



U.S. Department of Transportation
Federal Motor Carrier Safety Administration

DRUG & ALCOHOL CLEARINGHOUSE

Coming
January 6, 2020

FOR C/TPAs

- ✓ Record
- ✓ Consent
- ✓ Query
- ✓ Safety



What is the FMCSA Commercial Driver's License Drug and Alcohol Clearinghouse?

A secure, online database that will give employers and other authorized users real-time information about commercial driver's license (CDL) and commercial learner's permit (CLP) holders' drug and alcohol program violations.

The Clearinghouse will improve safety on our Nation's roadways by giving employers and their service agents access to information they need to make informed safety decisions about which employees must be removed from safety-sensitive functions, including operating a commercial motor vehicle (CMV).



FALL 2019

Registration Opens

- Create your user account
- Visit the Clearinghouse Learning Center



JANUARY 6, 2020

Implementation Date

- Mandatory reporting begins
- Both electronic queries and manual inquiries required



JANUARY 6, 2023

3 Years of Clearinghouse Data

- Only electronic queries required



Why register this fall?

Registering before January 6, 2020 is the first step in ensuring you and your company will be ready when the Clearinghouse is operational.

Once you are registered, you can take the following actions in the Clearinghouse prior to implementation:

- **Connect with your clients.** Your client(s) who employ CDL or CLP drivers must designate you as their consortium/ third-party administrator (C/TPA) in the Clearinghouse and assign you permission to report violations, report return-to-duty (RTD) test results, and/or conduct queries on their behalf. If you do not receive this request from your client(s), encourage them to register and send you one.
- **Invite Assistants.** Send invitations to other employees who will access the Clearinghouse on your behalf, allowing them to register as part of your company.
- **Check your clients' query balance.** Your clients will need to purchase a query plan before you can conduct queries on their behalf. Encourage your client(s) to purchase their query plan prior to January 6, 2020 to avoid any unnecessary delays in conducting queries.

Questions?

Email clearinghouse@dot.gov

How will C/TPAs use the Clearinghouse?

Beginning January 6, 2020, you may complete the following actions in the Clearinghouse on behalf of your client(s):

- **Report drug and alcohol violations.** This will include alcohol test results with a concentration of .04 or greater, refusals to take an alcohol or drug test, as well as actual knowledge of a violation.
- Employers or their C/TPAs will also report negative RTD results and successful completion of follow-up testing.
- The information above must be reported by the close of the third business day after the employer or C/TPA is informed.
- **Conduct queries** to check if prospective employees are prohibited from performing safety-sensitive functions, such as operating CMVs, due to an unresolved drug and alcohol program violation.
- All current employees must be queried at least annually. All queries require driver consent.
- Until January 6, 2023, conduct both electronic queries in the Clearinghouse and manual, offline inquiries to previous employers for pre-employment driver investigations.



How will others use the Clearinghouse?

ACTION	TIMEFRAME
<p>Providing Consent Drivers will be required to log into the Clearinghouse and provide electronic consent before a current or prospective employer can conduct a full query of the driver's Clearinghouse record.</p>	<p>No specific timeframe for consenting to pre-employment or ad hoc full queries.</p> <p>If a limited query returns that records were found, a full query must be conducted on the driver within 24 hours, or the driver must be removed from safety-sensitive functions.</p>
<p>Reporting Violations Medical review officers (MROs) will be required to report verified positive, adulterated, or substituted controlled substances test results, as well as refusals to take a drug test.</p>	<p>Within two business days of the verification or determination.</p> <p>Within one business day of making any change to the results report, MRO must report that changed result.</p>
<p>Reporting on RTD Progress Substance abuse professionals (SAPs) will be required to report to the Clearinghouse when the initial assessment is completed and when the driver is determined to be eligible for RTD testing.</p>	<p>By the close of the business day following the date of the initial assessment.</p> <p>By the close of the business day following the determination the driver is eligible for RTD testing.</p>

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<https://clearinghouse.fmcsa.dot.gov>