

# **PASSENGER**

## **Out and About Encinitas**

### *Senior Passenger Rules and Procedures*

#### **ELIGIBILITY**

- Encinitas resident living in the 92024 or 92007 zip code, who are 50 +, with limited or no other means of transportation. (Please note that eligibility does not constitute rides.)
- Completed letter of understanding, volunteer driver and senior participant application with the Senior Center Manager's approval signature on file with the City of Encinitas Senior Center.
- If you do not have a volunteer driver, the Encinitas Senior Center will make every attempt to secure one for you.

#### **SIGN UP**

- You must make travel arrangements with your volunteer driver.
- You may sign up for rides covering up to 100 miles per month.
- Please give your volunteer driver at least one day notice or more if deemed necessary by volunteer driver.
- Boundaries include all of Encinitas/Cardiff. You may also travel to Carlsbad and Solana Beach, to the following approved destinations: libraries, medical facilities, grocery stores, pharmacies, and government agencies. You will also be permitted to travel to San Diego to an accredited medical facility.
- All information about your driver is to be kept confidential.

#### **DONATION**

- Your driver is not authorized to accept donations. The City reimburses the driver for miles traveled.
- General donations are gladly accepted at the senior center.

#### **PICKUP**

- Discuss pick up location with your driver when scheduling your travel arrangements.

#### **DEPARTURE**

- If you are not at the designated departure site on time, you will be responsible for finding your own ride home. (City bus or taxi cab at your expense.)

#### **CANCELLATIONS**

- If you must cancel, please call the driver preferably 24 hours in advance. Not notifying the driver may be grounds for discontinuing future participation in the Out and About Program.

#### **ADDITIONAL RULES**

- Seat belts must be properly worn at all times.
- The City of Encinitas and the Encinitas Senior Center are not responsible for items lost, stolen, or missing during your travel.
- The Encinitas Senior Center reserves the right to make changes to the number of miles allowed per participant. Rides may be cancelled at anytime. The program may be cancelled at any time.

**Passenger Form**  
**Out and About Encinitas**  
**Mileage Reimbursement Program (MRP)**

**Passenger's Name:** \_\_\_\_\_ **Birthdate:** \_\_\_/\_\_\_/\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**Phone :** \_\_\_\_\_

**Volunteer Driver's**

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Volunteer Driver's Address:** \_\_\_\_\_

**Local Emergency Contact** \_\_\_\_\_ **Phone:** \_\_\_\_

**Nearest relative NOT living with you:**

**Name:** \_\_\_\_\_ **Relationship:** \_\_\_\_\_ **Phone:** \_\_\_\_

**Address:** \_\_\_\_\_ **City/State/Zip:** \_\_\_\_\_

**Physician:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Location:** \_\_\_\_\_

**Insurance Provider:**

\_\_\_\_\_

**Diagnosed Illnesses**

\_\_\_\_\_

**Please complete the following information:**

1. Are you able to drive? YES \_\_\_\_\_ NO \_\_\_\_\_
2. Do you live alone? YES \_\_\_\_\_ NO \_\_\_\_\_ If no, list # of people in residence. \_\_\_\_
3. Can anyone in your home drive for you? YES \_\_\_\_\_ NO \_\_\_\_\_
4. Are you eligible or currently enrolled in the LIFT (ADA) program? YES \_\_\_NO\_\_  
\*For more information, or to apply for LIFT, please call 726-1111
5. Reasons why you cannot use public or other transportation:
6. How did you find out about our transportation program?

Passenger Form  
**Out and About Encinitas**  
**Mileage Reimbursement Program (MRP)**  
**TERMS AND CONDITIONS**

*Terms and Conditions*

1. I verify that I am an Encinitas resident in the 92024 and 92007 zip code.
2. I verify that I am 50 years of age or older.
3. I understand that all appointments or special arrangements will be made between the Driver and myself.
4. I understand that all information about my driver is confidential.

The information that I have provided is true and accurate to the best of my knowledge. I authorize representatives to contact persons whom I have listed on this application, or to make other inquiries as necessary to verify the information that I have provided. I, the undersigned, understand and agree to follow the above conditions for participation in the transportation program. I, myself, and anyone entitled to act on my behalf, waive and release the City of Encinitas, its elected officials, officers, agents, employees, and volunteers from any and all claims of liabilities of any kind arising from my participation in the program.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Christie Goodsell, Senior Center Manager

Declined: \_\_\_\_\_ Date: \_\_\_\_\_

Reason: \_\_\_\_\_

**Passenger Form**  
**Mileage Reimbursement Program (MRP)**  
***Senior Passenger Letter of Understanding/Service Agreement***

- Out and About Encinitas (MRP) is designed to reimburse volunteer drivers for driving eligible senior citizens to where they need to go within designated boundaries.
- In order to receive the services of the volunteer driver, you are required to read, sign and agree to abide by the following rules.
- Tipping is NOT allowed.
- Out and About mileage program reimburses the driver's mileage.
- I Understand that the Volunteer Driver does Not get paid for his/her time spent.
- I Understand that they Volunteer to Only drive.
- I am responsible for entering and exiting the volunteer driver's vehicle on my own, without assistance from the Driver. I Understand that they are Not Caregivers and Not Personal Attendants and I will be considerate of the time that they *donate*.
- I Will do my best to combine as many errands into one trip as possible so that the driver may be available to help others as well.
- I Will be sure to inform my driver about my errand destinations ahead of time, and will supply the driver with pertinent information such as: pick up time, directions, return time, and phone number.
- I Will be aware of their calling notice and hours of availability.
- I Understand that calls after 5pm or same day notice to drivers are not allowed unless your driver has made special arrangements with you.
- If I am unable to keep my reservation for transportation, I will notify my volunteer driver as soon as possible.
- I Understand that all information about my driver be kept confidential.