



**Eligibility and Registration Form
Rural Transportation for Persons with Disabilities (PwD) Project**

A Traveler's Best Friend™



- Reduced fare transportation service may be available to you if you are:
 1. A person with a disability and
 2. Age **18 - 64** and
 3. **Need accessible public transit beyond ADA complementary paratransit services?**
- If you would like to participate in this project, please complete this form and send it with a copy of one of the documents listed in Part 2 below to:

ROVER Community Transportation
Persons with Disabilities Program
1002 South Chestnut Street
Downingtown, PA 19335

- Once your application is received and reviewed you will be notified of your eligibility to participate
- If you have questions about this project, this form or need this form in an alternate format please call:

484-696-3854, 1-877-873-8415, or TTY at 711

Note: The information provided in this application regarding your disability will be used to determine your eligibility for reduced fare transportation services under the PwD project. Other information within the form will be used for data collection purposes, to determine your eligibility for any additional transportation programs, and to provide you with the appropriate type of service. This information will be kept confidential and used only by professionals involved in evaluating your eligibility and in analyzing project for future recommendations. **Please print clearly. Please mail in the original completed application and not a copy or fax of the completed application.**

PART 1: GENERAL

Last Name: _____ First Name: _____ M.I. _____

Address (Street & No.): _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____

E-mail: _____

County of Residence: _____ Date of Birth: _____

Sex: Male: _____ Female: _____ Language: Spanish: _____ English: _____ Other (Please Specify): _____

Do you have a disability according to the Americans with Disabilities Act (ADA) definition below?

Yes _____ No _____

Definition of Disability

Eligibility for this program is based on disability as defined by the Americans with Disability Act (ADA). According to the ADA, "Disability means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of such individual; a record of such an impairment; or being regarded as having such an impairment". "...major life activities mean functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and work."

PART 2: WRITTEN VERIFICATION THAT YOU ARE A PERSON WITH A DISABILITY

Written verification by a knowledgeable organization or qualified individual that you are a person with a disability is required to participate in the PwD project.

1. If you have written verification of a disability:

You may already have written verification that you are a person with a disability from a service organization by having an identification card, a written assessment of your disability, etc. If so, send a copy of this information to the address listed on page 1. If not, you will need to ask an organization or individual listed below to verify, in writing, that you are a person with a disability according to the ADA definition and then send it to the address listed on page 1. Please check the organization or individual whose written verification you are submitting with your application form.

<input type="checkbox"/> Office of Vocational Rehabilitation (OVR)	<input type="checkbox"/> Registered Nurse
<input type="checkbox"/> Social Security Insurance (SSI) and Disability	<input type="checkbox"/> PA Attendant Care Program
<input type="checkbox"/> Registered Physical/Occupational Therapist	<input type="checkbox"/> Insurance (SSDI)
<input type="checkbox"/> Community Services Program for Persons with Physical Disabilities	<input type="checkbox"/> Bureau of Blindness and Visual Services
<input type="checkbox"/> Other:	<input type="checkbox"/> Center for Independent Living (CIL)
<input type="checkbox"/> Physician	<input type="checkbox"/> Mental Health/Mental Retardation Program
	<input type="checkbox"/> United Disabilities Services

2. If you do not have written verification of a disability:

Please fill out the Certification of Disability Form attached to this form. It provides verification of a disability according to the definition in the Americans with Disabilities Act. This form can be used to acquire the necessary information for verifying a disability from a qualified health professional. See Exhibit B in this package.

PART 3: INCOME AND HOUSEHOLD RELATED DATA

Passenger income related data is being collected for further decision-making regarding the project. The information is required by PennDOT and is used to assist ROVER CT staff in determining your eligibility for other transportation funding sources. **THIS INFORMATION WILL NOT BE USED TO DETERMINE ELIGIBILITY FOR DISCOUNTED FARES UNDER THE PwD PROGRAM.**

Please check the appropriate space in each column:

