

Medical Certification Updates:

Effective January 31, 2015, Texas began the downgrading procedure for all Commercial Driver License (CDL) holders who have not self-certified or have not provided a valid medical examiner certificate in accordance with 49 CFR §383.73. The Driver License System (DLS) will automatically downgrade the driver's CDL to a class C driver license (DL).

After the downgrade is complete only DL's that meet the following criteria will be produced and mailed to the driver:

- The record status = **Eligible (not suspended, revoked, canceled or disqualified)**
- The DL card is **not** expired

Texas has established a business rule for the upgrade of CDL's that were solely downgraded for Medical Certification as follows:

A CDL that was solely downgraded to a DL for failure to provide Medical Certification may be upgraded back to the previous CDL status (including restrictions and endorsements) without knowledge and skills testing provided the following:

- The record status must be **Eligible**
- The DL is **not** expired as indicated on the expiration date of the downgraded DL
- The driver must meet all CDL requirements and provide valid Medical Certification or certify to an Excepted status
- Applicable transaction fees will apply

If the downgraded **DL has expired** OR the CDL holder has voluntarily downgraded to a DL the applicant must meet the following criteria, in order to upgrade back to a CDL:

- The record status must be **Eligible**
- Meet all CDL requirements
- Provide Medical Certification or certify to an Excepted status
- Take and pass all required CDL knowledge and skills/driving testing
- Pay applicable transaction fees

If the downgraded CDL (now DL) is valid (not expired) and the driver can provide "**proof**" the medical cert/Excepted status was delivered to DPS prior to the downgrade notice:

- The record status must be **Eligible**
- The DL is **not** expired as indicated on the expiration date of the downgraded DL
- The driver must meet all CDL requirements and provide Medical Certification or certify to an Excepted status
- DPS will waive the applicable transaction fees

If a driver paid the applicable fee and "**proof**" of the medical cert/excepted status was delivered to DPS prior to the downgrade notice, a request for reimbursement may be submitted to Marylisa Garcia-Lopez, CDL Coordinator, to review / approve a refund:

- E-mail: marylisa.garcia-lopez@dps.texas.gov
- Email subject line: Refund MedCert
- Attach the DPS receipt showing the applicable transaction fees the driver paid along with documented "**proof**" of medical certification/excepted status was sent/received by DPS prior to the downgrade notice.
- Marylisa will reply with an approved or denied refund response

Medical Status Change

A driver may change medical certification status at any time by visiting their local DPS DL office. DL office personnel will have the applicable CDL certification documents.

Medical Certificate Renewal Notifications

Drivers certifying to a Non-Excepted medical status are required to submit a valid medical certificate to DLD. A 60- day and 30- day medical certification renewal notice is provided to the driver prior to the expiration date of the medical certificate on file. Its imperative DLD receives a valid medical certificate; otherwise, the CDL is subject to be downgraded.

Incomplete Medical Certificates

Ensure medical certificates being submitted (if applicable) are correct. DLD has identified common errors seen on medical certificates.

- No doctor signature
- No doctor information
- No driver signature
- No National Registry number when required
- No Issue date
- No Expiration date
- Expired medical certificates

Note: Incomplete/invalid medical certificates are returned to the driver's address of record. It is imperative drivers respond to correspondences received from DPS requiring further action.

Motor Vehicle Record Checks

A Type 4 School Bus Driver Record should be requested for school districts to verify a driver's self-cert status.

Texas Commercial Driver License Self Certification Affidavit (CDL-7) Elimination

The CDL-7 form was used during the enrollment of medical certification. The use of the CDL-7 will be phased out by the end of this year as this information has been incorporated into the revised CDL forms. DL personnel will certify the drivers at the DL office:

- Texas Commercial Driver License Application Interstate Driver Certification (CDL-4)
- Texas Commercial Driver License Application Intrastate Driver Certification (CDL-5)
- Certification of Physical Exemption 49 CFR Part 391/390 (CDL-10)

Note: Most school districts are familiar with the CDL-10 as the majority of the school bus drivers have chosen to claim this exemption. Of course, the CDL will have a restriction imposed limiting the use of the CDL to "School Bus ONLY".

The CDL-10 has school bus drivers (contract school bus drivers & independent school district bus drivers) under Box 1. A notation in bold print underneath Box 1 states a current medical examiner's certificate is not required to be presented for the issuance or renewal of your CDL. The bottom of the CDL-10 form has a legend describing the different type of restrictions you could see on a CDL.

Driving Skills Test – English ONLY

CDL applicants are required to demonstrate the ability to converse in English, without the use of an interpreter, prior to the issuance of the CDL. Provided is additional information in reference to Driving/Skills test for CDL applicants.



Skills_EngSP.pdf

DL office concerns

School districts have expressed concerns with discrepancies at their local DPS office. DLD has been made aware of these occurrences. Regardless of the subject matter, you may send your comments and/or concerns to Marylisa Garcia-Lopez, HQ CDL Coordinator. She is asking for CDL #s so that she may identify the DL office/DL employee and provide your concerns to the DL office leadership team.

She may be reached via e-mail at Marylisa.Garcia-Lopez@dps.texas.gov.

TAPT Conference

I have asked the Austin headquarters CDL Coordinator to attend the annual TAPT conference and speak on behalf of the Driver License Division.