

MEETING OF THE GOVERNOR AND CABINET
AS HEAD OF THE DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES

October 17, 2017
AGENDA

www.flhsmv.gov/pdf/cabinetreports/2017/10172017.pdf

1. Respectfully submit the Minutes for the August 16, 2017 Cabinet Meeting.

Attachment #1.

Recommend Approval.

2. Respectfully request approval to publish a Notice of Proposed Rulemaking to Amend Rule Chapter 15A-5, relating to Medical Board Guidelines to update the rules in this chapter. The Department also requests approval to file for final adoption if no timely request for a rule hearing is received as a result of the notice, or if a hearing is requested, no changes need to be made.

Attachment #2.

Recommend Approval.

3. Respectfully submit the Department's Annual Performance Report.

Attachment #3.

Recommend Approval.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

STATE OF FLORIDA

IN RE: MEETING OF THE GOVERNOR AND
CABINET

CABINET MEMBERS: GOVERNOR RICK SCOTT
ATTORNEY GENERAL PAM BONDI
CHIEF FINANCIAL OFFICER JIMMY
PATRONIS
COMMISSIONER OF AGRICULTURE
ADAM PUTNAM

DATE: TUESDAY, AUGUST 16, 2017

LOCATION: CABINET MEETING ROOM
LOWER LEVEL, THE CAPITOL
TALLAHASSEE, FLORIDA

REPORTED BY: NANCY S. METZKE, RPR, FPR
COURT REPORTER

C & N REPORTERS
POST OFFICE BOX 3093
TALLAHASSEE, FLORIDA 32315-3093
(850) 697-8314 / FAX (850) 697-8715
nancy@metzke.com
candnreporters.com

	INDEX	PAGE NO.
1		
2		
3	State Board of Administration	
4	By Executive Director Williams	5
5	Division of Bond Finance	
6	By Executive Director Watkins	13
7	Department of Veterans Affairs	
8	By Executive Director Sutphin	20
9	Department of Highway Safety and Motor Vehicles	
10	By Executive Director Rhodes	25
11	Department of Law Enforcement	
12	By Commissioner Swearingen	38
13	Department of Revenue	
14	By Director Biegalski	42
15	Office of Insurance Regulation	
16	By Commissioner Altmaier	48
17	Office of Financial Regulation	
18	By Commissioner Breakspear	66
19	Board of Trustees of the Internal	
20	Improvement Trust Fund	
21	By Secretary Valenstein	69
22	Florida Land and Water Adjudicatory Commission	
23	By Mr. Kruse	83
24	Administration Commission	
25	By Mr. Kruse	91
	* * *	*

HIGHWAY SAFETY AND MOTOR VEHICLES

1
2
3 GOVERNOR SCOTT: Next I'd like to recognize
4 Terry Rhodes with the Department of Highway Safety
5 and Motor Vehicles.

6 Good morning.

7 EXECUTIVE DIRECTOR RHODES: Good morning,
8 Governor, General Bondi, CFO Patronis, and
9 Commissioner Putnam.

10 Today I've got three agenda items for your
11 consideration:

12 Item 1 being request and approval of the
13 April 11th, 2017, Cabinet meeting minutes.

14 GOVERNOR SCOTT: Is there a motion on the
15 item?

16 ATTORNEY GENERAL BONDI: So move.

17 GOVERNOR SCOTT: Is there a second?

18 COMMISSIONER PUTNAM: Second.

19 GOVERNOR SCOTT: Comments or objections?

20 (NO RESPONSE).

21 GOVERNOR SCOTT: Hearing none, the motion
22 carries.

23 EXECUTIVE DIRECTOR RHODES: Governor, if I
24 may, I'd also like -- before I address the two
25 other agenda items, I'd like to just to -- want to

1 talk a little bit about what's happened over the
2 last week with the Florida Highway Patrol. And I
3 want to address to y'all my expectations regarding
4 the FHP enforcement activity which received a lot
5 of attention this past week.

6 On August 10th I issued a memo to the Colonel
7 and all FHP Command staff regarding an email that
8 was sent to FH -- to some FHP members requesting
9 that an average of two citations be written every
10 hour while troopers worked an overtime enforcement
11 duty. I was very clear in my memo. I assure you
12 that FHP leadership understands that no quotas may
13 be issued within our troops and no performance
14 metrics may be impacted by the quota.

15 With that in mind, I've met with
16 Colonel Spaulding and discussed FHP plan to ensure
17 compliance with Florida law and with this
18 directive. The plan includes -- although FHP has
19 never, ever conducted performance evaluations or
20 imposed discipline on these type of citations of,
21 you know, enforcement; but we will immediately
22 designate that quotas are prohibited by Florida law
23 within our FHP policies.

24 Effectively immediately we will be adding
25 notations in our Command Staff and our lieutenants

1 and above position descriptions stating that quotas
2 are strictly prohibited. Also, FHP is going to be
3 working with our Department's learning and
4 development office to ensure prohibition of quotas
5 addressed with online training. The training will
6 be required to be annually done by all FHP
7 supervisors.

8 With this being said, the expectation is for a
9 trooper to be on that road, to be in that black and
10 tan, and to be active in saving lives; because when
11 we're out there, when we do our job, we are saving
12 lives.

13 Citations are a method of enforcement, but
14 it's not the only method. An example of this, and
15 I'm proud to say that within this past 2016 328,000
16 warnings, faulty equipment notices, and disabled
17 vehicle assists were given -- produced by FHP.

18 I just want to reiterate FHP is committed to
19 staying focused on the education component of
20 highway safety, along with maintaining vigilant
21 attention of their duties with the highest priority
22 of saving a life. FHP troopers are the best at
23 what they do. I value their discretion when they
24 interact with any one of our residents or our
25 visitors in our state. These troopers, they work

1 tirelessly, selfishly to keep our state safe, and
2 the value they bring to our state is immeasurable.

3 You have my commitment here today that no
4 quotas will be tolerated within the Florida Highway
5 Patrol.

6 GOVERNOR SCOTT: Thank you, Terry.

7 ATTORNEY GENERAL BONDI: Terry, thank you. I
8 was really troubled when I heard about that
9 comment. And so, Governor and Cabinet, I want you
10 to know, I just asked some troopers: Hey, do you
11 have quotas? And: Absolutely not, without
12 hesitation.

13 And a stupid statement, that's the only way to
14 describe what that person said. And thank you for
15 making it very clear, because the men and women of
16 Highway Patrol, and I get to see it, they've
17 literally saved my life. And I cannot thank the
18 men and women of the Highway Patrol and all of our
19 law enforcement officers throughout this state for
20 the great work that they do.

21 And one misplaced, reckless statement like
22 that can give everyone a bad name. So thank you
23 for clarifying something that's really a given.
24 It's illegal to have quotas, and it's wrong, and
25 thank you for everything you do.

1 EXECUTIVE DIRECTOR RHODES: Thank you,
2 General.

3 GOVERNOR SCOTT: You want to say something?

4 COMMISSIONER PUTNAM: Thank you, Governor.

5 I just -- Director Rhodes, I want to thank you
6 for your swift action in making it clear that
7 quotas would not be tolerated, and I have full
8 confidence in you and in Colonel Spalding's
9 leadership to carry out the communication of that
10 policy and to continue the strong tradition of
11 public service that the Florida Highway Patrol
12 represents and always has represented.

13 Public safety is their Number 1 priority, and
14 enforcement of our traffic laws is but one element
15 of that, roadside assistance, and motorist
16 assistance, and any number of ways that they help
17 our visitors and our citizens every day. And I
18 think that your swift and clear communications and
19 unequivocal communication that quotas would not be
20 tolerated has certainly put an end to any confusion
21 that may have previously existed, and we look
22 forward to continued strong leadership from both
23 you and Colonel Spaulding for the wonderful
24 services that you provide our people.

25 EXECUTIVE DIRECTOR RHODES: Thank you.

1 GOVERNOR SCOTT: CFO.

2 CFO PATRONIS: Thank you, Governor.

3 Thank you for your team service. I personally
4 think you write plenty of tickets. My --

5 GOVERNOR SCOTT: Your personal experience?

6 CFO PATRONIS: I do have, two years ago on
7 Bloxham Cutoff, one of your troopers. And, yeah,
8 there's no privilege given to anybody who is
9 elected office when it comes to tickets. I paid
10 the ticket gladly, but it was also warranted
11 because I was driving too fast. I had my mama and
12 daddy in the car, I was coming back from a funeral,
13 and it is what it is. Your guys keep the highways
14 safe for all, and I appreciate their service and
15 dedication.

16 GOVERNOR SCOTT: Thank you, CFO.

17 Terry.

18 EXECUTIVE DIRECTOR RHODES: Thank you all.

19 Moving on to our third -- our Item 2, it's our
20 Third Quarter Performance Report. At the end of
21 our third quarter, which, again, is January through
22 March, the Department met four of our nine
23 standards. And we're continuing to provide
24 performance-type initiatives to approve -- to reach
25 the goal of our five.

1 The first -- Performance Measure 1 and 2 which
2 is -- involves response, 30 minutes for the patrol,
3 and also the activity on crash investigations, this
4 current year we were funded to incorporate a new
5 in-car camera system for all of our trooper cars.
6 And this will allow the troopers to upload a video
7 while on patrol.

8 Currently right now they have to go to off
9 sites, they have to go to their stations to
10 download the videos. Sometimes it may take them an
11 hour to go there and an hour back. This new in-car
12 system will allow them to, you know, download it
13 right there and run in the background. So we do
14 anticipate saving some -- seeing some improvement
15 in PM-1 and PM-2.

16 For Performance Measure 5, in our drivers'
17 license offices, we are authorized and we're
18 procuring a new office cuing system so that
19 consumers can do it from a mobile ap. They can
20 look to see how long the transaction lines are
21 based off the type of transaction they need, so
22 they can pick and choose what office they may want
23 to go to within that county so they're not there
24 waiting. They can make an appointment by these
25 online devices and these mobile devices, so we feel

1 like that's also going to improve.

2 And also, for Performance Measure 9, we are
3 sending our Department's annual climate survey this
4 month to address employee satisfaction in the work
5 place.

6 Again, some of the highlights again for that
7 quarter is we initiated four safety education
8 campaigns: Our Arrive Alive, our Move Over, a Teen
9 Spring Break, and our -- a Move Over, Hit and Run,
10 and Spring Break Campaigns. And this is all with
11 the sheriffs, the police chiefs, the Department of
12 Transportation, and many other agencies that are in
13 cooperation with this us.

14 In this quarter, Governor, we hired 32
15 military veterans, and nine of those already have
16 received your Governor Service Veteran Award.

17 I'll be glad to answer any questions you may
18 have and request approval of the Department's Third
19 Quarter Report.

20 GOVERNOR SCOTT: All right. Is there a motion
21 to accept?

22 ATTORNEY GENERAL BONDI: So moved.

23 GOVERNOR SCOTT: Is there a second?

24 CFO PATRONIS: Second.

25 GOVERNOR SCOTT: Are there any comments or

1 objections?

2 (NO RESPONSE).

3 ATTORNEY GENERAL BONDI: Just a comment. I'm
4 sorry, Governor.

5 GOVERNOR SCOTT: Sure, go ahead.

6 ATTORNEY GENERAL BONDI: Thank you for the
7 advanced technology, everything you're doing to
8 keep all of us safe because, Colonel, all of your
9 men and women risk their lives every day for us.
10 So thank you.

11 EXECUTIVE DIRECTOR RHODES: Thank you.

12 GOVERNOR SCOTT: Hearing none, the motion
13 carries.

14 EXECUTIVE DIRECTOR RHODES: Sir.

15 GOVERNOR SCOTT: The motion carries.

16 EXECUTIVE DIRECTOR RHODES: Thank you.

17 Item --

18 GOVERNOR SCOTT: You guys do a great job,
19 Terry, all around the state.

20 EXECUTIVE DIRECTOR RHODES: Thank you.

21 Item --

22 GOVERNOR SCOTT: And you put your lives at
23 risk, you know, we lost --

24 ATTORNEY GENERAL BONDI: That's true.

25 GOVERNOR SCOTT: Awesome.

1 EXECUTIVE DIRECTOR RHODES: Our next Item 3,
2 which is our Department's legislative budget
3 request for your consideration, we are currently
4 requesting budget authority for trust fund for 18
5 budget items totaling over 35 million, of which
6 seven million is recurring. This represents a
7 little over two percent of our current year
8 funding, which would be 472 million.

9 I do want to reiterate that our Number 1
10 priority for this LBR, our legislative budget
11 request here today, is addressing our trooper pay
12 situation, again, with all of your support
13 initially; and again, Governor, your announcement
14 and the expectations for what we would like and
15 what we need to pay our law enforcement officers.

16 This request is taking our annual hiring rate
17 salary to 42,000 and begin, after two years of
18 service, start incrementing a three-percent
19 increase up to 20 years. At three percent every
20 two years, that would represent, you know, a
21 20-year veteran capped at 60,000.

22 We feel that is competitive with the
23 municipalities, along with the sheriffs offices
24 that we serve locally with around the state. This
25 is also -- we'll be looking at the supplemental

1 pay, the critical market pay, which the
2 geographical problems that we may have with the
3 cost of living; so again, Governor, with your
4 request for 30 million for law enforcements. And
5 we certainly appreciate that, and that means a lot
6 to all of us to be able to come up with this
7 proposal.

8 GOVERNOR SCOTT: All right. Is there a motion
9 on the item?

10 ATTORNEY GENERAL BONDI: So move.

11 GOVERNOR SCOTT: Is there a second?

12 CFO PATRONIS: Second.

13 GOVERNOR SCOTT: Florida law requires the
14 Governor to independently submit budget
15 recommendations. Accordingly, I am abstaining from
16 the vote on this item.

17 Are there any other comments or objections?

18 ATTORNEY GENERAL BONDI: Governor, thank you
19 for requesting the money for our great men and
20 women in law enforcement.

21 GOVERNOR SCOTT: That's right, yeah.
22 Everybody -- they clearly all deserve it, so --

23 Hearing none, the motion is approved with one
24 abstention.

25 EXECUTIVE DIRECTOR RHODES: Is there any other

1 questions of reference to the budget?

2 GOVERNOR SCOTT: Anybody else? Commissioner?

3 COMMISSIONER PUTNAM: I have -- first of all,
4 thank you, Governor, for your emphasis on statewide
5 law enforcement pay: FHP, FDLE, FWC, Ag Law,
6 Fire Marshall, the -- I told the chiefs and the
7 sheriffs both this summer, I mean quit stealing all
8 of our people.

9 ATTORNEY GENERAL BONDI: Right.

10 COMMISSIONER PUTNAM: They're standing at the
11 steps of the stage of the academy graduation and
12 picking them off.

13 But the question I had for you or the Colonel:
14 Are all of our troopers now equipped with NR Cam?

15 EXECUTIVE DIRECTOR RHODES: Right now we're
16 in the process of acquiring those NR Cam for about
17 over 600 troopers. We're also -- I'm going
18 through the FDLE, DCF grant process, but we'll have
19 over 600 roadside that will have that. And it's
20 our goal to have all roadside troopers have the
21 NR Cam.

22 COMMISSIONER PUTNAM: So it's in motion?

23 EXECUTIVE DIRECTOR RHODES: Yes, sir.

24 COMMISSIONER PUTNAM: Not complete?

25 EXECUTIVE DIRECTOR RHODES: Not completed.

1 COMMISSIONER PUTNAM: And the request for the
2 active shooter training building, is that only for
3 FHP, or would that be at the Pat Thomas center
4 where everybody can use it?

5 EXECUTIVE DIRECTOR RHODES: It will be there
6 for other law enforcement agencies to use it as
7 well.

8 COMMISSIONER PUTNAM: Okay. Thank you.

9 GOVERNOR SCOTT: All right. Anybody else?

10 (NO RESPONSE).

11 GOVERNOR SCOTT: All right. Thanks, Terry.

12 EXECUTIVE DIRECTOR RHODES: Thank you,
13 Governor.

14 GOVERNOR SCOTT: Thanks, Colonel. Thanks for
15 what you guys do.

16 ATTORNEY GENERAL BONDI: Thank you, Colonel.

17

18

19

20

21

22 * * * *

23

24

25

NOTICE OF PROPOSED RULE

DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES

Division of Motorist Services

RULE NO.:	RULE TITLE:
15A-5.001	Purpose
15A-5.002	Procedure
15A-5.003	Seizure Disorders (Repealed)
15A-5.004	Neurological Guidelines for Applicants with Seizures
15A-5.005	Loss of Consciousness
15A-5.006	Cardio Vascular Impairments
15A-5.008	Impairments of Memory or Judgment
15A-5.009	Musculoskeletal or Neuromuscular Impairments
15A-5.010	Severe Emotional and Mental Conditions
15A-5.011	Vision Standards

PURPOSE AND EFFECT: The purpose of this amendment is to update the rules in Chapter 15A-5, F.A.C.

SUMMARY: The rule is being amended to ensure all applicants and licensed drivers are given a fair and independent review regarding their physical and mental ability to safely operate a motor vehicle in Florida. The proposed changes add definitions to the rule, specify how reports of potentially at-risk applicants and licensed drivers are made and reviewed by the Department, provide for administrative review of determinations made by the Medical Advisory Board, and set our criteria regarding specific conditions that may affect an applicant or licensed driver's ability to safely operate a motor vehicle.

SUMMARY OF STATEMENT OF ESTIMATED REGULATORY COSTS AND LEGISLATIVE

RATIFICATION: The Agency has determined that this will not have an adverse impact on small business or likely increase directly or indirectly regulatory costs in excess of \$200,000 in the aggregate within one year after the implementation of the rule. A SERC has not been prepared by the agency.

The Agency has determined that the proposed rule is not expected to require legislative ratification based on the information expressly relied upon and described herein: The nature of the rule, input from the affected industry, and the preliminary analysis conducted to determine whether a SERC was required.

Any person who wishes to provide information regarding a statement of estimated regulatory costs, or provide a proposal for a lower cost alternative must do so in writing within 21 days of this notice.

RULEMAKING AUTHORITY: 322.02(3), 322.02(6), 322.125(7), 322.126(1), FS.

LAW IMPLEMENTED: 120.53(1)(c), 120.62, 322.05(7), 322.05(10), 322.125(1), 322.125(2), 322.126(1), 322.221(2)(c), FS.

IF REQUESTED WITHIN 21 DAYS OF THE DATE OF THIS NOTICE, A HEARING WILL BE HELD AT THE DATE, TIME AND PLACE SHOWN BELOW:

DATE AND TIME: November 9, 2017, 3:00 p.m.

PLACE: Department of Highway Safety and Motor Vehicles, 2900 Apalachee Parkway, Room B201, Tallahassee, Florida 32399

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 5 days before the workshop/meeting by contacting: Ray Graves, Bureau Chief, 2900 Apalachee Parkway, Tallahassee, FL. 32399-0500, Room A201, raygraves@flhsmv.gov, (850) 617-2529.

If you are hearing impaired or speech impaired, please contact the agency using the Florida Relay Service, 1 (800) 955-8771 (TDD) or 1 (800) 955-8770 (Voice).

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED RULE IS: Ray Graves, Bureau Chief, 2900 Apalachee Parkway, Tallahassee, FL. 32399-0500, Room A201, raygraves@flhsmv.gov, (850) 617-2529.

THE FULL TEXT OF THE PROPOSED RULE IS:

**CHAPTER 15A-5
MEDICAL ADVISORY BOARD GUIDELINES**

15A-5.001	Purpose
<u>15A-5.0010</u>	<u>Definitions</u>
15A-5.0011	Functions and Responsibilities (Repealed)
15A-5.002	<u>Report of Deficit or Disorder to the Department Procedure</u>

<u>15A-5.0021</u>	<u>Medical Review</u>
<u>15A-5.0022</u>	<u>Administrative Hearing Procedures</u>
<u>15A-5.003</u>	<u>Seizure Disorders (Repealed)</u>
<u>15A-5.004</u>	<u>Seizures Neurological Guidelines for Applicants with Seizures</u>
<u>15A-5.005</u>	<u>Loss of Consciousness</u>
<u>15A-5.006</u>	<u>Cardiovascular Deficits Cardio Vascular Impairments</u>
<u>15A-5.008</u>	<u>Deficits Impairments of Memory or Judgment</u>
<u>15A-5.009</u>	<u>Musculoskeletal and or Neuromuscular Disorders Impairments</u>
<u>15A-5.010</u>	<u>Severe Emotional and Mental Disorders Conditions</u>
<u>15A-5.011</u>	<u>Vision Standards</u>
<u>15A-5.012</u>	<u>Drug Addiction and Alcoholism</u>

15A-5.001 Purpose.

These guidelines are used by the Medical Advisory Board of the Department of Highway Safety and Motor Vehicles for the purpose of guiding the Board's determination and assessment of the mental or physical deficits, physical or emotional disabilities affecting the ability of an applicant or licensed driver ~~a person~~ to safely operate a motor vehicle in those cases submitted to the Board for its review and recommendation. These guidelines will shall not be construed as limiting the exercise of the Board's discretion in recommending its position to the Department on any particular case, which will shall be based upon the professional judgment of the members.

Rulemaking Authority 322.02(6) ~~322.02(3)~~, 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), ~~120.62~~ FS. History—New 7-5-81, Amended _____, Formerly 15A-5.01.

15A-5.0010 Definitions.

- (1) Alcohol – Has the same meaning as set forth in Title 27 U.S.C. s. 214(1), as of 10/01/2017, [[hyperlink](#)], and any substance containing one-half of one percent or more alcohol by volume including ethanol, methanol, propanol, isopropanol, non-alcoholic beer or wine, and over the counter products.
- (2) Administrative Hearing – A proceeding before a Hearing Officer pursuant to Chapters 120 and 322, F.S.
- (3) Applicant – An individual applying for a Florida driver license.
- (4) Chairman – A licensed doctor of medicine who is employed by the Department and serves as the administrative officer of the Board.
- (5) Deficit – Any impairment of physical or mental function that could affect an applicant or licensed driver's ability to safely operate a motor vehicle.
- (6) Denial – When a driving privilege is withheld for a specific period of time or indefinitely.
- (7) Department – The Department of Highway Safety and Motor Vehicles acting directly or through its duly authorized representatives.
- (8) Disorder – Any physical or mental condition that can cause deficits.
- (9) Driver License – Has the same meaning as set forth in Section 322.01, F.S.
- (10) Drugs – Any drug classified as a controlled substance under Title 21 U.S.C. s. 802(6), as of 10/01/2017, [[hyperlink](#)], Schedules I-V of Title 21 C.F.R. part 1308, as of 10/01/2017, [[hyperlink](#)], or Chapter 893, F.S.
- (11) Executive Director – The Executive Director of the Department of Highway Safety and Motor Vehicles.
- (12) Extended Driving Test – Three driving tests given consecutively with the same examiner/agent. Failing any part of the extended driving test constitutes a failure of the extended driving test.
- (13) Eye Specialist – A licensed optometrist or ophthalmologist.
- (14) Final Order – A written final decision by the Executive Director, or designee, that is the result of a

proceeding pursuant to Chapters 120 and 322, F.S.

