



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

FMCSA National Training Center

The National Registry of Certified Medical Examiners Rule

Tuesday, November 8, 2011

Webinar Transcript

Presenters

- Elaine Papp, Division Chief, Office of Medical Programs

Speakers (optional)

- Kay McIver, Program Analyst, Office of Medical Programs; Web Conference Host
- Robin Hamilton, Program Analyst, Office of Medical Programs; Moderator
- Larry Schillberg, VOLPE Center

Description:

The webinar will update organizations that train and test health care professionals about their role in the upcoming new rule: “National Registry of Certified Medical Examiners.” The webinar will update organizations that train and test health care professionals about their role in the upcoming new rule: “National Registry of Certified Medical Examiners.” The criteria required to become a training organization of this rule will be explained, as well as the requirements that testing organizations must meet if they wish to participate in the training and testing of medical examiners. The webinar will also solicit feedback on how FCMSA can assist in getting the information out to those involved.

NATIONAL REGISTRY OF CERTIFIED MEDICAL EXAMINERS – PART ONE

TITLE SLIDE: NATIONAL REGISTRY OF CERTIFIED MEDICAL EXAMINERS

Kay McIver, Program Analyst, Office of Medical Programs; Web Conference Host:

Thanks to all of you who are participating in our webinar, “National Registry: Knowledge Saves Lives.” Today is Tuesday, November 8, 2011 and this webinar is part of the National Registry Webinar Series prepared by the Federal Motor Carrier Safety Administration, and you might hear me referring to our organization later on as FMCSA. This webinar was prepared by the FMCSA Medical Programs Division. This webinar will update organizations that train and test healthcare professionals about their role in the upcoming new rule, “National Registry of Certified Medical Examiners.”

Now it is my pleasure to introduce to you our presenter for today's training, Ms. Elaine Papp, Chief Medical Programs Director of the Federal Motor Carrier Safety Administration. Now let me turn you over to Ms. Papp.

Elaine Papp, Division Chief, Office of Medical Programs:

Hello, and welcome to FMCSA’s first webinar about the Proposed Rule: The National Registry of Certified Medical Examiners. This is the third offering of this same seminar and it will be archived and available, as Kay said, on our webpage, the National Registry of Certified Medical Examiners, in about December.

SLIDE 2: NATIONAL REGISTRY SAVES LIVES

I am Elaine Papp; I am Chief of the Medical Programs Division and I’m going to be conducting today’s webinar. It is specifically directed to those organizations who are considering becoming training providers, or those who may be consider administering the examination to medical examiner candidates.

SLIDE 3: TODAY’S AGENDA

I’m going to give an overview of the proposed regulation, discuss provisions of the proposed rule-governing training and testing of medical examiners and, after that, I will ask for your input. How can the Agency assist you in preparing to become either a training or testing provider?

Please note that at this time the regulation is in the final stages and so I cannot discuss any of the final provisions of the rule, but we can begin to discuss how you can participate.

SLIDE 4: OVERVIEW

First the overview.

SLIDE 5: WHAT IS THE NATIONAL REGISTRY PROGRAM?

The National Registry of Certified Medical Examiners is an FMCSA regulation intended to govern medical examiners who conduct medical exams to determine whether a driver is physically qualified to operate a commercial motor vehicle in interstate commerce. The Agency wants all medical examiners who make determinations about our drivers to be knowledgeable about the driver's role, FMCSA regulations and guidance and, to be sure that medical examiners are qualified to make the physical qualification determination, the Agency proposes to require that medical examiners undergo training and sit for an examination to test their knowledge.

SLIDE 6: WHY DO WE NEED A NATIONAL REGISTRY?

FMCSA believes that this regulation will help make our highways safer and save lives.

Truck and bus crashes related to medical conditions will be minimized when drivers are properly examined and healthy drivers are on the road.

SLIDE 7: MEDICAL EXAMINERS CURRENT RULE 1

Our current regulations permit drivers to be examined and certified by a medical examiner in any state. Examiners come from a variety of health professions. FMCSA allows health professionals to perform CMV driver medical examinations based on the professional's scope of practice as defined by the State in which they're licensed. The following health care practitioners can perform FMCSA driver examinations: Medical doctors and doctors of Osteopathy, Chiropractors, Physician Assistants, Advanced Practice Nurses, and others whose scope of practice states that they are able to do the exam.

