

**Application for Transportation Services**

## ( Persons with Disabilities (PwD), ADA, Senior Shared Ride- 65+, Public Full Fare)

1. Transportation services may be available at a reduced rate, if you meet any of the following criteria:
	* Currently on Medical Assistance through the Department of Human Services
	* A person with a disability between the ages of 18-64
	* A person who travels along a fixed route, but due to a disability cannot access it
	* Aged 65+
2. If you would like to apply, please complete the entire application for transportation services and send it with any copies of qualifying documents to the address below.

Capital Area Transit 901 N Cameron St. Harrisburg, PA 17101

1. Applications are processed in the order that they are received
2. For ADA customers, if we have not processed your application within 21 days of receipt, you will be given presumptive eligibility until we are able to make an eligibility determination.
3. Incomplete of missing information or documents will delay processing
4. Once processed, a representative will contact you to notify you of your eligibility the following way

 Phone Call Mail regular print size Mail large print size

If you have any questions or need this application in an alternate means, please call ***CAT Shared Ride (717) 232-6100 or Toll Free* 1 800 303-1904**

NOTE: The information provided in this application regarding your age, disability, and county of residence will be used to determine your eligibility for shared ride transportation services under the Rural Transportation for Persons with Disabilities and Senior Shared Ride programs.

Other information within the form will be used for data collection purposes, to determine your eligibility for any additional transportation programs, and provide you with the appropriate referral service (MATP. ADA, MD/IDD). This information is kept confidential and is used by the professionals used only by the professionals involved in evaluating your eligibility.

**Please Print** Ecolane ID:

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| How did you first learn about Capital Area Transit paratransit system? |
|  Hospital/Clinic Flyer |  Saw a Bus |
|  Friend/Family Member |  Senior Center |
|  Case Worker |  Advertisement: (Publication) |
|  CAT Information Booth/ Outreach |  Other: (Specify) |

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| **GENERAL / QUALIFYING QUESTIONS** |
| First Name: | Middle Name: | Last Name: |
| Date of birth: | SSN: | Age: |
| Current address: |
| City: | State: | Zip code: | Email: |
| Home Phone: | Cell Phone: | County: |
| Emergency Contact: | Relationship: | Phone #: |

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| **NEEDS ASSESSMENT** |
| What is your primary language? |
| Do you have a medical assistance card? Yes No |
| Do you have a vehicle in the household? Yes No Who owns the vehicle? |
| Do you have a disability according to the Americans w/ Disabilities Act (ADA)? If yes, attach the *Certification of Disability Form* |
| Do you have any mobility devices such as… |
|  Manual Wheel Chair |  Oxygen |  Cane |
|  Motorized Scooter |  Power Wheel Chair |  Walker |
|  Crutches |  Guide Dog | Other  |
| Do you require the services of a personal care assistant or escort when you travel? (Someone that is needed to assist you during the trip or at the origin or destination) Yes No Sometimes |

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| **AGE VERIFICATION:** Please send a legible photo copy of one of the listed forms of proof of age along with this application**A Medicare card is not an acceptable proof of age.** Please check which verification you are enclosing. |
|  Armed forces discharge/separation papers |  Pennsylvania ID card |
|  Passport/naturalization papers |  Photo motor vehicle driver’s license |
|  Baptismal certificate |  Birth certificate (Maiden Name)  |
|  PACE ID Card |  Veteran’s Universal Access ID Card |
|  Statement of age from U.S. Social Security Office |  Resident Alien Card |

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| **CURRENT TRAVEL** |
| Do you currently use Capital Area Transit **fixed route** bus services? Yes No Sometimes |
| Does the weather affect your ability to use Capital Area Transit fixed route bus service? Yes No If yes, please explain: |
| List your most frequent destinations and how you get there now |
| Destination address where you go | How often do you go there? | How do you get there? |
| 1. |  |  |
| 2. |  |  |

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| **DUPLICATION OF TRANSPORTATION SERVICES** |
| Do you currently receive any transportation services? Yes No |
| Are any of your transportation costs paid for by another program or organization? (Select from below all that apply) |
|  Senior Citizens Shared Ride Transportation Program |  Office of Vocational Rehabilitation (OVR) |
|  Medical Assistance Transportation Program |  Mental Health/Mental Rehabilitation (MH/IDD) |
|  Americans w/Disabilities Act Complementary Paratransit |  Area Agency on Aging |
|  Group Home (Where you live) |  Other  |

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| **ENVIRONMENT AROUND YOUR RESIDENCE** |
| How many steps are there at the entrance you use at your residence? |
| Can you get to a vehicle without the help of another person? Yes No |
| How would you describe the terrain where you live? Steep Hill Paved Lane Unpaved lane |
| Are there sidewalks in your neighborhood? Yes No |