(15) Hearing Officer – A Department employee designated to conduct any proceeding pursuant to Chapters 120 and 322, F.S.

(16) Medical Advisory Board (Board) – Has the same meaning as set forth in Section 322.125, F.S.

(17) Motor Vehicle – Has the same meaning as set forth in Section 322.01, F.S.

(18) Recommended Order – The official recommendation of a Hearing Officer for the final disposition of a proceeding under Chapters 120 and 322, F.S.

Rulemaking Authority 322.02(6), 322.125(7) FS. Law Implemented 322.01, 322.08, 322.125, 322.126, 120.52, 120.80(8) FS. History–New

15A-5.002 Report of Deficit or Disorder to the Department Procedure.

(1) A report necessitating the request of the Department for review of an applicant or licensed driver's individual's physical or mental ability qualifications to safely operate a motor vehicle may come to the attention of the Department Board as the a result of the medical reports submitted due to:

(a) Recommendation by supervisor of the Department's examiners based on direct observation by the Department examiners.

(a)(b) Receipt by the Department of a motor vehicle crash report accident reports indicating that a possible cause of the crash accident was a the driver's physical or mental deficit impairment.

(b)(c) Receipt by the Department of a Medical/Re-Exam Referral Form, HSMV 72419, Rev. 09/17, [hyperlink], herein incorporated by reference, Florida D/L Exam and Application DHSMV-D-34, indicating that the applicant or licensed driver has previously suffered from epilepsy or dizzy spells, been addicted to drugs or alcohol, intoxicating liquor or suffered from any other physical or mental deficit or disorder. Questions disability which might in the judgment of the Department raise a question as to the applicant or licensed driver's applicant's mental or physical ability to safely operate a motor vehicle will be based upon questions posed and/or observations made by the examiner in accordance with the September 2009 National Highway Traffic Safety Administration's Driver Fitness Medical Guidelines, as of 10/01/2017, [hyperlink]. Copies of the form and the guidelines are available on the Department's website.

(d) Receipt of Driver's License Renewal Application, DHSMV-D-036, indicating that the applicant has from the date of the original application for license or renewal to the date of the present application of renewal of license suffered from epilepsy or dizzy spells, been addicted to drugs or intoxicating liquor or suffered other physical or mental disability including vision or hearing impairment which might in the judgment of the Department raise a question as to the applicant's mental or physical ability to safely operate a motor vehicle.

(c)(e) Receipt by the Department of a report reports submitted pursuant to Section 322.126, F.S. 322.126(2), F.S. (1981). This information may be submitted on a Medical Referral Form, HSMV 72190, Rev. 09/17, [hyperlink], or Medical Referral Form (Spanish), HSMV xxxxx, Rev. 09/17, [hyperlink], herein incorporated by reference. Copies of the forms are available on the Department's website.

(d)(f) Receipt by the Department of a request Request for reconsideration as provided by Rule 15A-5.0022, F.A.C. subsection (6) of this rule.

(2) The request for review or reconsideration and the driver's medical reports regarding his physical or mental ability to safely operate a motor vehicle shall be submitted to the Chairman for initial review and determination under these guidelines; the Chairman may request the Department to conduct further investigation if he deems it necessary. If the Chairman recommends withdrawal or denial of licensure or if he determines that the case does not fall clearly within these guidelines, the medical reports shall be submitted to a member of the Board in the medical discipline covering the disability of the affected driver. This member shall have the primary responsibility for recommendation to the Department. However, all vision and neurological cases shall be submitted directly to the appropriate vision or neurology specialist without initial review by the Chairman. The Department's decision on licensure shall be rendered within 90 days following receipt of the affected driver's medical report.

~~(3) The Board may require the applicant or licensed driver to have his/her physician complete a medical report (DL-432, Rev. 82, copy available from Department's Bureau of Driver Improvement, Neil Kirkman Building, Tallahassee, FL 32301) and provide the Board with any other reports which the Board deems necessary to assist the Department in evaluating an applicant's mental or physical ability to safely operate a motor vehicle.~~

~~(4) In those cases where a formal Administrative Hearing has been requested and held and medical information which was not made available to the Board when the original recommendation was made is admitted into evidence, prior to entry of a Recommended Order, the Hearing Officer shall cause a copy of the official transcript and exhibits to be transmitted to the Chairman, who shall forward them to the member or members who made the original recommendation for purposes of reconsideration of the original recommendations in light of those new matters brought out at the hearing.~~

~~Such reconsideration shall be a part of the record of the proceedings and shall be considered in determining whether to grant, suspend or deny the applicant's driving privileges.~~

~~(5) The Hearing Officer shall prepare a Recommended Order and transmit it to all parties and to the Department's Reviewing Board, which shall enter the Final Order. Unless waived by all parties, the Recommended Order shall be transmitted within 30 days of the hearing or 30 days of the receipt of the transcript by the Hearing Officer. Parties may submit exceptions to the Recommended Order within 20 days of the receipt of the Recommended Order by the Reviewing Board.~~

~~(6) If the Board so recommends, a Final Order denying a driver license may state a date after which the applicant may apply to the department for reconsideration of the denial. Such applications shall be submitted to the Chairman as provided by subsection (2) of this rule.~~

~~(7) In the event of a conflict between this rule chapter and the procedural rules adopted by Rule 15-2.001, F.A.C., this rule chapter shall prevail.~~

~~(8) Members of the Board and other persons making examinations shall not be held liable for their opinions and recommendations.~~

Rulemaking Authority ~~322.02(6)~~ ~~322.02(3)~~, ~~322.125(7)~~, ~~322.126(1)~~ FS. Law Implemented ~~322.05(7)~~, ~~(10)~~, ~~322.125(1)~~, ~~(2)~~, ~~(3)~~, ~~322.126(1)~~, ~~322.221(2)(c)~~, ~~120.62~~, ~~120.53(1)(e)~~ FS. History—New 6-5-81, Amended 6-27-82, 7-29-84, 1-28-85, _____, Formerly 15A-5.02.

15A-5.0021 Medical Review.

(1) Upon receipt of a report of an applicant or licensed driver exhibiting a mental or physical deficit, the Department may require an applicant or licensed driver to have their physician(s) complete one or more medical report form(s) and provide the Department with any other medical information it deems necessary to assist the Board in evaluating the applicant or licensed driver's mental or physical ability to safely operate a motor vehicle.

(2) A request for review of the applicant or licensed driver's medical reports regarding their physical or mental ability to safely operate a motor vehicle will be submitted to the Chairman, or a Board member designated by the Chairman for review and recommendation. If the Chairman or designated Board member determines that the case should be reviewed by a specialist, the request for review and medical reports will be submitted to a member of the Board in the medical discipline covering the deficit of the applicant or licensed driver for assessment. The Board member will make a recommendation on Medical Advisory Board Recommendation Form, HSMV 72997, Rev. 09/17, [hyperlink], herein incorporated by reference. The Board member will then have the primary responsibility for making a recommendation to the Department on behalf of the Board. Cases involving vision and neurological deficits may be submitted directly to a Board neurologist or eye specialist for review and recommendation.

(3) The Board's recommendation may include the following:

(a) A denial or revocation of the applicant or licensed driver's driving privilege.

(b) An approval of the applicant or licensed driver's fitness to drive with no follow-up medical reports and no examination or reexamination.

(c) An approval contingent on the applicant or licensed driver passing an examination or reexamination as provided in Section 322.221, F.S., which may include an extended driving test as outlined in Rule 15A-5.0010, F.A.C.

(d) An approval with a requirement that the applicant or licensed driver submit a follow-up medical report. If the Department orders a follow-up review of an applicant or licensed driver's medical condition, that follow-up will be conducted at a time established by the Board, based upon its review of the medical reports.

(e) An approval contingent on the applicant or licensed driver passing an examination or reexamination as provided in Section 322.221, F.S., which may include an extended driving test as outlined in Rule 15A-5.0010, F.A.C., and a requirement that they submit a follow-up medical report. If the Department orders a follow-up review of an applicant or licensed driver's medical condition, that follow-up will be conducted at a time established by the Board, based upon its review of the medical reports.

(f) A request that the applicant or licensed driver provide for further review the results of a Certified Driver Evaluation conducted by a Certified Driver Rehabilitation Specialist.

(g) A request that the applicant or licensed driver provide for further review additional medical information.

(4) All recommendations by the Board to the Department will be based on the request for review and the applicant or licensed driver's medical reports, which may include Certified Driver Evaluations conducted by Certified Driver Rehabilitation Specialists.

(5) In cases involving commercial drivers, the Board will make its recommendation in accordance with Title 49 C.F.R. s. 391.41 of the Federal Motor Carrier Safety Regulations, as of 10/01/2017, [hyperlink]. In such cases the applicant or licensed driver may be required to complete the Commercial Driver License Form, HSMV 71048, Rev. 09/17, [hyperlink], herein incorporated by reference. Copies of the regulation and form are available on the Department's website.

(6) The Department's decision on licensure must be rendered within 90 days following the receipt of all requested information from the applicant or licensed driver.

(7) If the Department denies or revokes a driver license, the affected individual may, at any time, provide additional or updated medical information or a Certified Driver Evaluation conducted by a Certified Driver Rehabilitation Specialist for reconsideration by the Board.

Rulemaking Authority 322.02(6), 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c) FS. History—New

15A-5.0022 Administrative Hearing Procedures.

(1) When an administrative hearing has been requested and held and medical information that was not made available to the Board when the original recommendation was made is admitted into evidence, the Hearing Officer will cause a copy of the official recording and exhibits to be transmitted to the Chairman prior to entry of a Recommended Order. The Chairman will review the evidence or forward it to the member or members who made the original recommendation for purposes of reconsideration of the original recommendation in light of those new matters brought out at the hearing. Such reconsideration will be a part of the record of the administrative hearing and must be considered in determining whether to approve or deny the applicant or licensed driver's driving privileges.

(2) The Hearing Officer will prepare a Recommended Order and transmit it to all parties and to the Executive Director or designee who will enter the Final Order. Unless waived by all parties, the Recommended Order must be transmitted within 30 days of the hearing.

(3) If the Executive Director or designee so recommends based on the facts of a particular case, a Final Order denying a driver license will state a date after which the applicant or licensed driver may apply to the Department for reconsideration of the denial or revocation. Such applications for reconsideration must be submitted to the Chairman as provided by Chapter 15A-0021, F.A.C. The Final Order is reviewable by following the procedure specified in Section 322.31, F.S.

Rulemaking Authority 322.02(6), 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), 120.57, 120.80 FS. History—New _____.

15A-5.003 Seizure Disorders.

Rulemaking Authority 322.20(3), 322.126(1) FS. Law Implemented 322.05(7), 322.125(1), (2), 322.126(1), 120.62 FS. History—New 7-5-81, Amended 6-27-82, Formerly 15A-5.03, Repealed 8-5-12.

15A-5.004 Seizures Neurological Guidelines for Applicants with Seizures.

(1) Applicants or licensed drivers must ~~should~~ be seizure free for a period of two years before having ~~their the~~ license issued or reinstated, but ~~if under regular medical supervision~~, may apply at the end of six months ~~one year~~ to be reconsidered ~~reviewed~~ by the Medical Advisory Board for issuance or reinstatement ~~if they are under regular medical supervision and seizure free~~. Applicants or licensed drivers with “petit mal,” absence seizures, and partial seizures with complex symptomology will also be subject to these guidelines. An applicant or licensed driver with an isolated seizure with a normal electroencephalogram may be reconsidered by the Board at the end of three months. Applicants or licensed drivers must present a Medical Report Form, HSMV 72423, Rev. 09/17, [\[hyperlink\]](#), herein incorporated by reference, from their treating physician. A copy of the form is available on the Department’s website.

(2) Applicants or licensed drivers who have been approved for license issuance or reinstatement after being seizure free for six months ~~may be required one year seizure free while on medication will have to~~ submit follow-up medical reports at periodic intervals as recommended by the Board ~~the end of one year~~.

(3) Applicants or licensed drivers who have had a chronic recurring seizures ~~seizure disorder~~ (or have been treated for such for one year) and who have anti-epileptic medications ~~have been discontinued~~ will not be licensed eligible to have their license reinstated for a two year seizure free period. The cause of a seizure or seizures may be the basis for special consideration by the Medical Advisory Board. In general, medications should not be discontinued before a three year seizure free period. If medications are discontinued, a patient will be required not to drive during the period of drug withdrawal and for a period of three months following complete cessation of treatment. If the applicant or licensed driver has seizures during this withdrawal period, licensing may be considered after a three-month seizure free interval or upon return to adequate therapy.

(4) If there is a question about the seizure type or the medication the applicant or licensed driver is prescribed on, it is the prerogative of the Medical Board to question the physician further ~~in an effort~~ to clarify the nature of the seizures.

(5) No change.

(6) Applicants or licensed drivers with only non-epileptic seizures or chronic nocturnal seizures will be considered on an individual basis given special consideration on the recommendation of the physician filling out the medical report.

(7) “Petit mal” or absence seizures and partial seizures with complex symptomatology will also follow these guidelines.

(8) Applicants with syncopal episodes who have no clear diagnosis established should have a neurological evaluation including electroencephalography.

Rulemaking Authority 322.02(6) ~~322.02(3)~~, 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), ~~120.62~~ FS. History—New 7-5-81, Amended 6-27-82, _____, Formerly 15A-5.04.

15A-5.005 Loss of Consciousness.

(1) Recommendations by the Board as to whether an applicant or licensed driver who suffers from loss of consciousness can safely operate a motor vehicle will depend upon consideration of the Medical Report Form, HSMV 72423, Rev. 09/17, [\[hyperlink\]](#), and Loss of Consciousness Follow-Up Form, HSMV 72117,

Rev. 09/17, [hyperlink], hereby incorporated by reference, from their treating physician medical reports indicating the cause of ~~for~~ the loss of consciousness. Copies of the forms are available on the Department's website.

(2) Applicants or licensed drivers who may have experienced a loss of consciousness as a result of hypoglycemia must provide a Medical Report Form, HSMV 72423, Rev. 09/17, [hyperlink], and/or Diabetes/Hypoglycemia Follow-Up Form, HSMV 72112, Rev. 09/17, [hyperlink], herein incorporated by reference, from their treating physician for consideration by the Board. If the hypoglycemic episode resulted in a motor vehicle crash, the applicant or licensed driver must present a Diabetes Form, HSMV 72118, Rev. 09/17, [hyperlink], herein incorporated by reference, from their treating physician. Copies of the forms are available on the Department's website

Rulemaking Authority 322.02(6) ~~322.02(3)~~, 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), ~~120.62~~ FS. History—New 6-27-82, Amended _____, Formerly 15A-5.05.

15A-5.006 Cardiovascular Deficits ~~Cardio-Vascular Impairments.~~

Applicants or licensed drivers who experience cardiovascular deficits ~~cardio-vascular impairments~~ must present a Medical Report Form, HSMV 72423, Rev. 09/17, [hyperlink], herein incorporated by reference, from their treating physician indicating their evidence of his physical ability qualifications to safely operate a motor vehicle. A copy of the form is available on the Department's website.

Rulemaking Authority 322.02(6) ~~322.02(3)~~, 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), ~~120.62~~ FS. History—New 7-5-81, Amended 6-27-82, _____, Formerly 15A-5.06.

15A-5.008 Deficits ~~Impairments~~ of Memory or Judgment.

Applicants or licensed drivers who suffer from deficits ~~medically significant impairments~~ of memory or judgment must present a Medical Report Form, HSMV 72423, Rev. 09/17, [hyperlink], herein incorporated by reference, from their treating physician indicating their medical report of his or her physical and mental ability qualifications to safely operate a motor vehicle. A copy of the form is available on the Department's website.

Rulemaking Authority 322.02(6) ~~322.02(3)~~, 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), ~~120.62~~ FS. History—New 7-5-81, Amended 6-27-82, _____, Formerly 15A-5.08.

15A-5.009 Musculoskeletal ~~and~~ or Neuromuscular Disorders ~~Impairments.~~

(1) Applicants or licensed drivers with ~~s~~Static musculoskeletal ~~or~~ and static neuromuscular disorders who will be exempted from the guidelines provided the individual can demonstrate that they he can safely operate a motor vehicle with or without the use of aids and devices based on an examination or reexamination as outlined in Rule 15A-5.0021, F.A.C., may be required to submit a Medical Report Form, HSMV 72423, Rev. 09/17, [hyperlink], herein incorporated by reference, for review by the Board. Applicants or licensed drivers may be exempted from further reviews since these conditions are static and not likely to progress. A copy of the form is available on the Department's website.

(2) Applicants or licensed drivers with progressive musculoskeletal and progressive neuromuscular disorders will be required to submit a Medical Report Form, HSMV 72423, Rev. 09/17, [hyperlink], herein incorporated by reference, statement from their treating a physician indicating they have the mental and physical ability capabilities to safely operate a motor vehicle drive. These applicants or licensed drivers must provide periodic follow-up medical reports as recommended by the Board due to the progressive nature of these disorders individuals should also take the driving portion of the driver examination every four years at the date of renewal if recommended by their physician. They may also be required by the Board to take an

examination or reexamination as outlined in Rule 15A-5.0021, F.A.C. A copy of the form is available on the Department's website.

Rulemaking Authority ~~322.02(6) 322.02(3), 322.125(7), 322.126(1)~~ FS. Law Implemented ~~322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), 120.62~~ FS. History—New 7-5-81, Amended 6-27-82, _____, Formerly 15A-5.09.

15A-5.010 Severe Emotional and Mental Disorders Conditions.

(1) Applicants or licensed drivers who have been adjudged incompetent will not be considered capable of safely operating a motor vehicle ~~vehicles~~ unless their his or her competency has been judicially restored.

(2) Applicants or licensed drivers who have suffered from severe ~~emotional or mental disorders that conditions which~~ have required hospitalization or treatment for six months or more must present a Mental Status Examination Form, HSMV 72481, Rev. 09/17, [hyperlink], herein incorporated by reference, from a licensed psychiatrist of their psychiatric report of his or her mental ability qualifications to safely operate a motor vehicle. A copy of the form is available on the Department's website. Mental disorders may include:

- (a) Acute and/or chronic psychotic reaction;
- (b) Personality disorders that manifest violent or aggressive behavior;
- (c) Other serious ~~emotional or~~ mental disorders that interfere with judgment or and reaction time.

Rulemaking Authority ~~322.02(6) 322.02(3), 322.125(7), 322.126(1)~~ FS. Law Implemented ~~322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), 120.62~~ FS. History—New 7-5-81, Amended 6-27-82, _____, Formerly 15A-5.10.

15A-5.011 Vision Standards.

~~(1) Applicants who have 20/50 vision or worse in either eye without corrective lenses are referred to a licensed practitioner for possible improvement.~~

~~(1)(2)~~ Applicants or licensed drivers who have 20/50 vision or worse in either eye, with or without corrective lenses, will be ~~are~~ referred to an eye specialist for possible improvement.

~~(2)(3)~~ Applicants or licensed drivers who have 20/70 vision in either eye or with both eyes, may be issued a license pass with or without corrective lenses, if vision cannot be improved; however, if one eye is blind, or 20/200 or worse, the other eye must be 20/40 or better.

~~(4) Applicants who have 20/80 vision or worse, with both eyes, are not licensed.~~

~~(3)(5)~~ 130 degrees is ~~The~~ minimum acceptable field of vision; for an applicant or licensed driver is 130 degrees using a 4 mm² with ~~5mm~~ white target.

~~(4)~~ Applicants or licensed drivers who cannot meet these standards will not be issued a driver license or will have their driver license revoked. When requested by the Department, applicants or licensed drivers must present a Report of Eye Exam Form, HSMV 72010, Rev. 09/17, [hyperlink], Report of Eye Exam Form (Spanish), HSMV 72838, Rev. 09/17, [hyperlink], or a Prism Form, HSMV 72111, Rev. 09/17, [hyperlink], herein incorporated by reference, by an eye specialist indicating visual standards required for licensing. Copies of the forms are available on the Department's website.

~~(5)(6)~~ The use of telescopic lenses ~~lens~~ to meet visual standards is not permitted ~~recognized~~.

Rulemaking Authority ~~322.02(6) 322.02(3), 322.125(7), 322.126(1)~~ FS. Law Implemented ~~322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), 120.62~~ FS. History—New 7-5-81, Formerly 15A-5.11, Amended 8-15-16, _____.

15A-5.012 Drug Addiction and Alcoholism.

(1) Any applicant or licensed driver who abuses or is addicted to drugs, alcohol, or any substance that renders them incapable of operating a motor vehicle safely will not be issued a driver license or will have their driver license revoked.

(2) Applicants or licensed drivers with a history of substance abuse may be approved for licensure after

they have received counseling and/or treatment from a substance abuse specialist or treatment center and have met all requirements identified in Chapters 316 and 322, F.S. In addition, the applicant or licensed driver must provide to the Department an Alcohol and Drug Usage Form, HSMV 72480, Rev. 09/17, [hyperlink], herein incorporated by reference, from a physician or treatment source indicating that they are compliant with treatment and are capable of operating a motor vehicle safely. A copy of the form is available on the Department's website.

Rulemaking Authority 322.02(6), 322.125(7) 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c) FS. History—New _____.

