



GUARANTEED RIDE HOME

Program Overview

The Regional Guaranteed Ride Home (GRH) Program provides a safety net which allows employees to rideshare to work without the worry of getting stranded at work due to illness, unexpected overtime or other emergency.

GRH ensures that ridesharing employees will be reimbursed (up to two times in a 12-month period) for a taxi ride, rental car or transit fare in the event of a valid emergency.

GRH IS A SERVICE OFFERED EXCLUSIVELY TO EMPLOYEES WHO:

- > Rideshare to work on the day the employee needs an emergency ride home, and
- > Work for a participating company that is currently enrolled in the GRH Program.

HOW DOES GRH WORK?

- > Once an employer enrolls their company, all employees who rideshare to work are eligible for the GRH reimbursement.
- > The employee and Employer Representative choose the most efficient means of transportation to use during a valid emergency. GRH options include using taxi, rental car or transit (public bus, Metro Rail or Metrolink).
- > Either the employer or third party/consultant or the employee will pay for the employee's selected ride.
- > Once the employee provides their employer with a receipt from the service provider, the employer will submit a GRH Reimbursement Claim Form to the GRH office within 30 days of the emergency ride.
- > Upon approval, the GRH office will send the reimbursement check to the appropriate party within 10 working days.

WHAT QUALIFIES AS A VALID GRH EMERGENCY?

- > Personal illness/emergency
- > Unexpected illness/emergency of an immediate family member
- > Carpool/vanpool driver has an emergency or unexpected overtime
- > Employee is required to work unscheduled overtime

WHAT DOES NOT QUALIFY AS A VALID GRH EMERGENCY?

- > Personal errands
- > Non-emergency appointments/meetings/doctor visits
- > Voluntary overtime
- > Public transportation disruptions or delays for any reason
- > Termination/lay-offs
- > A ride to work
- > Business travel
- > Inclement weather
- > Any trip where alternate transportation could be arranged in advance
- > On-the-job injury
- > Mechanical breakdown of carpool or vanpool
- > In place of a loaner/replacement vanpool vehicle
- > If vehicle is towed, impounded, or cannot be accessed because of police activity
- > Being sent home from work early for any reason other than is specified in the rules as a valid GRH emergency

WHAT ARE VALID GRH DESTINATIONS?

- > Home
- > Personal vehicle (if parked at a Park & Ride lot or transit station)
- > Medical facility (not related to an on-the-job injury)
- > Daycare or school
- > Interim stops will also be accepted if they are needed to reach the final emergency destination

FOR MORE INFORMATION, CALL THE GRH PROGRAM AT 866.HOME.555 (866.466.3555).

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