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| **DEMOGRAPHIC INFORMATION** The following information is not required for Shared Ride to sponsor 85% of your trip fare. This information is required by the Offices for Aging, Inc. for reporting purposes. |
| Ethnic Information:White African American Am Indian/Alaskan Native Asian American/Pacific Islander Hispanic Origin Other  |

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| Do you live alone? Yes No | Do you have adequate housing? Yes No |
| **INCOME AND HOUSEHOLD RELATED DATA*****If you are NOT registered for the Medical Assistance Transportation Program (MATP), you may qualify, and this program could pay all of the cost for your eligible trips to medical appointments*** |
| **After reviewing the chart below I think that…** I’m already registered with MATP I may qualify for MATP I do not think I qualify for MATP |

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| **UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES 2016 POVERTY GUIDELINES** |
| **Household Size (select one)** | **Annual Income (select one**) |
|  1 2 |  less than $11,770 |  $11,771 - $17,930 |  $17,931 - $23,985 |
|  3 4 |  $23,986 - $29,425 |  $29,425 - $30,135 |  $30,136 - $39,825 |
|  5 6 |  $39,826 - $42,615 |  $42,615 - $48,500 |  $48,501 - $55,095 |
|  7 8 |  $55,096 - $60,625 |  $60,626 - $65,140 |  $65,141 - $71,025 |
|  |  $71,026 - $81,425 |  $81,426 - $85,230 |  $85,231 - $91,825 |
|  $91,826 - $97,710 |  $97,711 - $102,225 |  $102,226+ |

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| **MEDICAL ASSISTANCE INFORMATION (if applicable)** |
| Access Card #  |
| Recipient #  | Card Issue #  |
| Do you receive any of the following services? |  Methadone Dialysis STAP-Camp Name After School Services Other\_  |
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| **RELEASE OF INFORMATION and CERTIFICATION OF APPLICATION** |
| I certify that the information contained in this application is correct and truthful to the best of my knowledge. I understand the purpose of this application is to determine if I am eligible to participate in transportation programs delivered by Capital Area Transit. |
| I give my permission to Capital Area Transit to contact a healthcare or other professionals that I designate for additional information to verify that I am a person with a disability. Yes No |
| By signing below, I hereby agree to report any changes in circumstances immediately to this Service Provider regarding my eligibility for funding assistance. I understand that documentation of all eligibility factors may be required to determine eligibility correctly or for auditing purposes and that giving knowingly false statements is a criminal offense. I understand that I have a right to request a Department of Human Services hearing. This affirmation statement covers this application and all attachments required for the determination of eligibility. I am authorizing that, in the event that the Service Provider must verify information regarding my trips from medical providers to which I am traveling, in order to comply with the PA Department of Human Services regulations, you have my permission to do so. The information will be held by only the Service Provider and its agents in the strictest confidence and will not be shared with any other agency, except the professionals from which we are receiving the information.Your signature (or name person who completed this form) Date: Relationship: Contact Number:  |

**MAILING INSTRUCTIONS: Please check the following before mailing your application**

 **Include a copy of ONE form of proof of age**

 **Include a copy of any other important documents such as the Certification of Disability Form**

 **Sign the Release of information and Certification of Application section**

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| **MOBILITY FUNCTIONAL ASSESSMENT**For each below question, check ***one*** answer. Your answers should be based on: how you feel most of the time; under normal circumstances; using your mobility equipment; and whether you can perform this activity independently.**Without the help of someone else, can you:** |
| Walk up and down three steps if there are handrails on both sides? |  Always |  Sometimes |  Never |  Unsure |
| Use the telephone to get information? |  Always |  Sometimes |  Never |  Unsure |
| Cross the street, if there are curb cuts? |  Always |  Sometimes |  Never |  Unsure |
| Ride up and down a wheelchair lift with handrails on both sides? |  Always |  Sometimes |  Never |  Unsure |
| Find your way to the bus stop, if someone shows you the way? |  Always |  Sometimes |  Never |  Unsure |
| Currently travel by yourself? |  Always |  Sometimes |  Never |  Unsure |
| Wait 10 minutes in good weather outdoors without a place to sit? |  Always |  Sometimes |  Never |  Unsure |
| Step on and off the curb from a sidewalk? |  Always |  Sometimes |  Never |  Unsure |
| Travel up or down a gradual hill on the sidewalk, in good weather? |  Always |  Sometimes |  Never |  Unsure |
| Travel 3 level blocks, on the sidewalk, when the weather is good? |  Always |  Sometimes |  Never |  Unsure |
| If you are able to do this, how long does it take you? |  < 5 min |  5 – 10 min |  > 10 |  Unsure |
| Have you ever gotten lost when traveling alone? |  Yes |  |  No |  |
| If the weather is good and there are no barriers in the way, what is the farthest you can walk or travel outdoors on a level sidewalk, using your mobility aid? (Please select the box which most closely your answer) |
|  I cannot travel alone |  Less than 1 block |  3 blocks |  6 blocks |
|  Curb in front of house |  9 blocks |  More than 9 blocks | Other  |
| Have you ever received training to learn how to use the bus or travel around the community? Yes No |
| If yes, which agency or person provided the training? When were you trained? |
| Did you successfully complete the training? Yes No If no, why not? |
| Was your training route specific? Yes No Which routes did you learn? |
| Would you like to participate in training to learn to ride the bus? Yes No |

