

DEPARTMENT GENERAL ORDER 16-10

OFFICE of the CHIEF OF POLICE
REPLACES/AMENDS: General Order 00-3

DATE: November 18, 2016

DRIVER RE-EXAMINATION REFERRALS

I. PURPOSE.

To establish guidelines governing the identification of persons who require re-examination for a motor vehicle operator's license, and the reporting procedures associated thereto.

II. REFERRING INCOMPETENT DRIVERS

A. Reporting Requirement

When officers learn articulable facts which indicate that a licensed driver is incompetent to safely operate a motor vehicle, the information will be reported on a Driver Condition Report, DOR form 4319. The report will include specific facts establishing grounds for re-examination to include:

1. Physical impairment which affects the person's ability to drive, including:

- a. debilitating illnesses
- b. disabilities
- c. distortion or loss of physical senses (vision, hearing, etc.)
- d. seizures or loss of consciousness
- e. other physical impairments, infirmities, or limitations.

2. Mental condition which affects the person's ability to drive, including:

- a. mental illness or diminished mental capacity
- b. disorientation
- c. other mental impairments, infirmities, or limitations.

3. Inability to safely or lawfully operate a motor vehicle, including:

- a. specific incidents demonstrating an inability to drive safely due to impaired physical or mental abilities

b. the number and severity of traffic crashes or violations. Traffic violations and crashes are not necessarily sufficient cause to cite a person for re-examination; however, circumstances surrounding such occurrences may indicate an inability to drive safely and establish sufficient cause.

B. Hearsay

Hearsay which has a direct bearing on the issue of driving competency and which supports specific facts should be included in the report. The use of hearsay, however, should be limited, with the greater part of the information contained in the report being specific and factual.

C. Routing of Report

Employees will submit Driver Condition Reports when information is received from a reliable source or which appears to have a basis in fact.

Supervisors receiving a completed Driver Condition Report will review the report, and after approval, forward it through channels to the director of the Driver Examination Division for submission to the Director of Revenue. A copy is to be forwarded to the Chief's Secretary for filing.

III. FORMS SUPPLY.

A. Patrol Personnel

The Driver Condition Report will be available at the station.

B. Providing Forms to Individuals

Driver Condition Report forms may be provided to individuals who wish to report an incompetent driver. The individual receiving the form should be told to follow the instructions contained on the form and to mail the completed form to the address shown at the top of the form.

BY ORDER OF:

KEVIN R. MURPHY
Chief of Police

KRK:mj

CALEA Reference: 61.1.12