NAME OF PERSON ORIGINATING PROPOSED RULE: Ray Graves, Bureau Chief, Department of Highway Safety and Motor Vehicles

NAME OF AGENCY HEAD WHO APPROVED THE PROPOSED RULE: Governor and Cabinet

DATE PROPOSED RULE APPROVED BY AGENCY HEAD: October 17, 2017

DATE NOTICE OF PROPOSED RULE DEVELOPMENT PUBLISHED IN FAR: July 17, 2017

DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES

CHAPTER 15A-5

MEDICAL ADVISORY BOARD GUIDELINES

RULE NUMBERS:

RULE TITLE:

15A-5.001	Purpose
<u>15A-5.0010</u>	<u>Definitions</u>
15A-5.0011	Functions and Responsibilities (Repealed)
15A-5.002	<u>Report of Deficit or Disorder to the Department Procedure</u>
<u>15A-5.0021</u>	<u>Medical Review</u>
<u>15A-5.0022</u>	<u>Administrative Hearing Procedures</u>
15A-5.003	Seizure Disorders (Repealed)
15A-5.004	<u>Seizures Neurological Guidelines for Applicants with Seizures</u>
15A-5.005	Loss of Consciousness
15A-5.006	<u>Cardiovascular Deficits Cardio-Vascular Impairments</u>
15A-5.008	<u>Deficits Impairments of Memory or Judgment</u>
15A-5.009	<u>Musculoskeletal and/or Neuromuscular Disorders Impairments</u>
15A-5.010	<u>Severe Emotional and Mental Disorders Conditions</u>
15A-5.011	Vision Standards
<u>15A-5.012</u>	<u>Drug Addiction and Alcoholism</u>

Summary of Rule

This rule sets out the Medical Advisory Board guidelines for the determination and assessment of the mental or physical deficits affecting the ability of an applicant or licensed driver to safely operate a motor vehicle.

Statement of Facts and Circumstances Justifying the Rule

The Department proposes amending Chapter 15A-5, F.A.C., to update the criteria for reporting at-risk drivers, to update the criteria for reviewing commercial drivers, and to clarify and update the medical requirements for those seeking a driver license or those seeking to reinstate their driving privilege.

Federal Standards Statement

The federal standards related to the Medical Review Board are Title 27 U.S.C. s. 214(1), Title 21 U.S.C. s. 802(6), Schedules I-V of Title 21 C.F.R. part 1308, 49 C.F.R. § 391.41 (2017) of the Federal Motor Carrier Safety Regulations, and the September 2009 National Highway Traffic Safety Administration's Driver Fitness Medical Guidelines.

Summary of Hearings

The Notice of Proposed Rule Development was noticed in the July 17, 2017, Florida Administrative Register, Volume 43, Number 137, scheduling a public workshop for August 1, 2017. No timely request for a workshop was received by the agency, and no workshop was held.

The Notice of Proposed Rule will be published in the October 18, 2017, Florida Administrative Register, Volume 43, Number 202, scheduling a Public Hearing for November 9, 2017. If the Agency receives a timely request for a hearing, one will be held.

CERTIFICATION OF THE DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES REGARDING ADMINISTRATIVE RULES
FILED WITH THE DEPARTMENT OF STATE

I hereby certify:

(1) That all statutory rulemaking requirements of Chapter 120, F.S., and all rulemaking requirements of the Department of State have been complied with; and

(2) That there is no administrative determination under subsection 120.56(2), F.S., pending on any rule covered by this certification; and

(3) All rules covered by this certification are filed within the prescribed time limitations of paragraph 120.54(3)(e), F.S. They are filed not less than 28 days after the notice required by paragraph 120.54(3)(a), F.S., and

(a) Are filed not more than 90 days after the notice; or

(b) Are filed not more than 90 days after the notice not including days an administrative determination was pending; or

(c) Are filed more than 90 days after the notice, but not less than 21 days nor more than 45 days from the date of publication of the notice of change; or

(d) Are filed more than 90 days after the notice, but not less than 14 days nor more than 45 days after the adjournment of the final public hearing on the rule; or

(e) Are filed more than 90 days after the notice, but within 21 days after the date of receipt of all material authorized to be submitted at the hearing; or

(f) Are filed more than 90 days after the notice, but within 21 days after the date the transcript was received by this agency; or

(g) Are filed not more than 90 days after the notice, not including days the adoption of the rule was postponed following notification from the Joint Administrative Procedures Committee that an objection to the rule was considered; or

(h) Are filed more than 90 days after the notice, but within 21 days after a good faith written proposal for a lower cost regulatory alternative to a proposed rule is submitted which substantially accomplishes the objectives of the law being implemented; or

(i) Are filed more than 90 days after the notice, but within 21 days after a regulatory alternative is offered by the small business ombudsman.

[x] (j) No part of this/these rule/rules is designated as a rule the violation of which would be a minor violation. Attached are the original and two copies of each rule covered by this certification. The rules are hereby adopted by the undersigned agency by and upon their filing with the Department of State.

Rule Number:

15A-5.001

15A-5.0010

15A-5.002

15A-5.0021

15A-5.0022

15A-5.004

15A-5.005

15A-5.006

15A-5.008

15A-5.009

15A-5.010

15A-5.011

15A-5.012

Under the provisions of subparagraph 120.54(3)(e)6., F.S., the rules take effect 20 days from the date filed with the Department of State or a later date as set out below:

Effective: _____.

Terry L. Rhodes

Executive Director
Title

Department of Highway Safety and Motor Vehicles
Agency

12
Number of Pages Certified

15A-5.001 Purpose.

These guidelines are used by the Medical Advisory Board of the Department of Highway Safety and Motor Vehicles for the purpose of guiding the Board's determination and assessment of the mental or physical deficits, physical or emotional disabilities affecting the ability of an applicant or licensed driver a person to safely operate a motor vehicle in those cases submitted to the Board for its review and recommendation. These guidelines will shall not be construed as limiting the exercise of the Board's discretion in recommending its position to the Department on any particular case, which will shall be based upon the professional judgment of the members.

Rulemaking Authority ~~322.02(6)~~ ~~322.02(3)~~, 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), ~~120.62~~ FS. History—New 7-5-81, Amended _____, Formerly 15A-5.01.

15A-5.0010 Definitions.

- (1) Alcohol – Has the same meaning as set forth in Title 27 U.S.C. s. 214(1), as of 10/01/2017, [hyperlink], and any substance containing one-half of one percent or more alcohol by volume including ethanol, methanol, propanol, isopropanol, non-alcoholic beer or wine, and over the counter products.
- (2) Administrative Hearing – A proceeding before a Hearing Officer pursuant to Chapters 120 and 322, F.S.
- (3) Applicant – An individual applying for a Florida driver license.
- (4) Chairman – A licensed doctor of medicine who is employed by the Department and serves as the administrative officer of the Board.
- (5) Deficit – Any impairment of physical or mental function that could affect an applicant or licensed driver's ability to safely operate a motor vehicle.
- (6) Denial – When a driving privilege is withheld for a specific period of time or indefinitely.
- (7) Department – The Department of Highway Safety and Motor Vehicles acting directly or through its duly authorized representatives.
- (8) Disorder – Any physical or mental condition that can cause deficits.
- (9) Driver License – Has the same meaning as set forth in Section 322.01, F.S.

(10) Drugs – Any drug classified as a controlled substance under Title 21 U.S.C. s. 802(6), as of 10/01/2017, [hyperlink], Schedules I-V of Title 21 C.F.R. part 1308, as of 10/01/2017, [hyperlink], or Chapter 893, F.S.

(11) Executive Director – The Executive Director of the Department of Highway Safety and Motor Vehicles.

(12) Extended Driving Test – Three driving tests given consecutively with the same examiner/agent. Failing any part of the extended driving test constitutes a failure of the extended driving test.

(13) Eye Specialist – A licensed optometrist or ophthalmologist.

(14) Final Order – A written final decision by the Executive Director, or designee, that is the result of a proceeding pursuant to Chapters 120 and 322, F.S.

(15) Hearing Officer – A Department employee designated to conduct any proceeding pursuant to Chapters 120 and 322, F.S.

(16) Medical Advisory Board (Board) – Has the same meaning as set forth in Section 322.125, F.S.

(17) Motor Vehicle – Has the same meaning as set forth in Section 322.01, F.S.

(18) Recommended Order – The official recommendation of a Hearing Officer for the final disposition of a proceeding under Chapters 120 and 322, F.S.

Rulemaking Authority 322.02(6), 322.125(7) FS. Law Implemented 322.01, 322.08, 322.125, 322.126, 120.52, 120.80(8) FS. History—New _____.

15A-5.002 Report of Deficit or Disorder to the Department Procedure.

(1) A report necessitating the request of the Department for review of an applicant or licensed driver's individual's physical or mental ability qualifications to safely operate a motor vehicle may come to the attention of the Department Board as the a result of the medical reports submitted due to:

(a) ~~Recommendation by supervisor of the Department's examiners based on direct observation by the Department examiners.~~

(a)(b) Receipt by the Department of a motor vehicle crash report accident reports indicating that a possible cause of the crash accident was a the driver's physical or mental deficit impairment.

(b)(c) Receipt by the Department of a Medical/Re-Exam Referral Form, HSMV 72419, Rev. 09/17.

[hyperlink], herein incorporated by reference, Florida D/L Exam and Application DHSMV D-34, indicating that the applicant or licensed driver has previously suffered from epilepsy or dizzy spells, been addicted to drugs or alcohol, intoxicating liquor or suffered from any other physical or mental deficit or disorder.

Questions disability which might in the judgment of the Department raise a question as to the applicant or licensed driver's applicant's mental or physical ability to safely operate a motor vehicle will be based upon questions posed and/or observations made by the examiner in accordance with the September 2009 National Highway Traffic Safety Administration's Driver Fitness Medical Guidelines, as of 10/01/2017, [hyperlink].

Copies of the form and the guidelines are available on the Department's website.

~~(d) Receipt of Driver's License Renewal Application, DHSMV D-036, indicating that the applicant has from the date of the original application for license or renewal to the date of the present application of renewal of license suffered from epilepsy or dizzy spells, been addicted to drugs or intoxicating liquor or suffered other physical or mental disability including vision or hearing impairment which might in the judgment of the Department raise a question as to the applicant's mental or physical ability to safely operate a motor vehicle.~~

~~(c)(e) Receipt by the Department of a report reports submitted pursuant to Section 322.126, F.S. 322.126(2), F.S. (1981). This information may be submitted on a Medical Referral Form, HSMV 72190, Rev. 09/17, [hyperlink], or Medical Referral Form (Spanish), HSMV xxxxx, Rev. 09/17, [hyperlink], herein incorporated by reference. Copies of the forms are available on the Department's website.~~

~~(d)(f) Receipt by the Department of a request Request for reconsideration as provided by Rule 15A-5.0022, F.A.C. subsection (6) of this rule.~~

~~(2) The request for review or reconsideration and the driver's medical reports regarding his physical or mental ability to safely operate a motor vehicle shall be submitted to the Chairman for initial review and determination under these guidelines; the Chairman may request the Department to conduct further investigation if he deems it necessary. If the Chairman recommends withdrawal or denial of licensure or if he determines that the case does not fall clearly within these guidelines, the medical reports shall be submitted to a member of the Board in the medical discipline covering the disability of the affected driver. This member shall have the primary responsibility for recommendation to the Department. However, all vision and neurological cases shall be submitted directly to the appropriate vision or neurology specialist without initial~~

~~review by the Chairman. The Department's decision on licensure shall be rendered within 90 days following receipt of the affected driver's medical report.~~

~~(3) The Board may require the applicant or licensed driver to have his/her physician complete a medical report (DL-432, Rev. 82, copy available from Department's Bureau of Driver Improvement, Neil Kirkman Building, Tallahassee, FL 32301) and provide the Board with any other reports which the Board deems necessary to assist the Department in evaluating an applicant's mental or physical ability to safely operate a motor vehicle.~~

~~(4) In those cases where a formal Administrative Hearing has been requested and held and medical information which was not made available to the Board when the original recommendation was made is admitted into evidence, prior to entry of a Recommended Order, the Hearing Officer shall cause a copy of the official transcript and exhibits to be transmitted to the Chairman, who shall forward them to the member or members who made the original recommendation for purposes of reconsideration of the original recommendations in light of those new matters brought out at the hearing.~~

~~Such reconsideration shall be a part of the record of the proceedings and shall be considered in determining whether to grant, suspend or deny the applicant's driving privileges.~~

~~(5) The Hearing Officer shall prepare a Recommended Order and transmit it to all parties and to the Department's Reviewing Board, which shall enter the Final Order. Unless waived by all parties, the Recommended Order shall be transmitted within 30 days of the hearing or 30 days of the receipt of the transcript by the Hearing Officer. Parties may submit exceptions to the Recommended Order within 20 days of the receipt of the Recommended Order by the Reviewing Board.~~

~~(6) If the Board so recommends, a Final Order denying a driver license may state a date after which the applicant may apply to the department for reconsideration of the denial. Such applications shall be submitted to the Chairman as provided by subsection (2) of this rule.~~

~~(7) In the event of a conflict between this rule chapter and the procedural rules adopted by Rule 15-2.001, F.A.C., this rule chapter shall prevail.~~

~~(8) Members of the Board and other persons making examinations shall not be held liable for their opinions and recommendations.~~

Rulemaking Authority 322.02(6) ~~322.02(3)~~, 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10).

322.125(1), (2), (3), 322.126(1), 322.221(2)(c), ~~120.62, 120.53(1)(e)~~ FS. History—New 6-5-81, Amended 6-27-82, 7-29-84, 1-28-85, _____, Formerly 15A-5.02.

15A-5.0021 Medical Review.

(1) Upon receipt of a report of an applicant or licensed driver exhibiting a mental or physical deficit, the Department may require an applicant or licensed driver to have their physician(s) complete one or more medical report form(s) and provide the Department with any other medical information it deems necessary to assist the Board in evaluating the applicant or licensed driver's mental or physical ability to safely operate a motor vehicle.

(2) A request for review of the applicant or licensed driver's medical reports regarding their physical or mental ability to safely operate a motor vehicle will be submitted to the Chairman, or a Board member designated by the Chairman for review and recommendation. If the Chairman or designated Board member determines that the case should be reviewed by a specialist, the request for review and medical reports will be submitted to a member of the Board in the medical discipline covering the deficit of the applicant or licensed driver for assessment. The Board member will make a recommendation on Medical Advisory Board Recommendation Form, HSMV 72997, Rev. 09/17, [hyperlink], herein incorporated by reference. The Board member will then have the primary responsibility for making a recommendation to the Department on behalf of the Board. Cases involving vision and neurological deficits may be submitted directly to a Board neurologist or eye specialist for review and recommendation.

(3) The Board's recommendation may include the following:

(a) A denial or revocation of the applicant or licensed driver's driving privilege.

(b) An approval of the applicant or licensed driver's fitness to drive with no follow-up medical reports and no examination or reexamination.

(c) An approval contingent on the applicant or licensed driver passing an examination or reexamination as provided in Section 322.221, F.S., which may include an extended driving test as outlined in Rule 15A-5.0010, F.A.C.

(d) An approval with a requirement that the applicant or licensed driver submit a follow-up medical report. If the Department orders a follow-up review of an applicant or licensed driver's medical condition, that follow-up will be conducted at a time established by the Board, based upon its review of the medical

reports.

(e) An approval contingent on the applicant or licensed driver passing an examination or reexamination as provided in Section 322.221, F.S., which may include an extended driving test as outlined in Rule 15A-5.0010, F.A.C., and a requirement that they submit a follow-up medical report. If the Department orders a follow-up review of an applicant or licensed driver's medical condition, that follow-up will be conducted at a time established by the Board, based upon its review of the medical reports.

(f) A request that the applicant or licensed driver provide for further review the results of a Certified Driver Evaluation conducted by a Certified Driver Rehabilitation Specialist.

(g) A request that the applicant or licensed driver provide for further review additional medical information.

(4) All recommendations by the Board to the Department will be based on the request for review and the applicant or licensed driver's medical reports, which may include Certified Driver Evaluations conducted by Certified Driver Rehabilitation Specialists.

(5) In cases involving commercial drivers, the Board will make its recommendation in accordance with Title 49 C.F.R. s. 391.41 of the Federal Motor Carrier Safety Regulations, as of 10/01/2017, [hyperlink]. In such cases the applicant or licensed driver may be required to complete the Commercial Driver License Form, HSMV 71048, Rev. 09/17, [hyperlink], herein incorporated by reference. Copies of the regulation and form are available on the Department's website.

(6) The Department's decision on licensure must be rendered within 90 days following the receipt of all requested information from the applicant or licensed driver.

(7) If the Department denies or revokes a driver license, the affected individual may, at any time, provide additional or updated medical information or a Certified Driver Evaluation conducted by a Certified Driver Rehabilitation Specialist for reconsideration by the Board.

Rulemaking Authority 322.02(6), 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c) FS. History—New _____.

15A-5.0022 Administrative Hearing Procedures.

(1) When an administrative hearing has been requested and held and medical information that was not

made available to the Board when the original recommendation was made is admitted into evidence, the Hearing Officer will cause a copy of the official recording and exhibits to be transmitted to the Chairman prior to entry of a Recommended Order. The Chairman will review the evidence or forward it to the member or members who made the original recommendation for purposes of reconsideration of the original recommendation in light of those new matters brought out at the hearing. Such reconsideration will be a part of the record of the administrative hearing and must be considered in determining whether to approve or deny the applicant or licensed driver's driving privileges.

(2) The Hearing Officer will prepare a Recommended Order and transmit it to all parties and to the Executive Director or designee who will enter the Final Order. Unless waived by all parties, the Recommended Order must be transmitted within 30 days of the hearing.

(3) If the Executive Director or designee so recommends based on the facts of a particular case, a Final Order denying a driver license will state a date after which the applicant or licensed driver may apply to the Department for reconsideration of the denial or revocation. Such applications for reconsideration must be submitted to the Chairman as provided by Chapter 15A-0021, F.A.C. The Final Order is reviewable by following the procedure specified in Section 322.31, F.S.

Rulemaking Authority 322.02(6), 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), 120.57, 120.80 FS. History—New _____.

15A-5.003 Seizure Disorders.

Rulemaking Authority 322.20(3), 322.126(1) FS. Law Implemented 322.05(7), 322.125(1), (2), 322.126(1), 120.62 FS. History—New 7-5-81, Amended 6-27-82, Formerly 15A-5.03, Repealed 8-5-12.

15A-5.004 ~~Seizures Neurological Guidelines for Applicants with Seizures.~~

(1) Applicants or licensed drivers must should be seizure free for a period of two years before having their the license issued or reinstated, but if under regular medical supervision, may apply at the end of six months one year to be reconsidered reviewed by the Medical Advisory Board for issuance or reinstatement if they are under regular medical supervision and seizure free. Applicants or licensed drivers with “petit mal,” absence seizures, and partial seizures with complex symptomology will also be subject to these guidelines. An applicant or licensed driver with an isolated seizure with a normal electroencephalogram may be

reconsidered by the Board at the end of three months. Applicants or licensed drivers must present a Medical Report Form, HSMV 72423, Rev. 09/17, [hyperlink], herein incorporated by reference, from their treating physician. A copy of the form is available on the Department's website.

(2) Applicants or licensed drivers who have been approved for license issuance or reinstatement after being seizure free for six months may be required ~~one year seizure free while on medication will have to~~ submit follow-up medical reports at periodic intervals as recommended by the Board ~~the end of one year.~~

(3) Applicants or licensed drivers who have had a chronic recurring seizures seizure disorder (or have been treated for such for one year) and who have anti-epileptic medications have been discontinued will not be licensed eligible to have their license reinstated for a two year seizure free period. ~~The cause of a seizure or seizures may be the basis for special consideration by the Medical Advisory Board. In general, medications should not be discontinued before a three year seizure free period. If medications are discontinued, a patient will be required not to drive during the period of drug withdrawal and for a period of three months following complete cessation of treatment. If the applicant or licensed driver has seizures during this withdrawal period, licensing may be considered after a three-month seizure free interval or upon return to adequate therapy.~~

(4) If there is a question about the seizure type or the medication the applicant or licensed driver is prescribed on, it is the prerogative of the Medical Board to question the physician further ~~in an effort to~~ clarify the nature of the seizures.

(5) No change.

(6) Applicants or licensed drivers with only non-epileptic seizures or chronic nocturnal seizures will be considered on an individual basis given special consideration on the recommendation of the physician filling out the medical report.

(7) ~~"Petit mal" or absence seizures and partial seizures with complex symptomatology will also follow these guidelines.~~

(8) ~~Applicants with syncopal episodes who have no clear diagnosis established should have a neurological evaluation including electroencephalography.~~

Rulemaking Authority 322.02(6) ~~322.02(3)~~, 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), ~~120.62~~ FS. History—New 7-5-81, Amended 6-27-82.

_____, Formerly 15A-5.04.

15A-5.005 Loss of Consciousness.

(1) Recommendations by the Board as to whether an applicant or licensed driver who suffers from loss of consciousness can safely operate a motor vehicle will depend upon consideration of the Medical Report Form, HSMV 72423, Rev. 09/17, [hyperlink], and Loss of Consciousness Follow-Up Form, HSMV 72117, Rev. 09/17, [hyperlink], hereby incorporated by reference, from their treating physician medical reports indicating the cause of ~~for~~ the loss of consciousness. Copies of the forms are available on the Department's website.

(2) Applicants or licensed drivers who may have experienced a loss of consciousness as a result of hypoglycemia must provide a Medical Report Form, HSMV 72423, Rev. 09/17, [hyperlink], and/or Diabetes/Hypoglycemia Follow-Up Form, HSMV 72112, Rev. 09/17, [hyperlink], herein incorporated by reference, from their treating physician for consideration by the Board. If the hypoglycemic episode resulted in a motor vehicle crash, the applicant or licensed driver must present a Diabetes Form, HSMV 72118, Rev. 09/17, [hyperlink], herein incorporated by reference, from their treating physician. Copies of the forms are available on the Department's website

Rulemaking Authority ~~322.02(6)~~ ~~322.02(3)~~, 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), ~~120.62~~ FS. History—New 6-27-82, Amended _____, Formerly 15A-5.05.

15A-5.006 Cardiovascular Deficits ~~Cardio-Vascular Impairments~~.

Applicants or licensed drivers who experience cardiovascular deficits ~~cardio-vascular impairments~~ must present a Medical Report Form, HSMV 72423, Rev. 09/17, [hyperlink], herein incorporated by reference, from their treating physician indicating their ~~evidence of his~~ physical ability ~~qualifications~~ to safely operate a motor vehicle. A copy of the form is available on the Department's website.

