



INSURED HEALTH & HEARING SERVICES IN-TERRITORY TRANSPORTATION POLICY	
<b>Section: In-Territory Transportation Policy</b> (Medical Travel Program)	<b>Policy #:</b> MT010
<b>Date Issued:</b> December 2020	<b>Review Date:</b> December 2021 (Review as needed.)
<b>Legislative Authority:</b> <ul style="list-style-type: none"> <li>• Yukon Travel for Medical Treatment Act (and Regulations)</li> <li>• Yukon Health Care Insurance Plan Act</li> <li>• Yukon Health Information and Privacy Management Act (HIPMA)</li> <li>• Yukon Temporary Absence from Yukon policy</li> <li>• Canada Health Act (and Regulations)</li> </ul>	

## DEFINITIONS

**Authorized practitioner:** a physician, nurse practitioner or primary health nurse in charge as authorized to make referrals for medical travel.

**Chief Medical Officer of Health:** the person appointed by the Commissioner in Executive Council as the Chief Medical Officer of Health for Yukon and includes the Chief Medical Officer of Health’s authorized deputy.

**Director:** the director of the Yukon Health Care Insurance Plan.

**Eligible individuals:** a person who is eligible for and entitled to insured health services as defined in the *Yukon Health Care Insurance Plan Act*.

**Eligible individual - Exceptions:** those clients and their families who are insured through an Act of Parliament (i.e. Status First Nations, members of the Armed Forces, RCMP, Canada Post, Parks Canada, Federal Public Service and Yukon Workers’ Compensation Health and Safety Board (WCB) applicants) are not eligible for travel for medical treatment as defined in the *Yukon Health Care Insurance Plan Act*. These individuals are covered by their own medical travel benefits.

**Emergency travel:** travel necessitated by a medical emergency.



**Hospital transfer:** medical travel initiated by the discharge of a patient from one hospital and ending with the admission of the same patient in a second hospital.

**IHHS:** the Insured Health and Hearing Services Branch.

**Insured Health services:** those services set out as insured services within the *Health Care Insurance Plan Act* and the *Hospital Insurance Services Act*.

**Medical emergency:** an unforeseen medical condition involving a person's physical or mental health that requires immediate medical intervention.

**Medical travel:** travel originating within Yukon that is required to allow eligible persons access to necessary insured health care services within or outside of Yukon.

**Non-Emergency service:** medical service that is required for the well-being of a patient, but is not considered a medical emergency.

**Non-resident:** a person who does not normally reside in Yukon.

**Scheduled airfare:** the actual airfare paid for a flight. Airfare bookings are based on the most cost-effective and medically appropriate options available for a patient.

**Subsidy:** the annually set amount meant to assist with the cost of meal, accommodations, and other expenses incurred while on Medical Travel.

**Travel escort:** a person approved to accompany an eligible person on medical travel pursuant to the *Medical Travel Escorts Policy* (MT007).

**YHCIP:** the Yukon Health Care Insurance Plan.

**Yukon resident:** a person who is lawfully entitled to be in Canada, ordinarily resides in Yukon, has a valid Yukon health care card and makes the territory his/her/their home. (Resident status does not apply to a tourist, transient or visitor to the Yukon.)



## ELIGIBILITY

- This policy covers: eligible individuals insured under the *Travel for Medical Treatment Act* (and Regulations) and the *Yukon Health Care Insurance Plan Act* who are pre-approved to travel by air or land inside and/or outside of Yukon to receive medically necessary treatment not available in their community; as well as their required and approved medical travel escorts.

## POLICY

### **Process Overview:**

- All non-emergency medical travel **within Yukon** must be certified by an authorized practitioner and approved by the Medical Travel Office in advance of processing.
- The authorized practitioner generates a **Medical Travel Application** for in-territory travel on behalf of the patient (and a travel escort if applicable) for review by the Medical Officer of Health.
- Individuals who are approved for travel by private vehicle within the territory are entitled to a mileage reimbursement of 30 cents per kilometer based upon the approved community reimbursement rates (see below) as designated by Insured Health Services.
- Any patient flights will be selected based on the most cost effective and medically appropriate air travel in relation to the patient's medical treatment and/or medical appointments.
- For subsidy payment, the eligible individual must submit a completed **Medical Travel Subsidy** Form clearly indicating the individual's departure and return dates from home community and verifying that medical services were received. The individual has one calendar year to submit this form to Insured Health and Hearing Services.
- Any additional days that a patient and approved escort are out of the territory and not on medical travel status are considered personal days, and therefore traveller's insurance is strongly recommended.