SLIDE 8: MEDICAL EXAMINERS CURRENT RULE 2

Under our current regulations, the medical examiner conducts a medical examination on the driver and records the findings. Based on the clinical assessment and the driver's medical history, the medical examiner makes a determination about the driver's ability to safely operate a commercial motor vehicle and issues the driver a medical certificate.

However, there is a flaw in this system. FMCSA gives the authority to medical examiners but doesn't know who they are, where they are, or how many medical examiners are conducting examinations. We have no knowledge if the medical examiner knows the CMV driver's role or FMCSA regulations. The Agency does not know the medical examiner's skills, knowledge and ability to perform examinations.

SLIDE 9: PROPOSED CHANGES IN NEW RULE

The proposed rule addresses this problem by establishing a list of medical examiners that all drivers must use for CMV medical examinations. To be listed on the registry, the proposed rule states that the medical examiner must have a current medical license; be trained in the elements of the FMCSA core curriculum; successfully pass a written test. The rule proposes to give a unique identifier to each medical examiner.

Examiners will be required to report the results of each driver's physical qualification examination to the National Registry using a password-protected web application—the same elements as required on the hard copy of the driver's medical card or certificate.

Examiners must also submit to periodic monitoring and audits and provide copies of the Medical Examination Report to FMCSA when requested by the Agency.

And, as I just mentioned, drivers must use a medical examiner listed on the registry.

SLIDE 10: WHO WILL THE NATIONAL REGISTRY IMPACT?

The National Registry will impact most people involved in the commercial motor vehicle industry, from medical examiners to the motoring public.

The greatest impact is on medical examiners, who will now have to undergo training, and sit for an examination to be certified.

Next, drivers. Once the rule's compliance date is reached, all drivers must have their physical qualification examinations performed by a medical examiner who is certified and listed on the National Registry. The compliance date may be two to three years after the rule is published to allow medical examiners to be trained, tested, certified and listed on the national registry.

Motor carriers and bus companies are also impacted. They will be able to verify a driver's certification by going to the online registry and looking up the medical examiner who signed the medical certificate. Thus they will be able to check the validity of the medical certificate. In addition, if they have a particular medical examiner they use for their drivers, they will need to be sure that the examiner gets certified and listed on the registry.

The motoring public will be safer as the drivers undergo medical examinations by examiners who understand the difference between driving a commercial motor vehicle, and an automobile or light truck. FMCSA will have greater assurance that drivers are properly identified as physically qualified to operate in interstate commerce.

SLIDE 11: IMPORTANT DATES

Important Dates. The National Registry is expected to be published on—between—sometime between December 2011 or early January 2012. The effective date is usually 30 days after the rule is published and the compliance date is usually two years after the rule is effective. So, for

example, if the rule was published on December 15, 2011, the effective date would be January 15, 2012 and the compliance date would be January 15, 2014.

SLIDE 12: BECOME A TRAINING PROVIDER

So let me move to talking about becoming a training provider.

SLIDE 13: PROPOSED REQUIREMENTS FOR TRAINING PROVIDERS

The training organization must meet these criteria proposed in the rule: they must be accredited by a nationally recognized organization that provides continuing education units to medical and health care professionals; they must provide training participants with certification on completion of the training, as well as an FMCSA point of contact.

In addition, they must comply with Section 508 of the Rehabilitation Act.

And, the trainer must provide the current curriculum requirements in the proposed rule.

SLIDE 14: ADMINISTERING TRAINING

Administering the training. The National Registry Proposed Rule states that training can be provided using any mode of instruction or delivery, such as instructor-led, self-paced e-learning or blended learning using a variety of teaching and learning methods and a guided literature review.

SLIDE 15: MEDICAL EXAMINER CURRICULUM 1

There are eight curriculum topics included in the Proposed Rule.

They are listed in the next three slides. These topics must be included in the training—its background, rationale, mission and the medical examiner's role; the CMV driver's responsibilities and work environment; the CMV driver's identification and medical history; obtaining it, reviewing it and documenting the results of the exam, including prescription and over-the-counter medications.

SLIDE 16: MEDICAL EXAMINER CURRICULUM 2

Medical examination. Performing and Documenting. In additional diagnostic tests, there are medical opinions that you may need to procure. Performing, obtaining and documenting diagnostic tests, obtaining medical specialists, treating physician opinions—the training must contain all of that.

