



# CMV Operator Handbook

## EHSS-Phos Program – Commercial Motor Vehicles, Appendix A

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### 1 Purpose

This document is to instruct and advise Operators of Commercial Motor Vehicles (CMV), Supervisors, Clerks and Administrators of CMV equipment of the requirements and processes of the CMV Program mandated by Mosaic, The Federal Motor Carrier Safety Administration (FMCSA) and the Department of Transportation (DOT). This includes CMV requirements, contact information, and general information on vehicles required to have a qualified operator.



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## EHSS-Phos Program – Commercial Motor Vehicles, Appendix A

### 2 Definitions

Acronyms & Definitions	Definitions
CMV	Commercial Motor Vehicle – Any company vehicle that weighs 26,001 pounds or more
CDL	Commercial Driver’s License – Driver’s license that allows the driver to operate a commercial or passenger vehicle.
Class A	A commercial driver’s license that is required to operate any combination of vehicles with a gross combination weight rating (GCWR) of 26,001 lbs./ or more, to include a towed vehicle that is HEAVIER than 10,000 lbs. and is driven, across, or parallel to a public highway.
Class B	A commercial driver license that is required to operate a single vehicle with a GVWR of 26,001 lbs. or heavier. Any vehicle as described above that is towing another vehicle weighing UP TO 10,000 lbs. or LESS and is drive on, across, or parallel to a public roadway.
DQF	Driver Qualification Files – Record of the company’s CMV/CDL operators. Must include but not limited to MVR, Physical Exam Medical Card, and record of certification of road test.
DOT	Department of Transportation – A department of the federal executive branch responsible for the national highways and for railroad system, and the Coast Guard.
FMCSA	The Federal Motor Carrier Safety Administration – is an agency in the United States’ Department of Transportation that regulates the trucking industry in the United States. The primary mission is to reduce crashes, injuries and fatalities involving large trucks and buses.
FMCSA Drug and Alcohol Clearinghouse	The CDL Drug and Alcohol Clearinghouse is an online database created by FMCSA that will contain information about CDL drivers who have violated DOT drug or alcohol testing standards.



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Acronyms & Definitions	Definitions
MVR	Motor Vehicle Record – is information of driving history, as reported from your state Department of Motor Vehicles. Information on this report may include Driver’s License Information, point history, violations, convictions, and license status on your driving record.
Mosaic CMV Operator	Any Mosaic employee that operates a Commercial Vehicle weighing 26,001 lbs. or more for Mosaic on, across, or parallel to a public roadway for any reason.
SAP	A Substance Abuse Professional is a licensed physician (medical doctor), or certified professional who evaluates drivers who have violated a DOT drug and alcohol regulation. The SAP makes recommendations concerning education, treatment, follow-up testing, and aftercare
Safety-sensitive Function(s)	Means all the time from the moment a driver begins to work or is required to be in readiness to work until he or she is relieved from work or responsibilities for performing work. Including <ol style="list-style-type: none"><li>1. Time waiting to be dispatched</li><li>2. Time inspecting CMV equipment</li><li>3. Time spent at the driving controls of a CMV in operation</li><li>4. Time other than driving in or upon any CMV</li><li>5. Time loading or unloading a CMV</li><li>6. Time repairing, obtaining assistance, or remaining in attendance upon a disabled CMV</li></ol>



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### 3 Responsibilities

Title	Requirements
Operator	<ol style="list-style-type: none"><li data-bbox="472 491 1398 562">1. Complete all required documentation for DQF before operating any Mosaic CMV equipment.</li><li data-bbox="472 579 1451 724">2. All CMV Operators that drive a vehicle weighing 26,001 lbs. or more on, across or parallel to a public roadway for Mosaic business must have either a Class A or B CDL endorsement depending on type of equipment that is being operated.</li><li data-bbox="472 741 1105 772">3. The new driver has 30 days to obtain his CDL.</li><li data-bbox="472 789 1451 858">4. Maintain current CDL on file with CMV Coordinator by providing a color copy of driver’s license front and back.</li><li data-bbox="472 875 1370 984">5. Immediately notify the CMV Coordinator of citations for alleged violations of the DOT or State rules for CMV’s, accidents involving CMV’s or any license suspension including personal.</li><li data-bbox="472 1001 1395 1071">6. Maintain current DOT Medical Exam Card and provide copy to CMV Coordinator.</li><li data-bbox="472 1087 1222 1119">7. File DOT Medical Card online with the State of Florida.</li><li data-bbox="472 1136 1435 1205">8. Complete the Annual Certification of Violations and return to the CMV Coordinator within the required timeframe.</li><li data-bbox="472 1222 1442 1291">9. Review and sign the last inspection report and verify any noted defects were corrected.</li><li data-bbox="472 1308 1455 1417">10. Complete and sign a written vehicle inspection report at the completion of each day’s work (post trip) on each vehicle operated, including any defects.</li><li data-bbox="472 1434 1146 1465">11. Be qualified to operate a vehicle with air brakes.</li><li data-bbox="472 1482 1451 1551">12. Complete and sign a General Consent for Limited Queries of the FMCSA Drug and Alcohol Clearinghouse.</li></ol>



