Dear Applicant,

Attached is the application form for ADA paratransit services. Please read the directions on the following page carefully before completing the application. Please note: if the application is incomplete, it cannot be processed and will be returned to you for completion.

Within 21 calendar days of the receipt of this completed application, you will be notified by mail regarding your eligibility.

Return the application to:

Union City Paratransit
34650 Seventh St.
Union City, CA 94587

If you have any questions regarding this application, or would like this application in accessible format, please contact the Union City Paratransit office at (510) 675-5373 or CA Relay at (800) 735-2929.

Sincerely,

UNION CITY PARATRANSIT

CITY OF UNION CITY
34009 Alvarado-Niles Rd • Union City • CA • 94587
unioncity.org
Your application will be processed within 21 days after it has been received. The application must be properly completed and you must make yourself available for a second level assessment if requested. A second level assessment could include a telephone interview with you, medical verification, or an in-person interview. The in-person interview may include a functional test to determine your ability to take a public transit trip, such as being capable of walking to a bus stop, reading signs etc.

You will receive notice of your eligibility determination by mail. If you are certified as eligible, you will be eligible to travel throughout the nine-county Bay Area. If you do not agree with the eligibility determination, you have the right to appeal. Information on how to file an appeal will be included with your eligibility notice. If an eligibility determination takes longer than 21 days, you may be given eligibility that allows you to use the paratransit system until a final decision about your eligibility is made. This does not apply if, through inactions on your part, we are unable to complete the processing of your application.

INSTRUCTIONS FOR APPLICANTS

1. Please PRINT OR TYPE full responses to all of the questions on the application form. Your detailed responses and explanations will help us make an appropriate determination. Be sure to respond to ALL questions or your application will be considered incomplete. Incomplete applications will be returned.

2. You are not required to attach additional pages or information. However, you may want to send other documents that you think will help us understand your limitations. All information that you supply will be kept strictly confidential.

3. You must provide SIGNATURES in two places to complete the application:

   • Applicant Certification (Page 8)
   • Authorization to Release Information for an appropriate medical or rehabilitation professional (Page 9)

4. Return the completed application to: 34650 Seventh St., Union City, CA 94587

   For help with the application process or to check on the status of your application call 510-675-5373.

Thank you
Application for ADA Paratransit Service

IMPORTANT INFORMATION FOR APPLICANTS

This packet includes information and forms you need to apply for paratransit eligibility in the San Francisco Bay Area. As part of the requirements of the Americans with Disabilities Act (ADA), paratransit service is provided by all public transportation systems. This special type of public transportation service is limited to persons who are unable to independently use regular public transit, some or all of the time, due to a disability or health related condition.

In order to use ADA paratransit service, you must be certified as eligible. Eligibility is determined on a case-by-case basis. According to ADA regulations, eligibility is strictly limited to those who have specific limitations that prevent them from using accessible public transportation.

Your application may be approved for full eligibility (unconditional) or on a limited basis for some trips only (conditional eligibility). If you are found to be capable of using regular bus and rail transit for all trips, without the help of another person, you will not be eligible for paratransit.

To apply for eligibility you must fully complete the attached application form. We will review your ability to use accessible public transportation. After studying your application, we may need more information. We may need to:

- Contact you by phone
- Schedule a personal interview or a functional evaluation, or
- Consult with your doctor, health professional, or other specialist about your condition and abilities

For:
- Braille,
- Large Print,
- Audio Tape
  Or
- Computer Diskette/ CDR

Call 510-675-5373

Applicants and persons assisting them are encouraged to read the brochure called "Accessible Transportation in the San Francisco Bay Area" before completing the attached form. If you need a brochure call your transit agency. It provides more details about ADA paratransit and the criteria for eligibility.
Please Print

Personal/Contact Information

Name (first, middle, last):

____________________________________________________

Home Address: ________________________________________ Apt. #: ________

City: __________________________________________________ Zip: ________

Mailing Address (if different from home):

______________________________________________________ Apt. #: ________

City: __________________________________________________ Zip: ________

Daytime Phone: (___) ___________ TDD/TTY: (___) ___________

Evening Phone: (___) ___________ Cell Phone: (___) ___________

Birth Date: ___/___/____ □ Female   □ Male

Primary Language (please check): □ English   □ Other (specify)_____

If you need any future written information provided to you in an accessible format, please check which format you prefer:

□ Diskette/CDR   □ Audio tape   □ Braille   □ Large Print

□ Other ________________________________

In case of emergency, whom should we contact?

Name: __________________________________________________

Relationship: __________________________________________

Day Phone: (___) ___________  Eve. Phone: (___) ___________

(Optional) I am also enrolled in one or more of the following programs:
Medicare □  Medi-Cal □
Tell Us About Your Disability / Health Related Condition

Please answer the following questions in detail – your specific answers to the questions will help us in determining your eligibility.