Annual Income	Household Size
<input type="checkbox"/> Less than \$10,000	<input type="checkbox"/> 1
<input type="checkbox"/> \$10,001 - \$15,000	<input type="checkbox"/> 2
<input type="checkbox"/> \$15,001 - \$20,000	<input type="checkbox"/> 3
<input type="checkbox"/> \$20,001 - \$25,000	<input type="checkbox"/> 4
<input type="checkbox"/> \$25,001 - \$30,000	<input type="checkbox"/> 5
<input type="checkbox"/> \$30,001 - \$35,000	<input type="checkbox"/> 6
<input type="checkbox"/> \$35,001 - \$40,000	<input type="checkbox"/> 7
<input type="checkbox"/> \$40,001 - \$45,000	<input type="checkbox"/> 8+
<input type="checkbox"/> \$45,001 - \$50,000	
<input type="checkbox"/> \$50,001 - \$55,000	
<input type="checkbox"/> \$55,001 - \$60,000	
<input type="checkbox"/> \$60,001 +	

PART 4: AVOIDING DUPLICATION OF TRANSPORTATION SERVICES

Transportation services provided under the PwD project are not to be provided in place of any current transportation services that you already receive.

1. Do you now receive any transportation services or are any of your transportation costs paid for by another program or organization? Please complete all that apply from the following list.

- Senior Citizens Shared-Ride Transportation Program
- Area Agency on the Aging
- Medical Assistance Transportation Program Access/Recipient #'s _____
- Americans with Disabilities Act Complementary Paratransit
- Mental Health/Mental Retardation (MH/MR)
- Office of Vocational Rehabilitation (OVR)
- The training program I am in at: _____
- The employment program I am in at: _____
- The group home where I live.

Other (please explain): _____

2. If you are not registered for Medical Assistance (MA), you may qualify. If appropriate, you will be referred to the County Assistance Office (CAO) for a determination of eligibility for MA and other programs.

- I have been informed of *pending referral* to the County Assistance Office (CAO)
 - I was referred to the CAO for MA eligibility determination on date: _____
- Initials of staff person faxing the referral to the CAO: _____

PART 5: INFORMATION SO WE MAY SERVE YOU BETTER

1. Is your disability permanent? Yes _____ No _____
(A standard definition of a permanent disability is one that lasts for 12 months or longer.)

2. If not, how long is it expected to last? _____

3. What is the nature of your disability? Check those that apply.

- _____ Mobility disability (please see question 4 below)
- _____ Vision disability
- _____ Hearing disability
- _____ Cognitive disability
- _____ Mental disability
- _____ Other - Please specify: _____

4. Please check all mobility aids that apply.

- Manual wheelchair Crutches Service Dog
- Power Wheelchair Motorized Scooter Walker Cane

5. Do you require the services of a personal care attendant when you travel? (A personal care attendant is a person that you need to assist you during the trip or at your origin or destination)

- Yes
- No
- Sometimes

Please describe when you need assistance: _____

6. Emergency Contact (Optional)

Name: _____

Relationship: _____

Phone (Home): _____ (Cell): _____

7. Is there anything else you want us to know so we can serve you better? Yes _____ No _____

If "Yes," please describe: _____

PART 6: RELEASE OF INFORMATION and YOUR CERTIFICATION OF THE APPLICATION FORM

Release of Information

I give my permission to ROVER CT to contact a health care or other professional that I designate for additional information to verify that I am a person with a disability. Yes No

Your signature or that of the person who completed this form Date

I understand that the purpose of this application is to determine if I am eligible to participate in the PwD project. I certify that the information contained in this application is correct and truthful to the best of my knowledge.

Your signature or that of the person who completed this form Date

Name of the person who completed this form Relationship Telephone number

Eligibility and Registration Form - Supporting Information

THE FOLLOWING FORMS ARE FOR INFORMATION ONLY. ATTACHMENT B SHOULD BE USED IF THE APPLICANT DOES NOT HAVE WRITTEN VERIFICATION OF THEIR DISABILITY.

Medical Assistance Transportation Program (MATP) Eligibility Information

Documentation of Disabilities

Three Categories of Disabilities - Attachment A

1. Physical impairment
2. Major life activities
3. Mental impairment, including development disabilities
4. Forms Used for Determining that a Person has a Disability
5. Attachment B: Certification of Disability Form: To be used if an applicant has no written documentation of his/her disability
6. Attachment C: Federal Poverty Income Guidelines

Medical Assistance Transportation Program - Eligibility Guidelines

In keeping with the maintenance of effort policy of the PwD project, transportation providers and their subcontractors, if appropriate, are required to refer Medical Assistance Transportation Program (MATP) eligible clients to that program for funding for their medical trips.