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Title	Requirements
Supervisor	<ol style="list-style-type: none"> <li>1. Notify the CMV Coordinator of a new operator accepting the position of a CMV Operator.</li> <li>2. Make the operator available to fill our required information packet for DOT physical exam within 30 day of the operator accepting the position.</li> <li>3. Provide monthly update to CMV Coordinator on operators' status.</li> <li>4. Attend DOT required Reasonable Suspicion for Drug and Alcohol training.</li> <li>5. Ensure that their set-up supervisor(s) attends required Reasonable Suspicion for Drug and Alcohol training.</li> <li>6. Not allow any operator to operate CMV equipment once the supervisor has been notified that the operator is out of compliance, until clearance has been received by the CMV Coordinator.</li> <li>7. Inform operator when notified by CMV that the operator is out of compliance.</li> </ol>

#### 4 Frequently Asked Questions

Question	Answer
I have a current CDL and Medical Exam Card, am I authorized to operate a Mosaic CMV?	<p>No. A current CDL and Medical Exam Card are only two of the elements required by law to become a CMV operator for Mosaic.</p> <p>Additionally all DQF are required to have training documentation. If a current CDL holder cannot provide training documentation, they will be required to attend a three (3) day refresher class.</p>
Can I be held accountable for knowingly operating a CMV without being an authorized CMV operator?	<p>Yes. Any Mosaic employee who operates a CMV without being Authorized by the Mosaic CMV Coordinator is subject to disciplinary action by the company. In addition, you could be subject to the laws of the State of Florida should you be stopped by law enforcement and found to be operating a CMV without proper documentation.</p>



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Question	Answer
Do I have to submit a copy of my Commercial Driver's License to operate a CMV?	Yes. Mosaic is required by law to have a current copy of proof that you are qualified to operate a CMV on file. Refusal to submit a copy of your driver's license or any other required documentation could result in disqualification from your current position.

#### 5 DOT Medical Certification Requirements

1. It is the Operator's responsibility to ensure that they are in compliance with the required refresher dates for their DOT Medical Exam Card.
2. DOT Physicals are done every one (1) or two (2) years based on the expiration date of the medical card.
3. Operator should schedule DOT Physical Exam approximately thirty (30) days before the medical card expires.
4. Temporary Medical Cards or Extensions will not be provided.
5. Operator is required to bring all clearance letters from primary/treating physician at the time of schedule DOT Physical. Note: See list below for conditions that require medical clearance.
6. A new medical clearance letter is required each year for any condition that require a clearance letter.
7. Medical cards must be filed with the State of Florida no later than five (5) days from exam.
8. Failure to file a Medical Certification in a timely manner may disqualify the operator's CDL at which time the operator will be removed from the CMV program until their CDL is reinstated.
9. All operators will be subject to a random drug / alcohol screening separate from Mosaic's random testing.
10. Documentation of any medical variance, exemption or waiver must be provided and kept in the Operator's medical file with the Mosaic clinic. All waivers will be reviewed by a qualified medical professional approved by Mosaic.

