

DRIVER TRAINING

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Volume 2 ~ Issue 7
Fall 2003

UPDATE

Things to Know

STATE SKILL TEST - MANEUVERABILITY

From Licensing and Commercial Standards at ODPS: **There is no law that requires a tester to maintain both hands on the steering wheel during maneuverability.** In fact, keeping both hands on the wheel while backing is an awkward driving technique for most drivers.

SIMULATOR TRAINING

Some commercial schools have expressed hope that someday the driving schools will be able to use simulators with their students. There may be a value to using simulators for teenagers taking driver training and for programs for senior citizens and persons with disabilities. Please submit your feedback on this issue so the ODPS can assess future use of simulator training in Ohio. Send your comments to Karen Kadar at kkadar@dps.state.oh.us.

REMEDIAL RULES REVIEW

Work is in progress to update and improve the Ohio administrative rules for remedial (driver improvement programs) courses. In addition to traditional classroom courses, language is being considered for on-line training. The Driver Training Professionalism Task Force met at ODPS on October 16, 2003, from 1- 3 p.m. This meeting is open to the public, with a capacity of 30.

Driver Training Program
Ohio Department of Public Safety
Room 426
P.O. Box 182081
Columbus, Ohio 43218-2081
(614) 466-3250
Visit ODPS at:
www.ohiopublicsafety.com
See Driver Training

Back by Popular Demand

The "Driving for a Safer Ohio" Conference was held October 1-3, 2003, at the Holiday Inn in Worthington. More than 150 people from the public and private sectors came to learn traffic and driver techniques to promote safer drivers on Ohio roads. Kudos go to the committee that made this possible.

Some of the speeches and PowerPoint presentations are on the Web page under "Driver Training Schools."

Conference Quote:

"The Driving for a Safer Ohio Conference was an incredible experience this year. For me, I got to meet about 150 driving school personnel and got to know several of you better. Detail-packed presentations from Kenneth Morckel, Ohio Public Safety director; Col. Paul McClellan, superintendent of the Ohio Highway State Highway Patrol, and Gordon Proctor, ODOT director, included current data and summaries of activities in Ohio. A call to continue working on drunk driving-related crashes was evident in the statistics presented.

Many attendees were shocked that they did not see the 'gorilla walk through a basketball game' because they were focused on completing another visual task. The gorilla even beat on its chest!!

Details of the Montana Driver Education crash were provided and an invitation to attend the Driver Education Symposium in Washington, D.C. on October 28 and 29 and was extended by the NTSB.

New tips for dealing with difficult people were provided by Lisa Hansen from ODPS, and the audience appreciated Darrell Leavell volunteering to demonstrate the Drunk Buster goggles.

Those people in attendance expressed excitement and satisfaction with the information received, connections established and value gained by spending their valuable time at this event.

Thanks to all the conference planning committee members and presenters who combined talent and energy to make this conference a success." Karen J. Kadar Driver Training Manager, ODPS.



Bob Taft, Governor
Kenneth L. Morckel, Director

THE LATEST FROM GHSD DRIVER TRAINING

- ☆ Completing five-year review of driver training rules
- ☆ Reviewing remedial rules
- ☆ Assessing Graduated Driver License (GDL) law for possible enhancements
- ☆ Reviewing 40-hour instructor training form and guidelines
- ☆ Updated "How to Select a Driver Training School" and posted on the Web page
- ☆ Participated in a simulation demonstration and reviewed three simulator units provided by two companies
- ☆ Developed a letter for use with home schooling parent requests to the ODPS director
- ☆ Reviewing 2004 school and instructor renewals
- ☆ Karen Kadar traveled to the Driver Education Symposium in Washington, D.C., on October 28 and 29.

You must have Adobe Acrobat Reader 5.0 on your computer to access the application forms and other documents. This can be obtained at no cost at www.Adobe.com.

Organ Donation Information Kit

Recognizing the BMV is the first place many Ohioans are approached about the option of placing their name on the Ohio Donor Registry, Ohio's legislators recently mandated that driver training classes provide new drivers with the information needed to make an educated and personal decision about donation. Lifeline of Ohio, with support from the Ohio Transplant Recovery Council, was awarded a grant from the Second Chance Trust Fund to create an educational video and supplemental decision kit.

