

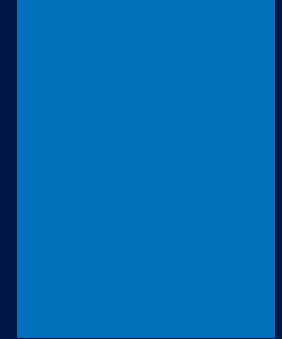
# Drug and Alcohol Clearinghouse

## How to Connect State IT Systems to the Drug and Alcohol Clearinghouse

SDLAIT "Direct Connect" Webinar – July 2023



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



# Agenda

- 1** **RECAP: CLEARINGHOUSE-II STATE REQUIREMENTS**
- 2** **CONNECTING TO THE CLEARINGHOUSE**
  - REST service
  - Web interface
  - Machine-to-machine
  - Machine-read email
  - Person-read email
- 4** **RESOURCES**
- 5** **Q&A**

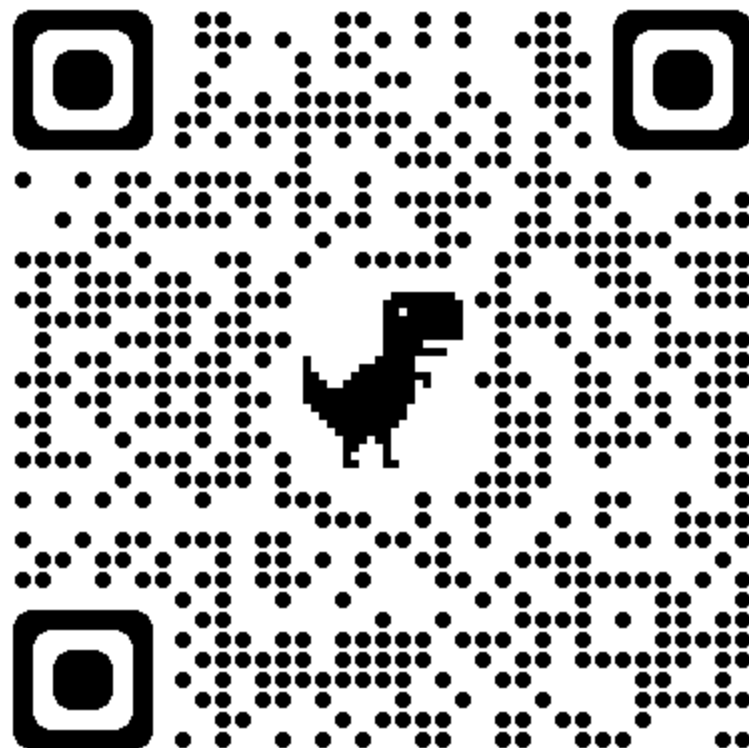
## PRESENTERS

- **Devin Eakes**,  
Clearinghouse  
Program Manager,  
FMCSA
- **Andrew Nagel**,  
Clearinghouse  
Technical Team



# SDLA Resources

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# Clearinghouse-II Final Rule: State Requirements

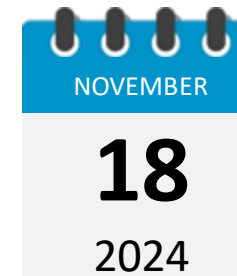
## Mandatory CDL Downgrade

- Initiate process to **remove CLP or CDL privilege when notified by FMCSA** of a driver's prohibited status in the Clearinghouse
- If **notified by FMCSA** that a driver's status changed to "not prohibited"
  - **Terminate CLP/CDL privilege removal process**; or
  - 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

Beginning



# “Direct Connect” to the Clearinghouse

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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, at least daily)
5. Web interface (pull, at least daily)

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

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*States may also choose to connect via CDLIS (work with AAMVA)*