SLIDE 17: MEDICAL EXAMINER CURRICULUM 3

In addition, the curriculum must also inform the medical examiner of his or her role related in educating or informing the driver about medical conditions needing care and treatment. These may have been discovered during the examination or not, and this must be done even when those medical conditions are not disqualifying. In other words, if a medical examiner discovers symptoms of a potential medical condition, they need to discuss that with the driver.

In addition to these curriculum topics that have been already mentioned, the training must address the medical examiner's responsibility to teach or to inform the driver about medications and the impact the medications may have on safe operation of a commercial motor vehicle.

SLIDE 18: ONLINE TOOLS AND RESOURCES 1

FMCSA has developed some online resources to help training organizations develop their training materials.

One of these is the Sample Medical Examiner Training. This sample uses didactic presentations, case studies and discussions as well as questions to test the participant's knowledge base. It can be found on the FMCSA webpage at the URL that's located on this slide. Now please note, this is not a rule. This is not a guidance. It is a sample. You may use it. You may not use it. You can use parts of it. It's an idea to help you learn how to do the training we're talking about.

SLIDE 19: ONLINE TOOLS AND RESOURCES 2

I'm going to show you a little tiny picture. This is a screen shot of the training—sample training—document, so that you'll know what it looks like when you pull it up. You should be pulling up something that looks like this. It doesn't have pictures, just words.

SLIDE 20: ONLINE TOOLS AND RESOURCES 3

Another online resource is the Curriculum Guidance. It's based on FMCSA regulations and the guidance, and it's an outline of topics to include in the medical examiner training. This curriculum guidance assists private sector training providers in the curriculum development. It's a document that expands the curriculum topics of the rule by providing a more detailed list that includes—to include—in the training.

SLIDE 21: ONLINE TOOLS AND RESOURCES 4

To help you recognize it, here's another screen shot of the first page of the curriculum guidance.

SLIDE 22: ONLINE TOOLS AND RESOURCES 5

And another resource is the online Medical Examiner Handbook. This is a handbook developed by FMCSA that includes all of our regulations and guidance, as well as some other information. It includes the driver's roles and responsibilities, the medical examiner's role and information on how to conduct an examination for each body system in relationship to commercial motor vehicle driving. It could be a big help in developing medical examiner training programs. To bring you up to speed, we are also in the process of updating the Medical Examiner Handbook to be sure that it doesn't have any inconsistencies.

SLIDE 23: ONLINE TOOLS AND RESOURCES 6

This is an online screen shot of the Medical Examiner Handbook. Basically, the first page of it so that you can see that there's a navigation bar on the left, and it gives you an idea of what to look for when you pull it up.

SLIDE 24: ONLINE TOOLS AND RESOURCES 7

And lastly, the FMCSA regulations and the Medical Examination Report are also online.

SLIDE 25: ONLINE TOOLS AND RESOURCES 8

This is a page of the Medical Examination Report, the form that the doctors use to record the examination on a commercial motor vehicle driver.

NATIONAL REGISTRY OF CERTIFIED MEDICAL EXAMINERS – PART TWO

SLIDE 26: BECOME A TESTING PROVIDER

Okay, so now that we have talked about the training the medical examiner, I want to give information about how to become a National Registry Certified Medical Examiner testing provider, and this is different.

SLIDE 27: TESTING PROVIDER'S ROLE

Under the proposed rule, we anticipate testing providers will do the following things that are on this slide. When administering any certification test, the testing provider will have several roles. They will verify the identification of the medical examiner to be sure that the person taking the test is the same person who has the license and there is no substitutions. They will verify the medical examiner's credentials by looking at the license to practice and verifying that it is current. They will verify the presence of a training certificate, looking at the certificate of completion. Then they will administer the appropriate test form and score it and they will transmit the test, the results of the test, the score, the candidate information to the National

Registry database. They must protect the test, the scores, and the candidate information both for security and for personal information reasons.

As we move forward, I'm going to talk in more detail about each of these roles.

SLIDE 28: BECOMING A TESTING PROVIDER

So, if you want to become a test provider, you must apply to do so through the National Registry website and you must meet the criteria that's in the Final Rule. I am going to discuss the criteria published in the proposed rule in the next few slides. If you are approved, you will receive login information and you will download test forms and answer keys in CSV format through the National Registry.