The County Assistance Office (CAO) provides individuals who are eligible for MA with an ACCESS card. Eligibility for MA and MATP is confirmed through the Department of Public Welfare's computerized Eligibility Verification System or EVS. All MATP providers are required to verify a client's MATP eligibility through EVS, which can be accessed by telephone, a point of sale device, or through an EVS provided computer disk. MATP eligibility verification information must be recorded.

The transit provider must notify the client of his/her referral to the CAO prior to making the actual referral.

Clients of the PwD project, whose incomes indicate a possible eligibility for MA, must be referred to the CAO for a determination of eligibility for MA and other programs. A client who is determined eligible for MA is also eligible for the MATP. PwD providers must then refer them to the MATP for funding of their medical trips. Clients must also receive notification of the CAO referral in advance.

Documentation of Disabilities

The transit provider must obtain documentation of the disability as identified by the applicant. Transportation authorities that have established ADA eligibility determination procedures can use these procedures as a base for the PwD project's disability eligibility determination.

All agencies should accept the eligibility determinations and documentation that have been prepared by organizations and programs that interact with the disability community. Examples of these agencies and programs include the following:

- Social Security Administration's SSI and SSDI eligibility determinations and supporting documentation, such as an SSDI card.
- Work related Transportation disability determination form to be completed by a physician or agency. A copy of the form is available from ROVER CT.
- Office of Vocational Rehabilitation's (OVR) establishment of a mental or physical disability through its Comprehensive Medical Examination.
- Attendant Care Program qualifying disability: any medically determinable physical impairment that can be expected to last for a continuous period of not less than 12 months.
- A qualifying disability through the Community Services Program for Persons with a Physical Disability. A medically determinable condition, excluding primary diagnoses of mental retardation or mental illness, expected to continue indefinitely; and resulting in at least three of the following six substantial functional limitations: self care, understanding and use of language, learning, mobility, self direction, and capacity for independent living.
- The Certification of Disability Form that has been developed for the project. This form, which is Attachment B, provides verification that an applicant has a disability according to the definition in the Americans with Disabilities Act. If there is no organization available to provide the disability documentation, then the transit provider should use this form to acquire the necessary information for determining eligibility from a qualified medical provider.

The transit provider may also permit another agency to complete the Registration and Eligibility Form. This is acceptable if all of the necessary eligibility documentation is provided to the transit provider with the application.

Attachment A

Three Categories of Disabilities

Rural Transportation for Persons with Disabilities (PwD) Program

Disabilities are described in the following three categories:

1. Mental impairment, including development disabilities

- a. Is attributable to a mental or physical impairment or a combination of mental and physical impairments;
- b. Is likely to continue indefinitely;
- c. Results in substantial functional limitations in any of the following areas of major life activities: self-direction, learning, mobility, economic self-sufficiency, self-care, capacity for independent living and receptive and expressive language;
- d. Causes the substantial diminished level of functioning in the primary aspects of daily living and an inability to cope with the ordinary demands of life, attention impairment, cognition impairment, language impairment, memory impairment, conduct disorder, or motor disorder.

2. Physical impairment

- a. Persons having a physical condition resulting from injury, disease, or congenital deficiency which significantly interferes with or limits one or more major life activities and affects one or more of the following body systems: anatomical, musculoskeletal, neurological, respiratory including speech organs, cardiovascular, reproductive, digestive, genito-urinary, hemic and lymphatic, skin and endocrine;
- b. The term physical impairment includes but is not limited to such contagious or non-contagious diseases and conditions as orthopedic, visual, speech and hearing impairments; cerebral palsy, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, mental retardation, emotional illness, specific learning disabilities, HIV disease and tuberculosis.

3. Major life activities

- a. Activities relating to the performance of self-care and engaging in leisure or play activities. Self-care includes grooming, mobility, object manipulation, and ambulation;
- b. Activities relating to the ability to walk, see, hear, breathe or communicate;
- c. Activities relating to moving about in one's community for purposes that include accessing and participating in vocational, educational, recreational, and social activities in the community with other members of the community.

Attachment B

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Certification of Disability Form
Reduced Fare Transportation Services
Rural Transportation for Persons with Disabilities (PWD) Program

The purpose of this form is to provide written, independent verification that the applicant named *below* has a disability according to the definition in the Americans with Disabilities Act. This form is to be completed by a professional who is familiar with the applicant's disability. A professional is someone who has medical training, provides rehabilitative or therapeutic services, does cognitive assessments, or provides independent living and counseling services to people with disabilities. The applicant has applied for transportation services under the Rural Transportation for Persons with Disabilities (PWD) program, which is being administered by the Pennsylvania Department of Transportation with services provided by ROVER Community Transportation. If you have any questions about the form, please call 484-696-3854 or (877) 873-8415. Please mail in the **original** or bring it to our office. We will **not** accept **copies** or **faxes**.