Rulemaking Authority ~~322.02(6)~~ ~~322.02(3)~~, 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), ~~120.62~~ FS. History—New 7-5-81, Amended 6-27-82,

_____, Formerly 15A-5.06.

15A-5.008 Deficits ~~Impairments~~ of Memory or Judgment.

Applicants or licensed drivers who suffer from deficits ~~medically significant impairments~~ of memory or judgment must present a Medical Report Form, HSMV 72423, Rev. 09/17, [hyperlink], herein incorporated by reference, from their treating physician indicating their medical report of his or her physical and mental ability qualifications to safely operate a motor vehicle. A copy of the form is available on the Department's website.

Rulemaking Authority 322.02(6) ~~322.02(3)~~, 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), ~~120.62~~ FS. History—New 7-5-81, Amended 6-27-82, _____, Formerly 15A-5.08.

15A-5.009 Musculoskeletal and ~~or~~ Neuromuscular Disorders ~~Impairments~~.

(1) Applicants or licensed drivers with ~~s~~Static musculoskeletal or ~~and~~ static neuromuscular disorders who will be exempted from the guidelines provided the individual can demonstrate that they he can safely operate a motor vehicle with or without the use of aids and devices based on an examination or reexamination as outlined in Rule 15A-5.0021, F.A.C., may be required to submit a Medical Report Form, HSMV 72423, Rev. 09/17, [hyperlink], herein incorporated by reference, for review by the Board. Applicants or licensed drivers may be exempted from further reviews since these conditions are static and not likely to progress. A copy of the form is available on the Department's website.

(2) Applicants or licensed drivers with progressive musculoskeletal and progressive neuromuscular disorders will be required to submit a Medical Report Form, HSMV 72423, Rev. 09/17, [hyperlink], herein incorporated by reference, statement from their treating a physician indicating they have the mental and physical ability capabilities to safely operate a motor vehicle drive. These applicants or licensed drivers must provide periodic follow-up medical reports as recommended by the Board due to the progressive nature of these disorders individuals should also take the driving portion of the driver examination every four years at the date of renewal if recommended by their physician. They may also be required by the Board to take an examination or reexamination as outlined in Rule 15A-5.0021, F.A.C. A copy of the form is available on the Department's website.

Rulemaking Authority 322.02(6) ~~322.02(3)~~, 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10),

322.125(1), (2), ~~(3)~~, 322.126(1), 322.221(2)(c), ~~120.62~~ FS. History—New 7-5-81, Amended 6-27-82,
_____, Formerly 15A-5.09.

15A-5.010 Severe Emotional and Mental Disorders Conditions.

(1) Applicants or licensed drivers who have been adjudged incompetent will not be considered capable of safely operating a motor vehicle ~~vehicles~~ unless their ~~his or her~~ competency has been judicially restored.

(2) Applicants or licensed drivers who have suffered from severe ~~emotional or mental~~ disorders that conditions which have required hospitalization or treatment for six months or more must present a Mental Status Examination Form, HSMV 72481, Rev. 09/17, [hyperlink], herein incorporated by reference, from a licensed psychiatrist of their psychiatric report of his or her mental ability qualifications to safely operate a motor vehicle. A copy of the form is available on the Department's website. Mental disorders may include:

- (a) Acute and/or chronic psychotic reaction;
- (b) Personality disorders that manifest violent or aggressive behavior;
- (c) Other serious ~~emotional or mental~~ disorders that interfere with judgment or ~~and~~ reaction time.

Rulemaking Authority ~~322.02(6) 322.02(3), 322.125(7), 322.126(1)~~ FS. Law Implemented 322.05(7), ~~(10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), 120.62~~ FS. History—New 7-5-81, Amended 6-27-82,
_____, Formerly 15A-5.10.

15A-5.011 Vision Standards.

~~(1) Applicants who have 20/50 vision or worse in either eye without corrective lenses are referred to a licensed practitioner for possible improvement.~~

~~(1)(2)~~ Applicants or licensed drivers who have 20/50 vision or worse in either eye, with or without corrective lenses, will be ~~are~~ referred to an eye specialist for possible improvement.

~~(2)(3)~~ Applicants or licensed drivers who have 20/70 vision in either eye or with both eyes, may be issued a license pass with or without corrective lenses, if vision cannot be improved; however, if one eye is blind, or 20/200 or worse, the other eye must be 20/40 or better.

~~(4) Applicants who have 20/80 vision or worse, with both eyes, are not licensed.~~

~~(3)(5)~~ 130 degrees is ~~T~~the minimum acceptable field of vision; for an applicant or licensed driver is 130 degrees using a 4 mm² with 5mm white target.

(4) Applicants or licensed drivers who cannot meet these standards will not be issued a driver license or will have their driver license revoked. When requested by the Department, applicants or licensed drivers must present a Report of Eye Exam Form, HSMV 72010, Rev. 09/17, [hyperlink], Report of Eye Exam Form (Spanish), HSMV 72838, Rev. 09/17, [hyperlink], or a Prism Form, HSMV 72111, Rev. 09/17, [hyperlink], herein incorporated by reference, by an eye specialist indicating visual standards required for licensing. Copies of the forms are available on the Department's website.

(5)(6) The use of telescopic lenses lens to meet visual standards is not permitted recognized.

Rulemaking Authority ~~322.02(6)~~ ~~322.02(3)~~, 322.125(7), 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c), ~~120-62~~ FS. History—New 7-5-81, Formerly 15A-5.11, Amended 8-15-16, _____.

15A-5.012 Drug Addiction and Alcoholism.

(1) Any applicant or licensed driver who abuses or is addicted to drugs, alcohol, or any substance that renders them incapable of operating a motor vehicle safely will not be issued a driver license or will have their driver license revoked.

(2) Applicants or licensed drivers with a history of substance abuse may be approved for licensure after they have received counseling and/or treatment from a substance abuse specialist or treatment center and have met all requirements identified in Chapters 316 and 322, F.S. In addition, the applicant or licensed driver must provide to the Department an Alcohol and Drug Usage Form, HSMV 72480, Rev. 09/17, [hyperlink], herein incorporated by reference, from a physician or treatment source indicating that they are compliant with treatment and are capable of operating a motor vehicle safely. A copy of the form is available on the Department's website.

Rulemaking Authority 322.02(6), 322.125(7) 322.126(1) FS. Law Implemented 322.05(7), (10), 322.125(1), (2), (3), 322.126(1), 322.221(2)(c) FS. History—New _____.

CERTIFICATION OF MATERIALS INCORPORATED BY REFERENCE
IN RULES FILED WITH THE DEPARTMENT OF STATE

I hereby certify pursuant to Rule 1B-30.005, Florida Administrative Code:

(1) That materials incorporated by reference in Rule 15A-5 have been electronically filed with the Department of State.

(2) That because there would be a violation of federal copyright laws if the submitting agency filed the incorporated materials described below electronically, a true and complete paper copy of the incorporated materials are attached to this certification for filing. Paper copies of the incorporated materials below may be obtained at the agency by [include address(es)/location(s)].

List form number(s) and form title(s), or title of document(s) below:

HSMV 71048: Commercial Driver License Form

HSMV 72010: Report of Eye Exam Form

HSMV 72111: Prism Form

HSMV 72112: Diabetes/Hypoglycemia Follow-Up Form

HSMV 72117: Loss of Consciousness Follow-Up Form

HSMV 72118: Diabetes Form

HSMV 72190: Medical Referral Form

HSMV 72419: Medical/Re-Exam Referral Form

HSMV 72423: Medical Report Form

HSMV 72480: Alcohol and Drug Usage Form

HSMV 72481: Mental Status Examination Form

HSMV 72838: Report of Eye Exam Form (Spanish)

HSMV 72997: Medical Advisory Board Recommendation Form

HSMV xxxxx: Medical Referral Form (Spanish)

Title 27 U.S.C. s. 214(1) (as of 10/01/2017)

Title 21 U.S.C. s. 802(6) (as of 10/01/2017)

Schedules I-V of Title 21 C.F.R. part 1308 (as of 10/01/2017)

Title 49 C.F.R. s. 391.41 (as of 10/01/2017)

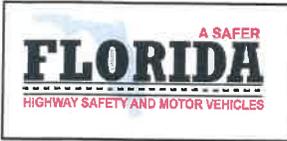
September 2009 National Highway Traffic Safety Administration's Driver Fitness Medical Guidelines (as of 10/01/2017)

Under the provisions of Section 120.54(3)(e)6., F.S., the attached material(s) take effect 20 days from the date filed with the Department of State, or a later date as specified in the rule.

Terry L. Rhodes

Executive Director

Title



STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES

Commercial Driver License Form

NAME: _____ DL#: _____

Do you wish to downgrade your commercial driver license to a non-commercial (Class E) driver license?
Yes ___ No ___

- If "No," or if you are applying for a commercial driver license, please answer the following questions:

1. Briefly describe the type of vehicle you are operating (or will be operating) and your job duties:

2. Do you operate, or intend to operate, a commercial motor vehicle in interstate operations?
Yes ___ No ___

- If "Yes," have you been issued any federal exemptions and/or waivers? Yes ___ No ___

3. Do you operate, or intend to operate, a commercial motor vehicle only within the State of Florida?
Yes ___ No ___

- If "Yes," are you an employee of an electric utility or telephone company who operates a commercial motor vehicle only in the State of Florida and within a 200-mile radius? Yes ___ No ___

4. Do you, or do you intend to, perform transportation for a federal, state, county, or city agency or an agency established under a compact agreement between states? Yes ___ No ___

- If "Yes," Please provide the name of the agency: _____

5. Do you, or do you intend to, transport hazardous materials? Yes ___ No ___

6. Are you required to possess a current medical examiner's certificate? Yes ___ No ___

- If "Yes," please attach a copy.

I certify that the above statements are true to the best of my knowledge.

Mail this Completed Form to:
Bureau of Motorist Compliance
Medical Review Program
Neil Kirkman Building, MS 86
Tallahassee, Florida 32399-0500
Telephone No.: (850) 617-3814
Fax No.: (850) 617-3944

Signature: _____

Print Name: _____

Telephone Number: _____

Date: _____

**FLORIDA DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES
REPORT OF EYE EXAMINATION**

I hereby authorize (PRINT DOCTOR'S FULL NAME) _____ to give me this vision examination and to submit this report and recommendations to the Division of Motorist Services.

Applicant's Signature _____ Florida Driver License Number _____
Applicant's Address, Street & Number _____ City and State _____

CERTIFICATION OF EYE SPECIALIST

I AM LICENSED TO PRACTICE OPHTHALMOLOGY/OPTOMETRY AND CERTIFY THAT I HAVE PERSONALLY EXAMINED THE EYES OF

Print Patient's Name _____ Date of Birth _____ OPTOMETRIST
 OPHTHALMOLOGIST

THAT A TRUE RECORD OF THIS EXAMINATION APPEARS ON THE FORM BELOW, AND THAT SAID PATIENT SIGNED ABOVE IN MY PRESENCE.

Exam Date _____ Signature of Eye Specialist _____
Physician License Number _____ Business Address _____
Form not valid after (1) year from exam date Telephone _____

Date Corrective Lenses Issued _____ Signature of Eye Associate _____
Business Address _____
Telephone Number _____

DISTANT VISION ONLY	RIGHT EYE	LEFT EYE	BOTH EYES
VISION UNCORRECTED	20/	20/	20/
VISION WITH BEST CORRECTION	20/	20/	20/

- | | | | |
|----|--------------------------|--------------------------|---|
| | YES | NO | |
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | Will lenses improve applicant's acuity? Are they being fitted? _____ |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | In your opinion, would the wearing of corrective lenses be advisable for driving purposes? If not, why? _____ |
| 3. | <input type="checkbox"/> | <input type="checkbox"/> | Is there evidence of eye disease or injury that would affect the driving ability? If so, please describe: _____
Can it be compensated for? _____ |
| 4. | <input type="checkbox"/> | <input type="checkbox"/> | In your opinion, should the patient be restricted to "Daylight Driving Only?" |
| 5. | <input type="checkbox"/> | <input type="checkbox"/> | Do you recommend that a driver license be denied on visual grounds? If so, upon what grounds? _____ |
| 6. | <input type="checkbox"/> | <input type="checkbox"/> | Does applicant meet the required minimum of 130 degrees of uninterrupted horizontal visual field? If not, a charted field must be submitted. Either a Goldmann kinetic III-4e or equivalent or a Humphrey Esterman program is required. Static automated 30 degree and 60 degree fields are NOT acceptable. |
| 7. | <input type="checkbox"/> | <input type="checkbox"/> | Should patient have vision checked more frequently than the driver license renewal period? If yes, medical reason must be listed: _____ How often? _____ |
| 8. | <input type="checkbox"/> | <input type="checkbox"/> | On the basis of your clinical observation, visual or otherwise, do you recommend applicant be required to pass a driving test? If yes, please explain: _____ |

***NOTE: IF THERE IS ANY IMPROVEMENT WITHOUT ADVERSELY AFFECTING THE PATIENT'S CONDITION, CORRECTIVE LENSES MUST BE WORN.**

ATTENTION ALL APPLICANTS

ALL APPLICANTS WHO FAIL TO MEET MINIMUM VISION REQUIREMENTS MUST TAKE THIS FORM TO THEIR EYE SPECIALIST. AFTER IT IS COMPLETED; THIS FORM MUST BE RETURNED TO THE DRIVER LICENSE EXAMINING OFFICE.

INSTRUCTIONS TO THE EYE SPECIALIST

All applicants for licenses and persons being re-examined are given simple vision tests by driver license examiners; but when more accurate measurements are needed, when an improvement in vision would add to safety, or when unusual eye defects are found, the person is asked to visit an eye specialist. A report from such specialist is particularly valuable if the fitness of a driver is questioned in court, or following a crash. In some cases, examinations by more than one specialist are requested as stated in the next paragraph.

A difference of more than 20 points between the eye specialist's readings and the examiner's readings will warrant referral to a second eye specialist ONLY if that difference results in the applicant not meeting the minimum vision standards for licensing in Florida. No recommendations or suggestions as to which specialist to visit are given by the driver license examiners. Only reports from licensed eye specialists will be acceptable. The eye specialist assumes no responsibility in making this report other than that of representing the facts.

FLORIDA MINIMUM VISUAL STANDARDS FOR LICENSING

All drivers are required to have the best possible vision

20/50.....Or worse in either eye, with or without corrective lenses, are referred to a licensed eye specialist for possible improvement.
20/70.....In either eye, or both eyes together may pass with or without corrective lenses, if vision cannot be improved; however if one eye is blind or 20/200 or worse, the other eye must be 20/40 or better.

130 degrees.....Minimum acceptable field of vision.

The use of telescopic lenses to meet visual standards is not recognized in Florida.

HSMV 72010 (Rev. 05/14), 15A-1.013, 15A-5.011, F.A.C.



STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES

Prism Form

RE: _____
DL#: _____
DOB: _____

Dear Physician:

According to our records, this individual wears prisms. We are in the process of assessing his/her ability to safely operate a motor vehicle and need your input on the following questions:

- 1) What is the patient's current diagnosis and the reason prism(s) are prescribed?

- 2) Is there a paretic muscle involved? If yes, which one?

- 3) Is the prism used for correcting a hemianopsia?

- 4) What kind of prism is the patient currently wearing? (Please provide a description of the location and power of the prism and whether it is on one lens or both.)

- 5) How long has the patient been wearing the prism(s)?

- 6) In your opinion, has the patient adapted to the prism(s) well enough to operate a motor vehicle safely while wearing them? Yes: _____ No: _____

Comments: _____

Mail this Completed Form to:
Bureau of Motorist Compliance
Medical Review Program
Neil Kirkman Building, MS 86
Tallahassee, Florida 32399-0500
Telephone No.: (850) 617-3814
Fax No.: (850) 617-3944

Signature of Physician: _____
Print Physician's Name: _____
Medical License #: _____
Address: _____
Telephone Number: _____
Date: _____



STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES

Diabetes/Hypoglycemia Follow-Up Form

RE: _____
DL#: _____
DOB: _____

Dear Physician:

This individual was previously reviewed by our Department for an episode of hypoglycemia on <<enter date>>. We are in the process of reassessing his/her ability to safely operate a motor vehicle and need your input on the following questions:

1. How long have you treated the patient? When did you last see the patient in your office?
2. Has the patient experienced any further episodes of hypoglycemia? Yes ____ No ____
If the answer is yes, please provide the date(s) and severity of the reaction(s).
3. What is your assessment of the control of the patient's diabetes?
4. What advice has the patient been given to prevent recurrence of hypoglycemia while driving?
5. To the best of your knowledge, is the patient sufficiently well instructed and conscientiously applying these instructions to the point that it is highly unlikely that they would have an episode of hypoglycemia while operating a motor vehicle? Yes ____ No ____

Comments: _____

Mail this Completed Form to:
Bureau of Motorist Compliance
Medical Review Program
Neil Kirkman Building, MS 86
Tallahassee, Florida 32399-0500
Telephone No.: (850) 617-3814
Fax No.: (850) 617-3944

Signature of Physician: _____
Print Physician's Name: _____
Medical License #: _____
Address: _____
Telephone Number: _____
Date: _____



STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES

Loss of Consciousness Follow-Up Form

RE.: _____
DL#: _____
DOB: _____

Dear Physician:

This individual was previously reviewed by our Department for a loss of consciousness on <<enter date>>. We are in the process of reassessing his/her ability to safely operate a motor vehicle and need your input on the following questions:

1. How long have you treated the patient? When did you last see the patient in your office?
2. Has the patient experienced any further loss of consciousness? Yes _____ No _____
If the answer is yes, please provide the date(s) and probable cause of the episode(s).
3. What treatment, if any, is the patient currently receiving? Please include a list of any medication.
4. From a medical stand point, do you believe that it is safe for the patient to continue to operate a motor vehicle? Yes _____ No _____

Comments: _____

Mail this Completed Form to:
Bureau of Motorist Compliance
Medical Review Program
Neil Kirkman Building, MS 86
Tallahassee, Florida 32399-0500
Telephone No.: (850) 617-3814
Fax No.: (850) 617-3944

Signature of Physician: _____

Print Physician's Name: _____

Medical License #: _____

Address: _____

Telephone Number: _____

Date: _____



STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES

Diabetes Form

RE: _____
DL#: _____
DOB: _____

Dear Physician:

This individual was reported to the Department after having an episode of hypoglycemia that resulted in a motor vehicle crash on <<enter date>>. We are in the process of assessing their ability to safely operate a motor vehicle and need your input on the following questions:

1. How long have you treated the patient? When did you last see the patient in your office?

2. Has the patient experienced any further episodes of hypoglycemia since the crash?
Yes ___ No ___

If the answer is yes, please provide the date(s) and severity of the reaction(s).

3. What is your assessment of how well the patient's diabetes is being managed?

4. What advice has the patient been given to prevent recurrence of hypoglycemia while driving?

5. To the best of your knowledge, is this patient sufficiently well instructed and conscientiously applying these instructions to the point that it is highly unlikely that they would have another episode of hypoglycemia while operating a motor vehicle? Yes ___ No ___

Comments: _____

Mail this Completed Form to:
Bureau of Motorist Compliance
Medical Review Program
Neil Kirkman Building, MS 86
Tallahassee, Florida 32399-0500
Telephone No.: (850) 617-3814
Fax No.: (850) 617-3944

Signature of Physician: _____
Print Physician's Name: _____
Medical License #: _____
Address: _____
Telephone Number: _____
Date: _____



STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES

Medical Referral Form

Our agency is committed to complying with the Americans with Disabilities Act (ADA), a federal law which makes it unlawful to discriminate against a qualified person with a disability. Medical reviews are initiated based on medical conditions or symptoms that could affect the safe operation of a motor vehicle and not the age of the driver.

Sections 322.126(2) and (3), Florida Statutes, provide, in part, that “Any physician, person, or agency having knowledge of any licensed driver’s or applicant’s mental or physical disability to drive . . . is authorized to report such knowledge to the Department of Highway Safety and Motor Vehicles . . . The reports authorized by this section shall be confidential . . . No civil or criminal action may be brought against any physician, person or agency who provides the information herein.”

When reporting an individual whose driving ability is questionable due to some physical or mental deficit or disorder, please complete as much of the information listed below as possible:

Name: _____ Date of Birth: _____

Address: _____ City: _____

Male Female Zip Code: _____

Driver License Number: _____ State: _____

Physical or Mental Deficit or Disorder Noted:

- Seizures Severe Cardiac Condition Stroke
- Loss of Consciousness Uncontrollable Diabetes Dementia/Memory Deficits
- Psychiatric Disturbance Drug/Alcohol Addiction Severe Visual Deficit
- Sleep Disorder Other

Please explain each area that was marked: _____

Please indicate how you know this individual (friend, family member, patient, etc): _____



STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES

Medical Referral Form

Please provide your information (Note: The name and signature of the reporting person is required to investigate the report.)

Name of Law Enforcement Agency or Health Care Provider (if applicable): _____

Law Enforcement ID/Badge # or Medical License # (if applicable): _____

Mail this Completed Form to:
Bureau of Motorist Compliance
Medical Review Program
Neil Kirkman Building, MS 86
Tallahassee, Florida 32399-0500
Telephone No.: (850) 617-3814
Fax No.: (850) 617-3944

Name: _____

Signature: _____

Address: _____

Telephone: _____

Date of Report: _____

**FLORIDA DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES
Medical/Re-Exam Referral Form**

This form is completed by examiners/agents to document observations and/or admissions by the customer concerning issues that may affect the customer's ability to safely operate a motor vehicle.

