



SHINGLE SPRINGS BAND OF MIWOK INDIANS

Shingle Springs Rancheria, (Verona) Tract, California
5281 Honpie Road, Placerville CA 95667
P.O. Box 1340, Shingle Springs CA 95682
(530) 676-8010 Office; (530) 676-8033 Fax

RESOLUTION 2016-68

SUBJECT: APPROVAL OF HEALTH AND WELLNESS CENTER TRANSPORTATION POLICY.

WHEREAS, the Shingle Springs Band of Miwok Indians (the "Tribe") is a federally recognized Indian tribe eligible for the special programs and services provided by the United States to Indians because of their status as Indians and is recognized as possessing powers of self-government; and

WHEREAS, the Shingle Springs Tribal Council is the duly-elected governing body of the Tribe and is authorized to act on behalf of the Tribe; and

WHEREAS, Tribal Council desires to clarify the Health and Wellness Center's ("Clinic") policy regarding the transportation of clients; and

WHEREAS, the Tribal Council has reviewed the attached "Health and Wellness Center Transportation of Patients Policy," a copy of which is attached, and has determined that it is consistent with the Tribe's goals for the Clinic.

NOW THEREFORE, BE IT RESOLVED that the Tribal Council hereby approves the attached "Health and Wellness Center Transportation of Patients Policy" and authorizes the Chairman or his designee to execute any and all documents and agreements necessary as may be required to give effect to the transaction, herein contemplated, and to take such other actions as may hereby be necessary and appropriate to carry out the obligations thereunder.

BE IT FURTHER RESOLVED that this resolution will take effect immediately.

CERTIFICATION

As a duly-elected official of the Shingle Springs Band of Miwok Indians, I do hereby certify that, at a meeting duly called, noticed, and convened on the 20th day of October, 2016 at which time a quorum of 7 was present, this resolution was duly adopted by a vote of 7 FOR, 0 AGAINST, 0 ABSTAINED, and said resolution has not been rescinded or amended in any form.

Chairperson

October 20, 2016

Date

ATTEST:

Secretary

October 20, 2016

Date



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Health and Wellness Center Transportation of Patients Policy


- I. Purpose:
To clarify clinic policy regarding the transportation of clients.
- II. Scope:
All clinic departments
- III. Exceptions:
None
- IV. POLICY:
 - A. Transportation services are available, on a limited basis, for eligible Native Americans, who lack other means of transportation.
 1. Non-Natives who are members of a Native American household are eligible for transportation services.
 2. All other non-Natives are ineligible for transportation, unless specifically approved, in writing, by the Clinic Manager.
 3. "Other means of transportation" include the availability of friends, relatives or public transportation.
 - B. Individuals requesting transportation must be registered patients of the Shingle Springs Health and Wellness Center and sign the Transportation Waiver within one year of transportation.
 1. Only patients may ride in the vehicle except in the case of a child care person, individual with an unidentified need, or children or minor siblings of the patient.
 - C. Services will be available for authorized users for transportation to:
 1. Medical, dental or behavioral health appointments.
 2. Apply for an alternate resource like Medi-Cal or food stamps.
 3. Any medical or dental appointment that occurs because of a referral from Shingle Springs Health and Wellness Center.

- D. Preference in scheduling transportation will be given to patients with appointments at Shingle Springs Health and Wellness Center or those who have been referred to a private provider. Scheduling is done on a first come, first serve basis.
- E. Children under the age of 18 and individuals who are confused or have problems with locomotion must be accompanied by a parent, guardian or other responsible adult.
 - 1. No person under 18 years of age will be transported without a parent or guardian.
- F. Transportation is a privilege. Riders must conform to passenger rules while riding in the vehicles.
 - 1. Smoking is prohibited.
 - 2. Seatbelts must be used.
 - 3. Child safety seats must be used if the child is under 8 years old. It is the parent or guardian's responsibility to make sure a child safety seat accompanies the child. If one is not available, the parent or guardian must contact the Clinic Manager prior to the appointment to request that the transporter to have one available that is appropriate for the age, weight and height of the child. Parents or guardians shall be responsible for installing all car seats in accordance with state standards.
 - 4. Individuals who are under the influence of drugs and alcohol will be denied transportation.
- G. Individuals requesting transportation must be able to get themselves in and out of the van without any assistance from the driver. If a patient is unable to do so, a family member or other able individual must accompany the patient and assist them with entering and exiting the van. The driver will not be able to transfer patients to and from the vehicle.
- H. Individuals who are verbally or physically abusive to the driver or other passengers will be denied transportation services.
 - 1. First offense equals a one year suspension.
 - 2. Second offense equals a two year suspension.
 - 3. Third offense equals a permanent denial of transportation services.
- I. It is the patient's responsibility to be on time for scheduled transportation service. The driver will wait 15 minutes before proceeding on to his/her next scheduled pick up. It is the patient's responsibility to notify the Clinic Manager if he or she does not need transportation services on any given day. Twenty four (24) hour notice is preferred but a minimum of two (2) hours notice is required if a scheduled transportation appointment is to be cancelled.

1. First offense equals an oral warning.
 2. Second offense equals a written warning.
 3. Third offense equals transportation services to be denied for a period not less than six months but no more than a year.
- J. It is the patient's responsibility to request transportation within at least 48 hours of a scheduled appointment when transportation is needed.
1. The request for transportation needs to be made to the Clinic Manager at (530) 387-4969.
 2. The Clinic Manager or Front Office Manager will then determine if the driver is available at that time and call the requesting person back to confirm.
 3. Transportation is scheduled on a first come, first served basis.
 4. All scheduling will go through the Clinic Manager and a schedule will be given to the Transporter.
- K. Transportation services will be cancelled when road conditions are unsafe in the opinion of the Clinic Manager. Patients will be notified as soon as possible after the decision to cancel transportation has been made.
- L. Shingle Springs Rancheria vehicles shall be parked and locked at the Shingle Springs Health and Wellness Center on the Rancheria in an area identified by the Tribal Chairman or Tribal Administrator.
1. Access to the vehicle keys and credit cards shall be limited to the Transporter and Clinic Manager. All keys and credit cards shall daily be checked in and out by the Transporter with the Clinic Manager and remain at the Clinic during non-transportation hours.


CERTIFICATION

As a duly-elected official of the Shingle Springs Band of Miwok Indians, I do hereby certify that, at a meeting duly called, noticed, and convened on the 20th day of October 2016 at which time a quorum of 7 was present, this Policy was duly adopted by a vote of 7FOR, AGAINST, ABSTAINED, and said Policy has not been rescinded or amended in any form.



 Tribal Chairperson

 October 20, 2016
 Date

ATTEST:


 Tribal Secretary

 October 20, 2016
 Date