#### 6 Examples of Medical Conditions that Require a Medical Clearance

1. Illness or Injury within the last five (5) years.
2. Head/Brain injuries, illness or disorders.
3. Seizures, epilepsy.
4. Eye disorders or impaired vision (excluding corrective lenses)



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5. Ear disorders, loss of hearing, loss of balance
6. Heart disease or heart attack; other cardiovascular condition
7. Heart surgery (valve replacement/bypass, angioplasty and /or pacemaker)
8. High blood pressure
9. Muscular disease
10. Shortness of breath
11. Lung disease, emphysema, asthma, chronic bronchitis
12. Kidney disease, dialysis
13. Diabetes or elevated blood sugar controlled by diet or medication (pills or insulin)
14. Nervous or psychiatric disorders e.g. severe depression, anxiety
15. Loss of, or altered consciousness
16. Fainting or dizzy spells
17. Sleep disorders, pauses in breathing while sleeping, daytime sleepiness, loud snoring
18. Stroke or paralysis
19. Missing or impaired arm, hand, foot, leg, finger or toe
20. Spinal injury or disease / Chronic low back pain
21. Regular, frequent alcohol use
22. Narcotic or habit forming drug use (including prescriptions)

## 7 DOT Physical Exam

The DOT Physical Exam includes the following:

1. Height
2. Weight
3. Temperature
4. Pulse
5. Blood Pressure
6. Vision
7. Hearing
8. Respiratory Rate
9. Glucose (Dip Stick)
10. Hernia
11. Initial Drug and Alcohol.



### 8 Filing Medical Exam Card

Part of maintaining a CDL is proof of medical certification. The Department of Transportation Code of Federal Regulations (CFR) requires that you maintain a current Medical Exam Card with the State of Florida. In the past all that was needed was a copy of the Medical Exam Card. As of June 23, 2018, you will no longer be able to use a copy of your card as proof, you must have your card on file with the State, and it must be on your MVR within fifteen (15) days from the exam. You are required to file your Medical Exam Card with the State of Florida within five (5) days of the issuance of the Medical Exam Card. The State has ten (10) days to register your card on to your MVR.

If the Medical Certification Card does not show on your MVR within fifteen (15) calendar days from the date of the exam, your card will not be considered valid and your CDL may be suspended.

**Warning.** Failure to file your Medical card within thirty (30) days from due date your license will be downgraded to a Class E. It will be the driver's responsibility to pay all expenses for a new CDL.

### 9 Self-Certification

It is important for all CDL holders to self-certify their Medical Exam Card with the State of Florida by going online to: The Florida Highway Safety and Motor Vehicle (FHSMV) website:

<https://www.flhsmv.gov/ddl/cdlmedicalcert.html>

When filing your Medical Exam Card you must choose option "C" for Intrastate. Mosaic is only authorized to approve medical exams for Intrastate (Florida Only) driving.

If you wish to obtain medical clearance for Interstate (outside of Florida), you will be required to go to an outside source for your medical exam. You will also be responsible for the cost of the exam and must pass the exam with Mosaic Medical staff as well.

You are required to maintain a current Medical Exam Card on file with the Mosaic Clinic and with the CMV Coordinator. The Medical Exam Card must be approved by Mosaic's medical provider. If this information is not provided it could affect your status as a CMV operator for Mosaic.

**Note.** Please see Section 16 for instructions on how to file your medical certificate.

### 10 De-Authorized CMV Drivers





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Drivers may be considered de-authorized if the following item(s) take place. De-authorized drivers will not be permitted to operate a CMV for Mosaic and may be placed into a different job position until the operator has rectified all issues. Items that could cause an operator to be de-authorized are as follows, but not limited to:

- Fails to maintain current CDL on file
- Fails to pass the required CDL medical exam
- Fails to file the require documentation Medical Exam Certification with the state
- Fails to complete and turn in the Annual Certification of Violation to CMV Coordinator.
- Falsifies/Omits information from Annual Certification of Violation
- Fails to report suspension of CDL or driver’s license
- Failed Drug and/or Alcohol test
- Refuses to provide consent to conduct annual Limited Query of the Drug and Alcohols Clearinghouse

### 11 Monetary Reimbursement

**Warning:** All reimbursement request must have receipt or required documentation

Temporary Permit	Yes. Only for Passing Exam
New CDL	Yes
CDL Renewal	Yes
Mileage to Certification School	Yes
Extra license endorsement, i.e. Motorcycle, hazmat, etc.	No
Replacement license	No
Filing Medical Card in person	No. This can be done online for free
Changes associated with filing Medical Card late	No
External medical exam for Interstate driving	No
External personal medical cost associated with passing CDL medical exam	No
Certification Class	Yes. One failed test



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In the event of a failed Alcohol/Drug screen the operator will be required to enter into a treatment program	No. It is the responsibility of a CMV operator to pay for the services of a Substance Abuse Professional
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### 12 CMV / CDL Training

All CMV Operators are required to show proof of CMV training. Mosaic will cover the cost of Certification training for Operators entering into the CMV program.