# REST Service (Queries/Notifications)

|                                 |  |
|---------------------------------|--|
| <b>Development Requirements</b> | <ul style="list-style-type: none"><li>▪ Client to access data via the service</li><li>▪ Integration into the local IT system</li></ul>   |
| <b>Authentication</b>           | <ul style="list-style-type: none"><li>▪ JWT Bearer Token</li><li>▪ System generated with Portal username/password or locally generated using client certificate issued by Clearinghouse</li></ul>  |
| <b>Data Available</b>           | <ul style="list-style-type: none"><li>▪ Driver current status (Is driver currently prohibited from operating? Y/N)</li><li>▪ Driver status history (history of driver prohibitions over time)</li><li>▪ State Prohibited Driver Report (list of drivers in the State that are currently prohibited)</li><li>▪ State Status Change Report (list of status changes for drivers in the State)</li></ul> |
| <b>Regulatory Use-Case</b>      | <ul style="list-style-type: none"><li>✓ Query Clearinghouse? Yes – use current status query</li><li>✓ Receive notifications? Yes – call the status change report on a regular basis (at least daily)</li></ul>   |

## Web Interface (Queries/Notifications)

|  |  |
|--|--|
| <p><b>Development Requirements</b></p> | <ul style="list-style-type: none"> <li>▪ None</li> </ul>   |
| <p><b>Authentication</b></p>           | <ul style="list-style-type: none"> <li>▪ Individual users access the system with their own Portal username and password<br/>             → <i>Note: Sharing Portal accounts is a violation of FMCSA's Terms and Conditions</i></li> </ul>  |
| <p><b>Data Available</b></p>           | <ul style="list-style-type: none"> <li>▪ Driver current status (Is driver currently prohibited from operating? Y/N)</li> <li>▪ Driver status history (history of driver prohibitions over time)</li> <li>▪ State Prohibited Driver Report (list of drivers in the State that are currently prohibited)</li> <li>▪ State Status Change Report (running list of status changes for drivers with CDLs issued by the State)</li> </ul> |
| <p><b>Regulatory Use-Case</b></p>      | <ul style="list-style-type: none"> <li>✓ Query Clearinghouse? Yes – use current status query</li> <li>✓ Receive notifications? Yes – log in and manually download the status change report on a regular basis (at least daily)<br/>             → <i>FMCSA does not encourage this solution as a long-term approach to meeting this requirement</i></li> </ul>   |

## Machine-to-Machine (Notifications only)

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|                          |   |
|--------------------------|---|
| Development Requirements | <ul style="list-style-type: none"><li>▪ A public REST service to receive push notifications</li></ul>   |
| Authentication           | <ul style="list-style-type: none"><li>▪ Message authenticity can be confirmed by verifying the generated message signature, as well as the subscribed topic</li></ul> |
| Data Available           | <ul style="list-style-type: none"><li>▪ Live feed of changes to driver status in your State</li></ul>   |
| Regulatory Use-Case      | <ul style="list-style-type: none"><li>✗ Query Clearinghouse? No</li><li>✓ Receive notifications? Yes – receive a process notifications from this service</li></ul>    |



## Machine-read Email (Notifications only)

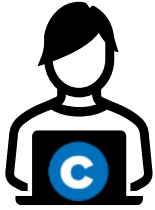
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|                                 |   |
|---------------------------------|---|
| <b>Development Requirements</b> | <ul style="list-style-type: none"><li>▪ An email address to which emails can be sent</li></ul>  |
| <b>Authentication</b>           | <ul style="list-style-type: none"><li>▪ Message authenticity can be confirmed by verifying the generated message signature, as well as the subscribed topic</li></ul> |
| <b>Data Available</b>           | <ul style="list-style-type: none"><li>▪ Live feed of changes to driver status in your State</li></ul>   |
| <b>Regulatory Use-Case</b>      | <ul style="list-style-type: none"><li>✗ Query Clearinghouse? No</li><li>✓ Receive notifications? Yes – receive and process notifications from this service</li></ul>  |

