

February 7, 2013

TO: Clerks of Court

FROM: Maureen Johnson, Chief *Maureen Johnson*
Motorist Services- Bureau of Records

SUBJECT: CCIS D6 Clearance Tool and DRC1/CICS
New Number Format/Algorithm Rev. 7/2012

The Department of Highway Safety and Motor Vehicles has been working with the Florida Court Clerks and Comptrollers (FCCC) to gradually move system functions from the DHSMV CICS/DRC1 system onto FCCC's CCIS for the Clerks to utilize. While the Clerk's D6 clearance process option is currently available in both systems, the new version of the Uniform Traffic Citation (UTC) with the new number format works exclusively with CCIS/D6 clearance tool. The new citation has a revision date of 7/2012 and cannot be processed through DHSMV CICS/DRC1 D6 clearance function due to the number format change.

CCIS/D6 clearance tool has been operational since October of 2011. We have been working closely with FCCC to make the transition of services for the Clerks a gradual process; however, we recently noted that the D6 clearance tool returns a driver license number error when a driver has been issued a different driver license number since the citation was originally issued by the officer. A new driver license number is issued to drivers who request an updated license due to a name change. We are working with FCCC to develop a driver license cross reference to automatically identify the new license number so that this issue is addressed in the D6 clearance tool as quickly as possible. However, until this system change is finalized, users will have to inquire or research for an updated driver license number if the CCIS/D6 clearance system sends back a driver license number error.

Other processes to be added to CCIS/Tools in the near future are Criminal Financial Obligation Clearances, Driver License Transcript requests and Driver License/Motor Vehicle Tag Inquires. Thank you for your patience and cooperation during this transitional phase of system services. If you have any suggestions for improving this process, please contact us at 850-617-2589 or by emailing CourtAssist@flhsmv.gov.