- CMV Operators shall be trained by a party selected by the CMV Administrator and shall be a vendor dully authorized by the State of operation.
- Retraining shall be at the discretion of the CMV Administrator.

**Note:** Please see Section 17 for information on the CMV training location(s)

All CMV Operators will be required to pass a series of test including but not limited to written and practical.

- Sample test on general knowledge and air brakes, as well as the link to the CDL handbook for test preparation are available at this link <http://www.flhsmv.gov/resource-center/handbooks-manuals/>
- Written practice test can be found online: <https://thetruckersreport.com/cdl-practice-tests/>

#### CMV Operator Supervisors

- Shall be trained in Drug and Alcohol Reasonable Suspicion Identification. At a minimum of one (1) hour of alcohol awareness and one (1) hour of drug awareness.
- Drug and Alcohol Reasonable Suspicion training shall be provided by a vendor selected by the CMV Administrator.
- Training is to occur prior to accepting job duties which include oversight of CMV Operators.



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#### 13 Examples of Vehicles that require a CDL

Make	Model	Body	GVWR (lbs.)
AM General	M-618	M-16 Wrecker	41,185
Freightliner	M2 106	6TC-65 Bucket	66,000
Freightliner	M2 106	Auger / Commander	66,000
Freightliner	M2 106	Auger / General	66,000
Freightliner	M2 106	Bucket	62,000
Freightliner	FLD 11624 SD	Dump	73,350
Freightliner	FL 80	Flatbed	61,999
Freightliner	M2 106	Flatbed	62,000
Freightliner	M2 106	Flatbed w Stinger	62,000
Freightliner	FL 70	MTCE	34,999
Freightliner	M2 106	MTCE	34,999
Freightliner	FLD 11624 SD	Tractor	80,000
Freightliner	FLD 120 SD	Tractor	80,000
Freightliner	M-2106	Utility / Bucket RM75	62,000
GMC	6000	Dump	33,000
International	4900	Bucket	33,000
International	4700	Utility 65' Hi-Ranger Bucket	56,000
International	4700	Utility, Commander 6000	56,000
International	7300		33,000
International	7400		56,000
International	7500		54,000
International	4800		36,500
Kaiser	M542	M-543 Flatbed	39,230
Kaiser	M618	Semi	62,000
Mack	CV713	Dump	54,900



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### 14 DOT Drug and Alcohol Requirements

14.1 The DOT drug and alcohol testing requirements shall be considered in addition to an not a substitute to the Mosaic Substance Abuse Policy

14.2 Alcohol use by CMV Drivers operating CMV shall be governed by:

- No consumption during a four (4) hour period prior to reporting for duty
- No consumption during an eight (8) hour period following a CMV accident

14.3 CMV Drivers may take prescriptions:

- Prescribed to the CMV Operator by a Doctor or Nurse Practitioner, and;
- Doctor or Nurse Practitioner had advised the CMV Operator of no ill effects of the drug(s) to the operation of a CMV

14.4 The following types of drug and alcohol test are required by DOT

D&A Type Testing	When will I be tested?
Pre-employment	Drug test is required before a new hire or when a person transfers into a driving position in the company.
Random	<p><b>For alcohol</b> random test must be completed just before, during or immediately after performing safety sensitive function.</p> <p>Random testing <b>for drugs</b> can be done anytime you are at work. Unannounced random testing is required for a certain percentage of drivers each year.</p>
Reasonable Suspicion	<p>Based on observations by a properly trained supervisor of the CMV operator’s appearance, behavior, speech and odors.</p> <p>Documented on the reasonable suspicion form found under <b>Attachment 4</b> of the Mosaic Drug, Alcohol, and Substance Abuse Policy.</p> <p>Form should be submitted to the program Administrator within twenty-four (24) hours of any reasonable suspicion drug or alcohol test or before the results of the alcohol or controlled substance test are released, whichever is earlier.</p>