The video was distributed to all driver training schools and enterprises in the fall of 2002, and the decision kit is expected to be distributed this fall.

"We wanted the decision kit to be more than a brochure," said Brianna Abbott, Lifeline of Ohio community education coordinator. "To make it truly a 'decision kit,' we wanted to provide students with the tools needed to make an educated decision in a clear, concise manner, while appealing to and engaging our target audience of 15 and 16-year-old high school students."

The kit is designed to look like a spiral-bound notebook. It uses bright colors and is printed on lined notebook paper. Carol Greentree, account supervisor at HMS Success, the consulting firm working on the kit, said students can identify with notebooks because that's how they take notes everyday in class.

"Our experience shows to reach the target group, you must design a piece that is colorful, easy to read, draws the audience's attention and is easy to identify with," Greentree said. "By putting pictures of people their age on the cover, and by designing the kit to look and feel like a notebook, we hope it will draw the driver education students into the piece."

The slim size of the decision kit allows students to slip it in their pocket and take it home to have a discussion with their families. Abbott said the goal of the kit is to provide students and families with information they may need to make a decision about registering with the Ohio Donor Registry based on the facts of donation, and not on the common myths and misrepresentations they see on TV.

"We tried to be all-encompassing when deciding which information needed to be included in the kit," Abbott said. "There are six pull-out cards with information on the basic facts of donation, how each individual can make a difference, myths and misconceptions, common questions, how students can get more information, and what organs and tissues can be donated. After

TRAINING MANAGERS GRADUATE AUGUST 2, 2003

Cheryl Binkley, Columbus Grove
Saundra Bonfert, Salem
Terri Davis, Columbus
Deanna Jones, Greenville
Victoria Kemp, Massillon
Shawn Layne, Gallipolis
Craig Link, Wauseon
Ronald Mardis Jr., Collins
Frank McCreery, Marietta
Steve Micheline, Niles
Nancy Monte, Wellsville
Eddie Mullins, Wilmington
Brett Radosevic, Athens
Karl Schmidt, Xenia
Lavelle Smith, Botkins
Ed Straley, Paulding
Roger Tufts, Lebanon

reading it, students should realize they have the ability to make an amazing difference through donation."

To bring the message closer to home for the students, three individuals share their personal stories related to organ and tissue donation in the decision kit. Since her liver transplant, Morgan Matthews, a full-time student at Ohio University, shares that she has returned to school and is looking forward to a healthy future. OSU senior split-end and tissue recipient Drew Carter tells the story of the gift a generous stranger gave to him, allowing him to return to the OSU football team and play the sports he loves. Kathy Trolio shares the story of a hero, her son, Brandon, who gave the gift of life when he died in 2001.

"Younger people sometimes don't understand the need for organ donors and the impact donation has on people's lives," Trolio said. "We have met one of Brandon's recipients, and I've seen firsthand the improvement it made in his life and in the lives of his family. I share Brandon's story because I want to help others, and inspire others to donate.

Continued next page

THE LATEST CONTINUED

The supplemental handout to go with the organ donation video is completed. It is a lapel pocket-width decision kit which has all the facts about organ and tissue donation that students and parents will need.

25 brochures in each pack.

Total of 525 in each box.

Must order by box.

To order free copies for your students, contact:

Missy Armstrong at 614/466-5150 or e-mail at marmstrong@dps.state.oh.us

Melony Simpson at 614/466-3250 or e-mail at msimpson@dps.state.oh.us

Underage Tobacco Sales

The Ohio Investigative Unit continues to combat underage tobacco sales to juveniles throughout Ohio using education and enforcement. Agents conduct compliance checks at liquor permit premises using underage persons who attempt to purchase tobacco products. If employees of the business sell tobacco to the underage person, agents will take enforcement action upon completion of the sale.

