SERVICE FEE MEMORANDUM

TO: Office of Vocational Rehabilitation Staff
Client Assistance Program Administrator

FROM: Cora McNabb
Executive Director
Office of Vocational Rehabilitation

DATE: October 16, 2013

RE: Transportation Fee Schedule

Transportation assistance, when consumer, family member, or third party vehicle used, may be paid at one of the methods listed below:

1. Prevailing state rate per mile
   OR
2. $7.50 per hour
   OR
3. Total miles to be driven divided by approximate miles per gallon multiplied by the average cost per gallon.

The selected method of payment is to cover anyone who drives; i.e., consumer, family member, or third party, regardless of who owns the vehicle or how many consumers to be transported.

For regulations and additional information, Office of Vocational Rehabilitation staff may reference the Counselor’s Manual, Services, Transportation, Procedures for Providing Transportation.