

DRUG & ALCOHOL CLEARINGHOUSE

Check-In Webinar
November 2022



Presenters

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Office of Safety, FMCSA
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Office of Safety, FMCSA
- Clearinghouse
Technical Team

Roll Call

- Use the chat pod to tell us your name, role, and State



Agenda

1 CONNECTING TO THE CLEARINGHOUSE

- IT and Staffing Considerations for “Direct Connect” Method

2 EDUCATION AND OUTREACH

- Learn about existing education materials
- Discuss what additional materials you would find helpful

3 STATE REPORT-OUT

- Updates on Clearinghouse-II implementation progress

4 Q&A

Connecting to the Clearinghouse

Reminder: Clearinghouse-II SDLA Requirements

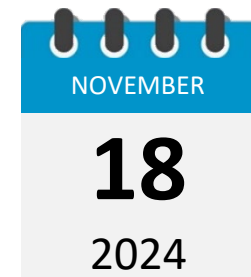
Mandatory CDL Downgrade

- Initiate process to remove CLP or CDL privilege **when notified by FMCSA of a driver's prohibited status** in the Clearinghouse
- Terminate CLP/CDL privilege removal **process if notified by FMCSA that a driver's status changed to "not prohibited"**
 - If CLP/CDL privilege removal was completed, reinstate CLP/CLP privilege
- If **notified by FMCSA that a driver's prohibited status was due to erroneous entry**, reinstate as soon as possible and expunge driving record

Non-Issuance

- **Query Clearinghouse** prior to commercial licensing transaction
- Deny commercial licensing transaction if Clearinghouse query shows driver in a prohibited status
- Commercial licensing transaction = issuing, renewing, transferring, or upgrading a CDL or issuing, renewing, or upgrading a CLP

No later than



“Direct Connect” Data Exchange Options

SDLA must **query** the Clearinghouse prior to issuing, renewing, transferring, or upgrading a CDL or CLP

SDLA will **receive notification** of a driver’s prohibited status (or change to not prohibited)

Query Methods

1. REST service (pull)
2. Web interface (pull)
(log in to Clearinghouse website)

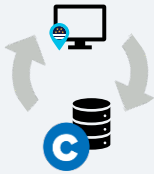

Notification Methods

1. Machine-to-machine (push)
2. Machine-read email* (push)
3. Person-read email* (push)
4. REST service (pull, frequency TBD)
5. Web interface (pull, frequency TBD)


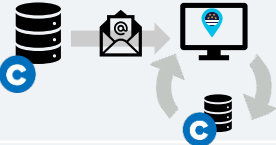
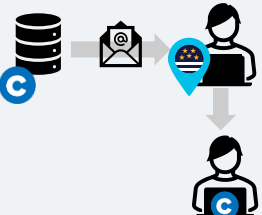
**Pull/query also needed to obtain full driver data*

States may also choose to work with AAMVA

IT and Staffing Considerations (continued)

Pull/Query Method	IT Setup	Staffing
<p>REST Service</p> 	<p>Setup needed:</p> <ul style="list-style-type: none"> • Requires modifications to SDLA IT system • Must grant FMCSA access to State system • Requires ISA 	<p>Manual, potentially automated/integrated:</p> <ul style="list-style-type: none"> • SLDA users use their State IT system to initiate query, view driver data • If integrated, no “new system training” needed
<p>Web Interface</p> 	<p>No setup needed, no ISA required</p>	<p>Manual only:</p> <ul style="list-style-type: none"> • Visit Clearinghouse website and log in to initiate query, view driver data • Any SLDA Clearinghouse user must request an FMCSA Portal account • Some training needed (educational guides available)

IT and Staffing Considerations (continued)

Method	IT Setup	Staffing
<p>Machine-to-Machine</p> 	<p>Setup needed:</p> <ul style="list-style-type: none"> • Requires modifications to SDLA IT system • Must grant FMCSA access to State system • Requires ISA 	<p>Automated:</p> <ul style="list-style-type: none"> • All relevant driver data automatically appears in State IT system • If integrated, no “new system” training needed
<p>Machine-read email (with REST service)</p> 	<p>Setup needed:</p> <ul style="list-style-type: none"> • Requires modifications to SDLA IT system • No need to grant FMCSA access to State system (but pull required) • Requires ISA 	<p>Automated:</p> <ul style="list-style-type: none"> • All relevant driver data automatically appears in State IT system • If integrated, no “new system” training needed
<p>Person-read email (with web interface)</p> 	<p>No setup required, no ISA required</p> <ul style="list-style-type: none"> • State will provide email address(es) to receive notifications 	<p>Manual:</p> <ul style="list-style-type: none"> • Clearinghouse login needed for each notification • Any SDLA user must request an FMCSA Portal account • Some training needed (educational guides available)

Which methods work best for your State?

- **How many connection methods does an SDLA need to select?**

It depends on your State's need. SDLAs can mix and match methods as needed. You can employ more than one method simultaneously, or you can adopt a short-term approach that you eventually phase out with a long-term approach.

- **Can I do both “direct connect” and work with AAMVA?**

Yes. You can work with AAMVA and still opt to use a direct connect method, such as logging in to the web interface or making use of the REST service.