Agents also conduct merchant education to permit holders to educate them on the laws relating to tobacco sales and how to detect false identification. This program is called H.E.L.P. (Hire Education for Liquor Permits) and is conducted at no cost to liquor permit holders in Ohio. During the first biennium (FY 2001 - FY 2002) the statewide compliance rate was 58.5 percent. To date, the compliance rate stands at 82.5 percent for the current biennium.

Ohio citizens are encouraged to contact the Investigative Unit toll free at 1-877-4-MINORS if they are aware of any establishment selling tobacco or alcohol to underage persons.

DRIVER TRAINING ADMINISTRATIVE ACTIONS UNDERWAY

DRIVING SCHOOL SUSPENDED AFTER STATE INVESTIGATION FINDS 49 VIOLATIONS

The VK Driving School, located at 5540 Fulton Drive in Canton, had their driver training school license revoked. Violations discovered include incomplete school records, insufficient behind-the-wheel training, lack of proper training documentation and alleged falsification of records.

Pending Administrative Actions

Enterprises

- Not returning a license, if an enterprise or school closes or discontinues business for any reason.
- In the event of theft or loss of any certificates of completion, the authorizing official or training manager not advising the department in writing of the circumstances of the loss and the numbers of the certificates of completion missing.
- Operating a location without a license.
- Pattern of lost certificates. Failure to notify ODPS immediately.

Instructors

- Not notifying an enterprise's authorizing official in writing within 10 days if the instructor or training manager receives a moving traffic violation conviction.
- Three moving violations in three years.

- Improprieties in paperwork, which included submitting false driving records. The review of records and interviews with 20 students produced 85 violations of Ohio Administrative Code by two instructors. Criminal charges for fraud filed in municipal court.

- Charged with child pornography.

- Shorting students of driving time, smoking in company vehicles with a student present, not showing up for student appointments, theft of money, not checking permits for validation, and lying.

- Shorting students on instruction time. Bought beer and ran errands while instructing students.

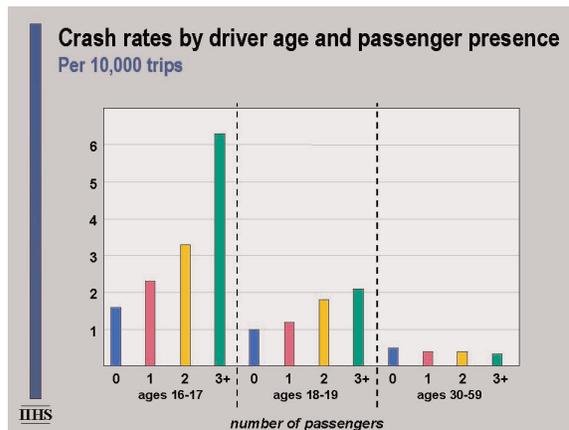
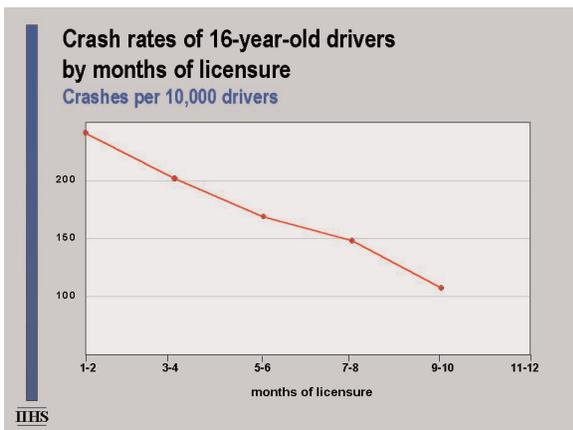
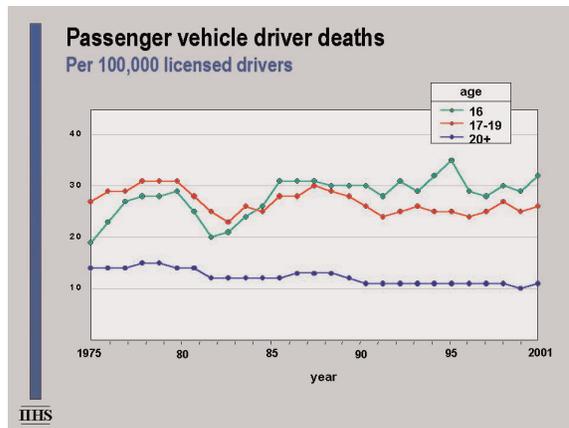
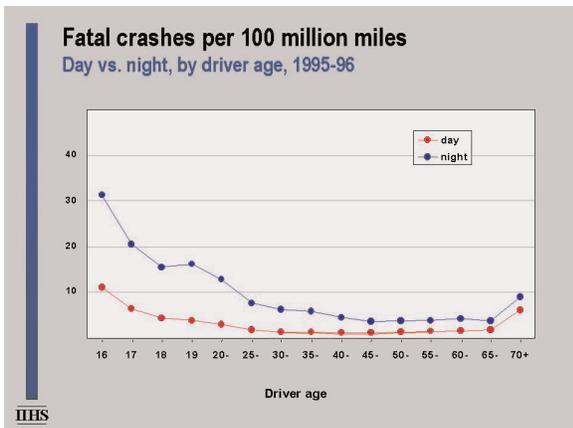
- Health caused a deadly risk to the students. Fell asleep during behind-the-wheel lessons. There were also medical issues that may be problematic for driver training instruction.

