Cancer Services
IMPROVING LIFE. EMPOWERING LIVES.
550 Lobdell Avenue
Baton Rouge, LA 70806
Services (225) 927-1329 or 1-800-883-4515
Services Fax (225) 927-1468

For Office Use Only
Date Received:
_____

Mileage Form

Client's Name_____ Client #_____

Address_____

City_____ State_____ Zip_____

Phone_____

- **Mileage Forms MUST be received by the 10th of each month for the previous month's mileage (Example: July Mileage must be turned in by August 10th.)**
  Forms can be mailed, faxed or brought to Cancer Services.
- Financially eligible clients can receive between $50 and $75 toward transportation assistance each month depending on their client level. Cancer Services reimburses at .20 cents per mile and sends reimbursement checks directly to clients.
- Every client is eligible for mileage reimbursement **one time** - regardless of income.
- After the first time, all clients must turn in financial information in order to continue receiving assistance. Ongoing transportation assistance is only provided for trips that occur **after the day that financial information is received by Cancer Services.**
- Transportation assistance is available to clients traveling 20 miles or more round trip for oncology related medical visits – one trip per day.
- Proof of each visit is absolutely necessary in order to receive a reimbursement (printout, receipt or stamp from physician's office on mileage form) indicating date of each visit and location – doctor, clinic, hospital, etc.).
- If reimbursement is for public transportation, receipts from trips must also be provided.
- Processing time is approximately three weeks from the date the request is received by Cancer Services.

Date	Doctor/Hospital	Mileage (round trip)

PLEASE BE SURE TO ATTACH PROOF OF VISITS OR HAVE YOUR DOCTOR'S OFFICE STAMP THIS FORM – Signatures will NOT be used as proof.