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D&A Type Testing	When will I be tested?
Post-accident	<p><b>Alcohol test following an accident when:</b></p> <ul style="list-style-type: none"><li>• A life is lost; or</li><li>• A citation is issued within <b>8 hours</b> of the accident and any person involved in the accident is injured.</li><li>• A citation is issued within 8 hours of the accident for moving traffic violation that resulted in the towing of 1 or more vehicles.</li></ul> <p>Alcohol test shall be conducted within two (2) hours of the accident. Attempt to test should continue for eight (8) hours.</p> <p>A written explanation shall be submitted to the CMV Administrator when alcohol test are not conducted within two (2) hours.</p> <p><b>Drug test following an accident is required when:</b></p> <ul style="list-style-type: none"><li>• A life if lost; or</li><li>• A citation is issued within <b>32 hours</b> of the accident and any person involved in the accident is injured.</li><li>• A citation is issued within 32 hours of the accident for a moving traffic violation that resulted in the towing or 1 or more vehicles.</li></ul> <p>Drug test shall be conducted as soon as practical. Attempts should continue for thirty-two (32) hours.</p> <p>A written explanation shall be submitted to the CMV Administrator when drug test are not conducted within thirty-two (32) hours or attempts are suspended.</p> <p>Medical treatment shall not be delayed in order to conduct post-accident drug and alcohol testing.</p>



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D&A Type Testing	When will I be tested?
Return-To-Duty (RTD)	<p>Required for drivers who failed an alcohol test or tested positive for drugs or refuse to take an alcohol or drug test. In order to return to performing Safety-sensitive functions, an alcohol concentration of less than 0.02 and/or a negative drug test is required.</p> <p>An employee who has been de-authorized as a CMV Operator and considered not qualified to perform jobs requiring operation of a CMV due to the result of a positive drug / alcohol screening, may become an authorized and qualified CMV Operator by:</p> <p>Actively participating in and completing a prescribed rehabilitation treatment plan as recommended by a Substance Abuse Professional and administered by the Mosaic Company EAP.</p> <p>Complete a negative return to duty urine test as well as submit to, at a minimum six (6) unannounced observed follow-up urine drug test within the first six (6) months of returning to his/her safety sensitive position and/or,</p> <p>Complete a negative return to duty breath alcohol test (&lt;0.02%) as well as submit to a minimum, six (6) unannounced follow-up breath alcohol test within first twelve (12) months of returning to his/her safety sensitive position.</p> <p>A successfully bid into a job requiring the operation of a CMV.</p>
Follow-up	Required for drivers who failed an alcohol test, tested positive for drugs or refused to take a test, and have successfully completed the return-to-duty process.



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14.6 The following table describes consequences of the alcohol or drug test.

If a CMV Operator tests positive for	Then the operator...	And...
Blood alcohol concentration <0.02%	No action required by DOT	No action required by DOT
Blood alcohol concentration = or > 0.02% and <0.04%	Shall not be allowed to work for a 24 hour period following the test	Shall only return after successfully testing a breath alcohol concentration <0.02%
Blood alcohol concentration = or > 0.04%	Shall be de-authorized and not considered qualified for jobs that require operation of CMVs	May be able to roll into another position if this is the first drug or alcohol violation and the employee is actively participating in the Mosaic EAP

### 15 FMCSA Drug and Alcohol Clearinghouse

The Drug and Alcohol Clearinghouse (Clearinghouse) is an electronic database containing records of violations of drug and alcohol prohibitions. It will contain only violation that occurred on or after the rule’s implementation date of January 4<sup>th</sup>, 2020.

This rule does not change any existing DOT-wide procedures for workplace Drug and Alcohol Testing.

Starting January 6<sup>th</sup>, 2020, Mosaic will be required by Federal Law to report to the Clearinghouse

1. Alcohol testing violations, including alcohol concentrations of 0.04% or higher and refusals to test.
2. Refusals to take a drug test where Mosaic makes the refusal to test determination
3. Actual knowledge of violation, including cited for DUI in a commercial motor vehicle; and
4. Specific milestones in the SAP program, including a negative drug and/or alcohol test.

Also Starting on January 06, 2020, Mosaic will be required by Federal Law to conduct queries to check if current or prospective CMV Operators are prohibited from performing safety-sensitive functions, such as operating CMV, due to an unresolved drug or alcohol violation.



