport
- Preferred process for receiving accommodation assistance
- Process for receiving urgent accommodation assistance
- Where patient / support person is unable to meet the cost of accommodation
- Copy of Letter of Agreement for Preferred Providers of Accommodation
- Inpatient transfers

REFERENCES

- [Ministry of Health, National Travel & Accommodation Policy, 2005](#)
- [Ministry of Health, National Travel Assistance Scheme](#)

ASSOCIATED DOCUMENTS

- Bay of Plenty District Health Board National Travel Assistance Working Manual

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