Customer Information

Name of Customer _____ DOB _____ Sex _____
Address _____ Telephone Number _____
Driver License Number _____ State _____ Type _____

Source of Information

A. Driver License Application

Examiner Name _____ Office Telephone Number _____

B. Informant / Written Complaint

Name of Informant _____ Relationship to Customer _____
Address of Informant _____ Telephone Number _____

Observations / Admissions

A. Customer's Admissions

- | | | |
|--|--|---|
| <input type="checkbox"/> Progressive Neurological Disorder | <input type="checkbox"/> Alzheimer's Disease | <input type="checkbox"/> Epilepsy |
| <input type="checkbox"/> Fainting | <input type="checkbox"/> Dizzy Spells | <input type="checkbox"/> Alcohol/drug addiction within past 2 years |

Treating Physician Name _____ Telephone Number _____

B. Examiner/Agent Observations

- | | |
|---|--|
| <input type="checkbox"/> Difficulty with Mobility | <input type="checkbox"/> Lack of Comprehension or Orientation |
| <input type="checkbox"/> Hearing or Visual | <input type="checkbox"/> Difficulty Responding to Questions Due to Memory or Confusion |
| <input type="checkbox"/> Violent or Aggressive Behavior | <input type="checkbox"/> Weakness or Coordination Problems |
| <input type="checkbox"/> Other | |

Please Explain Any Area That Was Marked: _____

Recommendation

- 5 Day Letter
- Complete the Five-Day Letter.
 - Retain documents in the issuing office for one year. They do not need to be sent to Medical Review Program.
- Forward to Medical
- Mail or fax the completed form to Division of Motorist Services, Attention: Medical Review Program, Room A227, Neil Kirkman Building, Tallahassee, Florida 32399-0570, Fax (850) 617-3944.

Signature of Examiner/Agent **User ID** Date Signature of Supervisor/Manager **User ID** Date

Office Address Office Number



STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES

MEDICAL REPORT

INSTRUCTIONS TO THE DRIVER: Please take this form to the physician most familiar with your medical history and the current status of your medical condition(s).

Name: _____ Driver License #: _____

Date of Birth: _____ Telephone #: _____

INSTRUCTIONS TO THE PHYSICIAN: Please complete this form in its entirety. If a section does not apply, indicate "not applicable" or "N/A".

HISTORY:

1. How long have you known this patient? _____ Date of last office visit? _____

2. Other physicians the patient has seen in the past 2 years: _____

3. List any medical conditions or physical impairments the patient has: _____

4. List all prescribed medications: _____

5. Does the patient receive regular medical care? _____ Is patient reliable in taking medications? _____

SECTION 1 – NEUROLOGICAL

Does the patient have a history of epilepsy or convulsive seizures? _____

Date of last seizure of any type: _____

Medication and dosage for prevention: _____

Current anticonvulsant blood level: _____ Date taken: _____

If not in therapeutic range, please explain: _____

If medication discontinued, give date: _____ EEG? (Please attach a copy): _____

Please list any progressive neurological or neuromuscular disease: _____

Please describe any physical activity limitations imposed by the condition: _____

What is the status of the condition? _____ FSS/EDSS? (Please attach a copy): _____

Please list any neurological deficits due to CVA's, closed head injury, etc.: _____



STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES

MEDICAL REPORT

SECTION 2 – LOSS OF CONSCIOUSNESS/DIZZINESS

Does the patient have a history of blackouts, fainting spells, or dizziness? _____

Possible cause: _____ Frequency: _____ Date of last episode: _____

SECTION 3 – PSYCHIATRIC

Has the patient ever been admitted to a hospital or treated for mental or emotional illness? _____

Facility: _____ Date of admission: _____ Date discharged: _____

Is the patient presently under treatment for, show evidence of, or have difficulty with any emotional problems or mental illness? _____ If yes, please attach a psychiatric report.

What is the status of the condition? _____

SECTION 4 – MENTAL/COGNITIVE

Is there any evidence of memory loss? _____ Any evidence of organic brain syndrome? _____

Any history of frequent or intermittent confusion? _____

If there are any cognitive deficits noted above, please provide the results of a Mini Mental State Exam (MMSE) or a

Montreal Cognitive Assessment (MoCA): _____

Education level of patient: _____

SECTION 5 –ALCOHOL AND DRUG

Is there any evidence or personal knowledge of addiction or abuse of alcohol or other drugs? _____

When and where has patient been treated for alcoholism or drug dependency: _____

Does the patient consume alcohol or drugs at this time? _____ To what extent? _____

If not, how long has the patient been alcohol and/or drug free: _____

SECTION 6 – DIABETES

What type of diabetes does the patient have? _____

How many times has patient been in diabetic ketoacidosis? _____ Date of last episode: _____

Frequency of hypoglycemic episodes involving LOC or near LOC: _____ Date of last episode: _____

How frequently have you seen this patient for control of patient's diabetes? _____

The physician's assessment of the control of the patient's diabetes: _____

If uncontrolled, please explain: _____



STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES

MEDICAL REPORT

SECTION 7 – CARDIAC

Please describe any cardiac problem the patient has that could interfere with driving: _____

Please provide date of last episode of any LOC related to cardiac abnormalities or arrhythmias: _____

Please describe any treatment the patient is receiving: _____

What is the status of the condition? _____

SECTION 8 – MUSCULOSKELETAL

Explain any limitation of motion, weakness, spasticity, or paralysis: _____

What is the status of the condition? _____

Would adaptive equipment assist the patient with driving? _____ If yes, please describe: _____

Has the patient completed a recent Certified Driver Evaluation (CDE)? _____ If yes, please attach copy.

SECTION 9 – SLEEP DISORDER

Please describe the frequency, severity, and treatment of the following sleep disorders: sleep apnea, narcolepsy, or insomnia: _____

What is the status of the condition? _____

SECTION 10 – VISUAL

Visual acuity – Name of equipment used: _____

Without glasses: RE 20/ _____ LE 20/ _____ BE 20/ _____

With glasses: RE 20/ _____ LE 20/ _____ BE 20/ _____

Field of vision: RE _____ LE _____ BE _____

Does the patient use prism lenses to compensate for visual field loss? _____



STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES

MEDICAL REPORT

PHSYCIAN'S RECOMMENDATION

Dear Doctor: The Department's Medical Advisory Board is charged with determining this individual's physical and mental ability to safely operate a motor vehicle. The information provided by you is vital in making this determination. In addition, we would like you to provide your opinion below as to whether or not this individual can operate a motor vehicle safely. This will be taken into consideration when rendering a decision in this case.

PLEASE ANSWER "YES" OR "NO" HERE: _____ PLEASE EXPLAIN YOUR ANSWER:

Signature of Physician: _____

Print Physician's Name: _____

Medical License #: _____

Classification or Specialty: _____

Address: _____

Telephone Number: _____

Date: _____

Mail this Completed Form to:
Bureau of Motorist Compliance
Medical Review Program
Neil Kirkman Building, MS 86
Tallahassee, Florida 32399-0500
Telephone No.: (850) 617-3814
Fax No.: (850) 617-3944



STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES

Alcohol and Drug Usage Form

Please have this form completed by your physician or treatment provider.

CLIENT/PATIENT'S NAME: _____ DATE OF BIRTH: _____

DRIVER LICENSE#: _____ TELEPHONE #: _____

1. Please provide a brief history of this individual's alcohol and/or drug usage:

2. Has this individual participated in an alcohol/drug treatment program? Yes _____ No _____

If yes, please provide the following:

Where? _____

Length of time in treatment: _____

Date of admission/discharge: _____

3. Is the individual currently participating in an aftercare program? _____

How frequently? _____

4. How long have you known this individual? _____

Frequency of contact? _____

5. To the best of your knowledge, how long has this individual been alcohol and/or drug free?

6. Do you feel this individual would be capable of operating a motor vehicle safely?

Yes _____ No _____

Comments: _____

When Completed, Please Mail to:
Bureau of Motorist Compliance
Medical Review Program
Neil Kirkman Building, MS 86
Tallahassee, Florida 32399-0500
Telephone No.: (850) 617-3814
Fax No.: (850) 617-3944

Signature: _____

Name (please print): _____

Position/Medical License # (if applicable): _____

Address: _____

Telephone Number: _____

Date: _____



**STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES**

Mental Status Examination Form

Name: _____

Date of Birth: _____

Driver License #: _____

Telephone #: _____

1. How long have you treated this client?

2. List other physicians who have treated the client in the past two years:

3. Brief history of illness for which you are treating the client:

4. General appearance, manner, attitude, and behavior:

5. Consciousness and sensorium:

6. Affectivity and mood:

7. Associations and thought processes - delusions, hallucinations, etc.:

8. Memory, recent and remote:

9. Calculation:

10. Fund of information:

**STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY
AND MOTOR VEHICLES**

Mental Status Examination Form

Name: _____ Driver License #: _____

11. Judgment and insight:

12. Personality maturity:

13. History of compliance with treatment:

14. Diagnosis:

15. Current medication and dosage:

16. Are you the physician prescribing the medications?

17. Please comment on the patient's past and current use of alcohol/drugs:

18. In your best judgment and relative to any psychiatric considerations, do you believe this individual can operate a motor vehicle safely? YES: _____ NO: _____

Comments: _____

**When Completed, Please Mail to:
Bureau of Motorist Compliance
Medical Review Program
Neil Kirkman Building, MS 86
Tallahassee, Florida 32399-0500
Telephone No.: (850) 617-3814
Fax No.: (850) 617-3944**

Signature of Physician: _____

Print Physician's Name: _____

Medical License #: _____

Specialty: _____

Address: _____

Telephone Number: _____

Date: _____

**DEPARTAMENTO DE SEGURIDAD EN LAS CARRETERAS Y
VEHÍCULOS MOTORIZADOS
Informe De Examen De La Vista**

Por este medio autorizo a (Nombre completo del médico en letra de imprenta) _____
a administrarme un examen de la vista y a someter su diagnostico y recomendaciones a la División de Servicios al Motorista.

Firma del Solicitante Número de Licencia de Conducir

Dirección, Calle y Número del Solicitante Ciudad y Estado

CERTIFICACIÓN DEL ESPECIALISTA DE LA VISIÓN

Estoy licenciado para ejercer la oftalmología/optometría en la Florida, y certifico que he examinado

personalmente los ojos de _____ Optometrista
Nombre del Paciente Fecha de Nacimiento Oftalmólogo

Que un expediente verídico de este examen aparece más adelante en el formulario, y que dicho solicitante firmó arriba en mi presencia.

Fecha del Examen _____ Firma del Especialista de La Visión _____
Número de Licencia de Médico _____ Dirección comercial _____
no es válida después de (1) año _____ Teléfono _____
de la fecha del examen

Fecha de Emisión de Lentes Correctivos: _____ Firma del especialista de la visión _____
Dirección comercial _____
Teléfono _____

SÓLO VISIÓN DISTANTE	OJO DERECHO	OJO IZQUIERDO	AMBOS OJOS
VISIÓN SIN CORREGIR	20/	20/	20/
VISIÓN CON LA MEJOR CORRECCIÓN	20/	20/	20/

- | SÍ | NO | |
|-----------------------------|--------------------------|--|
| 1. <input type="checkbox"/> | <input type="checkbox"/> | ¿Mejorarían los lentes la agudeza del solicitante? ¿Se los están haciendo? _____ |
| 2. <input type="checkbox"/> | <input type="checkbox"/> | En su opinión, ¿son recomendables los lentes correctivos para conducir? _____ Si no lo son, ¿por qué? _____ |
| 3. <input type="checkbox"/> | <input type="checkbox"/> | ¿Hay evidencia de enfermedad de la vista o lesión que podría afectar la capacidad para conducir? Si la hubiera, favor describir _____ |
| 4. <input type="checkbox"/> | <input type="checkbox"/> | ¿Podría ser compensada? Si lo recomienda, favor de explicar: _____
En su opinión, ¿debe restringirse al paciente a "Conducir a la Luz del Día Únicamente?" |
| 5. <input type="checkbox"/> | <input type="checkbox"/> | ¿Recomienda usted que se le niegue la licencia de conducir basado en la visión? Si lo recomienda, favor de explicar: _____ |
| 6. <input type="checkbox"/> | <input type="checkbox"/> | ¿Cumple el solicitante con el mínimo de 130 grados de campo visual horizontal ininterrumpido? Si no, debe someter un trazado del campo. Se requieren los programas Goldman kinetic III-4e o su equivalente o Humphrey Esterman. No se aceptan campos estáticos automáticos de 30 grados y 60 grados. |
| 7. <input type="checkbox"/> | <input type="checkbox"/> | ¿Debe el paciente revisarse la visión más frecuentemente que cada seis años para propósitos de conducir? Si debe, es necesario citar la razón médica: _____ ¿Con qué frecuencia? _____ |

8.

Sobre la base de su observación ¿recomienda usted que al solicitante se le requiera aprobar un examen práctico de conducir? Si lo recomienda, favor explicar: _____

OTRAS OBSERVACIONES Y RECOMENDACIONES: _____

NOTA: Si ello trajese consigo alguna mejoría sin afectar de modo adverso la condición del paciente, deben usarse lentes correctivos.

ATENCIÓN TODOS LOS SOLICITANTES

Los solicitantes que no cumplan con los requisitos mínimos de la visión deben llevar este formulario a su especialista de la visión. Una vez llenado; este formulario debe ser devuelto a la oficina de examen de la licencia de conducir. Si se han prescrito nuevos espejuelos, éstos deben estar en posesión del solicitante cuando visite la oficina de la licencia de conducir.

INSTRUCCIONES AL ESPECIALISTA DE LA VISIÓN

Todos los solicitantes de licencias y aquellas personas que estén re-examinándose reciben pruebas sencillas de la visión de parte de los examinadores de la licencia. Pero cuando se hace necesaria una medición más precisa, cuando un mejoramiento de la visión contribuiría a la seguridad de todos, o cuando se detectan defectos inusuales del ojo, a la persona se le pide que visite a un especialista de la vista. El informe del especialista es especialmente valioso si la capacidad de un conductor es cuestionada en las cortes, o después de un accidente. En ciertos casos, podrían requerirse exámenes de la vista por parte de más de un especialista tal como se detalla en el párrafo siguiente.

Cualquier diferencia de 20 puntos o más entre las lecturas de los especialistas de la vista y la lectura del examinador será suficiente para requerir un referido a un segundo especialista de la vista SÓLO si dicha diferencia determinara que el solicitante no cumple con las normas mínimas de la visión requeridas para conducir en la Florida.

Los examinadores de la licencia de conducir se abstienen de recomendar o sugerir ningún especialista de la vista. Sólo se aceptarán informes de especialistas licenciados. El especialista de la visión no asume ninguna responsabilidad en la confección de este informe, excepción hecha de su presentación cabal de los datos.

ESTÁNDARES VISUALES MÍNIMOS DE LA FLORIDA PARA EMITIR UNA LICENCIA

Todos los conductores deberán tener la mejor visión posible

20/50.....O peor en cualquier ojo, con o sin lentes correctivos, son referidos a un especialista de la visión para un posible mejoramiento.

20/70..... En cualquier ojo, o en ambos ojos a la vez, podría ser aprobado con o sin lentes correctivos, si no puede mejorarse la visión; no obstante, si un ojo está ciego o registra 20/200 o peor, el otro ojo deberá mostrar 20/40 o mejor.

130 grados....Utilizando un objetivo blanco de 4 mm² es el mínimo campo de visión aceptable.

La Florida no reconoce el uso de lentes telescópicos para cumplir con estándares de la visión.

**DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES
Medical Advisory Board Recommendation Form**

NAME: _____ DATE: _____

REFERRED TO DOCTOR: _____ BY SPECIALIST: _____

CASE TYPE: Initial Follow-up Re-open Reconsideration Administrative Hearing

CLASS A, B, AND C REVIEW

APPROVAL WITH (check all that apply):

NO FOLLOW-UP

FOLLOW-UP due to: _____

3 MONTHS 6 MONTHS 1 YEAR 2 YEARS OTHER: _____

VISION TEST ROAD TEST WRITTEN TEST due to: _____

DENIAL (please indicate below what information can be submitted for reconsideration) due to: _____

DEFER (please indicate below what information is needed)

COMMENTS: _____

CLASS E REVIEW

APPROVAL WITH (check all that apply):

NO FOLLOW-UP

FOLLOW-UP due to: _____

3 MONTHS 6 MONTHS 1 YEAR 2 YEARS OTHER: _____

VISION TEST EXTENDED ROAD TEST WRITTEN TEST due to: _____

CERTIFIED DRIVER EVALUATION due to: _____

DENIAL (please indicate below what information can be submitted for reconsideration) due to: _____

DEFER (please indicate below what information is needed)

COMMENTS: _____

Member, Medical Advisory Board Date



ESTADO DE LA FLORIDA
DEPARTAMENTO DE SEGURIDAD EN LAS CARRETERAS
Y VEHICULOS MOTORIZADOS

Forma De Referencia Medica

Nuestra agencia se compromete a cumplir con el Americans with Disabilities Act (ADA), una ley federal que es ilegal discriminar a una persona calificada con una discapacidad. Además, se inician los comentarios médicos basado en dolencias o síntomas que podrían afectar la operación segura de un vehículo de motor y no la edad del conductor.

Estatutos de la Florida de las secciones 322.126 (2) y (3) proporcionar, en parte, que "Cualquier médico, persona o agencia que tenga conocimiento de la discapacidad mental o física del solicitante ni de conductor con licencia para conducir . . . está autorizada para informar tal conocimiento al Departamento de Vehículos a Motor y Seguridad Vial . . . Los informes autorizados por esta sección será confidenciales . . . Ninguna acción civil o penal podrá interponerse contra cualquier médico, persona o agencia que proporciona la información aquí contenida."

Al informar acerca de un individuo cuya capacidad de conducción es cuestionable debido a algún déficit físico o mental o trastorno. Por favor complete la mayor cantidad posible de la información listada abajo:

Nombre: _____ Fecha De Nacimiento: _____

Dirección: _____ Ciudad: _____

Masculino Hembra Código postal: _____

Número de licencia de conducir: _____ Estado: _____

Déficit Físico o Mental o Trastorno Observado:

- Incautación Condición cardíaca Severa Accidente Cerebrovascular
- Pérdida de la Conciencia Diabetes Incontrolable Demencia/ Déficit de Memoria
- Perturbaciones Psiquiátricas Adicción a Drogas y Alcohó Déficit Visual Severo
- Trastorno del Sueño Orto

Por favor explicar cada zona que fue marcada: _____

Por favor indicar cómo lo sabe esta persona (amigo, familiar, paciente, etc): _____



ESTADO DE LA FLORIDA
DEPARTAMENTO DE SEGURIDAD EN LAS CARRETERAS
Y VEHICULOS MOTORIZADOS

Forma De Referencia Medica

Por favor proporcione su información (Nota: el nombre y la firma de la persona de información es necesaria para investigar el informe.)

Nombre de la Agencia de Policía o Médico (si aplica): _____

Ley aplicación ID/placa # o Licencia Médica # (si aplica): _____

Envíe por Correo este Formulario a:
Bureau of Motorist Compliance
Medical Review Program
Neil Kirkman Building, MS 86
Tallahassee, Florida 32399-0500
Telephone No.: (850) 617-3814
Fax No.: (850) 617-3944

Nombre: _____

La firma: _____

Dirección: _____

Teléfono: _____

Fecha del informe: _____



Annual Performance Report

Providing Highway Safety and Security through Excellence in Service, Education, and Enforcement

Fiscal Year 2016–2017

Terry L. Rhodes
Executive Director

2900 Apalachee Parkway
Tallahassee, Florida 32399-0500
www.flhsmv.gov



Rick Scott
Governor

Pam Bondi
Attorney General

Jimmy Patronis
Chief Financial Officer

Adam Putnam
Commissioner of Agriculture

The Florida Department of Highway Safety and Motor Vehicles (DHSMV) has the privilege of serving almost every Floridian and visitor to our state in a meaningful way. Highway safety is a critical component to keeping Florida's economy moving and making sure everyone on Florida roads *Arrive Alive*. From the issuance examiner at the counter to the Florida Highway Patrol trooper on the road, each DHSMV member plays an integral part in providing highway safety and security through excellence in service, education and enforcement.

This year, the department re-launched its iconic *Arrive Alive* campaign, aimed at reducing traffic fatalities in areas with the most fatal and serious bodily-injury crashes. Led by the Florida Highway Patrol, this statewide effort is a collaboration of law enforcement agencies to combat the rising numbers of crashes on Florida roads. *Arrive Alive* is tied into every DHSMV education and enforcement initiative in an ongoing effort to save lives.

DHSMV motorist modernization efforts are on track and moving forward with Phase 1, modernizing the driver license and ID card issuance processes. This year, the department made a critical and successful step migrating our enterprise data infrastructure to a more secure and reliable cloud-based solution. A driver credential not only helps verify a driver received the proper education and training to operate a motor vehicle safely on Florida roads, but, for many, is the sole source of identification they will use for daily business. This critical update to our decades-old driver license system will have a tangible impact on not only our customers, but our members and partners in the issuance of the most valuable credential each of us carry.

DHSMV members continue to prove they are champions for safety and leaders in service, going the extra mile to protect and serve the citizens and visitors of our state. This past year, our members responded to Hurricanes Hermine and Matthew, working to keep residents safe during the storm and volunteering their efforts to help clean up afterwards. With record wildfires across the state, FHP Troopers were there to help secure roads and work with local emergency management to keep our communities safe. During the tragic Ft. Lauderdale Airport shooting, FHP helped to secure the scene and Division of Motorist Services' Florida Licensing on Wheels program assisted travelers who were affected and provided temporary credentials.

I am incredibly proud of the safety efforts we have made as a department, and the safety messages we provide for our partners and customers. Our website has become a valuable resource for local, state and national partners and DHSMV leads numerous safety campaigns throughout the year, focusing on the most dangerous driving behaviors. We provide a specific focus to teen drivers who are getting their license for the first time, understanding the messages and training they receive at the beginning will set the stage for lifelong safety.

This year also brought heartache to our department. In March, FHP Trooper Carlos Rosario was critically injured by a distracted driver as he worked a speed detail in Miami-Dade County. Because of the heroic efforts of his colleagues and emergency response personnel, Trooper Rosario is alive. In June, Master Sergeant William Trampas Bishop, a 30-year FHP veteran, was securing a crash scene when he was hit and killed in the line of duty. His leadership and service to the state has left a lasting impact on our department and those who knew him.

Recognizing the life-saving work that DHSMV provides, I remain committed to improving our processes and creating solutions that best serve Florida. Our vision of *A Safer Florida* will ensure we continue these deliberate highway safety education and enforcement efforts with the goal that all drivers *Arrive Alive*.

A handwritten signature in black ink that reads "Terry L. Rhodes".

Terry L. Rhodes
Executive Director

Table of Contents

- Facts and Figures.....4**
- News and Accomplishments5**
- Revenue Information11**
- Budget by Division.....12**
- Performance Measures and Standards13**
- Purchases Made16**

Florida Department of Highway Safety and Motor Vehicles By the Numbers In 2016...