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Query Type	Reason for Query	Consent Requirements	Consent Response and Required Actions	Query Results and Required Actions
<b>Limited Query</b>	Annual check on currently employed driver	Outside the Clearinghouse  Consent may be electronic or via paper.	<b>Consent refused.</b> Query cannot be conducted. Driver removed from safety-sensitive functions.  <b>Consent provided.</b> Query conducted. Retain consent via paper or electronic	<b>If no records found.</b> No action is required  <b>If records are found.</b> A full query is needed
<b>Full Query</b>	Pre-employment check on prospective CDL driver  OR  Limited query returned records found for queried driver	Electronically within the Clearinghouse for each CDL driver	<b>Consent refused.</b> Query cannot be conducted. Mosaic notified of refused consent. Driver removed from safety-sensitive functions.  <b>Consent provided.</b> Query conducted. Full violation and RTD details released if any.	<b>Prohibited.</b> If CDL driver has violations and no negative RTD test result. Driver is removed from safety-sensitive functions.  <b>Not Prohibited.</b> If driver has no violations or a violation and negative RTD test result, no action required.

**Note:** Information included in this Handbook is subject to change. Please contact your CMV Coordinator with any questions you may have regarding the information included in this Handbook or any questions you have that may have been omitted from this document.



### 16 Online Medical Certification Instructions

Instructions to certify your Commercial Driver License (CDL) Medical Examiners Card to the State of Florida Department of Highway Safety and Motor Vehicles online.

1. Copy and paste link below into web browser

<http://www.flhsmv.gov/ddl/cdlmedicalcert.html>

2. Click on the red hyperlink to Self-Certify

The screenshot shows the FLHSMV website header with the logo, navigation menu, and search bar. The main content area is titled "COMMERCIAL DRIVER LICENSE CDL Medical Information". Below the title, there is a red link: "To self certify and/or update your medical certification information, click **here**." To the right, there is a sidebar menu with the following items: "General Information", "Do I need a CDL?", "CDL Medical Information", "Hazmat Information", and "Medical Database".



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- Click “I Agree” box, (if you are filing past your DOT physical due date please check) & Select “Continue” your status

#### Welcome to Florida’s CDL Self-Certification System

This system allows Commercial Driver License (CDL) holders to meet the new federal requirements for self-certification without needing to go to a driver license office.

##### Driver Privacy Protection Act Warning

The personal information contained within this site is protected by 18 U.S.C. 2721-2725, et seq., ([the Driver Privacy Protection Act](#)) and Section 119.0712(2), Florida Statutes. You are not authorized to access personal information for anyone other than yourself through this web site unless you have specific written permission to do so. Any access or attempted access to personal information of others may subject you to criminal prosecution or civil liability.

I Agree

A Florida Commercial Driver License (CDL) holder may use this system only if they have a valid Florida Commercial Driver License.

If you are not sure if your CDL is valid, please visit our [Driver License Check](#) first.

We are concerned about your privacy and the security of your information. Pressing **Continue** will transfer you to our secure site. Please review our [privacy policy](#).

Continue

4. Fill in your information and select continue

**Locate Your Records**

**Please enter the following information to locate your Driver Record.**

- Florida Driver License number
- Last Four Digits of Social Security Number(SSN)
- Date of Birth 1 - January   Year (yyyy)

5. Select "Self-Certify"

**Florida CDL Medical Self-Certification System**

**Current CDL Medical Certification on record**  
Posted Date: 8/1/2012  
Certification Category: (B) Excepted interstate.  
[View Receipt](#)

6. Select "NO" & Next



**Florida CDL Medical Self-Certification System**

**National Registry of Certified Medical Examiners**

Medical exams performed on or after May 21, 2014 must be performed by a medical examiner that is listed on the National Registry of Certified Medical Examiners. Medical Examiner's Certificate issued on or after May 21, 2014 require a National Registry Number. If your Medical Examiner's Certificate does not have the National Registry Number, cancel submission and return to your medical examiner to obtain their National Registry Number and to correct the Medical Examiner's Certificate. If your Medical Examiner is not listed on the National Registry of Certified Medical Examiners you may locate a medical examiner at <https://nationalregistry.fmcsa.dot.gov/NRPublicUI/home.seam> to perform the medical exam.

**Waivers/exemptions or Skills Performance Evaluation Certificate**

Federal Motor Carrier Safety Administration allows medical exemptions for vision, diabetes, or a loss of limb. Federal Motor Carrier Safety Administration will issue waivers or Skills Performance Evaluation Certificates in these cases.

