



Questions regarding this guidance may be directed to mpassunit@alaska.gov in the Subject Line please note: COVID Guidance

DBH COVID Guidance Document #2.1 – April 23, 2020

Medically Necessary Travel:

In response to Governor Dunleavy's Health Mandate 015 – Services by Health Care Providers, DBH is updating previous guidance on Medically Necessary Travel.

Effective immediately Behavioral Health providers can request travel for services and the request must include a letter of medical necessity and include specific written documentation demonstrating the medical necessity.

Letter of Medical Necessity:

- For Behavioral Health providers the letter of medical necessity must be written by a Mental Health Professional as described in 7 AAC 70.990 (28), which is any master level clinician, licensed or unlicensed.
- The letter must be signed and this includes an electronic signature, and does not require a pen and ink signature.

The letter of medical necessity must include the following information:

- Describe why the service cannot be delayed without significant impact to life, health, livelihood, or quality of the patient's life.
- Details on why the patient's need for the services outweigh risks, both to the patient and the other community members.
- Information as to why the service cannot be provided via telehealth. If not, why?
- Confirmation that the provider has informed the member of the risks of traveling during this time and the patient understands these risks.
- Confirmation that the provider has informed the patient that travel extension unrelated to the patient's reason for medical travel may not be covered.
- For individuals traveling from a community with travel restrictions, the letter must outline the discharge plan and what back-up plans are in place if the community does not allow return travel.

April 23, 2020

Page 2

Submitting the letter of Medical Necessity:

- The letter must be submitted to Conduent along with the travel dates.
- As stated above, in the event, the Mental Health Professional does not have access to a printer or fax machine, the letter must be signed with an electronic signature and securely emailed to and individual within the agency who can then print and fax the letter to Conduent.