MURRAY EDWARDS COLLEGE

MEDICAL TAXI SCHEME

Introduction
Murray Edwards College runs a medical taxi scheme for the benefit of students in college accommodation: the main site in Huntingdon Road or the houses owned or rented by the college which are managed and let to Murray Edwards College students. The aim of the scheme is to provide transport support in the event of unforeseen medical circumstances affecting students. It is funded out of contributions charged to students on their college bills.

Funding of the Scheme
The scheme is funded out of a separately identified charge each term and the amount is noted on the summary of rental charges agreed each year with the MCR and JCR and made available on the college website.

The scheme is not intended to make money for the college nor to subsidise students. From year to year there may be surpluses or deficits on the taxi scheme account, but it is intended that over time it should break even, in common with any self-insurance arrangement. The college retains absolute discretion on the amount to be charged termly for the scheme.

Purpose of the Scheme
The scheme is run as a “self-insurance” scheme and provides support in the event of unforeseen matters which could affect anybody without fault on the part of the user. Principally these are medical matters.

It is not possible to list every situation when use of the medical taxi scheme would be appropriate, nor incidents where use of the medical taxi scheme would be inappropriate. However, the following list indicates the sorts of things which would, or would not be covered. Similar qualifying circumstances can be inferred.

Covered:
Medical emergency requiring transport to A&E
Transport to lectures/exams following incapacity as a result of accident or illness
Return to College after becoming ill at lecture
Return to College if rapid transport required following purse or handbag being stolen

Not covered:
Incapacity as a result of excess alcohol
Not having enough cash to cover the non-emergency taxi fare

Use of the Scheme
In the first instance, the student should speak to the college nurse or tutor who will then decide whether to authorise the student to take a taxi. The student should then speak to the porters who will order taxis from Panther Taxis where the college has an account (see below for process).
In the absence of the nurse or appropriate tutorial staff, use of the scheme is at the discretion of the porters. The student is then required to report the matter to the nurse or tutorial office who will confirm to the porters whether the scheme should be charged for the use. If use is not authorised in this way, the taxi will be charged to the student’s own account, not to the scheme.

In the case of likely long-term use, reconfirmation with the college nurse is required after two weeks’ use.

Dockets for on-account use of the taxi company are held at Porters’ Lodge. Any authorising individual (nurse, senior tutor, other tutor) must email the porters to instruct the issue of the docket. The Porters maintain a register of doockets so issued including the name of the student, the name of the authorising individual and their department. Invoices for Panther will be authorised by reference to the register.

**Related Matters – Emergency Taxi Loan**

In certain instances there may be occasions where students require transport for unforeseen circumstances which are self-inflicted. For example, incapacity related to alcohol consumption, careless loss of handbag or purse, or taxi surcharges. In these incidences the fund may be drawn upon to cover an unforeseen cash need, but only on the basis of a loan which is to be repaid to the taxi fund at the Porters’ Lodge within 24 hours and if not, applied to student bills with a 10% administration charge.

Availability of the fund on this basis is entirely at the discretion of the Porters. Repeated calls by particular individuals may be refused.

**Review**

The scheme will be reviewed each year and the college reserves the right to withdraw the scheme or change its terms.

In the meantime any questions in connection with the running of the scheme should be addressed to the Senior Tutor or the Bursar.

RG Gardiner, Bursar
29th November 2013