Do you currently hold a valid medical waiver/exemption or Skills Performance Evaluation Certificate issued by the Federal Motor Carrier Safety Administration?

Yes  No



7. Select “C” then Next

### FLORIDA CDL DRIVER’S STATEMENT OF MEDICAL CERTIFICATION

All CDL holders must declare for the record whether their commercial motor vehicle (CMV) operation is in a category that requires medical certification. To be eligible for a CDL, drivers must operate or expect to operate a vehicle requiring a CDL in one of the four categories of interstate or intrastate commerce listed below. Drivers whose CMV operation is in a category requiring medical certification must show proof of valid medical certification to be issued a CDL or to retain a CDL after the previously issued medical certificate has expired. Drivers self-certifying in a category exempt from medical certification requirements (B or D) and later changing to a non-exempt type of operation (A or C), must recertify in the appropriate category and provide proof of valid medical certification to avoid potential enforcement actions.

- (A) **Non-excepted interstate.** I operate or expect to operate in interstate commerce and am required to maintain federal medical certification.
- (B) **Excepted interstate.** I operate or expect to operate in interstate commerce, but engage exclusively in operations that qualify me for exception from the requirement to maintain medical certification.
- (C) **Non-excepted intrastate.** I operate or expect to operate only in intrastate commerce and am required to meet State medical certification requirements.
- (D) **Excepted intrastate.** I operate or expect to operate only in intrastate commerce but engage exclusively in operations that qualify me for exception from State medical certification requirements.

Cancel Submission

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8. Enter your contact information for a confirmation, then Select “Next”

#### CDL Driver Contact Information

If you would like to receive confirmation and notifications about your Florida CDL Medical Self-Certification via text message and/ or email; please provide the contact information below.

Text Phone Number:

Email:

9. Enter exact information from your medical card then select “Next”

#### Medical Examiner's Certificate Detail

Please enter the following information exactly as it appears on your medical card.

- |   |  |
|---|--|
| <input type="checkbox"/> Wearing corrective lenses            | <input type="checkbox"/> Driving within an exempt intracity zone (49 CRF 391.62)         |
| <input type="checkbox"/> Wearing hearing aid                  | <input type="checkbox"/> Accompanied by a Skill Performance Evaluation Certificate (SPE) |
| <input type="checkbox"/> Accompanied by a waiver or exemption | <input type="checkbox"/> Qualified by operation of (49 CFR 391.64)                       |

Medical Examiner Phone Number:

Certificate Issue Date: 1 - January  1  Year (yyyy)

Medical Examiner First Name:

Medical Examiner Middle Name:

Medical Examiner Last Name:

Suffix: None

Medical Examiner Specialty: -Select One-

Medical Examiner License:

Medical Examiner's State: -Select One-

National Registry Number:

