

**From:** NRCMESupport  
**Sent:** Tuesday, February 24, 2015 2:36 PM  
**To:** NRCMESupport <NRCMESupport@dot.gov>  
**Subject:** Instructions for Reporting Driver Exam Results (Revised)



U.S. Department of Transportation  
**Federal Motor Carrier Safety Administration**  
**National Registry of Certified Medical Examiners**

## **Instructions for Reporting Driver Exam Results (Revised)**

The Federal Motor Carrier Safety Administration (FMCSA) has removed the "Update to Previously Transmitted Exam" checkbox from the CMV Driver Exam Report. Here are the revised instructions for reporting driver exams.

### **How Do I Submit Driver Exam Results?**

1. Go to the National Registry website: <https://nationalregistry.fmcsa.dot.gov>
2. Logon to your National Registry account with your Username & password
3. Select "CMV Driver Exams" from the blue bar at the top of the screen
4. Select "Submit CMV Driver Exam Results"
5. Input driver information and exam data, then click "Submit"
6. When you submit your driver exam results, you may select View/Print Medical Examiner's Certificate to view or print a Medical Examiner's Certificate.

### **How Do I Report No Exams in the Prior Month?**

1. Go to the National Registry website: <https://nationalregistry.fmcsa.dot.gov>
2. Logon to your National Registry account with your Username & password
3. Select "CMV Driver Exams" from the blue bar at the top of the screen
4. Select "Report No Exams to Submit"

### **How Do I Report Updates or Corrections to Submitted Exams?**

(You must create a new exam record to report an update or a correction.)

1. Go to the National Registry website: <https://nationalregistry.fmcsa.dot.gov>
2. Logon to your National Registry account with your Username and password
3. Select "CMV Driver Exams" from the blue bar at the top of the screen
4. Select "Submit CMV Driver Exam Results"
5. Input **updated or corrected** driver information and exam data
6. Click "Submit"

### **When Must I Submit Exams or Report No Exams?**

Submit driver exam results by the end of the month following the exam month. For example, exams performed in January, 2015 must be reported to FMCSA by February 28, 2015.

Or, if you performed no exams during a month, report no exams to submit by the end of the following month. For example, if you performed no exams in January, 2015, you must report no exams to submit by February 28, 2015.

### **Where Do I Find More Information?**

1. Go to the National Registry website: <https://nationalregistry.fmcsa.dot.gov>
  2. Select "Resource Center" from bottom left box of homepage
  3. Under "Medical Examiners", select link to [Complete Guide to Medical Examiner Certification](#)
-

Federal Motor Carrier Safety Administration Website: [www.fmcsa.dot.gov](http://www.fmcsa.dot.gov)

Medical Review Board Website: [mrb.fmcsa.dot.gov](http://mrb.fmcsa.dot.gov)

National Registry of Certified Medical Examiners Website: [nrcme.fmcsa.dot.gov](http://nrcme.fmcsa.dot.gov)

Please do not respond to this email. If you have questions or comments about FMCSA, the MRB, or the National Registry, please send an email to [fmcsamedical@dot.gov](mailto:fmcsamedical@dot.gov).