



Name of Ministry: _____

Address: _____

City, State, Zip: _____

Policy Number: _____

Ministry Driver Screening

Driver's name (as shown on license): _____

Date of birth: _____

Social Security number: _____
(Please provide your SSN only if you've given your ministry leader permission to purchase a copy of your driving records.)

Driver's license state and number: _____

Is this a commercial driver license? Yes No

Which vehicle will you be driving? Make: _____ Model: _____ Year: _____

Are you the primary driver? Yes No

Primary driver = You drive the vehicle more than once per month or more than 12 times per year.

In the past three years:

- 1. Have you been at fault for any accidents? Yes No
- 2. Have you had any moving traffic violations? Yes No
- 3. Have you had any insurance company cancel or refuse to provide you with auto insurance? Yes No
- 4. Have you had your driver's license revoked, suspended, or restricted? Yes No
- 5. Have you had any physical impairments other than corrective glasses? Yes No
- 6. Have you ever been charged with or convicted of "driving while intoxicated" or "driving under the influence"? Yes No

If any question(s) 1-6 have been answered with "yes," please provide full details below: (dates, descriptions, amounts, or other explanation)

Signed

Date

Note: Brotherhood Mutual Insurance Company encourages ministries to adopt a driver selection process by requiring them to name one primary driver per vehicle for commercial auto policies. Use this form as a tool for collecting the information required to complete the *supplemental application form: Commercial Vehicle Driver Information (A 98)*. Complete information for primary drivers will be required to process an application for commercial vehicle coverage.

Choosing Safe Drivers for Your Ministry

An important part of your ministry is providing safe transportation—be it shuttling the disabled for Sunday morning services, driving the youth group to a retreat, or taking preschoolers on a field trip. Screening your drivers before they get behind the wheel is critical to ensuring that those in your care are in good hands.

Plan to select at least one primary qualified driver for each vehicle your ministry owns. Keep a list of all approved, trained drivers, and avoid situations where people not on the list are thrust into the driver's seat.

You can screen your drivers by using the following criteria:

1. Proper Licensing

Make sure your drivers are properly licensed for the vehicles they will operate. Most states require a commercial driver license (CDL) for driving buses and large vans. Generally, a commercial license is needed if the vehicle weighs more than 26,000 pounds or is designed to transport more than 16 people (including the driver). Check with your local Department of Motor Vehicles for the CDL requirements in your state.

2. Age

Carefully consider the age of potential drivers. Those under 21 or over 65 pose considerably greater risk for auto accidents, according to the Insurance Institute for Highway Safety. Young drivers, regardless of maturity, lack behind-the-wheel experience—particularly when it involves transporting others. Elderly drivers may have slower reaction times and physical or visual impairments.

3. Experience & Training

Identify drivers with as much experience as possible. Drivers of any age who haven't driven often are more likely to have accidents.

Choose drivers that are specially trained to handle a larger van or bus. The most severe accidents usually are caused by drivers' lack of understanding of the handling dynamics of longer vehicles, which are more prone to rollover than cars.

Note: You could offer a training program for handling vans. The National Safety Council offers a video presentation course called "Coaching the Van Driver," designed to help van drivers read and respond safely to potential collision-producing situations. (Learn more about this on the NSC website: www.nsc.org/products_training/Products/MotorVehicleSafety/Pages/SpecialtyVehicleTraining.aspx)

4. Driving Record

Obtain candidates' driving records. Look for people without reckless driving citations or multiple moving violations. Your ministry may be judged negligent for allowing someone with a poor driving record to operate a vehicle.

Your ministry may want to consider working with a background screening provider to obtain reliable driving records as well as other background checks such as criminal history reports and sex offender registry checks.

To learn more about checking driving records, visit the background screening section of Brotherhood Mutual's website: www.BrotherhoodMutual.com.



One of the best things you can do to make transportation safer is to carefully select the drivers of your vehicles.

(See the next page for a sample drivers' screening form.)