



# CDL HOLDERS AND THE MEDICAL CERTIFICATION PROCESS

THE LATEST NEWS AND UPDATES FROM THE  
KANSAS DEPARTMENT OF REVENUE



# BUT FIRST, A LITTLE BACKGROUND.....

As you may or may not know, effective January 30, 2012 Federal regulations require that all CDL holders fill out and submit a medical self certification form which indicates the type of driving they will be performing.

There are four categories a driver may select:

Category 1, Non-Excepted Interstate Driving

Category 2, Excepted Interstate Driving

Category 3, Non-Excepted Intrastate Driving

Category 4, Excepted Intrastate Driving





# WHAT'S THE DIFFERENCE?

(A very brief explanation of each category)

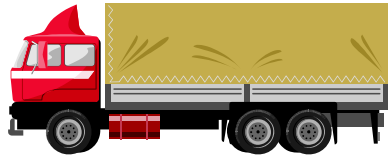


Drivers involved in Category 1 and Category 2 driving will be driving across state boundaries.

Drivers who select Category 1 or 3 still have to carry a copy of their DOT card, but only Category 1 drivers need to submit a copy of it to the state

Category 2 drivers are typically going to be government/public employees, i.e. State, County, or Municipal drivers, bus drivers, emergency personnel operating large vehicles.

Category 3 and 4 drivers are restricted to driving within the boundaries of the State. This restriction is notated on their Commercial Driver License.



Effective January 30, 2014 Federal regulations require each State Driver Licensing Agency (SDLA) to include medical self certification information on each commercially licensed driver's record, and the states must be able to transmit this information thru the Commercial Driver Licensing Information System (CDLIS).

After January 30, 2014 the SDLA's have 15 days from the time they receive a copy of the driver's new DOT card to update the driver's record for all drivers who select Category 1. Those drivers will only need to carry their DOT card for 15 days after they provide a copy of it to their SDLA

# HERE IS AN EXAMPLE OF WHAT THE MED. SELF CERT. FORM LOOKS LIKE

## Kansas Commercial Driver's License Holder – Medical Self Certification

Effective: January 30, 2012

The Kansas Division of Vehicles is collecting CDL applicants' Medical Self Certification as Part of the CDL as required by Federal Motor Carrier Safety Regulations, 49 CFR Part 383, 384, 390 & 391. This certification will be scanned and indexed to the driver's record, but will not be added to the driver's MVR until the Division migrates to its new Motor Vehicle System in 2012.

### (Part A)

Name of Driver: (Print Clearly) (Last, First, Middle, Suffix) Smith, Joe Bob

Date of Birth: (Month) January (Day) 1 (Year) 1950

Kansas Driver's License or Commercial License Number: K00-12-3456

Today's Date: (Month) September (Day) 25 (Year) 2013

Note: Only Class A, B, or C applicants that check the first self-certification box below must submit a copy of their valid medical certification card. (Kansas does not require the medical certification long form). All Commercial Class A, B, or C applicants must submit this self certification upon original application, renewal, upgrade or transfer of a Kansas commercial driver's license.

The Driver's License Agency is not responsible for determining a driver's self certification classification; that is the sole responsibility of the driver. For a guide to determining your certification, refer to the Kansas CDL Driver Manual, check with your local Driver's License office, or go online at: ksrevenue.org

### (Part B)

I certify my commercial transportation is: (Check only one of the following categories that apply to you).

☐ Category 1. Interstate, and I am both subject to and meet 49 CFR Part 391. (Copy of DOT medical card and this certification must be submitted to the State Driver's License Agency) (Complete reverse side of this form).

☐ Category 2. Interstate, but operating exclusively in transportation or operations excepted under 49 CFR 390.3(f), 391.2, 391.68, or 398.3. (Only this certification must be submitted to the State Driver's License Agency).

☒ Category 3. Intrastate, and I am both subject to and meet State driver medical qualification requirements. (Requires driver to carry medical card; however, only this certification must be submitted to the State Driver's License Agency). (Requires Intrastate only "K" restriction on CDL credential)

☐ Category 4. Intrastate, but operating exclusively in transportation or operations excepted from all or part of the State driver qualification requirements. (Only this certification must be submitted to the State Driver's License Agency). (Requires Intrastate only "K" restriction on CDL credential)

Driver's Signature (Required) Joe Bob Smith Date (mm/dd/yy) 9/25/13

Daytime Phone w/Area Code: 785-555-1111

Email address: Joe.Bob.Smith@email.com

[CDL MedCert1 iss. 01/2012]

