

201 South Grand Avenue East
Springfield, Illinois 62763-0002

Telephone: (217) 524-7112
TTY: (800) 526-5812

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To: Providers of Transportation and Hospital Services

Re: New Law Impacting Hospital Discharges of Illinois Medicaid Participants by Ambulance

A new Illinois law requires hospital completion of a [Medical Certification for Ambulance \(MCA\) Form](#) when an Illinois Medicaid participant is discharged from a hospital and is transported via ambulance. Not all hospital discharges warrant an ambulance level transport. A patient's condition must meet criteria for medical necessity in order to be transported via ambulance and the treating provider must certify that such criteria are met. HFS has established criteria for appropriate use of ambulance-level transport; the criteria are available at [Administrative Rule Listing Criteria for Non-Emergency Ambulance Transport](#). More information regarding the MCA policy is available at www.NETSPAP.com.

Administrative Rules at [89 IL Admin Code 140.491\(c\)\(4\)](#) specifically require hospitals to have procedures in place to ensure the completion of the MCA form prior to the patient's discharge and prior to the non-emergency ambulance service.

HFS policy requires hospitals to transmit the completed MCA form to First Transit prior to ordering an ambulance transport, and hospitals should provide a copy to the ambulance provider either when ordering the ambulance service or at time of transport. Ambulance providers should **NOT** dispatch an ambulance for a patient being discharged from a hospital when the hospital has not provided the ambulance provider with a copy of the completed MCA form, or assured the ambulance provider that they have submitted the form to First Transit and will provide a copy of the form to the ambulance crew upon patient pick-up.

Ambulance providers who offer to transport patients without a complete MCA form, or indicate that they are willing to transport patients on an ongoing basis without the hospital completing the MCA form, may be in violation of state or federal law.

Providers who have questions about the MCA form or the requirements may contact First Transit at (877) 725-0569.