

## How to schedule a RIDE with South Central Transit

<b><u>Phone Numbers</u></b>	<b>618-532-8076</b>	<b>Centralia</b>
	<b>618-242-0202</b>	<b>Mt. Vernon</b>
	<b>800-660-7433</b>	<b>Toll Free</b>

**The following information will be required when calling to schedule your ride;**

- **Passengers first and last name** and please inform the scheduler of the following; any children that will be riding with you, any aide that will be riding with you and any special needs that you may have that we should be aware of such as wheelchair lift assistance, seeing eye animal, oxygen, etc.
- **Address of pick up location**
- **Name and Address of location you want to go to**
- **Time you wished to be picked up** or if appointment please let the scheduler know at the time of the call.

**The same information will be required if a return trip is needed.**

**24 hour advance scheduling notice is preferred for all trips except medical. This will avoid “Same Day Service Fees”**

**A maximum of 2 weeks advanced scheduling is available for your convenience.**

**Scheduling Hours            Monday – Friday            8:00 am – 3:30 pm**

**After dialing, follow the voice prompts as listed below;**

<b><u>FOR SERVICES</u></b>	<b><u>SELECT</u></b>	<b><u>COUNTY</u></b>	<b><u>SELECT</u></b>
<b>Today</b>	<b>2</b>	<b>Marion or Washington</b>	<b>2</b>
		<b>Jefferson</b>	<b>3</b>
		<b>Franklin or Perry</b>	<b>4</b>
		<b>Clinton</b>	<b>5</b>
<b>Future</b>	<b>3</b>	<b>Marion or Washington</b>	<b>2</b>
		<b>Jefferson</b>	<b>3</b>
		<b>Franklin or Perry</b>	<b>4</b>
		<b>Clinton</b>	<b>5</b>
<b>Medicaid (Public Aid)</b>	<b>4</b>	<b>Marion or Washington</b>	<b>2</b>
		<b>Jefferson</b>	<b>3</b>

<b>First Transit Prior Approval number needed for scheduling</b>		<b>Franklin or Perry</b>	<b>2</b>
		<b>Clinton</b>	<b>2</b>
<b>Directory</b>	<b>5</b>	<b>First three letters of the last name</b>	
<b>Assistance</b>	<b>0</b>		