1. Which disability or health related conditions PREVENT you from independently using regular public transit (i.e. BART, bus, streetcar)?

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

2. Briefly explain HOW your condition prevents you from using regular public transit without the help of another person.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

3. When did you first experience the conditions you described above?
   □ 0-1 year ago □ 1 – 5 years ago □ Longer than 5 years

4. Do the conditions you described change from day to day in a way that affects your ability to use public transit?
   □ Yes, good on some days, bad on others. □ No, doesn’t change.
   □ Don’t know.

5. Are the conditions you described:
   □ Permanent □ Temporary □ Don’t Know

   *If temporary, how long do you expect this to continue?*
Tell Us About Your Capabilities and Usual Activities

6. Do you regularly use any of the following mobility aids or specialized equipment? (Check all that apply):
   □ Cane    □ Power Wheelchair    □ Communication Devices
   □ White Cane □ Service Animal      □ Walker
   □ Power Scooter □ Crutches       □ Manual Wheelchair
   □ Leg Braces   □ Portable Oxygen Tank
   □ Other Aid

7. Please check the box that best describes your current living situation:
   □ 24 hour care or Skilled Nursing Facility
   □ Assisted Living Facility
   □ I receive assistance from someone that comes to my home to help with daily living activities
   □ I live with family members or others who help me
   □ I live independently (without the assistance of another person)

8. How many city blocks can you travel with your usual mobility aid and without the help of another person? ____________________

9. Which of the following statements best describes you if you had to wait outside for a ride? (Check only one response):
   □ I could wait by myself for ten to fifteen minutes
   □ I could wait by myself for ten to fifteen minutes only if I had a seat and shelter
   □ I would need someone to wait with me because ____________________

10. Which of the following statements best describes you? (Check only one response):
    □ I have never used regular public transit
    □ I have used regular public transit but not since the onset of my disability
    □ I use regular public transit when ever my health condition allows
Tell Us About Your Travel Needs

11. How do you currently travel to your frequent destinations? (Check all that apply):
   □ Buses  □ Paratransit  □ Drive myself  □ BART
   □ Taxi  □ Ferry  □ Streetcar  □ Someone drives me
   □ Other __________________________

12. Do you travel with the help of another person? (excludes providing transportation)
   □ Always  □ Sometimes  □ Never

   12a. If “always” or “sometimes”, what type of help do they provide?
   __________________________

   __________________________

13. Are you able to get to and from the public transit stop nearest your home?
   □ Yes  □ No  □ Sometimes
   If no or sometimes, explain why:
   __________________________

   __________________________

14. Would you be able to grasp handles or railings, coins or tickets while boarding or exiting a transit vehicle?
   □ Yes  □ No  □ Sometimes  □ Don’t know, never tried it
   If no or sometimes, explain why:
   __________________________

   __________________________

15. Would you be able to maintain balance and tolerate movement of a public transit vehicle when seated?
   □ Yes  □ No  □ Sometimes  □ Don’t know, never tried it
   If no or sometimes, explain why:
   __________________________

   __________________________
16. Would you be able to get on or off a public transit bus if it has either a lift, a ramp, or a kneeler that lowers the front of the bus?
☐ Yes  ☐ No  ☐ Sometimes  ☐ Don’t know, never tried it
*If no or sometimes, explain why:*

________________________________________________________________________
________________________________________________________________________

17. Please add any other information that you would like us to know about your abilities.
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Have you answered all the questions and provided explanations where required?

INCOMPLETE APPLICATIONS WILL BE RETURNED.
Applicant Certification

I certify that the information in this application is true and correct. I understand that knowingly falsifying the information will result in denial of service. I understand all information will be kept confidential, and only the information required to provide the services I request will be disclosed to those who perform the services.

I understand that it may be necessary to contact a professional familiar with my functional abilities to use public transit in order to assist in the determination of eligibility.

Sign here:

Applicant's signature ___________________________ Date __________

Did someone help you in filling out this form?  □ Yes  □ No

If yes, Name: ___________________________ Phone: (____) ____________

Relationship: ___________________________

Please Note: It is your responsibility to notify us if your disability improves enough to change your eligibility status. If your condition improves after you have been determined eligible or we discover you submitted false information, your eligibility could be suspended or you may be asked to re-apply.
Authorization to Release Medical Information

(to be completed by applicant)

I hereby authorize the following licensed professional (doctor, therapist, social worker, etc.) who can verify my disability or health related condition, to release this information to my local public transit agency. This information will be used only to verify my eligibility for paratransit services. I understand that I have the right to receive a copy of this authorization, and that I may revoke it at any time.

Name of Professional who may release my medical information:

________________________________________________________

Address:

________________________________________________________

Medical Record or ID #, if known:

________________________________________________________

Telephone ____________________________________________

Fax ____________________________________________________

Sign here:

Applicant's signature _________________________________ Date _______