

Louisiana Department of Public Safety and Corrections

OFFICE OF MOTOR VEHICLES

March 14, 2013



To: Medical Examiners

RE: Federal Motor Carrier Safety Administration Requirements Regarding the National Registry of Certified Examiners

The Federal Motor Carrier Safety Administration (FMCSA) has developed the National Registry of Certified Medical Examiners as part of the agency's commitment to enhancing the medical oversight of interstate drivers, and preventing commercial vehicle-related crashes, injuries and fatalities. The National Registry of Certified Medical Examiners (National Registry) is a Federal program that establishes requirements for healthcare professionals that perform physical examinations for those individuals who operate commercial motor vehicles.

All healthcare professionals whose scope of practice authorizes them to perform physical examinations, as defined by the state in which they practice, and issue medical certificates for commercial motor vehicle (CMV) drivers as required by Section 391.41 of the Federal Motor Carrier Safety Regulations (FMCSRs) must be certified and listed on FMCSA's National Registry by **May 21, 2014**. This program impacts medical examiners that need to obtain certification in order to continue issuing medical certificates for CMV drivers.

To become certified as a ME, you must complete the necessary training and pass the certification requirements as set forth in Section 390.101 through 390.115 of the Federal Motor Carrier Safety Regulations (FMCSRs). In order to take the certification test, you must first register through the National Registry website and receive a unique identification number. You will provide your unique identification number to the testing organization that you select from the list of approved testing organizations on the National Registry website. CMV drivers must use MEs listed on the National Registry to obtain a medical certificate beginning **May 21, 2014**. Medical certificates issued prior to this date are valid until the expiration date.

Medical Examiners can register by following the below:

- Visit the National Registry website at <http://nrcme.fmcsa.dot.gov>
- Click Access the National Registry System
- Click Register to Become Certified

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After an examiner is certified to be on the National Registry, the examiner must:

- Apply the qualification standards consistently and uniformly during the examination of drivers.
- Complete and transmit to FMCSA once every calendar month the following information about each CMV driver examined during the previous month: name, date of birth, driver's license number and State, date of examination, an indication of the examination outcome (for example, medically qualified), whether interstate/intrastate driver only, and date of driver medical certification expiration.
- If the ME does not conduct any exams during any given month, he/she must submit that information. (Data will be submitted electronically via a secure FMCSA National Registry website.)

MEs also have to comply with the following administrative requirements as of May 21, 2014:

- Submit Form MCSA-5850 for each driver examined electronically every month via the National Registry website. If no exams were performed during the month, that must also be reported;
- Retain original completed Medical Examination Reports for all drivers examined and a copy or electronic version of the driver's medical examiner's certificate for at least 3 years from the date of the examination;
- Submit to periodic audits;
- Provide FMCSA with medical examination report forms and other documents as requested;
- Continue to be licensed, registered, or certified in accordance with the applicable State laws and regulations of each State in which you perform examinations with a scope of practice that includes performing physical examinations;
- Submit any changes in the application information to FMCSA within 30 days of the change;
- Report to FMCSA any information related to any termination, suspension, or withdrawal of your license, registration, or certificate under State law; and
- Maintain documentation of State licensing, registration, or certification and completion of all required training.

The National Registry website is accessible to carriers, drivers, enforcement officials and the general public. To find a certified ME, visit the National Registry website at <http://nrcme.fmcsa.dot.gov> and conduct a basic or advanced search by:

- City and State
- ZIP Code
- Name of ME
- Business Name
- Employer Name
- Medical Profession
- National Registry ID #