## Policy Specifics

### Travel Interruptions:

- If medical travel is interrupted due to unforeseen circumstances on pre-approved scheduled days, eligible Yukon individuals and escorts are entitled to additional subsidies for each calendar day delayed.
- Clients are responsible for contacting the Insured Health Medical Travel office to advise of the reason travel was interrupted or delayed.

### Roundtrip Travel to/from Communities

- If patient has been medevaced from home community to Whitehorse for medical treatment, and requires an escort to travel in to assist them home to their community via road, round-trip mileage will be paid to the escort.
- If the eligible Yukon individual hires one-way transportation from Whitehorse to home community, one-way mileage will be reimbursed.

### Mileage versus Flying

- Where bus transport is available and reasonable in the circumstances, bus transport may be authorized and reimbursement shall be equal to the cost of return bus fare.
- If the cost of airfare is equivalent or very close to the cost of driving, the patient shall be given the choice to drive or fly.
- If the cost of airfare is significantly more than driving, the patient and approved escort will be expected to drive from their community to Whitehorse. If they opt to fly, they will be responsible for the cost of the flight, and will be reimbursed the equivalent cost of mileage.

### Booking and Changing Flights

- All air travel is booked on the most appropriate flights available within the date range, taking into consideration the costs to the patient, escort, and Government of Yukon.
- Any changes to issued tickets will only be covered by the Medical Travel Program when the Medical Travel Unit receives notification by telephone or in writing from a social worker, hospital or clinic staff advising that an extension of a patient's stay is medically necessary.
- Changes to airfare for personal reasons will be the responsibility of, and at the expense of, the patient.



**Exceptions/Exclusions:**

- Medical travel originating outside of Yukon is not eligible within this policy.

**Travel Escorts:**

- All requests for a travel escort must be authorized by a health-care professional and approved by the Medical Travel Unit.
- Reference: **Medical Travel Escorts Policy** (#MT007)

**Medical Travel Amount:**

Approved in territory mileage reimbursement rates are as follows:

<b>Community</b>	<b>Total Round trip Mileage Reimbursement</b>	<b>Kilometers One Way</b>
Beaver Creek	\$274.20	457
Burwash Landing	\$171.00	285
Carcross	\$44.40	74
Carmacks	\$105.00	175
Contact Creek	\$317.40	529
Dawson	\$321.60	536
Destruction Bay	\$159.00	265
Eagle Plains	\$516.60	861
Elsa	\$271.20	452
Faro	\$213.60	356
Haines Junction	\$94.80	158
Keno	\$280.20	467
Mayo	\$244.20	407
Pelly Crossing	\$169.20	282
Ross River	\$244.20	407
Swift River	\$177.60	296
Watson Lake	\$273.00	455
Tagish	\$67.20	112
Teslin	\$109.80	183



## Payment of Travel Mileage Amount:

- The travel mileage amount will be paid on a 'per vehicle' basis.
- This means if one or more patients and travel escorts are in the same vehicle travelling to their approved medical appointment, the mileage amount will be paid to only one person (either the patient or escort).

## Subsidy Schedule:

- For one-day appointments: the subsidy is based on the below guideline for travel from the home community:
  - **One-day subsidy:** Travel distance less than 200 km
  - **Two-day subsidy :** Travel distance greater than 200 km
  - **Three-day subsidy:** Travel distance greater than 500 km
- Only insured outpatient services are eligible for subsidy.
- Patients who are admitted to a Yukon hospital do not qualify for the subsidy while an inpatient.
- When a minor is an inpatient, only the approved escort is eligible for subsidy while the patient is admitted.

## Appeals:

- Appeals are to be sent in writing to the Director of Insured Health and Hearing Services for review. Letters should be addressed as follows:

**Director, Insured Health and Hearing Services (H-2)**  
Department of Health and Social Services  
Box 2703  
Whitehorse, YT Y1A 2C6

## Questions:

- Eligible Yukon individuals may direct any questions concerning this policy to the Manager, Medical Travel. Contact information is as follows:

**Email:** [medicaltravel@gov.yk.ca](mailto:medicaltravel@gov.yk.ca)  
**Phone:** 867-667-5203 or 867-667-5233



**Mail:** Medical Travel  
Health Services, H-2  
Box 2703  
Whitehorse, Yukon Y1A 2C6

## FORMS

- **Medical Travel Subsidy** form is to be completed by the patient and submitted to the Medical Travel Office

## NOTES

- All requirements of the Acts and Regulations governing Yukon Health Care Insurance remain in effect.
- All decisions regarding interpretation will be referred to the Director of Insured Health and Hearing Services.

**APPROVED BY:** Marguerite Fenske  
Marguerite Fenske, A/ Director  
Insured Health and Hearing Services

**Date:** December 15, 2020