SLIDE 29: CRITERIA FOR TESTING PROVIDERS 1

Criteria for the testing providers. The proposed rule states that the test provider must institute procedures that prevent the test taker from fraudulently obtaining the test answers or "cheating." For example, test providers will need to have an electronic capability to scramble test questions. Test providers' staff, at least those who interface with test takers, must be trained and demonstrate competency.

SLIDE 30: CRITERIA FOR TESTING PROVIDERS 2

They must be monitored periodically for quality assurance in testing procedures. And the test provider must accommodate candidates with disability. They must ensure that testing environments are reasonably comfortable and have minimal distractions.

Okay. I am going to turn the webinar over to Larry Schillberg, who works in our VOLPE Center, and is helping to develop the actual database and the website. So Larry, would you talk about the IT requirements for the testing provider?

Larry Schillberg, VOLPE Center:

SLIDE 31: TESTING PROVIDER IT REQUIREMENTS 1

Yeah, thanks Elaine. Good afternoon, everybody.

The provider of information will be all accessed via internet and all internet browser types will be accepted. Well, at least the top five browsers types will be accepted. So if you're going to use the internet, you can use like things like Firefox or Internet Explorer or another of the top five, and they'll be accepted without a problem.

So, what happens when a medical examiner goes to a test center to take the test? An employee would then greet them at the center and then enter their unique identifier that we give to them

when they register into the National Registry website to get all the specific details about that ME and to verify that he's the right, or he or she is the right person via photo ID; that their medical credentials are valid via the information that's in the registry; and that they've got their test certification—training certification—with them so they can verify that they've actually taken the training. So, the test questions that the ME will be given will be provided by the test centers from the National Registry. We will be giving you those questions and answers so that you can give those questions to the MEs when they sit to take the test and then provide them with instantaneous results of their test after they are completed. And then once they're completed, those test results with the questions and answers and the ID and everything else like that will be transmitted to the National Registry via a tool that we will give you in order to upload that information to the National Registry.

SLIDE 32: TESTING PROVIDER IT REQUIREMENTS 2

So, testing provider IT requirements. Basically, the test provider must store each test form that the National Registry sends—and there are multiple versions of that test form with the unique identifier—and so when you actually verify and register the person to take the test, we will tell you which numbered test form that they are to take. And we do that because there's a possibility that medical examiners could come in and take the test on various intervals, and we don't want them to take the same test twice, so we'll tell you which test form to actually give them when they come in to register to take the test. So, you will administer the test as indicated and give the test results to that individual, score the test and give them their results. And then, based on that, you will store that in your systems, and then send that into the National Registry so that we can provide the analysis and go through the process that we need in order to verify that they are actually registered and everything that we need to do. We will be providing you all the information. It will be, for the techie terms, it's going to be an SOP system with WSDL web services, so it'll be pretty simple for you to get that information to the National Registry.

SLIDE 33: VERIFY TEST TAKER

Okay. Verifying the test taker. When the medical examiner comes into the test center, we're going to ask the test centers to verify or basically provide three criteria in order for them to be able to sit to take the test. One, we need to ask you to verify they are who they are or supposed to be via a government-issued photo ID. Now, that can be their license or that can be a passport. Either one would certify that they are who they are. Now, we will have their information on the website, so all you really need to do is verify based on what's on the website that they are who they are and a physical look to make sure that they look kind of like what their license or passport says.

The second criteria is to make sure that you verify that their training certificate is valid—and what I mean by that is that they just have a training certificate that says they took the training and they passed the curriculum, and they've been provided a certification that they've completed the training. And then the third criteria is that they provide a copy, or you see their medical credentials—and what we're asking to do is that the medical credentials will be on the National Registry, and all we're asking you to do is verify that the credentials that they bring with to the

test centers match what's on the National Registry. And then, once they do that, then you can be allowed to sit and take the test. If they do not pass all three of those criteria, they will not be allowed to sit and take the test. And that's pretty much that. And then you know we'll sit and take the test and verify who they are, submit it, and I hope that will be it. Elaine?