- Not showing up for students' instruction when scheduled, changing students schedules without permission, did not want to comply with company manager when told about a ride-along, deemed to be unstable mentally.

Remedial Draft Available

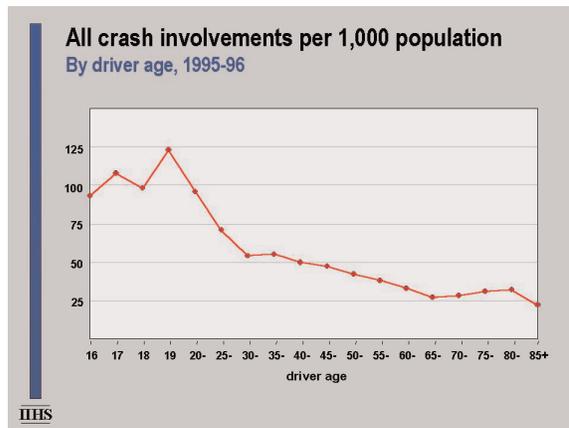
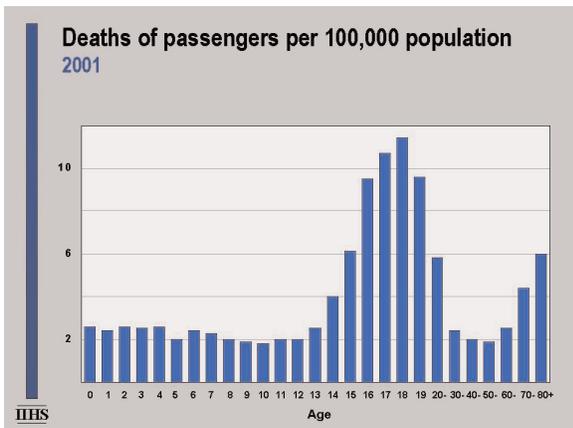
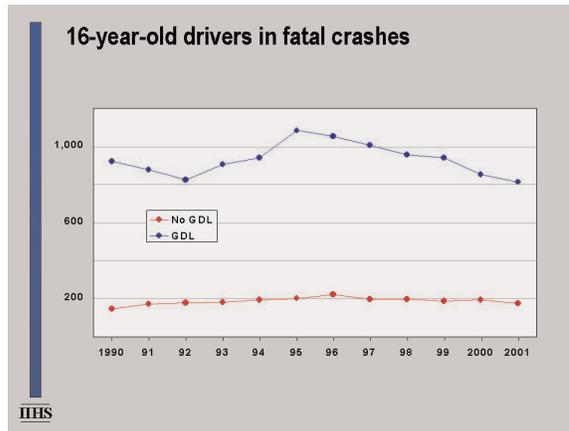
A copy of the draft Remedial Course Rules can be obtained at www.ohiopublicsafety.com. Check under Driver Training Schools.