1,974 troopers keeping our roads safe.

Troopers patrolled over **47,383,607** miles.

Over **20.5 million** registered vehicles in Florida

There are over **16.6 million** licensed drivers in Florida.

Troopers assisted **24,586** motorists

Teen Driver Crashes
44,661

Teen Driver Fatalities	97	Teen Passenger Fatalities	64
------------------------	----	---------------------------	----

Troopers conducted **111,736** commercial vehicle inspections

There were **395,785** total traffic crashes in Florida.

Troopers investigated **129,635** crashes out of a total of **395,785 (33%)**

Troopers issued **265,207** warnings

3,176 people were killed in vehicle crashes in 2016

322 (10%) Drug Confirmed Fatalities	461 (14%) Alcohol Confirmed Fatalities
545 (17%) Motorcycle Fatalities	667 (21%) Pedestrian Fatalities
	140 (4%) Bicycle Fatalities

More than **3.1 million** traffic tickets were issued last year; **24%** were issued by FHP.

Speeding	708,797
Invalid License	289,371
Expired Tag	300,101
No Insurance	198,060
Seat Belt/Child Restraint Violations	148,189
Driving under the Influence	44,643

(Although part of the fiscal year Annual Report, the numbers above reflect the preliminary data for calendar year 2016 as of September 27, 2017.)

News and Accomplishments

LEADERS IN SERVICE

FHP Trooper Carlos Rosario Injured in Miami: In March, Trooper Carlos Rosario (Troop E-Miami) was injured by a distracted driver on the Dolphin Expressway while working a speed enforcement detail. Trooper Rosario was airlifted to Jackson Memorial Hospital, where he was treated for major injuries to his face, spine and lower extremities. Trooper Rosario, a 12-year veteran of FHP and father of two, has since been relocated to Health South Rehabilitation Center in Miami. He has shown steady improvement and continues to undergo physical therapy.

DHSMV Mourns FHP Sergeant William T. Bishop Killed in the Line of Duty: In June, FHP Sergeant William Trampas Bishop (Troop B-Ocala) was hit and killed while investigating a crash on Interstate 75 north of Gainesville. Sergeant Bishop, a 30-year veteran of the FHP, was 52 years old and leaves behind a loving wife and son.

DHSMV Stepped Up During and After Hurricanes Hermine and Matthew: FHP and Regional Communications Centers remained on-duty to answer emergency calls and assist Florida's citizens during Hurricane Hermine and Matthew in September and October of 2016. Many members from all DHSMV divisions responded to the office or worked remotely to restore power and network systems for offices statewide. Additionally, in the aftermath of the Hurricane Hermine, DHSMV staff joined Governor Rick Scott to pick up debris in Tallahassee neighborhoods helping families recover from the storm. DHSMV members also staffed the Florida Emergency Information Line at the state Emergency Operations Center. These members took calls from impacted Floridians and provided information to callers who needed the state's help during recovery from the storms.

DHSMV Office of Inspector General earned Commission for Florida Law Enforcement Accreditation: The DHSMV Office of Inspector General (OIG) earned its second accreditation from the Commission for Florida Law Enforcement Accreditation, Inc. (CFA) in October. The purpose of accreditation is to promote best practices, functional accountability and professionalism. The CFA assessment team found the DHSMV OIG was in compliance with all mandatory standards with no corrective actions necessary, and the OIG was formally reaccredited by the CFA Commission in Westin.

DHSMV Collected 39 Tons of Food: FHP troopers and DHSMV offices collected 39 tons of nonperishable food items in November and December that were donated to local and international food banks as a part of the *Stuff the Charger* food drive. Items collected equated to approximately 65,000 meals for local and international families that were affected by this year's hurricanes.

FHP Participated in Great American Teach-In: FHP troopers participated in the December Great American Teach-In. Initiated in 1990, the event calls upon participants to spend at least an hour in a public-school classroom to talk about work, career challenges, hobbies and life experiences. The goal is to provide real-life insights into the work force and reinforce the importance of education for success in any career. Troopers attended at least ten events throughout the state and provided comprehensive driving safety information to at least 5,672 attendees.

FHP Supports Shelter Open House with Attorney General Pam Bondi: In April 2017, FHP Troop C (Tampa) participated in an open house luncheon to bring awareness to the Helping Rock Shelter. This initiative provides housing, employment and educational assistance to families in need. Attorney General Pam Bondi was also in attendance to show her appreciation for services offered by the shelter.

FHP Honor Guard Placed 3rd at the National Honor Guard Competition: In May 2017, the FHP Honor Guard Competition Team represented DHSMV during the 2017 National Police Week festivities in Washington D.C., where they placed third in the National Honor Guard Competition. Team members worked extremely hard throughout the year preparing for the competition and competed against teams from all across the United States and Canada.

News and Accomplishments *continued*

DHSMV Held 2nd Annual Veterans' Recognition Event: The DHSMV held its 2nd Annual Veterans' Recognition Event to honor DHSMV veterans and their family members in June 2017. Governor Scott awarded 94 veterans with the Governor's Veterans Service Award at the event. In addition, Governor Scott signed Senate Bill 7022, which provided pay raises for state law enforcement officers, correctional officers and state employees. Attorney General Pam Bondi, Commissioner Adam Putnam, Representative Halsey Beshears and other law enforcement agencies participated in the bill signing.

Veterans joined the ranks at DHSMV: DHSMV hired 107 veterans during fiscal year 2016-2017. DHSMV is proud to support and employ veterans and military spouses from across the nation.

AGENTS OF PROGRESS

DHSMV Chaired e-Odometer Task Force: In July 2016, DHSMV chaired the American Association of Motor Vehicle Administrators (AAMVA) e-Odometer Task Force in Seattle. The task force reviewed a survey and comments submitted to National Highway Traffic Safety Administration (NHTSA) on proposed rulemaking regarding odometer disclosure requirements and discussed converting from a paper odometer disclosure to an electronic odometer disclosure to provide flexibility for states and protects consumers.

DHSMV Attended Florida Tax Collectors Fall Education Forum: The Florida Tax Collectors fall education forum was held at the end of August 2016 in Orlando. DHSMV members presented information on the department's modernization efforts and software enhancements, driver license and motor vehicle issues, as well as fraud detection and prevention.

DHSMV Provided Commercial Driver License (CDL) Compliance Officer Training: In October 2016, DHSMV hosted the CDL Third Party Testing Training for Compliance Officers in Tallahassee. The agenda included discussions on what compliance officer roles are, what requirements they must meet and their statutory authority. The training included a review of the new Compliance Officer Procedure Manual, a presentation from FHP on detecting CDL fraud and a conference call with AAMVA to discuss CDL testing procedures.

DHSMV Implemented New Dealer Inspection Methodology: As of January 2017, DHSMV transitioned from a three-year cycle of scheduled inspections of all licensed motor vehicle dealers to a risk-based program. Previously, members performed approximately 6,700 dealer inspections each year to ensure every dealership in Florida was inspected at least once every three years. The transition has allowed staff to increase efficiencies and compliance standards.

DHSMV Provided Driver License and ID Card Information at International Educators Conference: In March 2017, DHSMV provided information about the process of issuing Florida driver licenses and identification cards to foreign national students at the 2017 Florida Association of International Educators State Conference in Gulfport. The conference was designed to promote international educational exchange in the state of Florida and was attended by school officials from several Florida universities and other international educational organizations.

DHSMV Participated in National Meeting of State CDL Coordinators: Representatives from DHSMV's Division of Motorist Services and Information Systems Administration (ISA) participated in a national meeting of CDL coordinators in April 2017. The meeting, hosted by the AAMVA, on behalf of the Federal Motor Carrier Safety Administration (FMCSA), brought together CDL coordinators from all 51 state jurisdictions to discuss national issues pertaining to state CDL programs.

News and Accomplishments *continued*

DHSMV Migrated Database Infrastructure into a Cloud-Based Solution: In June 2017, the DHSMV completed migration of its former enterprise database infrastructure into a cloud-based solution. The new platform provides improved functionality and security for the DHSMV's database, which includes Florida's driver license, motor vehicle and other core systems. The cloud-based solution will also provide improved performance and expanded disaster recovery capabilities.

DHSMV Provided Training for Florida Tax Collectors: The DHSMV provided training to 127 Florida tax collectors and tax collector employees as part of the Department of Revenue's annual "Duties and Responsibilities of Florida Tax Collectors" course in June 2017. The course is a requirement for any tax collector or tax collector employee who seeks to attain a Certified Florida Collector or Certified Florida Collector Assistant designation. Participants represented 27 counties statewide.

DHSMV Teams Won 2017 Prudential Productivity Awards: In June 2017, two DHSMV teams from the Division of Motorist Services won the 2017 Prudential Productivity Awards. The Prudential Productivity Awards program publicly recognizes state employees whose work significantly and measurably increases productivity, promotes innovation to improve the delivery of state services and saves money for Florida taxpayers and businesses. The "Committing Offense Project Process Improvement" team improved the process to identify and sanction drivers who were charged with an offense which resulted in a death, where, if convicted, would require a mandatory revocation or suspension. This team's efforts resulted in a 307 percent increase in sanctions issued over a one-year period. The "Mitigating Dealer License Plate Misuse and Garage Liability Insurance (GLI) Requirements" team conducted extensive research that resulted in the implementation of a process which now requires insurance companies to indicate the number of dealer license plates on the dealer's GLI Certificate, thus reducing potential misuse of dealer plates.

FHP Welcomed New Troopers: In October 2016 and May 2017, FHP welcomed the 134th and 135th basic recruit classes. A total of 111 troopers graduated from the FHP Training Academy and joined more than 1,900 troopers who patrol the state's roads and communities each day to protect and assist Florida residents and visitors.

CHAMPIONS FOR SAFETY

DHSMV Responds to the Fort Lauderdale Shooting: In January 2017, DHSMV provided assistance after the horrific shooting at the Ft. Lauderdale/Hollywood International Airport. FHP responded by setting up a detail channel, deploying troopers, securing airport access and facilitating safe traffic flow along area highways. In the days to follow, FHP continued to provide security and a reassuring presence for displaced travelers as they obtained temporary credentials. Through the department's Florida Licensing on Wheels (FLOW) mobiles, temporary ID cards were issued to more than 100 customers who had lost their credentials. Members of DHSMV Information Systems Administration (ISA) division also worked to ensure DHSMV computer systems were properly programmed for these temporary issuances.

FHP Responded to Wildfires Across the State: FHP troopers assisted with road closures and visibility monitoring as wildfires increased throughout the state of Florida. Troopers worked 12-hour shifts and assisted other emergency responders from the Florida Forest Service and local fire and police departments to keep the public safe. Additionally, DHSMV implemented fee-waiver procedures for citizens where office closures or other wildfire-related events caused an individual to miss a renewal deadline.

News and Accomplishments *continued*

DHSMV Safety Campaigns: In 2017, DHSMV won a total of six awards for its safety and education campaigns. The department accepted five awards at the 2017 American Association of Motor Vehicle Administrators (AAMVA) Region II Conference for its Florida Highway Patrol 2016 “Stuff the Charger,” 2016 Distracted Driving and Florida Driver License Handbook campaigns, as well as its “What to Do if a Traffic Signal is Not Operating” graphic and social media use in 2016. Additionally, the DHSMV Distracted Driving campaign placed first internationally as the Overall Division I Winner for print and electronic media kit. DHSMV also accepted the Florida Public Relations Association Judges’ Award, Image Award and Grand Image Award for its submission of the Trooper Mac Mickens Move Over Month video. The 2017 safety campaigns included:

- **Stay Right at Night Wrong Way Driving Campaign:** DHSMV encouraged motorists to *Stay Right at Night* to avoid being in a wrong way driving crash in July 2016. During the month-long campaign, DHSMV garnered more than 7.4 million impressions comprised of earned media efforts that reached at least 6.2 million people and social media efforts that reached at least 1.2 million.
- **Child Safety Awareness Campaign:** DHSMV recognized August 2016 as *Child Safety Awareness Month*. Throughout the month, the department educated the public regarding all aspects of child safety on and around Florida roads, including: occupant protection and proper seat restraints, not leaving children in hot cars and safety in and around school zones and school buses. DHSMV efforts resulted in a total reach of at least 17.7 million.
- **You Snooze, You Lose Drowsy Driving Prevention Week Campaign:** DHSMV reminded motorists not to drive drowsy during September 2016. Through earned, paid and social media, DHSMV made more than 5 million impressions.
- **National Teen Driver Safety Week:** DHSMV joined NHTSA in recognizing National Teen Driver Safety Week in October and highlighted *Teen Arrive Alive Day* on October 18, 2016, with safety events and presentations at high schools statewide. FHP Public Affairs Officers held 13 National Teen Driver Safety Week events and reached nearly 1,900 people. An additional 615,000 impressions were made through earned and social media.
- **Travel Safe Holiday Campaign:** In November, DHSMV launched its two-month long Holiday Travel campaign reminding motorists to take extra care on Florida’s roadways during the holiday season. By the end of December, DHSMV *Travel Safe* content had made more than 35 million impressions.
- **Arrive Alive Enforcement Campaign:** FHP, a division of DHSMV, revitalized the *Arrive Alive* campaign as a data-driven, statewide initiative seeking to reduce fatal and serious bodily injury crashes on Florida’s roadways in January 2017. From January to June, FHP spent more than 59,000 hours patrolling 251 locations where fatal and serious bodily injury crashes are most frequent.
- **Move Over, Florida! Campaign:** In January 2017, DHSMV and FHP also launched the second annual *Move Over, Florida!* campaign to remind motorists to Move Over for stopped law enforcement, first responders, service and utility vehicles and Road Rangers. The *Move Over, Florida!* campaign made more than 72 million impressions through paid media, earned media, social media, community outreach and press conferences.
- **Stay At the Scene Hit & Run Awareness Month Campaign:** DHSMV led its Hit & Run Awareness Month campaign in February 2017, reminding motorists to stay at the scene when involved in a crash. Throughout the campaign, DHSMV garnered 55 news stories, posted 92 times to social media, held eight press conferences, and 18 safety events, resulting in over 9 million impressions.

News and Accomplishments *continued*

- **Arrive Alive, Don't Drink and Drive Spring Break Campaign:** During spring break season March 2017, DHSMV promoted the *Arrive Alive, Don't Drink and Drive* Spring Break campaign to educate the public regarding the consequences of drunk driving. The campaign engaged multiple high schools and universities across the state through social media and FHP safety events to ensure that this important message was delivered directly to spring breakers. Overall, the campaign garnered more than 48 million impressions.
- **Share The Road Motorcycle & Bicycle Awareness Month Campaign:** In of May 2017, the DHSMV launched its Motorcycle and Bicycle Awareness Month campaign and reminded all motorists to *Share the Road* with vulnerable road users. The initiative sought to reduce crashes involving motorcycles and bicycles on Florida's roadways through the use earned media, radio advertisements and social media. The campaign garnered more than 26 million impressions.
- **Safe Summer Travel Campaign:** The DHSMV launched its Safe Summer Travel campaign in June 2017 to remind motorists to put safety at the top of their travel checklist this summer. The campaign seeks to reduce crashes on Florida roadways during June and July by promoting tire safety and vehicle preparation, seat belt use, hurricane season preparedness, heatstroke prevention and overall driving safety. The campaigns digital presence resulted in more than 31 million impressions.

DHSMV Member named AAMVA 2016 Driver License Examiner of the Year: DHSMV examiner Curtis Berryhill, from the Miami regional office, was named the 2016 AAMVA Driver License Examiner of the Year. Annually, the International Driver Examiner Certification (IDEC) Board and AAMVA recognize outstanding examiners through the IDEC Examiner of the Year award.

DHSMV Implemented Zika Protection Action Items: To educate members and customers about the Zika virus and promote best practices to stop the spread of mosquitos, DHSMV implemented several of its Zika action items in August 2016. The department allowed any pregnant customer waiting in line to wait inside DHSMV offices and no pregnant members or members whose partners are pregnant provided driving tests in Miami-Dade County.

Troopers Saved Motorist's Life: In October 2016, FHP Sergeant Eric McGuire and Troopers Kevin Frost, Jeffrey Hattle and Justin Smatt saved the life of a commercial vehicle driver along Interstate 10. The motorist was traveling approximately two miles per hour in the emergency lane and failed to acknowledge FHP and stop his vehicle. During the incident, Trooper Frost attempted to gain the motorist's attention by banging on the passenger window with his flashlight, at which time, the driver accelerated, knocking Trooper Frost to the ground where he suffered an injury to his arm. The driver was safely stopped a short time later. Medical staff determined the driver was suffering from a neurological medical issue, and the quick action of FHP in obtaining medical assistance most likely saved his life.

FHP Troop F Awarded 2016 Agency of the Year by Lee County Injury Prevention Coalition: FHP Troop F (Fort Myers) was recognized by the Lee County Injury Prevention Coalition (IPC) as the 2016 Agency of the Year in December 2016. This award recognizes an organization or agency that has led the community in injury prevention activities. This year, the Lee County IPC recognized Troop F for their local safety campaigns and for hosting multiple regional public awareness and media events. In addition, they have increased patrols in high risk areas involving motor vehicle, bike and pedestrian fatalities.

News and Accomplishments *continued*

FHP Troop J Hosted CVE Drug Interdiction Assistance program (DIAP), Resulting in Drug Operation

Ground-Up: In March 2017, FHP's Commercial Vehicle Enforcement and Criminal Interdiction Unit from Troop J hosted a week-long Commercial Motor Vehicle DIAP course with the Drug Enforcement Administration (DEA), the Florida Department of Law Enforcement (FDLE) and the Charlotte County Sheriffs Office. The program trains law enforcement on how to detect and apprehend transporters and/or users of illicit contraband engaged in commercial vehicle operations on Florida's roadways. The program concluded with "Operation Ground Up," an enforcement detail in the Fort Myers region, which resulted in multiple drug arrests and seizures. Throughout the operation, FHP and participating law enforcement officers made 327 traffic stops, issued 100 citations and conducted 100 commercial vehicle inspections. The proactive enforcement from the operation resulted in the seizure of 6.8 grams of crack cocaine, 7.2 grams of heroin, 73 grams of bath salts, 422 grams of marijuana, 13 doses of OxyContin, seven doses of Adderall and one dose of Clonazepam.

FHP Troop G Conducted High Intensity Drug Trafficking Area (HIDTA) Detail: In April 2017, FHP Troop G (Jacksonville) conducted a HIDTA detail. During the three-day detail, FHP removed drugs and weapons from Florida's roadways. In total, FHP issued 75 charges for drugs, 61 felonies and 122 misdemeanors. Eight guns were also seized for a total estimated value of \$1.4 million.

DHSMV Assisted in an Odometer Fraud Investigation Leading to an Arrest: The DHSMV Division of Motorist Services assisted the Tampa Police Department with an investigation that led to the arrest of an individual at an auto repair shop for tampering with odometers on at least two different cars in April 2017. DHSMV members conducted a record inspection, assisted with matching recorded odometer readings with the vehicles on-site and provided training to Tampa Police Department on how to conduct VIN verifications.

FHP Troop C Made Credit Card Fraud Arrest: In May 2017, FHP troopers initiated a traffic stop for a speed violation on I-75 in Sumter County and confirmed that the vehicle was not currently registered. Through a criminal history check, the driver was determined to have several out-of-state credit card fraud charges. A probable cause search of the vehicle revealed that the driver was in possession of counterfeit credit cards and possession of another's personal information without their consent. The driver was subsequently placed under arrest, transported to the county jail and charged accordingly.

DHSMV Assisted with the Arrest of Two Former Jackson County Tax Collector Employees for Fraud:

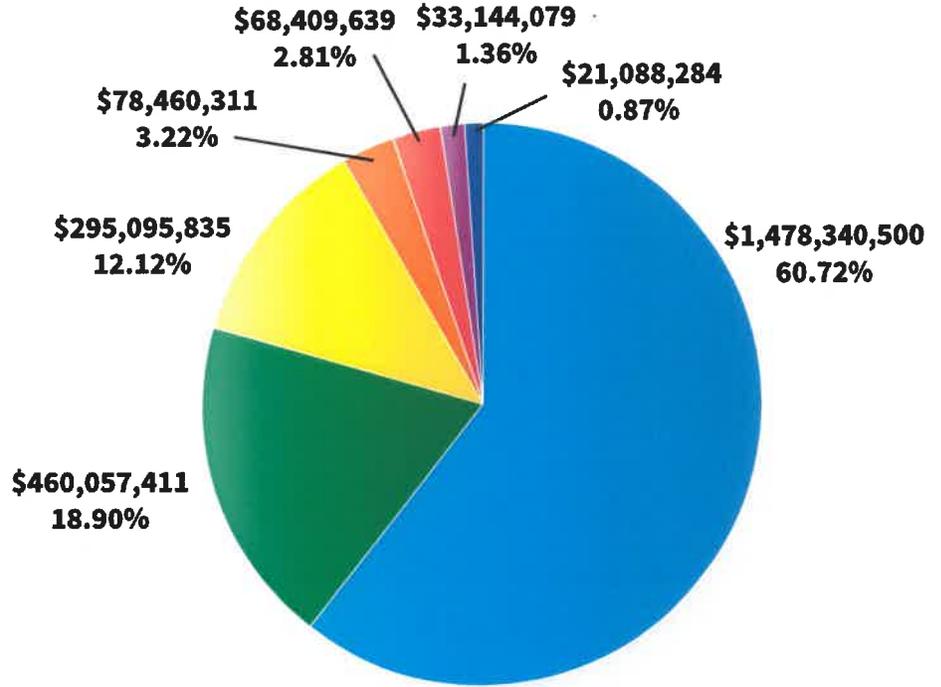
Two former employees of the Jackson County Tax Collector's Office were arrested for fraud this in June 2017. The arrest came as a direct result of a proactive quality assurance investigation conducted by the DHSMV. In July 2016, the Motor Vehicle Fraud Unit launched a statewide quality assurance investigation to see if fraud was taking place in other counties. The results of the statewide investigation led to the arrests of two Jackson County Tax Collector employees who were engaged in inappropriate activity.

