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
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
Facilities & Logistics - Department Procedures

- 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.