GRADUATED DRIVER LICENSE (GDL) AND CRASH STATS FOR TEENS



Evaluations of graduated licensing programs

	Age groups	Crash reductions
Florida	15-17	9%
Michigan	16	25%
North Carolina	16	23%
Nova Scotia	16	23-37%
Ohio	16-17	23%



NOTIFICATION OF PUBLIC HEARING

Notice of hearing to amend Rules 4501-7-01, 4501-7-02, 4501-7-05, 4501-7-10, 4501-7-12, and 4501-7-13 of the Ohio Administrative Code in accordance with Chapter 119 of the Ohio Revised Code.

Notice is hereby given that a hearing will be held by the Ohio Department of Public Safety (ODPS) for the purpose of considering proposed amendment of the above-listed administrative rules.

As authorized in Section 4508.02 of the Ohio Revised Code, the ODPS proposes to amend Rules 4507-01, 4501-7-02, 4501-7-05, 4501-7-10, 4501-7-12, and 4501-7-13 of the Ohio Administrative Code. These proposed changes are based on a review conducted in accordance with Revised Code Section 119.032 that were prompted by legislation (House Bill 407 of the 124th General Assembly) which transfers jurisdiction over driver education courses in high schools from the Ohio Department of Education to the ODPS. Proposed changes are to enhance existing ODPS rules governing driver training schools and to update rule language to reflect the requirements of changes necessitated by House Bill 407, effective January 1, 2004.

A public hearing on the proposed rules will be held Wednesday, November 12, 2003, at 2:00 p.m. in Room 109 (first floor) of the Charles D. Shipley Building, Ohio Department of Public Safety, 1970 West Broad Street, Columbus, Ohio. Either written or oral testimony will be received at the hearing. Additionally, written comments received at the address below before the hearing will be treated as testimony.

Requests for a copy of the proposed rules or comments on them should be submitted in person or by mail to the following address: Office of Legal Services, Ohio Department of Public Safety, 1970 West Broad Street, Suite 531, P.O. Box 182081, Columbus, Ohio 43218-2081, Telephone: 614/466-7014.

Free Materials Available

An updated catalog of ODPS materials is available through the ODPS Web site at www.ohiopublicsafety.com. E-mail requests for quantities of the "Digest of Motor Vehicle Laws" to cvincenty@dps.state.oh.us or call Chris Vincenty at 614/466-4775.



Learning Disorders: Strategies to Employees Teaching Teens with Learning Disorders: Attention Deficit Hyperactivity Disorder (ADHD), Attention Deficit Disorder (ADD), Bi-Polar, Manic-Depressive and Others.

By Dr. Kay Bryson, Child Psychologist

First, contrary to popular belief, these disorders are just that—disorders, not diseases. Secondly, the behavioral problem, lack of attention, and mania from which some teens suffer have to be dealt with very differently from the typical hormone-crazed teen that we all see daily. For these disorders, the following strategies can help:

Try changing the language in the initial contract to include phrases such as "We want to provide you with all the best individualized training," and "Please help us help you and your child." These few words bring a sense of caring and calmness that helps parents share personal information. Another strategy is to adjust curriculum pieces to suit more students' needs. For example, when there is a student that has ADD and cannot take tests, it is not because of test anxiety, it is because most ADD students have a problem understanding and comprehending written and spoken language. However, the student is capable of visual comprehension. PowerPoint presentations with pictures and sounds that double as test and quizzes allow these students to overcome the problem and succeed. Use of this technology alongside the whiteboard, videos, written materials, and lecture series can make a difference.

BE AWARE OF QUESTIONS ON ISSUING CERTIFICATES OF COMPLETION

Enterprise Problem

QUESTION:

We are receiving daily requests from parents for certificates of completion due to road test appointments that are made prior to the student completing the full eight hours behind the wheel. Our understanding is that road test appointments are not to be given without a certificate number. (ODPS note: This used to be the procedure, but not any longer.)

We typically issue a certificate within five business days of the completion of the course, which allows time for all driving records and classroom documents to be received in our office, verified and issued.