Revenue Information

Annual	Trust Funds	General Revenue	Total
	\$1,970,186,315	\$464,409,744	\$2,434,596,059

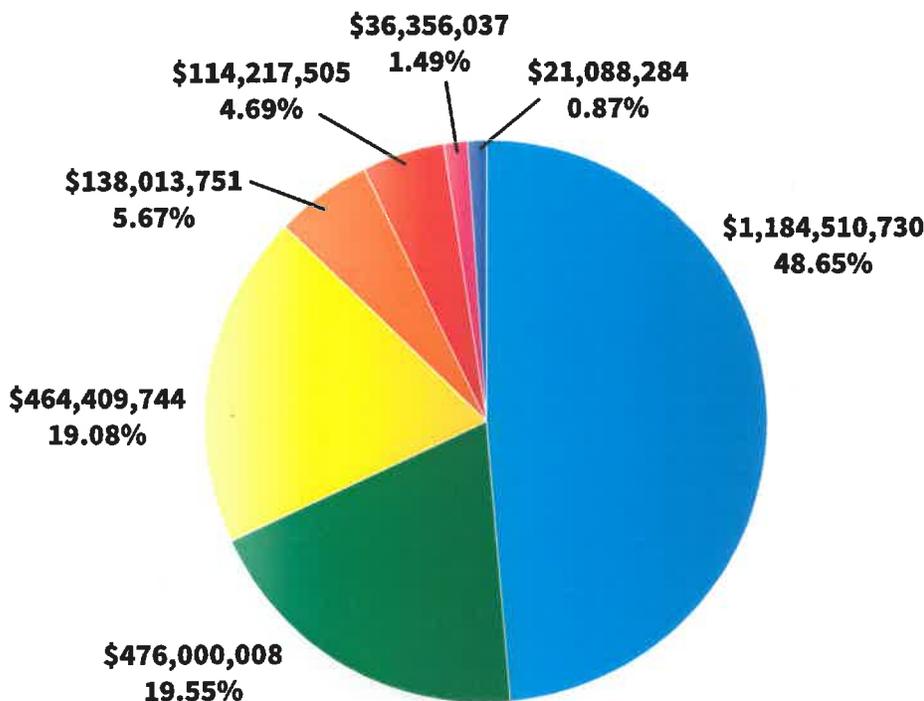
Where The Money Comes From

- License Plates and Decals
- Motor Vehicle Titles
- Driver Licenses
- Driving/Transcript Record Production
- Other
- Fines and Forfeitures
- Motor Fuel Use Tax

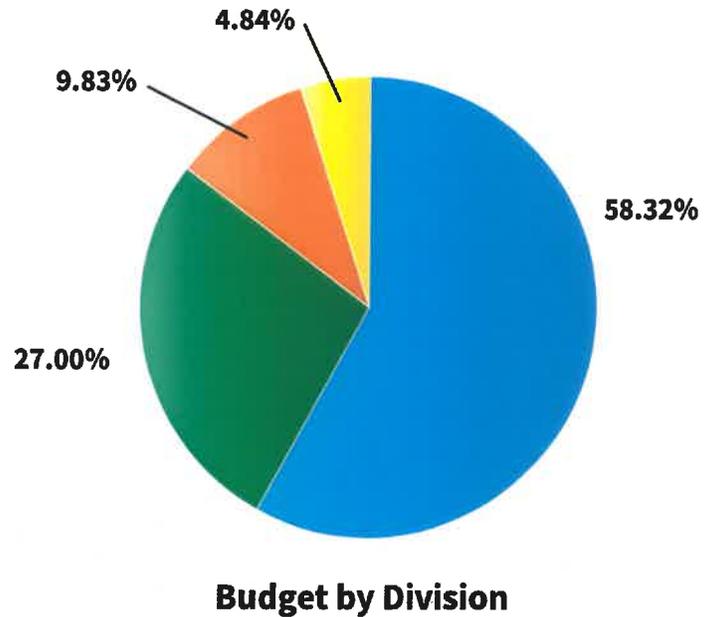
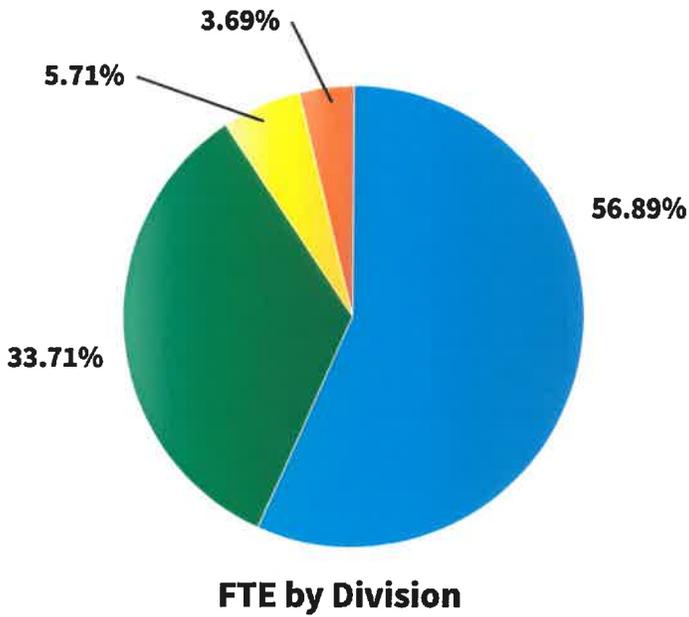
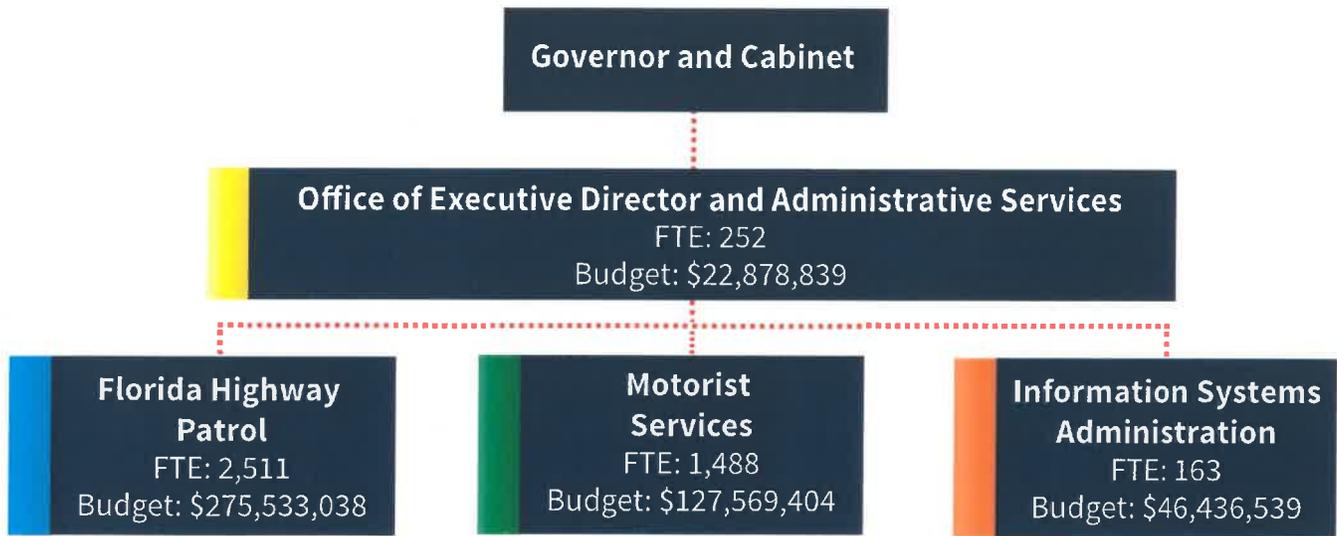


Where The Money Goes

- Department of Transportation
- DHSMV Agency Funding
- General Revenue Funded Programs
- Other
- Department of Education
- Specialty Plate Organizations
- Motor Fuel Use Tax

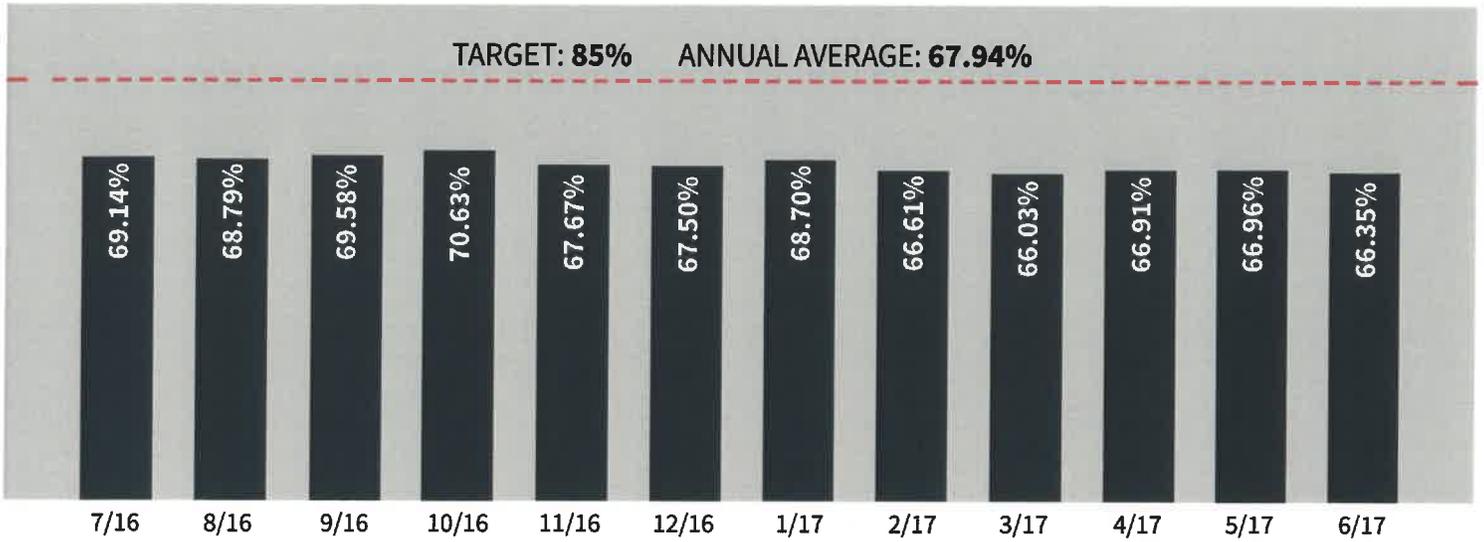


Budget by Division

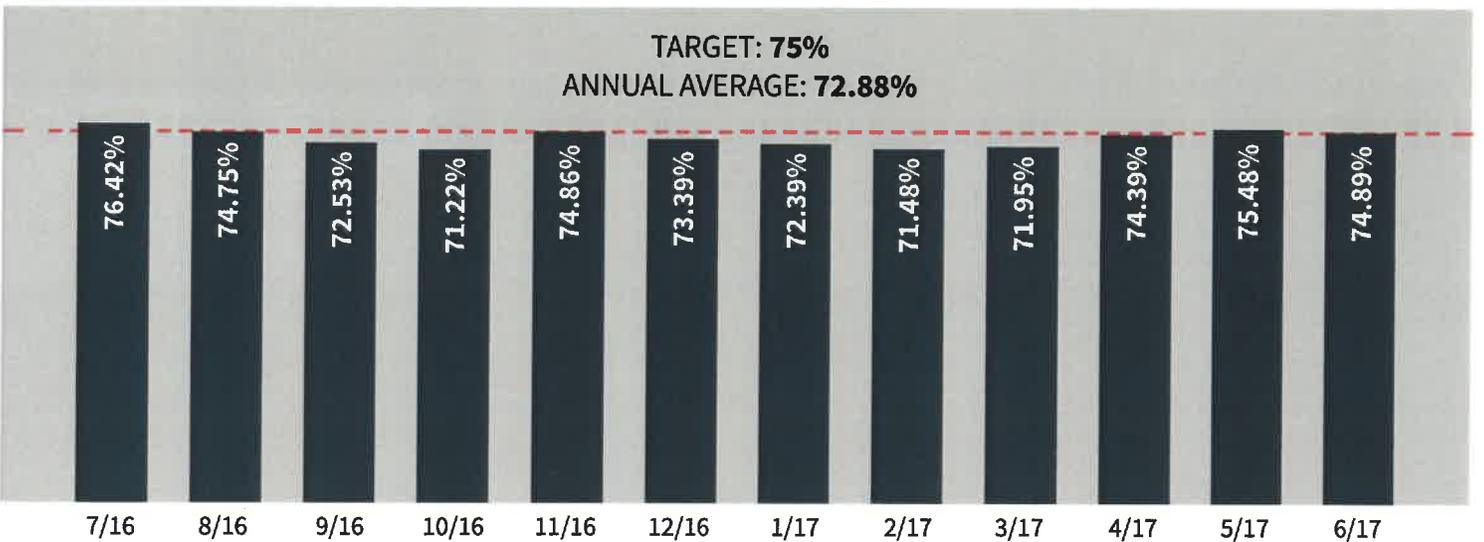


Performance Measures and Standards

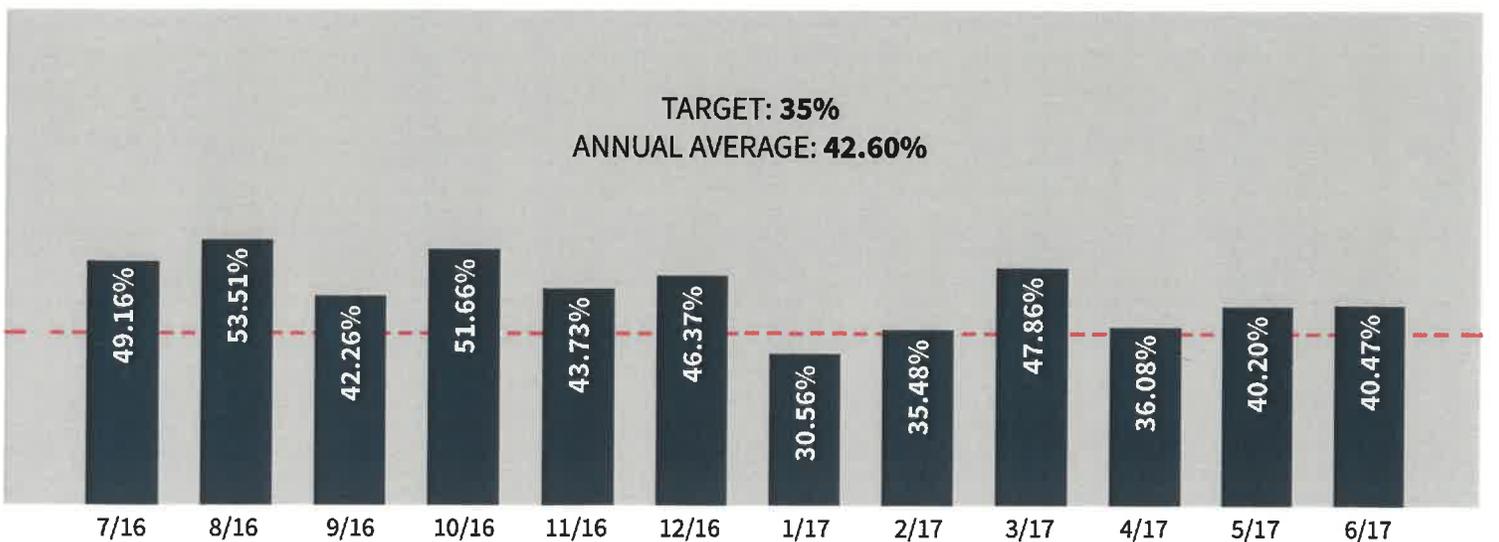
Percentage of FHP calls for service responded to within 30 minutes or less



FHP percentage of time spent on active patrol or crash investigation

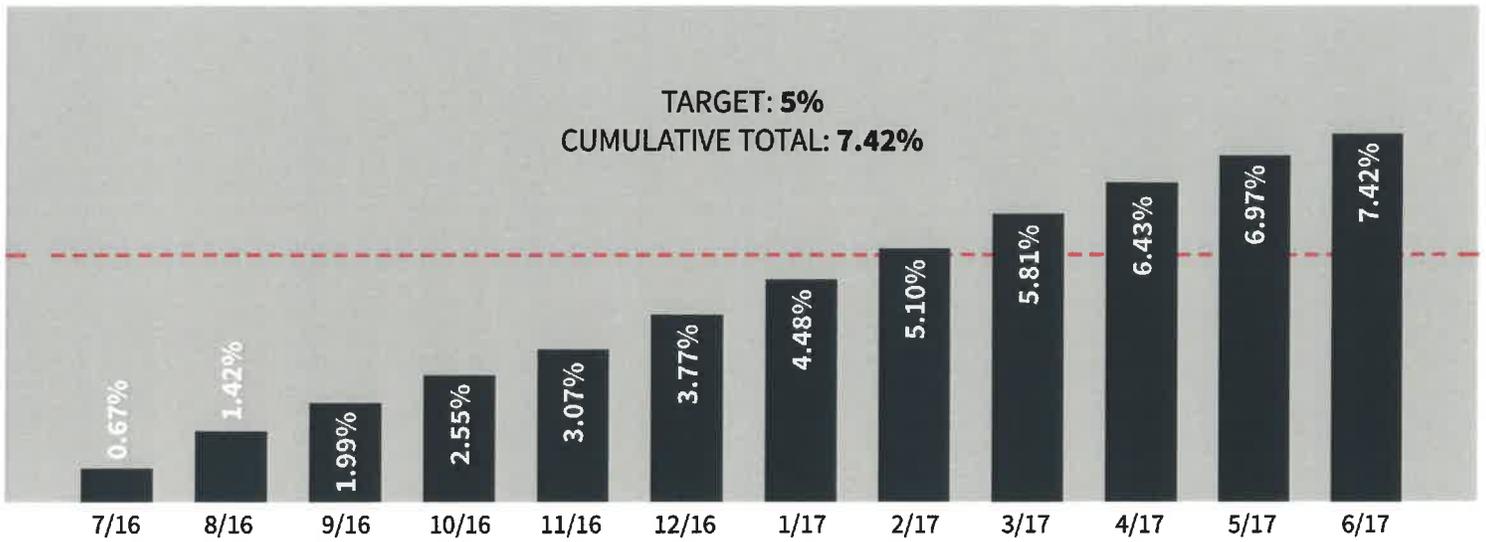


Percentage of Level III Inspections on Commercial Motor Vehicles

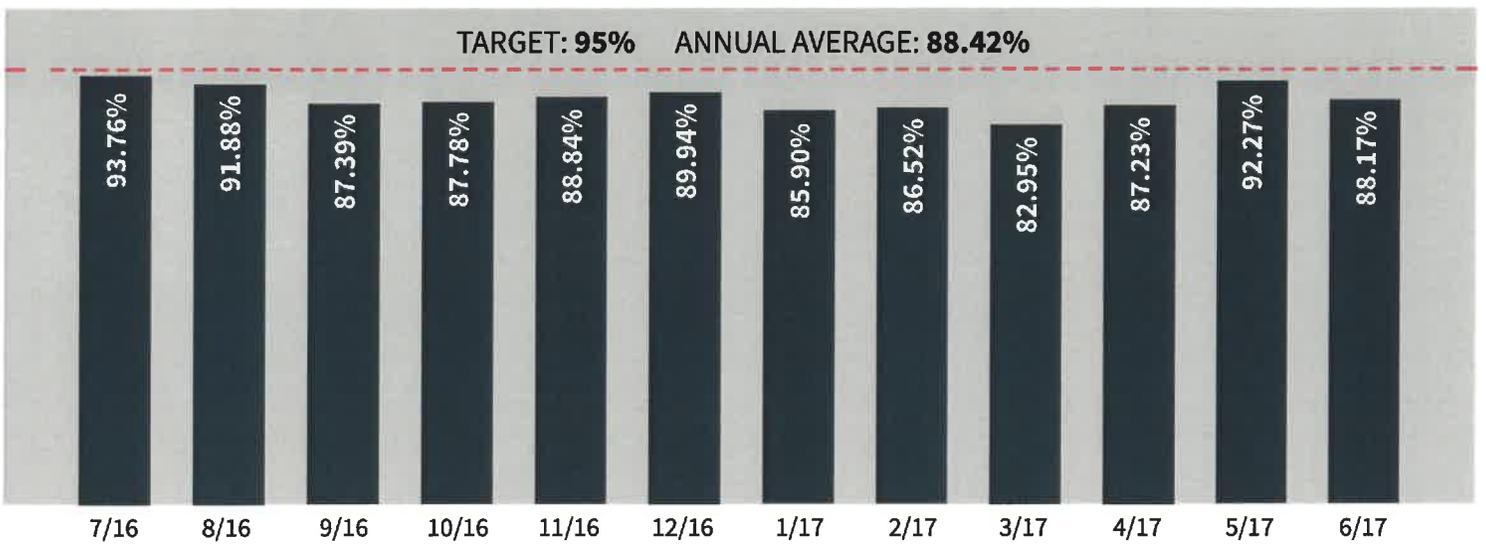


Performance Measures and Standards *continued*

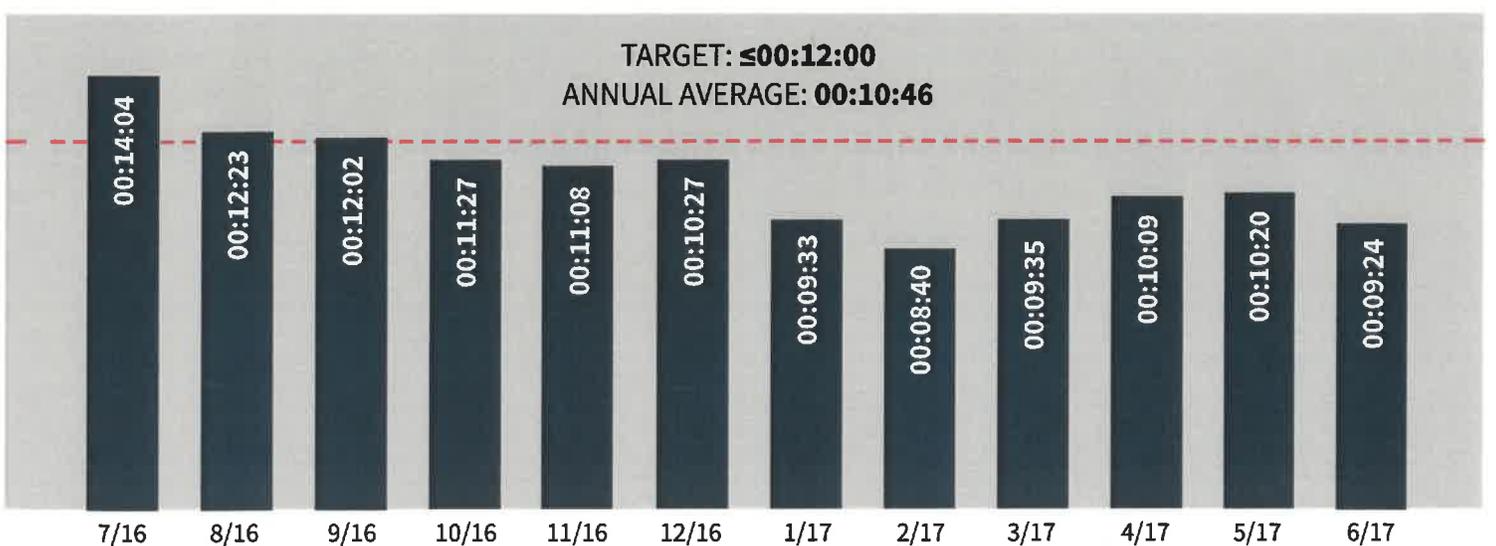
Percentage of targeted transactions reviewed for quality assurance



