

# Determination Guide

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## Recognizing Physical/Mental Impairments Guide – Non CDL

**ALWAYS CHECK THE RECORD FOR PRODUCT NOTATIONS (PN),  
MEDICAL CONDITION (MC) and Restrictions**

- It is not necessary to issue a medical (MV3644) unless it is determined the actions are caused by a medical condition.
- TEMPORARY physical impairments do not require any further action (e.g., broken leg)
- There are certain instances that allow written tests to be waived
  - Waive the tests in the exam system
  - If tests are waived, email MRF to update file
- This is only a guide - REFER TO DLM CHAPTER 235 - for additional information

### Cognitive Skill

- Is unable to respond to questions and instructions (needs to speak for him/her self).  
Ask the applicant to state their full address and date of birth.
- Exhibits disorientation to date, time, personal information or surroundings.
- Observe how they follow instructions on vision screening or filling out forms.
- If unable to make a determination seek assistance from team leader, supervisor or co-worker.
- If unable to demonstrate cognitive skills as stated above – Refer to Box **A**

**Body Strength, range of motion, mobility and coordination**

**This Section can be confusing and could cause unnecessary financial cost for applicant. IN MOST CASES A MEDICAL REPORT (MV3644) WILL NOT BE REQUIRED. If, after observation and discussion, you are concerned about the applicant's ability to safely operate a vehicle, issue a Notice to Appear.**

- Is unable to walk to service counter without physical assistance or support device. Ask if it is for support or general assistance - Refer to Box **B** (if only require general assistance we do not need a skills test)
- Has an amputation caused by:
  - Medical Reason – Refer to Box **A**
  - Accident or birth – Refer to Box **B**
- Uses adaptive equipment on vehicle (needs to be tested with adaptive equipment) – Refer to Box **B**
- Shows excessive shaking, weakness, rigidity or paralysis - Refer to Box **B**
- Uses breathing apparatus – Refer to Box **A**
- Is unable to turn head/upper body to the left and right sufficient for driving (blind spots). Ask if they are able to turn their head from left to right. If they are unable based on observations and/or discussion - Refer to Box **B**
- Has loss of fingers that interferes with proper grasping. Ask to show you how they hold onto the steering wheel. If they are unable to, based on observation and/or discussion - Refer to Box **B**

**(A) Check the Record. If no PN, MC or restriction, then issue a MV3644 and email MRF the applicant's full name, DOB, DID#, and reason.**

**(B) Check the record and Exam Results, if no MC, restriction or skills test, then issue a Notice to Appear, inform applicant of test requirements.**

**EMAIL THE NOTICE TO APPEAR LETTER TO MRF**

August 2016

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### Normal Consciousness and Bodily Control

**If you have questions about this section – CALL MRF**

Applicant disclosed (back of MV3001) incident or segment of time involving altered consciousness (Verify timeframe, it must be within the PAST YEAR) – Refer to Box **A**

- Experiences involuntary movements of the body characterized by muscle spasms, rigidity, and loss of muscle tone or muscle movement – Refer to Box **A**
- Indicates a stroke within the PAST YEAR – Refer to Box **A**
- Indicates a stroke more than 1 year ago and it is not notated on the record – CALL MRF
- Indicates they had a seizure within the past 90 days – Refer to Box **A**

### Social/Mental/Emotional

- Exhibited extremely hostile/disruptive/aggressive/out of control behavior  
(Note: Behavior observed would affect applicant's ability to safely operate a vehicle)
- These happen infrequently. Contact your Team Leader or Supervisor for guidance. Follow your local policy for removing the individual from the building, if needed.

### Vision [Trans 112.14\(f\)](#)

- Has 20/50 to 20/60 in the best eye - refer to a vision specialist for an examination and the completion of the MV3030V. If a vision specialist completed the MV3001 and recommended skills tests - Refer to **B**
- Has 20/70 to 20/100 in the best eye - refer to a vision specialist for an examination and the completion of the MV3030V (If a vision specialist completed the MV3001 and recommended skills tests) - Refer to Box **B**
- Has 70 degrees field of vision from center of one eye but less than 70 degrees in other eye - restrict to right outside mirror (this may be waived if skills test demonstrates adequate compensation).
- Has less than 70 degrees in each eye but better than 20 degrees - refer to a vision specialist for examination and completion of the MV3030V. If a vision specialist completed the MV3001 and has recommended a skills test - Refer to Box **B**  
(Note: DO NOT issue an extension to CDL holders, applicants with vision 20/70 or worse in the best eye, or applicants with less than 20 degrees Field of Vision in each eye)

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