Elaine Papp:

SLIDE 34: ADMINISTERING THE TEST

Okay. I'm going to talk a little bit about administering the test. Once the candidate is verified, the National Registry system will provide a web page that indicates what National Registry test form should be provided to that particular candidate. The test provider will then administer the identified test form that's stored in their internal system, and the test provider will score the test and inform the candidate of the test results. Then the test provider system will store the results and transmit the test, the results and the candidate information to the National Registry.

SLIDE 35: TRANSMITTING TEST RESULTS

Transmitting the results. The test provider will upload the candidate's unique number and name, the test form that's administered for the test and the answers, and the pass/fail indicator into the National Registry.

The National Registry development team provides an Interface Control document that describes all of its data interfaces.

SLIDE 36: TESTING PROVIDER APPLICATION PROCESS 1

So, we've done a little schematic to talk about the test provider application process. If you want to be a test provider, the TO, that's the testing organization, applies to the test provider to be a provider of the CME exam. FMCSA reviews this application and approves it or disapproves it. If they disapprove it, they notify the testing organization that they've declined their application. If they approve it, they notify the testing organization that it's approved. Their application and the notification is through email. FMCSA sends the testing organization the examiner's tests in CSV format and the testing organization loads those tests into the testing system software that they have in their internal system. And then the test is available in the system to whatever candidate comes in.

SLIDE 37: ROUND-TRIP PROCESS FROM REGISTRY TO TAKING THE TEST

This is very tiny. It will probably be easier to see if you download it. This is the round-trip process from registry to taking the test. The candidate, the medical examiner, visits the National Registry website to determine a testing location—find an organization for testing. They link to the testing organization website to schedule a test at that test center. The candidate schedules the

exam, and the candidate must also register through the National Registry and get their unique ID. So, all their information is already in the National Registry and they will come to the testing organization with their unique ID. So, the candidate arrives at test center prior to the scheduled time, presents the test center clerk with their ID, their medical credentials, their training certificate, and their National Registry number. Now, that ID that I talked about is their picture ID. The test center clerk logs onto the National Registry website, looks up the candidate using their National Registry number, and verifies the credentials and the ID, checking the little boxes saying “Verified, seen it, yes, this is good.” and the candidate. If it’s not verified, the candidate is not allowed to sit for the exam. If it is verified, the clerk enters the ID, the verification information, and the National Registry website displays the test ID that’s going to be provided to the candidate. The candidate sits for the exam. The test center scores the test. It provides the results to the candidate. Test center calls the National Registry web service to upload the test results and the test results are available in the National Registry system. After this, they will be reviewed by the FMCSA staff and, if the candidate is certified, they will receive a notification of their certification number, a certificate and all by email.

SLIDE 38: YOUR TURN

So, that is the process thus far—and I know that there are probably lots of questions that we can’t answer right now because the final rule is not out.

SLIDE 39: QUESTIONS

One thing that I do want to mention is that we do have a listserv, and if you want to stay up to speed with changes and information that’s happening and what’s going on, we will post all of the changes. We will post anything that’s happening on that listserv. We don’t post messages every single day, so it’s not going to be one of those listservs where you keep getting your email hit. We only post when there’s something important, and you can access the listserv by going to the National Registry webpage. That is on the FMCSA homepage and the—Larry, do you recall the actual address for the listserv?

Larry Schillberg:

Yeah, it’s <http://nrcme.fmcsa.dot.gov>.

Elaine Papp:

Okay. You can send us a question by emailing FMCSAMedical@dot.gov if you have any—any questions that we have not finished.

Kay McIver:

Thank you again, Ms. Papp, for your presentation today. Do you have any last comments that you would like to give before I wrap up today's presentation, Ms. Papp?

Elaine Papp:

I really appreciate all of the questions. I really appreciate everyone being on this call. It's been very successful. We've had about 600 people who have—at least 600 individuals who have called in for—there may have been more than one person at the computer when they called in, but we have 600 people that participated over the last three webinars. But again, thank you very, very much for your participation. It's a very complicated and complex rule, and so your patience and the fact that you tuned in even though we weren't able to talk about the final rule yet, I really appreciate. Thank you. Bye, bye.

Kay McIver:

Thanks again, Ms. Papp, and thanks to all of you for your participation and continued interest in the National's Registry's upcoming rule and in our future webinar. Thanks also to Bob, our phone operator. This concludes today's session.

[32:36]