Percentage of Motorist Services Offices with a wait time of less than 30 minutes

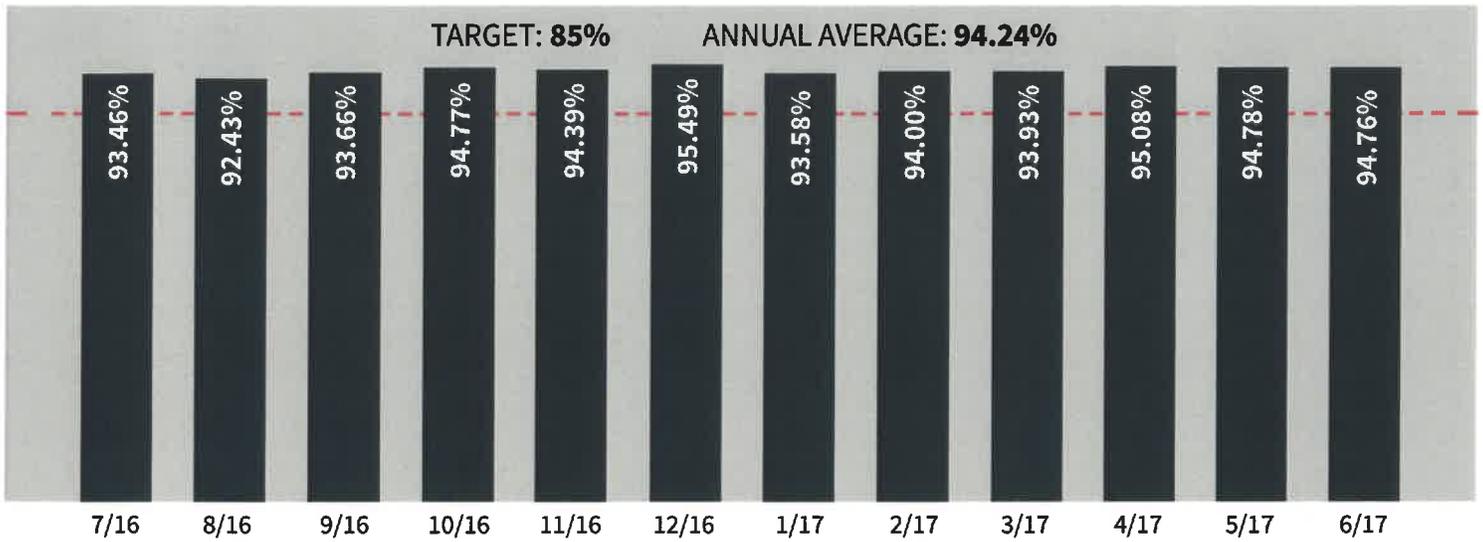


Motorist Services Call Center wait times

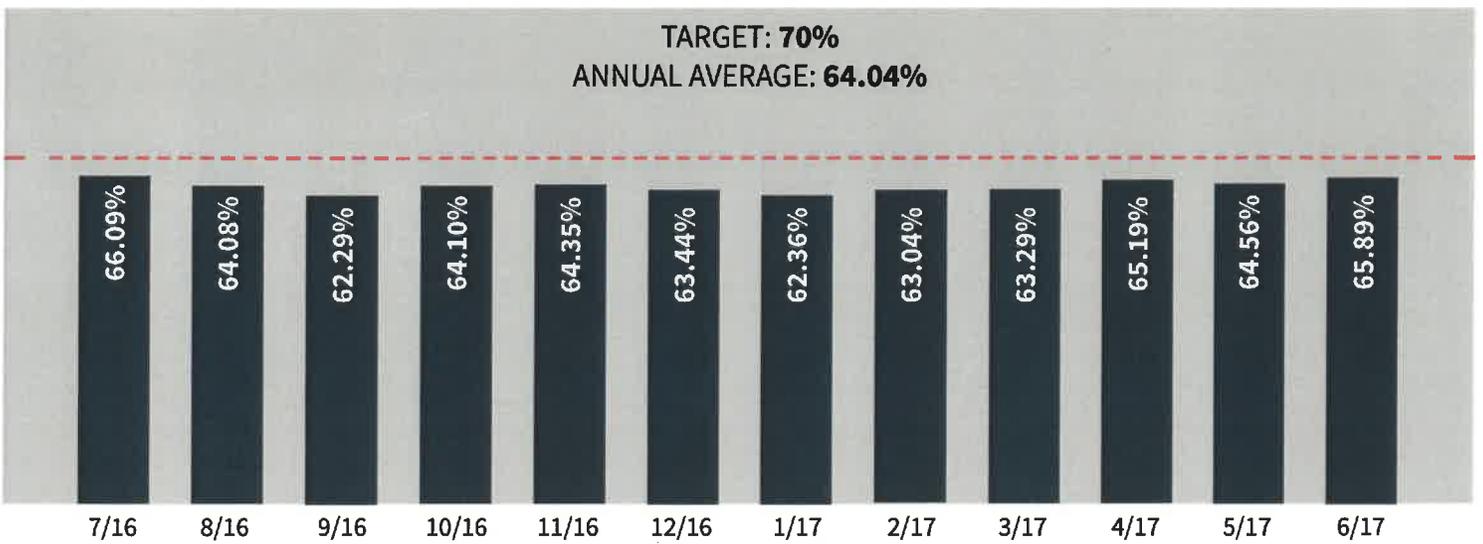


Performance Measures and Standards *continued*

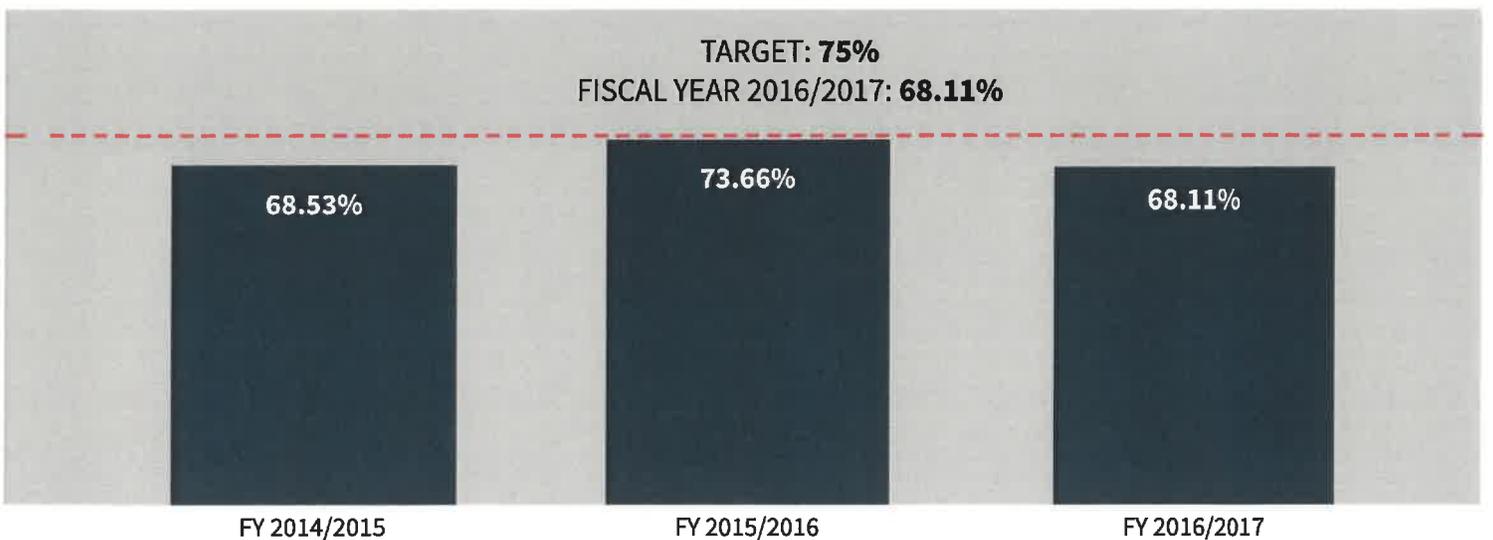
Motorist Services Customer Satisfaction



First Time Pass Rate for Class E Driver's License Knowledge Test



Employee Satisfaction



Purchases Made

Purchases Made In Excess Of \$100,000 July 2016 through June 2017

Vendor	Commodity or Service	Procurement Method	Contract Term	FY 2016-17 Estimated Expenditures	Total Contract
July-September 2016 (First Quarter)					
DataWorks Plus, LLC	Rapid ID Server Maintenance and Support	Single Source	1-year (No renewal option)	\$301,418	\$301,418
Blauer Manufacturing Co., Inc.	Blauer Armor Skin Vest	Single Source	3-years (No renewal option)	\$180,000	\$900,000
Code 3, Inc.	Advanced Emergency Warning System for Patrol Vehicles	Invitation to Bid	5-years (optional 3-year renewal period)	\$1,000,000	\$5,000,000
American Association of Motor Vehicle Administrators	Verification of Lawful Status	Single Source	1-year (No renewal option)	\$200,000	\$200,000
American Association of Motor Vehicle Administrators	National Motor Vehicle Title Information System	Single Source	1-year (No renewal option)	\$314,207	\$314,207
October-December 2016 (Second Quarter)					
Air Bear	Equipment Replacement	Single Source	One-time purchase	\$140,000	\$140,000
MorphoTrust USA, LLC	Driver-Related Credential Print Solution	Invitation to Negotiate	6-years (optional 6-year renewal period)	\$0	\$45,904,158
Dana Safety Supply, Inc.	Rifle Racks	Invitation to Bid	3-years (optional 3-year renewal period)	\$30,000	\$235,000
RR Donnelley	Printing, Shipping and Storage of Traffic Citations	Invitation to Bid	3-years (optional 3-year renewal period)	\$139,750	\$418,557
FSU / Northwest Regional Data Center	Co-location Services	Governmental Agency	5-years (optional 5-year renewal period)	\$627,742	\$627,742

Purchases Made *continued*

**Purchases Made In Excess Of \$100,000
July 2016 through June 2017**

Vendor	Commodity or Service	Procurement Method	Contract Term	FY 2016-17 Estimated Expenditures	Total Contract
January–March 2017 (Third Quarter)					
Air Bear	Equipment Replacement	Single Source	One-time purchase	\$153,000	\$153,000
R.L. Polk & Co.	Proprietary Software License	Single Source	3-years (No renewal option)	\$36,400	\$113,800
April–June 2017 (Fourth Quarter)					
RC Creamer	FHP Consulting Services	Single Source	3-years (No renewal option)	\$28,064	\$373,000
HRSS Consulting Group, LLC	Customer Survey Data Integrity	Request for Proposals	6 months	\$0	\$137,522
FairFax Imaging, Inc.	Equipment and Software	Single Source	One-time purchase	\$163,455	\$190,031
Communications International, Inc.	Radar and Laser Calibration Certifications and Repairs	Invitation to Bid	3-years (optional 3-year renewal period)	\$1,953	\$650,000
Radiation Solutions, Inc.	Radiation Level Detection Devices	Single Source	3-years (No renewal option)	\$92,220	\$451,114
Utility Associates, Inc.	Routers for Patrol Cars	Single Source	One-time purchase	\$0	\$288,579
Stereo Optical Co., Inc.	Vision Testing Equipment	Single Source	One-time purchase	\$67,600	\$169,000
Utility Associates, Inc.	Routers for Motorcycles	Single Source	One-time purchase	\$0	\$138,500
Southeast Aerospace, Inc.	Imaging Equipment and Mapping System	Invitation to Bid	One-time purchase	\$0	\$1,597,100

Rule 15-1.012, F.A.C.

Subjective Leadership Assessment
Florida Department of Highway Safety and Motor Vehicles (DHSMV)
FY 2016-17
Terry L. Rhodes

1. How do you define success in your agency?

Each member of the Florida Department of Highway Safety and Motor Vehicles (DHSMV) is encouraged to act as leaders in service, agents for progress and champions for safety. Over the past year, the department has emphasized our focus on data-driven processes to develop baselines and continued to create a culture where the data that is housed at the agency is seen as an asset toward our mission. Whether it is following a crash or waiting in line at a service center, the level of service that we provide each customer should continue to increase. When we go beyond merely checking a box or solely focused on meeting a specific number, we truly get to know those we serve, and they walk away feeling good about their interaction with the department. By doing this, we are changing the perception of the agency in a positive way and creating *A Safer Florida*, which is my ultimate goal.

2. What services does your agency provide that are most undervalued?

The DHSMV serves almost every resident and visitor of our state and, while many people think of the department in transactional terms, it is sometimes the everyday actions and interactions of our members and customers that have real impacts on saving lives. We track activity from the Florida Highway Patrol, but those statistics do not capture the immeasurable value of our member interaction with the public which is encouraging and teaching safe driving. DHSMV is the authority in highway safety, so our members are seen by the public as ambassadors for our mission. While all interactions with our members can be difficult to quantify, it undoubtedly adds significant value to our state.

3. What outcomes do you plan to accomplish as agency head as it relates to your short and long-term priorities?

Through our more robust traffic safety partnerships and data-driven campaigns, this year we hope to show how FHP and law enforcement education, visibility, and enforcement efforts help to drive down traffic fatalities and serious bodily injuries. Long term, I strive to put DHSMV as a national leader in traffic safety education and enforcement, using data-driven initiatives and campaigns to address real traffic concerns.

Maintaining the security of personal information held by the department is critical, and this year we worked to design the most secure, over-the-counter credential on the market. Florida's new driver license and ID card will certainly be a great value to our residents and, long term, we will continue to evaluate the credential and its issuance to keep up with changing security issues and technology, helping to protect the personal information of our customers.

a. Do your resources align with your priorities in order to achieve these outcomes?

The department is currently recruiting FHP troopers and we expect the past year's pay raise to assist us with our recruitment and retention efforts. We expect that more troopers on the road will significantly assist us with our goal of reducing fatal and serious bodily injury crashes and add to the educational value that our members provide with each of their interactions with the public.

Our Motorist Modernization initiative is also on track, helping to update the decades old driver license and motor vehicle systems to provide additional securities and efficiencies for customers and stakeholders. Furthermore, we plan to reallocate non-sworn members with investigative experience to assist with the quality assurance review process prior to potential cases being referred to law enforcement.

b. How do your priorities align with the agency's legislative proposals and legislative budget requests?

The department's number one budget priority is FHP recruitment and retention, and the second priority is continuing the funding for Motorist Modernization. Both priority issues are included in the department's Fiscal Year 2018-2019 Legislative Budget Request.

c. What are the drivers and resistors that will help or hinder you from meeting these priorities?

I appreciate Governor Scott and the Legislature's support of both FHP Trooper pay and Motorist Modernization.

FHP pay is both a driver and resistor within our agency. FHP Troopers undergo some of the most rigorous law enforcement training in the state and without competitive pay, we lose some of our best and brightest to other agencies.

Without continued funding for Motorist Modernization, the department would not be able to meet our goal implementation date(s), which would have a significant negative impact on the customers and stakeholders.

d. How does the agency organizational structure support these priorities?

The Florida Highway Patrol operations are designed to place more troopers in identified *Arrive Alive* hot spots in each troop statewide in order to meet the objectives of the data-driven safety initiative.

DHSMV members make daily efforts to maintain the security of personal information held by the department. For example, Motorist Services has begun to

re-issue Memorandums of Understanding with requesting parties to enhance the department's data security. DHSMV members and stakeholders contribute valuable feedback to the Motorist Modernization effort and work in partnership to ensure a successful implementation of the initiative, which will improve security benefits to our customers.

e. How are you measuring progress toward outcomes?

Performance measures which establish baselines, goals and trends throughout the department are regularly evaluated. Beyond these measures, we have also developed baselines in all aspects of the agency, which allow us to get more granular and ask critical questions continuously of each process and act upon issues that are found.

As we look more critically at our data and processes, the department has been able to learn more about our customers and serve in a more proactive manner. Continuous evaluation, resetting baselines and working to resolve complex issues will positively impact perception of the agency, eliminate complacency and allow us to react to an ever-changing environment by improving service delivery to the citizens and visitors of our state.

4. What program areas of your agency face challenges in achieving desired outcomes?

Motorist Services and the Florida Highway Patrol face challenges in achieving their desired outcomes.

a. What major issues are contributing to each area's weaknesses?

Several of the department's program areas strive to use department data to more effectively serve and protect customers. However, some resources available to DHSMV members prevent the department from accurately and efficiently collecting data for analysis on issues. Members analyze data to the best of their ability to detect any potential outliers. In addition, staffing FHP troops to full capacity continues to be an issue, leaving less members on active patrol or creating significant workload for current members.

b. What internal or external threats exist?

The Florida Highway Patrol faces high attrition rates, losing well-qualified troopers to other law enforcement agencies due to pay.

The department continues to rely upon decades-old systems to serve a growing customer base. Additionally, Motorist Services is responsible for maintaining the state's official crash and citation data, but there is a lack of uniformity in the collection and processing of the data at a local level. This means that each county or municipality may have its own way of collecting and submitting the information to the department, creating additional workload for the division as they work with countless stakeholders to create a consistent process.

c. What are the strategies you have planned to address these issues?

The Florida Highway Patrol is a great opportunity for a law enforcement officer career. There are many opportunities for advancement, candidates are able to patrol their hometowns or travel across the state while providing a public service they love. There is a great need for experts in highway safety, and FHP Troopers make a tremendous impact on the safety of every resident and visitor of Florida. We have clearly outlined the benefits for candidates to choose FHP for their career with increased trooper pay, the number one legislative budget priority of the department, in an effort to curb attrition rates.

This year, the department successfully migrated its systems to a more secure enterprise data infrastructure. This more nimble database infrastructure lays the groundwork for the updated Motorist Modernization systems and reduces current lag time in offices across the state. Motorist Services has implemented a program to work with stakeholders to improve the quality of crash and citation data submitted to the department. Furthermore, Motorist Services continues to work toward prioritizing the transactions reviewed for quality assurance so that those reviewed are those that are the most meaningful for consumers. To better focus its resources, the division has also begun to implement risk-based inspections for auto dealers across the state and works closely with our partners, allowing them to more monitor trends in consumer-based issues.

d. What major changes need to occur to achieve the desired outcomes?

The department has begun the process of transforming into an analytics-based organization, focusing on measurable, repeatable, and reliable results. This is an ongoing process and a culture change within the department.

5. What do you view as the greatest risk in the next fiscal year or calendar year?

The greatest risk within the next fiscal year is the pay of FHP troopers and continued funding of the Motorist Modernization initiative. Crashes in Florida continue to rise, and the department seeks to retain and hire troopers to ensure that crashes are responded to in a timely fashion for safety purposes.

a. How do you plan to mitigate the risk and address this issue?

The current Legislative Budget Request outlines the steps the department deems necessary to mitigate these risks, including increasing the starting salary for a trooper as well as creating an experienced-based pay plan.

Additionally, we are in the process of re-aligning staff to focus on more granular, data-driven processes and initiatives and implementing phase one of Motorist Modernization.

6. What current agency responsibilities do you consider unnecessary or obsolete, or would be best accomplished by another agency?

DHSMV's customer base continues to grow exponentially each year, and I encourage each member to consistently identify efficiencies in their work so we are able to meet the needs of our customers. This means that if a task would be better outsourced, then we should entertain that idea to the best of our ability. The work that we do at DHSMV is paramount to maintaining highway safety and security, and I remain focused on helping our members so they are able to provide these critical services at the highest level.

7. Stakeholders:

a. Identify your stakeholder groups and opportunities for stakeholders to interact/provide input to your agency.

- Local, state and national highway safety partners
- Tax Collectors
- Supervisors of Elections
- Local and state law enforcement agencies
- Local, state and federal government agencies
- Clerks of Court
- Educational institutions
- Insurance companies
- Auto dealers
- Retailers
- Citizens
- Visitors

The department has proactively expanded its outreach to these groups this year, ensuring each group is updated on the department's priorities and initiatives. This interaction occurs at various levels each day and at events such as conferences. Additionally, the department keeps the Governor, Cabinet and Legislative members apprised of issues that may arise.

b. What are the top issues communicated by stakeholders, and what plans are in place to address these issues?

Stakeholder input is critical to the department's success, and though many of the items brought forth in the feedback from last year's stakeholder survey have been addressed, we plan to issue another survey in 2018 to ensure we remain in tune with their needs.

The department has various priorities, such as Motorist Modernization and the *Arrive Alive* campaign, that provide regular interaction and partnership with stakeholders. It is in the coordination of these and many other efforts that we also gain valuable feedback from our partners.

c. How do you assess whether or not your stakeholder needs are met?

As agency head, I have formulated direct relationships with our stakeholders. These relationships have allowed me to gather tangible feedback and then ensure that feedback is acted upon, if necessary. Additionally, these relationships have allowed me to communicate the agency's needs and perspective, creating a better understanding between the department and its stakeholders.

Ultimately, if we are not meeting a stakeholder's needs, I will personally hear from them, and we can work together to address their concerns.