## Kansas Commercial Driver's License Holder – Medical Self Certification

Effective: January 30, 2012

(Part C) (For Drivers Certifying to Category #1 only---Interstate & Subject to Medical Qualification Requirements)

Copy of Medical Card must be attached or provided to the State Driver's License Agency for Retention

### Medical Examiner Information

1) Susie Q. Jones  
Name of Medical Examiner: (Print Clearly) (Last, First, Middle, Suffix)

2) 01-23456  
Medical Examiner's License Number and/or Registry Number

3) 785-555-2222 4) 9/20/13  
Medical Examiner's Phone number Date of Medical Examination (DD/MM/YY)

5) Medical Examiner's Specialty (Circle one). MD DO Chiropractor Physician Assistant Advance Practice Nurse

6) 9/21/13 7) 9/22/13  
Medical Certificate (Card) Issue Date Medical Certificate (Card) Expiration Date

Restrictions (Check all that apply) (Number 2, 3, 4 & 5, Require Medical Variance Restriction "V" on CDL Credential)

☒ Corrective Lenses

☐ Accompanied Waiver/Exemption  
Waiver Effective Date (mm/dd/yy) Waiver Expiration Date (mm/dd/yy)

☐ Qualified Under CFR 391.64

☐ Driving Exempt 49 CFR 391.62

☐ Accompanied by a SPE  
SPE Effective Date (mm/dd/yy) SPE Expiration Date (mm/dd/yy)

☐ Hearing Aid

Driver's Signature Joe Bob Smith Date (mm/dd/yy) 9/25/13

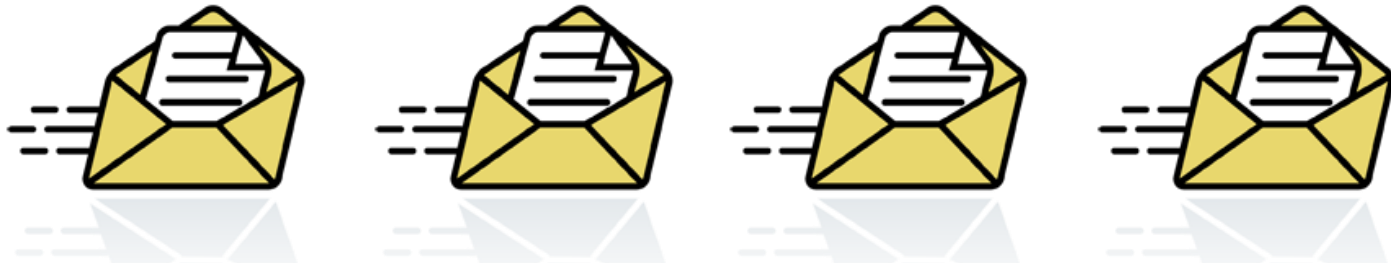
Driver's Printed Name Joe Bob Smith Date of Birth (mm/dd/yy) 1/1/1950

# WHAT STEPS IS KANSAS TAKING TO COMPLY?

K.D.O.R. IT staff are currently testing system modifications and updates with AAMVA.

After testing is complete all of the self certifications we have in our database will be uploaded to driver's files so it can be transmitted thru CDLIS.

The Department of Revenue will send out correspondence to the remaining CDL holders who we do not have any self certification information for after the upload is complete.



**WE ARE RIGHT ON TRACK!**

**All Indications so far suggest  
that Kansas will be able to  
complete all the steps  
necessary for compliance by  
the January 30, 2014  
deadline**



# MAKING IT EASIER FOR DRIVERS TO CERTIFY

In the past the only place to take your self certification form was to the exam stations.  
In an effort to make the process more convenient for our drivers we now have several different methods that they may use to submit their forms.

Medical Self Certification forms may be mailed in

to: Driver Licensing  
Docking State Office Building  
Attn: Medical Cert  
P.O. Box 2188  
Topeka, KS 66601-2128

Medical Self Certification forms may be faxed to:.

**785-296-5859**

Medical Self Certification forms may be submitted online through the Kansas Department of Revenue website at [ksrevenue.org](http://ksrevenue.org). Look for the VEHICLES tab.





Kansas Department of Revenue Home Page - Windows Internet Explorer

http://www.ksrevenue.org/index.html

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Kansas Department of Revenue Home Page

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**Kansas**  
Department of Revenue

Did you know?  
If you are due a federal income tax refund, you only have three years to file and claim it. Please click here to find out more!  
Go!

Welcome to the Kansas Department of Revenue's website. How can we help you today?

