

# Commute Options Training – SAFE-Ride Home

## Voiceover Script and Notes

Slide 1:



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Slide 2:



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What is SAFE-Ride?

Slide 3:



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SAFE-Ride stands for State Agency Free Emergency Ride. This program is provided by Washington State Department of Transportation, also known as WSDOT. SAFE-Ride is provided to state worksites at no charge.

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SAFE-Ride is your smart commuting insurance policy. If you take a smart commute to work and have an emergency, the SAFE-Ride program will cover your taxi ride to your destination.

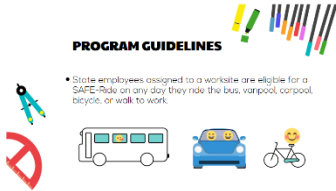
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### Program Guidelines

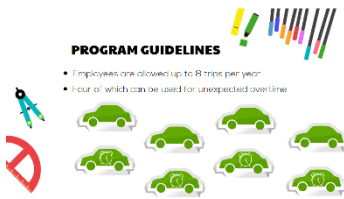
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State employees assigned to a worksite are eligible for a SAFE-Ride. You are eligible on any day you ride the bus, vanpool, carpool, bicycle or walk to work.

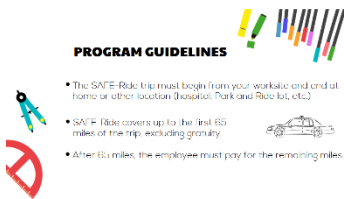
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Employees are allowed up to 8 trips per year, 4 of which can be used for unexpected overtime.

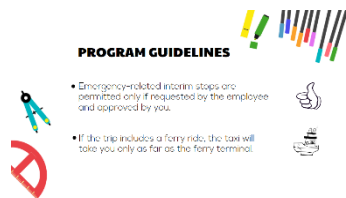
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- SAFE-Ride trips must begin at work and end at home or another location, such as a hospital, Park and Ride, daycare, etc.
- SAFE-Ride covers up to the first 65 miles and does not cover gratuity.
- After 65 miles, the employee must pay for the remaining cost.

Slide 9:



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- Emergency related interim stops are permitted only if requested by the employee and approved by you.
- If the trip includes a ferry ride, the taxi will take you only as far as the ferry terminal.

Slide 10:



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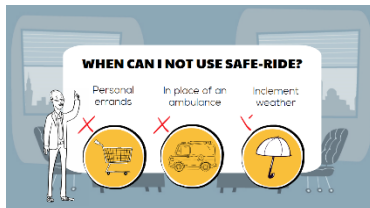
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You can use SAFE-Ride for personal or family illnesses, unexpected overtime or due to missing your normal ride home.

Slide 11:



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You cannot use SAFE-Ride to run errands, replace an ambulance trip or because of inclement weather.

Slide 12:



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How to use SAFE-Ride

Slide 13:

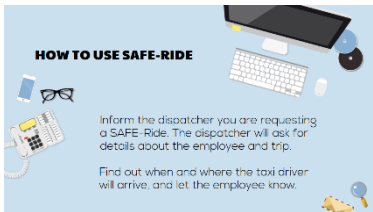


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If an employee took a smart trip to work and has an emergency, they should come to you to arrange a ride home.

If you approve the trip you will call the local taxi company, Wolley Dispatch, at 253 589 1000.

Slide 14:

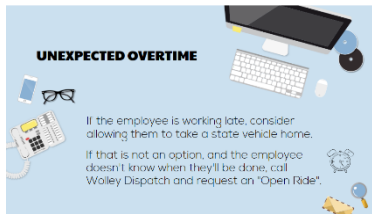


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Inform the dispatcher you are requesting a SAFE-Ride. The dispatcher will ask for details about the employee and trip.

Find out when and where the taxi driver will arrive, and let the employee know.

Slide 15:



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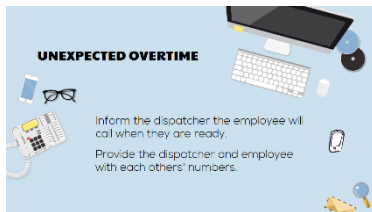
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If the employee is working late, consider allowing them to take a state vehicle home.

If that is not an option, and the employee doesn't know when they'll be done, call Wolley Dispatch and request an "Open Ride".

Slide 16:



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Slide 17:



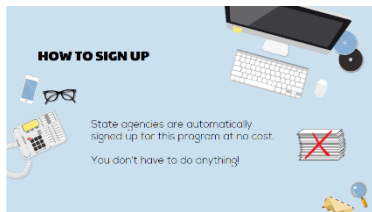
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Slide 18:



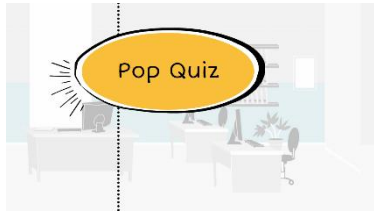
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Slide 19:



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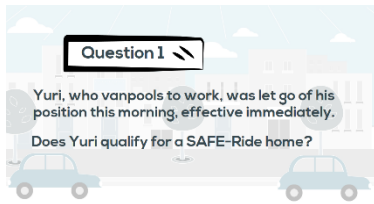
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Slide 20:



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Slide 21:



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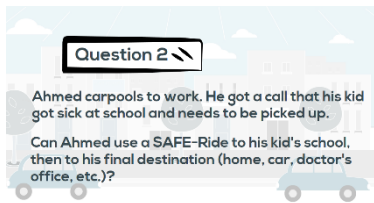
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Slide 22:



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Slide 23:



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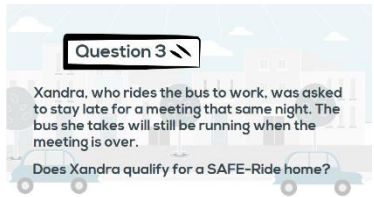
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Slide 24:



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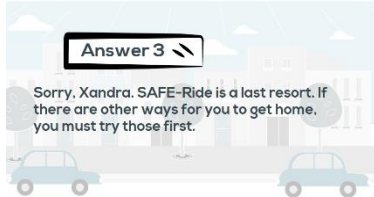
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Slide 25:



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Slide 26:



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Slide 27-29: Questions, Contact, Completion form

Music