

### ITP Service Record (Trip Log/Claim Reimbursement Form 3103)

<b>Client Name:</b>	<b>Client Telephone:</b> (    )	<b>Client Medicaid:</b>
<b>ITP Name:</b>	<b>ITP Telephone:</b> (    )	<b>ITP Driver's License #</b>

<b>Trip #1</b>			
<b>From:</b>	<b>To:</b>	<b>Miles:</b>	<b>Amount:</b>
<b>From:</b>	<b>To:</b>	<b>Miles:</b>	<b>Amount:</b>
<b>Authorization Number:</b>	<b>Appointment Date/Time:</b>	<b>Total Miles:</b>	<b>Total Amount:</b>
<b>Health Care Provider NPI:</b>	<b>Health Care Provider Telephone:</b> (    )	<b>Health Care Provider Name:</b>	
<b>I certify that this patient was seen for a Medicaid/CSHCN covered health-care service.</b>	<b>Signature &amp; Title of Health-care Provider:</b>		<b>Date Signed:</b>
	▶		

<b>Trip #2</b>			
<b>From:</b>	<b>To:</b>	<b>Miles:</b>	<b>Amount:</b>
<b>From:</b>	<b>To:</b>	<b>Miles:</b>	<b>Amount:</b>
<b>Authorization Number:</b>	<b>Appointment Date/Time:</b>	<b>Total Miles:</b>	<b>Total Amount:</b>
<b>Health Care Provider NPI:</b>	<b>Health Care Provider Telephone:</b> (    )	<b>Health Care Provider Name:</b>	
<b>I certify that this patient was seen for a Medicaid/CSHCN covered health-care service.</b>	<b>Signature &amp; Title of Health-care Provider:</b>		<b>Date Signed:</b>
	▶		

**ITP Drivers:** Please note that the allowable mileage that may be claimed for reimbursement is preprinted on the form.

**AFFIDAVIT:** This is to certify that the foregoing information is true, accurate, and complete. I understand that payment of this claim is from Federal and State funds, and that any falsification, or concealment of a material fact, may be prosecuted under Federal and State laws. I hereby certify that this claim contains no willful misrepresentation or falsification and that the information I have given is true and correct to the best of my knowledge and belief. **I attest that I have complied with all of the provisions of the Individual Transportation Participant Agreement when providing the transportation services for which I am seeking reimbursement.**

\_\_\_\_\_  
Signature of Individual Transportation Participant (ITP)

\_\_\_\_\_  
Date

**All forms must be sent to**  
**A2C ATTN: ITP CLAIMS**  
 9555 W Sam Houston Pkwy S, Suite 500  
 Houston, Texas 77099  
 Fax: 713-747-9453  
 Email: claimsdept@gmr.net  
**Note:** Please retain a copy for your records