Example Scenario #1

- State criteria:
 - Completes few CDL counter transactions per day
 - Anticipates few notifications from FMCSA per week
 - CDL transactions handled by 2-4 SDLA staff members
- Possible State solutions:
 - Query: Log in to web interface
 - Notification: Person-read email + web interface

Example Scenario #2

- State criteria:
 - Completes many CDL counter transactions per day, also allows online CDL transactions
 - Anticipates many notifications from FMCSA per day
 - Large number of SDLA staff handling CDL transactions
 - Upgrading IT system in 2024, don't want to make changes until then
- Possible State solutions:
 - Query: REST Service integrated with State IT system; system automates Clearinghouse query before completing online transactions
 - Notification: Machine-read email + REST Service until 2024; then integrate machine-to-machine method when IT system is upgraded

Resources for Connecting to the Clearinghouse

Connect to the Clearinghouse

States have the option to establish a direct connection between their State IT system and the Clearinghouse. The guide below provides the information States will need to set up this connection.

- Download the [Clearinghouse Web Development Handbook v1.2](#)
- Download the [Open API Spec](#)
- **COMING SOON:** Interconnection Security Agreement (ISA), which will be required for connecting State IT systems with the Clearinghouse.

Note: This handbook is currently in draft form. We encourage States to send their feedback for consideration in future versions. If you have questions or comments, please send them to [the Clearinghouse Team](#).

States also have the option to use an AAMVA-provided service to establish this connection.

<https://clearinghouse.fmcsa.dot.gov/Resource/Page/SDLA-Resources>

- Contact AAMVA for more details on CDLIS-based solution (specifications coming August 2023).
 - Apti Morada: amorada@aamva.org (primary contact)
 - Rajesh Dharmarajan: rdharmarajan@aamva.org
- States are encouraged to apply for CDL Program Implementation (CDLPI) grant funding to cover costs associated with implementing the DACH II requirements.

Education and Outreach

FMCSA Outreach and Education

- Clearinghouse website, Learning Center, and FAQs
- Email blasts to 46,500+ subscribers
- Social media posts
- Paid online advertising
- Association outreach
- Event outreach

State Outreach: What materials would be helpful?

Driver Education

- FAQs/talking points to help address driver questions
- Driver handout on Clearinghouse-II implications, return-to-duty process

Web-based Outreach

- Standard messages for websites
- Sample social media posts
- Web graphics for websites/newsletters/social media

SDLA Locations

- Posters to hang on wall
- Ads for digital signage

State Association Outreach

- Outreach PPT template
- Sample newsletter articles

What materials are available today?

- Visit the SDLA Resources Page
 - Slides from SDLA check-in webinars
 - Technical materials on “direct connect” methods
 - Instructions on requesting FMCSA Portal accounts
 - **New:** SDLA Compliance Factsheet
 - **Coming Soon:**
 - Countdown to Clearinghouse-II checklist
 - Job aid on using Clearinghouse web interface

DRUG & ALCOHOL CLEARINGHOUSE

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SDLA RESOURCES

The resources below have been developed to provide State Driver Licensing Agencies (SDLAs) with the information needed to meet with the requirements established by the Clearinghouse-II final rule.

Countdown to Clearinghouse-II

Download the materials below to learn more about the steps SDLAs need to take to prepare for the Clearinghouse-II compliance date, November 18, 2024.

- SDLA Clearinghouse Compliance Factsheet
- Countdown to Clearinghouse-II for SDLAs (COMING SOON)

SDLA Check-in Webinars

Use the links below to download PDF versions of the presentations from previous check-in webinars.

- August 2022 : Overview of the “direct connect” methods for querying the Clearinghouse and receiving notifications from FMCSA. Screenshots of the SDLA logged-in view of the Clearinghouse.
- April 2022 : Wrap-up of the Entry-Level Driver Training implementation. Overview of the SDLA requirements in the Clearinghouse-II final rule.

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Request FMCSA Portal Account

SDLA staff members who use visit the Clearinghouse website and log in to query driver information will need an FMCSA Portal account with the “DACH - General Query” user role.

- To learn how to request a Portal account, download the SDLA Portal job aid.
- Already have a Portal account? To learn how to request the “DACH - General Query” user role, download the SDLA Clearinghouse Portal User Role job aid.

Using the Clearinghouse

Download the educational guide below for step-by-step instructions on how to use the SDLA logged-in section of the Clearinghouse (web interface).

- Using the Clearinghouse for SDLAs (COMING SOON)

<https://clearinghouse.fmcsa.dot.gov/Resource/Page/SDLA-Resources>

State Report-Out

Countdown to Clearinghouse-II

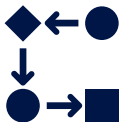
What should States do now to prepare for November 18, 2024?



Obtain legislative authority to enforce Clearinghouse regulations in your State



Select IT connectivity method(s)



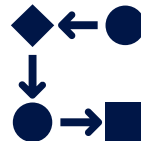
Apply for CDLPI grant funding to cover system upgrades



Plan updates to office procedures and start thinking about a training plan for all staff who will implement these procedures

State Report-Out

- What has your State done so far?
- What does your State plan to do next?
- What obstacles/roadblocks does your State anticipate?
- What can FMCSA do to support your State?



Q&A

- Enter your questions in the chat pod or unmute
- If we don't get to all the questions today, we will follow up with you directly



Resources

Where can I learn more about the Clearinghouse-II final rule?



■ Visit

- SDLA Resources:
<https://clearinghouse.fmcsa.dot.gov/Resource/Page/SDLA-Resources>
- Drug and Alcohol Clearinghouse:
<https://clearinghouse.fmcsa.dot.gov/>



■ Contact

- Clearinghouse Team: clearinghouse@dot.gov
- <https://clearinghouse.fmcsa.dot.gov/Contact>