BUS GUIDELINE REVIEW

WELCOME TO THE BOROUGH OF LEONIA'S SENIOR & DISABLED TRANSPORTATION SERVICE. DOOR-TO-DOOR BUS SERVICE IS FOR LEONIA RESIDENTS ONLY WHO ARE AT LEAST 60 YEARS OLD OR 18 YEARS OR OLDER AND ON MEDICARE DISABILILTY. THERE IS NO CHARGE FOR THIS SERVICE WHICH IS ADMINISTERED BY THE SENIOR COORDINATOR UNDER THE AUSPICES OF THE LEONIA RECREATION COMMISSION.

NO PERSON OR PERSONS SHALL BE DISCRIMINATED AGAINST ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN OR LEP LIMITED ENGLISH PROFICIENCY) UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED. 'NOTICE TO BENEFICIARIES' TO COMPLY WITH TITLE VI REQUIREMENTS IS AVAILABLE ON THE BOROUGH OF LEONIA WEBSITE, BOROUGH HALL AND RECREATION CENTER OFFICES AND POSTED IN SENIOR BUS.

FOR LEONIA BUS RESERVATIONS, call (201) 302-9667 AND LEAVE YOUR MESSAGE. PLEASE SPECIFY THE DATE YOU ARE CALLING ABOUT BEFORE GIVING US YOUR NAME AND ALL OTHER PERTINENT INFORMATION. MOST IMPORTANT, PLEASE SPEAK SLOWLY AND DIRECTLY INTO THE TELEPHONE.

WHEN CALLING FOR SHOP RITE PICK-UP, PLEASE SPECIFY WHICH TIME YOU ARE CALLING FOR: 8:45 A.M. OR 10:15 A.M. SHOPPING TIME – 1-1/2 HOURS. PLEASE LIMIT YOUR SHOPPING TO NO MORE THAN FOUR BAGS.

WHEN CALLING FOR MEDICAL APPOINTMENTS. PLEASE LEAVE YOUR NAME, ADDRESS, TELEPHONE NUMBER, DOCTOR'S NAME, ADDRESS, TELEPHONE NUMBER, AND TIME OF YOUR APPOINTMENT. ON TUESDAYS, PLEASE SCHEDULE YOUR APPOINTMENTS NO LATER THAN 12 NOON SO THAT JAIME IS ABLE TO PICK YOU AFTER YOUR APPOINTMENT. MEDICAL RETURN PICK-UPS MUST BE COMPLETED BY 1:30 P.M. WHILE JAIME IS DRIVING. ON THURSDAYS WHEN CARMEY IS DRIVING, RETURN PICK-UPS MUST BE COMPLETED BY 2 P.M. UNLESS PRIOR ARRANGEMENTS ARE MADE.

ONLY THOSE RESIDENTS WHO HAVE SUBMITTED A REGISTRATION FORM WILL BE PERMITTED TO USE THE BUS. IF YOU HAVE NOT SUBMITTED A FORM AS YET, PLEASE DO SO AS SOON AS POSSIBLE. PLEASE BE READY AT LEAST 20 MINUTES BEFORE YOUR SCHEDULED PICK-UP TIME. REQUESTS FOR BUS APPOINTMENTS ARE ON A FIRST-COME, FIRST-SERVED BASIS AND MUST BE CALLED IN ONE WEEK IN ADVANCE. WE WILL DO OUR BEST TO HONOR ANY LAST-MINUTE REQUESTS. YOU WILL ONLY GET A CALL-BACK IN THE EVENT WE ARE UNABLE TO ACCOMMODATE YOUR REQUEST. ALSO, LET US KNOW OF ANY SPECIAL NEEDS, SUCH AS WHEELCHAIR ACCESSIBILITY WHEN YOU CALL. PARTICIPANTS NEEDING ASSISTANCE GETTING ON AND OFF THE BUS MUST BE ACCOMPANIED BY A FAMILY MEMBER, NEIGHBOR OR AIDE. PARTICIPANTS USING A WHEEL CHAIR (OTHER THAN A MOTORIZED WHEELCHAIR) MUST BE ACCOMPANIED BY A FAMILY MEMBER, NEIGHBOR OR AIDE TO ASSIST THEM.

BUS PICK-UP RESERVATIONS CAN BE MADE BY CALLING AND LEAVING A MESSAGE ON (201) 302-9667, WHICH THE DRIVER WILL PICK UP PRIOR TO STARTING HIS ROUTE EACH DAY. IN THE EVENT YOU CANNOT GET THROUGH ON THE BUS RESERVATION LINE, PLEASE CALL THE SENIOR COORDINATOR'S NUMBER (201) 302-9660. IF YOU ARE GOING TO REHABILITATION THERAPY FOR A NUMBER OF WEEKS, PLEASE HAVE THE REHAB CENTER FAX YOUR APPOINTMENT SCHEDULE TO (201) 302-9885.

SINCE THE MASTER LISTS FOR ALL TRIP RESERVATIONS ARE IN MY OFFICE, WE REQUEST THAT YOU CALL THE BUS LINE AT (201) 302-9667 TO MAKE ALL RESERVATIONS. DO NOT TELL THE DRIVER AS YOU LEAVE THE BUS. PLEASE BE SURE TO CALL THE BUS CELL PHONE (551) 486-4589 TO CANCEL SHOULD YOUR PLANS CHANGE AT THE LAST MINUTE.

WE WILL ATTEMPT TO PROVIDE BUS SERVICE FOR ANY MANY LEONIANS AS WE CAN. HOWEVER, PLEASE KEEP IN MIND THAT THIS BUS SERVICE IS NOT AN EMERGENCY SERVICE NOR IS IT A PRIVATE TAXI SERVICE. THE BOROUGH OF LEONIA RESERVES THE RIGHT TO ALTER THESE GUIDELINES OR AMEND ANY COURTESY BUS SCHEDULES AS DEEMED NECESSARY. FOR FURTHER INFORMATION OR SPECIAL NEEDS, CALL MARION CASSIDY AT (201) 302-9660. SHOULD WE BE UNABLE TO ACCOMMODATE YOUR REQUEST, PLEASE CALL BERGEN COUNTY TRANSPORTATION AT (201) 368-5955. THE COUNTY REQUESTS TWO WEEKS' NOTICE FOR BUS SERVICE.