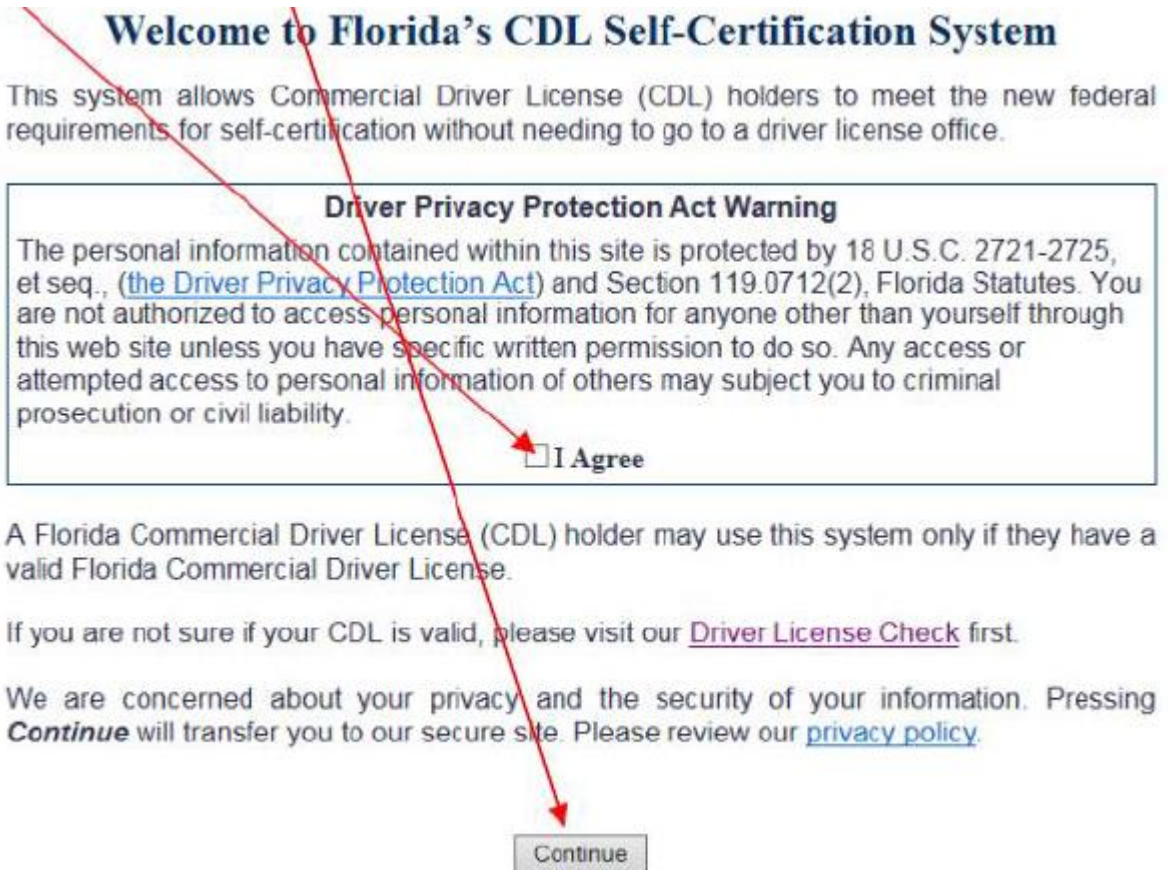
Certificate Expiration Date: 1 - January  1  Year (yyyy)

Cancel Submission

Back

Next

10. Select “I Agree” and “Continue”



11. You will be asked to browse your computer to upload a saved copy of your medical card

12. Locate the copy (copy should be saved as .jpeg file)

13. Upload

14. View to make sure it’s the correct copy

15. Print out a confirmation



## CMV Operator Handbook

### EHSS-Phos Program – Commercial Motor Vehicles, Appendix A

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#### 17 Road Test Certification Location Information

Location

**Fleet Force - Truck Driver Training**  
**Ridge Technical College**  
7700 State Road 544, Building 3  
Winter Haven, FL 33881

Phone Number: 1-863-789-4235

Class Schedule: 7:00 am – 4:00 pm

Entry Level Driver Training Program

Class	Duration
Class A CDL	160 hours – 4 weeks
Class B CDL	40 hours – 1 week

- Lunch is not provided. There will be ample time and places in the area to buy lunch or may take your own lunch.
- Upon completion of the course you must purchase your FL CDL. For reimbursement a legible photocopy of your receipt must be included with a copy of your license.
- You must send a color copy, front and back of your new CDL license to the CMV Program Administrator.
- You must send your mileage to Program Administrator for reimbursement.





# CMV Operator Handbook

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### 18 Program Administrator Contact Information

CMV Coordinator: HR Connect

Contact Information	
Phone	(855) 660-6947
Mosaic's HR Portal	

Medical Clinic

Location	Phone
Four Corners	(863) 428-3974
Wingate	(863) 428-3974
South Ft. Meade	(813) 493-9851
South Pasture	(813) 493-9851
Riverview	(813) 775-2983
Ports	(813) 775-2983

### 19 References

References (Number and title)
Mosaic – Drug, Alcohol, and Substance Abuse Policy – US. Revised February 2022
Florida Commercial Driver License Handbook – Version July 2020
DOT FMCSA – CDL Drug & Alcohol Clearinghouse – Frequently Asked Questions
DOT ODAPC - What Employees Need to Know About DOT Drug & Alcohol Testing – Revision March 2019



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### 20 Revision Log

Rev. No.	Rev. Date	Revised by	Reason for Revision
0	08/2018	Kristi Springborn	Initial release
1	11/14/2023	Gus Navar	Added Section 16 FMCSA D&A Clearinghouse requirements Revised Section 14 DOT D&A Requirements