**Personal Tax**  
From here you can find information on [filing your personal taxes online](#), links to online [tax forms](#) such as the [K-40 instructions](#), [K-40 tax form](#) and [Schedule S](#), [tutorials on filing taxes online](#) and how to [check your refund status](#). See [more personal tax options here](#).

**Business Tax**  
From this section you can [find information on registering a business](#), [paying your business related taxes online](#), [video tutorials on E-Services](#) the department provides, [liquor information](#), [destination-based sales tax and web services](#), and answers to other business related questions. See [more business tax options here](#).

**Vehicles...**  
From here you can [get in line for your driver's license](#), [order a copy of your driving record](#), [change your address](#) and find the location and information on [driver's license stations throughout the state](#). See [more vehicle options here](#).

**Up to the Minute:**

Search Website

**FILE YOUR TAXES ONLINE**

Popular Items Quick Links

- Individual income tax forms
- Check your refund online
- Free Tax Preparation Help
- Tax Asset Seizure Auction Information
- Bingo forms
- Driver's license status check
- Frequently asked questions

Error on page.

Locate and move your cursor to the Vehicles tab

A drop down box will appear

Click on the CDL Medical Self-Certification link on the very bottom to go directly to the web application to submit the form and DOT card

Or click on Vehicles tab to go to Vehicles page

Under Commercial Driver's License section of the Vehicles page look for Medical Certification links

There is a link for the paper form

There is another link to submit the form online

Kansas Department of Revenue - Your Vehicle

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### Your Vehicle

Get online to get inline at the Driver's License office!

Reserve your spot online for the offices of Andover, Manhattan, Mission, Olathe, Topeka, and Wichita!

Visit [www.ksrevenue.org/qless.html](http://www.ksrevenue.org/qless.html) to get started!

**Contact the Division of Vehicles**

- Driver Control
- Driver's License
- Commercial Motor Vehicle Office
- Titles and Registration

**Just Moved to Kansas?**

- Transferring your driver's license
- Transferring your vehicle title/registration

**Tutorials**

- Dealer Web Portal Video Tutorials

**Commercial Driver's License (CDL)**

- 2012 CDL Legislative Changes - SB 334, Military Skills Test Waiver - **Effective July 1, 2012**
- Kansas Military CDL Skills Test Waiver Program
- Commercial Handbook
- Frequently Asked Questions
- Commercial Driver's License (CDL)
- Medical Certification Requirements for Commercial Driver's License (CDL) Holders
- Medical Certification Form (Paper Application)
- Medical Self-Certification (Online Application)
- Reciprocity Agreements
- Requirements for a Hazardous Material Endorsement

**DMV Modernization Project**

- DMV Project Website

Search Website

**FILE YOUR TAXES ONLINE**

**Related items...**

- ★ Driver's license fees
- ★ Renew tags online
- ★ Driver's license station locations
- ★ Revocations / Suspensions
- ★ Frequently asked questions
- ★ DMV Modernization Project
- ★ Policy Library

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This page includes the mailing address to submit the completed form

The page for the paper application also includes a link to the form so it can be printed off

The process for submitting the Medical Self Certification form online is very easy and simple

All of the fields are required to be filled in to be submitted

Fill in all of the fields, select the radio button for which category to choose, and click the Next button

Kansas Department of Revenue - Drivers License Address Change - Windows Internet Explorer

https://www.kdor.org/dl/KCDLCertificate.aspx

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Favorites Suggested Sites Web Slice Gallery

Kansas Department of Revenue - Drivers License Add...

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First name	<input type="text"/>
Middle initial	<input type="text"/>
Last name	<input type="text"/>
Suffix	<input type="text"/>
Birthdate	<input type="text"/>
Kansas driver's license or commercial license number with no dashes or spaces.	<input type="text"/>

☐ Category 1. Interstate, and I am both subject to and meet 49 CFR Part 391. A copy of DOT medical card and this certification must be submitted to the state driver licensing agency.

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Phone number	<input type="text"/>
Email	<input type="text"/>

[Next](#) [Cancel](#)

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Signature  ☐ By checking I certify this as a legal and binding signature


If you are unable to upload your DOT medical card please fax to 1-785-296-5859.

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The next page is a signature page

For those required to submit a copy of their DOT card it will also allow you the option to attach a copy

Attachments must be in a PDF format!!!

The very last page is a confirmation page. This page is for you to print so you have verification that you have submitted your Medical Self Certification form correctly

Congratulations, you have successfully submitted your form!

