

## **TRANSPORTATION REIMBURSEMENT GUIDELINES**

**Transportation reimbursement requests must be submitted monthly.**

Foster parents are expected to provide **routine** transportation to their foster children. "Routine" transportation is defined as transportation a parent would provide to their own children as part of their parenting responsibilities, such as: trips to the library, swimming, parks, museums, movies, school conferences, school events, employment, or sports activities/clubs, etc.

Reimbursement for routine transportation is included in the monthly foster care grant.

### **Case-Related Transportation**

DCDHS may approve reimbursement for the following non-routine transportation expenses:

- Appointments with social workers or attorneys;
- Court hearings;
- Family visits;
- Meetings at a residential treatment center, corrections facility, or out-of-county group home to assist a child's transition to or from treatment.
- Team meetings.
- Other trips, in consultation with your foster care consultant.

If the foster parent transports two or more foster children to the same location at the same time, mileage can only be claimed for one trip (not per child).

### **Educational Transportation**

DCDHS cannot approve reimbursement for transportation to and from school when the school is in the foster parent's school attendance area. Transportation to/from school can be reimbursed through the county's ESSA (Every Student Succeeds Act) agreement with the school district of origin.

### **Medical Transportation**

DCDHS cannot reimburse mileage for any trips to appointments that Medical Assistance covers, such as doctors, dentists, therapists, etc. You may request reimbursement in advance through the State's contracted provider, currently MTM [www.mtminc.net/wisconsin/](http://www.mtminc.net/wisconsin/).