

### Guaranteed Ride Home

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#### Purpose

The purpose of Oregon Health and Science University's Guaranteed Ride Home (GRH) Program is to provide Members that participate in using alternative modes of transportation to OHSU a free ride in the event of an emergency, as defined below.

#### Definitions

**Member** - OHSU Members as defined in the OHSU Code of Conduct

**Non-Member** - Includes patients, patient companions/visitors, and all other persons who are not considered OHSU Members.

**Close Family Member** - A child, sibling, parent, guardian, spouse, or significant other.

**Alternative Mode of Transportation** - A mode of transportation alternative from driving and parking a single occupancy vehicle to work at an OHSU campus. Alternative modes of transportation include walking, biking, public transit, carpool, and vanpool.

#### Procedure

##### Services Methods:

1. Members who have both a [MyCommute](#) account and a [Lyft](#) account may utilize the GRH service through the MyCommute application.
2. Members who do not have either a MyCommute or Lyft account may call T&P during business hours and a ride will be scheduled for the member.
3. After business hours members may call the Department of Public Safety and they will arrange a ride for the member.

#### Eligibility Requirements

All OHSU Members are eligible for the GRH Program if they have

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possession of an OHSU ID badge and have used alternative means of transportation to work on the day that the program is utilized. Members are eligible for a maximum coverage of three \$70 rides per calendar year.

## Authorized Reasons for Use

Members are provided GRH Program rides for the following circumstances:

1. The Member is unable to wait for their normal ride home due to serious illness.
2. A close family member is seriously ill, has been in a serious accident, or has passed away.
3. A serious problem or crisis arises. For example:
  - a. School or daycare notifies the Member that a problem exists that requires immediate attention.
  - b. Damage occurs to home or property that requires immediate attention.
4. The driver of the Member's carpool or vanpool has left the employee without a ride home.
5. Unexpected, unplanned overtime when required by the employer, outside of TriMet's operational hours.

## GRH Boundaries

OHSU may provide GRH rides to members only if the member worksite is within the [TriMet district boundary](#) and the drop-off location is within the [Lyft service coverage](#) area. Additionally, OHSU will cover a maximum of \$70 of the total value of each ride, and a maximum of three rides per calendar year.

Members may be provided GRH rides to locations whose rides exceed the \$70 covered limit but will be responsible for any additional charges incurred.

## Exclusions

GRH Program services are not available when the following conditions arise:

- Pre-planned overtime
- Attending to personal errands

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- Attending to pre-planned medical and dental appointments
- Attending to business-related travel
- A natural disaster or inclement weather
- An on-the-job injury occurs to the Member
- Other uses of the program that may be deemed invalid, as determined by the program administrator

## **Suspected Misuse**

Any suspected misuse should be reported to the Transportation & Parking Department for investigation. Misuse or abuse of the GRH Program is considered fraud and may result in disciplinary action, up to and including termination.

## **Process Management & Inquiries**

Questions should be directed to the Director of Transportation & Parking.