Did you know ... 

... that Mileage & PSW Travel Time are not the same thing?

**Mileage** is reimbursement for providing transportation to an I/DD individual(s). It is a service authorized by a CDDP, Brokerage or the CIIS Program for the PSW to provide to an individual(s). The individual being served is with/receiving care from the PSW at time the mileage expense is incurred. Mileage is authorized & reimbursed at a rate of **$0.485 per mile** for miles driven while transporting an individual. (Mileage rate for CIIS PSWs is $0.50 per mile).

**Travel Time** is a payment to the PSW for the time needed to travel between the locations for the individuals they serve in a single day. It is a benefit provided by the PSW collective bargaining agreement for **work-site to work-site commute time** once the PSW has started their work day. There are no individuals with or being served by the PSW during a PSW’s Travel Time. Travel time is paid at a rate of **$14.65 per hour** for the travel time billed for dates 4/1/18 and later. Any travel time paid is counted as “hours worked” by the PSW for their authorized weekly hours limit & PSW overtime calculations.

Additional information & specific instructions on how to enter PSW Travel Time can be found in the below resources on the **eXPRS Help Menu**:

- **How to Create Travel Time Claims** user assistance guide:
  https://apps.dhs.state.or.us/exprsDocs/HowToCreatePSWTravelClaims.pdf

- PSW Travel Time billing demonstration video:
  https://www.youtube.com/watch?v=jE7nff5tm6s