



US Department
Of Transportation
Federal Motor Carrier
Safety Administration

1200 New Jersey Ave., SE
Washington, DC 20590

Dear Applicant:

Thank you for your interest in the Federal Diabetes Exemption Program. The information in this letter and the accompanying materials need to be read carefully. The applicant is responsible for providing all required information. The following information is required to be submitted:

1. Applicant Information Checklist;
2. Signed copy of the Medical Examination Report (completed by the Medical Examiner);
3. Signed copy of the Medical Examiner's Certificate (completed by the Medical Examiner);
4. Endocrinologist Evaluation Checklist;
5. Vision Evaluation Checklist;
6. Copy of your driver's license and motor vehicle record.

How does the applicant apply for an exemption from the diabetes standard?

A. Medical Examiner

The applicant must be examined by a medical examiner, as defined in 49 CFR 390.5. The examiner can be a physician, (MD, DO), advanced nurse practitioner, physician assistant, or chiropractor if allowed by their state regulations to certify drivers. This examination **STARTS** the exemption process. The applicant **MUST** take the Certifying Medical Examiner Evaluation letter to the appointment with the medical examiner for him/her to review prior to performing the examination. In addition, the applicant must bring a copy of his/her 5 year medical history to the examination for the medical examiner to review. The medical examiner will have copies of the United States Department of Transportation Medical Examination Report Form and the Medical Examiner's Certificate. The applicant must meet all medical standards and guidelines, other than diabetes, in accordance with 49 CFR 391.41 (b) (1-13).

Other than the use of insulin to treat their diabetes, any other medical problem or condition that prevents the applicant from being certified by the medical examiner must be corrected **BEFORE** the rest of this application is completed. Therefore, the endocrinologist and vision evaluations **SHOULD NOT** be completed until the medical examiner certifies the applicant. The applicant must submit copies of the completed medical examination report and medical examiner's certificate. The certificate should indicate that the driver is certified **ONLY IF** the driver has a diabetes exemption. The certificate is not valid until the insulin exemption is obtained from the Federal Motor Carrier Safety Administration (FMCSA).

B. Endocrinologist Evaluation Checklist

The applicant must be examined by a physician who is a board-certified or board-eligible endocrinologist. The applicant must take the Endocrinologist Evaluation Checklist and glucose logs to the appointment. The endocrinologist must complete all parts of the checklist. The applicant must submit the endocrinologist's signed letterhead, a completed checklist, and any additional reports outlined in the checklist to the exemption program.

C. Vision Evaluation Checklist

The applicant must have a vision examination by an ophthalmologist or optometrist. An applicant with **diabetic retinopathy MUST be evaluated by an ophthalmologist**. The applicant must take the Vision Evaluation Checklist to the appointment. The ophthalmologist or optometrist must complete all parts of the checklist. The applicant must submit the optometrist/ophthalmologist's signed letterhead and a completed checklist to the exemption program.

Please note that both the Endocrinologist and Vision medical evaluations are only valid for 6 months from the date performed. The medical examiner's evaluation is valid for 1 year from the date performed. Applicants will be required to submit a new examination for any of the aforementioned examinations if they expire during the application process.

D. Additional Applicant Information

The applicant must provide a completed Applicant Information Checklist, a readable photocopy of both sides of the driver's license, and a current motor vehicle record.

Additional medical information may be required, based on review of the information submitted. Prior to submitting the application, please review all information and make sure that each checklist is **completely filled out and that all required information is included**. Application review will be delayed if the information submitted is not current or if it is incomplete. Mail all information to:

**Federal Diabetes Exemption Program
1200 New Jersey Ave., SE
Room W64-224
Washington, DC 20590**

The application may be faxed to 703-448-3077. However, original documents **must** be mailed to the above address.

What Happens After a Completed Application Is Submitted?

The FMCSA will review the application and notify the applicant if additional information is required or missing. Please note, as stated above, that additional medical information may be required. Once the application is complete, the FMCSA will determine applicant eligibility for this program.

If the applicant is eligible for an exemption, the FMCSA is required to publish the applicant request for exemption in the Federal Register twice; this includes a 30 day period for public comment and notification of the Agency's final decision. The notice discloses the applicant's full name, age, basic information related to the applicant's insulin use to control diabetes, and the type of driving license held; however, the notice does not include any detailed personal information, such as the applicant's address, employer, medical records, or driver's license number.

If granted, the Federal exemption is valid for CMV operation within the United States and does not exempt the applicant from foreign requirements, such as Canada and Mexico.

If the Applicant Does Not Meet Eligibility Criteria

If the FMCSA determines that the applicant does not meet program eligibility criteria, a decision letter will be mailed directly to the applicant outlining the reason that the Agency is unable to grant the exemption from the Federal diabetes standard.

How Long Does the Process Take?

The FMCSA is required to complete the application process within 180 days from the date all required information is submitted by the applicant.

What Is Required of the Driver After an Exemption Is Granted?

The exemption certificate and requirements are sent to the exempted applicant by certified mail. The FMCSA can issue an exemption for a maximum of 2 years. Quarterly and annual medical monitoring and reporting are conditions of the exemption from the Federal diabetes standard of 49 CFR 391.41(b)(3). The driver will receive the necessary forms from the FMCSA and will be responsible for compliance. Additionally, the driver is required to reapply for renewal every two years, and, as with monitoring, the responsibility of reapplication rests with the driver. The driver must have yearly medical re-certification examinations.

If you have questions related to the application process outlined in this document, please call 703-448-3094.

Sincerely yours,



Elaine M. Papp, RN MSN COHN-S CM
Division Chief, Medical Programs

Enclosures