Applicant Information (to be completed by applicant):

Last Name: _____ First Name: _____ M.I.: _____

Address (Street & No.): _____

City: _____ State: _____ Zip Code: _____

Telephone: Home: _____ Cell: _____ E-mail: _____

Applicant signature or that of the person who completed this form.

Date

Definition of Disability:

Eligibility for this program is based on disability as defined by the Americans with Disability Act (ADA). According to the ADA, "Disability means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of such individual; a record of such an impairment; or being regarded as having such an impairment." "...major life activities means functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and work."

Please answer the following questions (to be completed by the agency or person providing verification of the eligibility information)

Is the applicant's disability permanent? Yes _____ No _____ If not, how long is it expected to last? _____
(A standard definition of a permanent disability is one that last for 12 months or longer.)

What is the nature of the applicant's disability? Check those that apply.

- | | |
|--|--|
| <input type="checkbox"/> Mobility disability (please check all mobility aids that apply) | Mobility aids |
| <input type="checkbox"/> Vision disability | <input type="checkbox"/> Manual Wheelchair <input type="checkbox"/> Crutches |
| <input type="checkbox"/> Hearing disability | <input type="checkbox"/> Power Wheelchair <input type="checkbox"/> Cane |
| <input type="checkbox"/> Cognitive disability | <input type="checkbox"/> Motorized Scooter <input type="checkbox"/> Walker |
| <input type="checkbox"/> Mental disability | <input type="checkbox"/> Lift Van required |
| <input type="checkbox"/> Other – Please specify: _____ | |

Signature of Professional

Date

Title

Name of Agency or Organization

Address

Telephone Number

Please mail in the completed original form to: ROVER CT PwD Program + 1002 S. Chestnut Street, Downingtown, PA 19335

(Online Application)

ATTACHMENT C

250% OF THE 2014 FEDERAL POVERTY INCOME GUIDELINES

Family Size	Monthly Limit	Annual Limit
1	\$2,431.25	\$29,175.00
2	\$3,277.08	\$36,325.00
3	\$4,122.92	\$49,475.00
4	\$4,968.75	\$59,625.00
5	\$5,814.58	\$69,775.00
6	\$6,660.42	\$79,925.00
7	\$7,506.25	\$90,075.00
8	\$8,352.08	\$100,225.00

THIS INFORMATION WILL NOT BE USED TO DETERMINE ELIGIBILITY FOR DISCOUNTED FARES UNDER THE PwD PROGRAM.

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Referral for Services

Authorization for Use of Disclosure of Personal Information

1. I authorize Rover Community Transportation to disclose individual information as described below from the records of:

Name: _____

Date of Birth: _____ Telephone: _____

Address: _____

Social Security Number: _____

2. Reason for disclosure:

- To qualify for Medical Assistance and/or other benefits available through the PA Dept of Public Welfare.

3. Once application has been made at the Chester County Assistance Office, the date of the application will be disclosed by the Chester County Assistance Office to:

Rover Community Transportation

Date of D.P.W. Benefits Application: _____

4. I understand that:

- a. This authorization may be revoked at any time by writing to the individual/organization identified in section 1 except to the extent that information has already been disclosed. If information has already been disclosed in reliance on this authorization, revoking it will only prevent future disclosure.
- b. The Department and its health and human services programs will not condition treatment, payment, enrollment or eligibility on the provision of this authorization.
- c. Information disclosed pursuant to this authorization may be subject to re-disclosure by the individual/organizations identified and is no longer protected by federal privacy regulations.
- d. The Department, its programs, services, employees, officers, and contractors are hereby released from any legal responsibility or liability for disclosure of the above information to the extent indicated and authorized.
- e. I may refuse to sign this authorization. I understand that refusal may limit the availability of medical transportation benefits, which includes transportation service and/or mileage reimbursement for medical transportation from Rover Community Transportation.

This authorization applies only to the extent and for the reasons named above. It does not apply to any other agency, organization or reason other than that named above.

Signature of Individual or Personal Representative

Date

Relationship to Individual

Signature of Witness (only if individual unable to sign)