## Person-read Email (Notifications only)

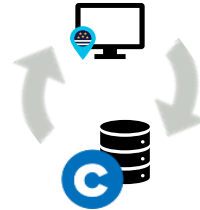
|                          |   |
|--------------------------|---|
| Development Requirements | <ul style="list-style-type: none"><li>▪ An email address to which emails notification can be sent</li><li>▪ Users to receive and process the emails<ul style="list-style-type: none"><li>→ <i>Note: Email will not include driver details (PII), State will need to use pull method (REST service or Web interface) to complete the requirement</i></li></ul></li></ul> |
| Authentication           | <ul style="list-style-type: none"><li>▪ Authenticity is verified by selected pull method (see above)</li></ul>  |
| Data Available           | <ul style="list-style-type: none"><li>▪ Live feed of changes to driver status in your State</li></ul>   |
| Regulatory Use-Case      | <ul style="list-style-type: none"><li>✗ Query Clearinghouse? No</li><li>✓ Receive notifications? Yes – receive and process received emails</li></ul>  |

# Testing



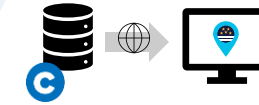
## Web Interface

- FMCSA does not provide access to a test version of the Clearinghouse web interface
- No changes to State IT system needed (will include updates to policies and procedures)



## REST Service

- A test version of the REST service is publicly available.
- Users will use the same credentials used for PROD to access the service
- FMCSA will pre-populate service with a universal set of basic test cases
- Upon State request, FMCSA will load custom test cases for individual integration efforts



## Push Options (https, email, json)

- States should establish push simulations for standard initial testing
- Upon State request, FMCSA will support scheduled integration testing with real push messages

# Connection Methods: Considerations

|                           | State IT system needed?  | Automated or manual method?               |
|---------------------------|--------------------------|---|
| <b>REST service</b>       | Yes (no FMCSA access)    | Automated/Manual                          |
| <b>Web interface</b>      | No                       | Manual                                    |
| <b>Machine-to-machine</b> | Yes (grant FMCSA access) | Automated                                 |
| <b>Machine-read email</b> | Yes (no FMCSA access)    | Automated (if REST service used for pull) |
| <b>Person-read email</b>  | Yes (no FMCSA access)    | Manual                                    |

**Don't forget to consider staffing impacts.**

Automated solutions may take effort and resources to set up initially, but can save time and funding in the long run when you consider daily operations, training, etc.

# Resources

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# Resources for SDLAs

- Visit the SDLA Resources Page
  - Technical materials on “direct connect” methods, including the Clearinghouse Web Development Handbook
  - Instructions on requesting FMCSA Portal accounts
  - “How to Use the Clearinghouse for SDLAs” job aid (including instructions on how to request Full Access)
  - Slides from SDLA check-in webinars
  - More materials to be added as they are developed

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

**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: A summary of the SDLA requirements established by the Clearinghouse-II final rule.
- Countdown to Clearinghouse-II for SDLAs: A guide for SDLAs to use in planning how they will meet their Clearinghouse requirements by November 18, 2024.
- **NEW:** Clearinghouse-II State Requirements: An outline of the Clearinghouse-II requirements to assist States in making changes to their State's statutes and regulations, if necessary, to facilitate implementation of the SDLA Clearinghouse query and CLP/CDL downgrade requirements by November 18, 2024.

### SDLA Check-in Webinars

Use the links below to download PDF versions of the presentations from previous check-in webinars. You can also download the SDLA Frequently Asked Questions on Clearinghouse-II.

- February/March 2023: Information about FMCSA's policy on downgrading prohibited drivers and how States can prepare, a recap of how States can connect to the Clearinghouse, and resources for helping SDLAs get ready to meet Clearinghouse-II requirements.
- November 2022: Overview of IT and staffing considerations for using the "direct connect" methods to query and receive notifications from the Clearinghouse, and resources for helping SDLAs connect to the Clearinghouse.
- 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.

### 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 v1.3
- Download the Open API Spec
- View the service Swagger UI Document
- **COMING SOON:** Interconnection Security Agreement (ISA), which will be required for connecting State IT systems with the Clearinghouse.

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

### 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 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 Account Request Form.

### 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). This educational guide below for step-by-step instructions on how to use the SDLA logged-in section of the Clearinghouse (web interface). This to request a "full access" Clearinghouse account (this allows access to driver status history and reports).

- **NEW:** Using the Clearinghouse for SDLAs

## Q&A

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## Questions? Contact Us

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### ■ Visit

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



### ■ Contact

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