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| **PROFESSIONAL WRITTEN VERIFICATION OF DISABILITY** |
| In order to be eligible based on a disability, the Certification of Disability (last page) must be completed by a qualified individual from one of the organizations listed below that you are a person with a disability is **required** to participate in the Rural Transportation for Persons with Disabilities Program and the ADA program. |
| *Office of Vocational Rehabilitation (OVR)* | *Bureau of Blindness and Visual Services* | *Registered Nurse* |
| *Disability Insurance (SSDI)* | *United Cerebral Palsy* | *PA Attendant Care Program* | *Physician* |
| *Community Services Program for Persons with Physical Disabilities* | *Registered Physical/Occupational Therapist* |
| *Mental Health/Mental Retardation Program (MH-MR)* | *Center for Independent Living (CIL)* | *Other*  |
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| Information contained in this application will be kept confidential and shared only with professionals involved in evaluating your eligibility and appropriate Capital Area Transit personnel. Capital Area Transit staff may need to talk to the applicant later to get more information. |
| If you are not registered to vote where you live now, would you like to apply to register to vote here today? Yes No No, I am already registered to vote where I live now. |

**PERSONAL CARE ASSISTANT FORM**

## APPLICANT – PLEASE COMPLETE THE TOP PORTION OF THIS FORM

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Date: |   |
| Name of applicant:  |  |  |  |
| Last |  | First | MI |
| Address:  |  |  |  |
| Street | City | State | Zip |
| Are you able to use the fixed route bus? |  | Yes  | No  |
| Do you require curb to curb service? |  | Yes  | No  |
| Do you require an escort when you travel? | Yes  | No  |

**PLEASE HAVE YOUR PHYSICIAN COMPLETE THE SECTION BELOW**

# The person’s disability can generally be described as (please print or type information):

|  |  |  |
| --- | --- | --- |
|  1. | The disability will last longer than twelve months |  |
|  2. | The disability is temporary and can be expected to last until /  |
|  | Month | Year |

Under what conditions is an escort required?

# Name of physician: Address:

Phone No.:

# Physician’s Signature:

**WHEN PROPERLY COMPLETED, PLEASE MAIL OR FAX TO**: SHARED RIDE CUSTOMER SERVICE FAX NO. 717 232-6973

# Capital Area Transit

901 N. Cameron St Harrisburg, PA. 17101

**Certification of Disability Form**

# Reduced Fare Transportation Services Transportation for Persons with Disabilities (PwD) and ADA Program

The purpose of this form is to provide written, independent verification that the applicant named below has a disability acco rding 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 Transportation for Persons with Disabilities (PwD) program, which is being administered by the Pennsylvania Department of Transportation with services provided by Central Pennsylvania Transportation Authority. If you have any questions about the form, please call Capital Area Transit Shared Ride (717) 232-6100 Toll Free 1 800 303-1904

Applicant Information **to be completed by applicant:**

Last Name: First Name: M.I.:

Address (Street & No.):

City:

State:

Zip Code:

Telephone: Home:

Work:

E-mail:

Applicant or Applicant Representative signature Date

**Definition of Disability**

Eligibility for this program is based on disability as defined by the Americans with Disabilities 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 eligibility information**

How many blocks can this person walked unassisted? (Circle One) <1 block 1-2 blocks 2-3 blocks 6 blocks 9 blocks Is the applicant’s disability permanent? Yes No

(A standard definition of a permanent disability is one that lasts for 12 months or longer.)

If not, how long is it expected to last?

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| What is the nature of the applicant’s disability? Check those that apply. Mobility disability (please see question to the right) Vision disability Hearing disability Cognitive disability Mental disability Other — Please specify:  | Please check all mobility aids that apply. Manual wheelchair Crutches Power Wheelchair Cane Motorized Scooter Walker Guide/Service Dog White Cane Requires Personal Assistant (nurse, health aide, etc.) Requires Escort |

Signature of Professional Date

Title Name of Agency or Organization

Address Telephone

Please send completed form to:

**Capital Area Transit**

**910 N Cameron St, Harrisburg, PA. 17101**