The BMV scheduling road tests before the certificate of completion is issued (not requesting the certificate number) is causing unneeded strain on our staff and frustration for the student and parent.

I am asking for your assistance with this issue. We are between a rock and hard place with this. We want to provide a quality program for our students, and make every attempt for prompt and courteous service, but it is becoming increasingly difficult.

For example, we had a parent phone one morning at approximately 10:30 a.m. Her daughter completed her last in-car at 10 a.m. and had a road test scheduled for the next day at noon.

Again, this is an on-going issue and a daily occurrence.

Please advise as to how to control this growing issue. We train in Cuyahoga County and surrounding counties. All BMV locations that we deal with seem to be scheduling road tests without the proper verification (certificate of completion number).

Thank you for your time and consideration with this matter, and await to hear from you with some insight as to the solution to this problem.

ANSWER:

Comment - Licensing and Commercial Standards
There is no rule that requires the student to present a certificate number prior to scheduling a driving test. Our DX phone operators advise students that a driver's education certificate will be required prior to the road test when the appointment is made. If they arrive for the test appointment without the certificate, they are not permitted to test.

Suggested Solution #1

In my office, I limit the certificates being processed to just myself and two other employees. This cuts down on the mistakes and voided certificates. If a student finishes on the weekend, our drivers know to advise them that the certificate will be mailed on Monday, or they can stop back to pick it up. We see the most problems when parents (or students) wait until their time limit is almost up and they now want to rush through things to beat the deadline or expiration of their permit. We NEVER promise a certificate ahead of time. We have had too many cancelled appointments or "no shows" on the last drive and then we are stuck with a bad certificate.

Suggested Solution #2

The problem of customers wanting certificates immediately after the completion of their course is not new. We include wording in our contract that advises students and parents that we will supply the certificate within 10 days of completion. (Sample wording available below.) Our typical turn-around time is less than 48 hours, but we put 10 days in the contract to protect ourselves. Examples of things that may hold up the certification process follows:

1. The student did not take all the classes at one location and the paperwork from that branch has not reached the main office where we issue certificates.
2. We are missing initials or a signature where required.
3. The driving instruction was completed, but the instructor has not been to the office to drop off the completed paperwork.
4. The student has a fee due.

When one of the above situations occurs, we contact the appropriate person to try to get paperwork expedited. Even with the wording in the contract, we still get people who schedule their test prior to having a certificate. Having the exam stations require a certificate number prior to scheduling does not help. People still call requesting their certificate so they can schedule the test. In my opinion, the best way to solve the problem would be to require the driver education to be completed prior to a portion of the parental hours. For example, a student could count up to 12 hours at-home driving prior to completing the driver education, but the remaining 38 hours would have to be done after the classes. Educationally, I think that's better anyway. The students learn proper methods and get a chance to practice them instead of coming to us with bad habits.

Sample Agreement Language

The driving school shall furnish a certificate of completion to all students under the age of 18 years, who successfully complete the course. Completion, as defined by the state of Ohio, refers to the completion of the required number of hours, the student's good faith effort having been exercised during the practical driving portion, and the attainment of a score equal to or greater than 75 percent on the performance measurement. Should the student fail to achieve the minimum passing score on the final exam, additional classroom attendance may be required and an additional fee will be charged for the classroom. The certificate shall be available to the student within 10 business days of course completion. Issuance of the certificate may be delayed if there are any outstanding fees due. A fee shall be charged to replace an original certificate of completion. The Ohio Department of Public Safety, Licensing and Commercial Standards, 1970 West Broad Street, Columbus, Ohio, 43223, monitors driver training schools.

Continued next page

CERTIFICATES OF COMPLETION QUESTIONS CONTINUED

Suggested Solution #3

Centralizing the office and having one location to process certificates can cause delays in handing the certificate to the students. The alternative is to allow each location to have its own license and process certificates at each location. The danger there is the authorizing official loses immediate and direct control of issuing the certificates. Quality control can become an issue.

If the school wants to be centralized, have the instructor fax the paperwork to the main company office so that a certificate can be immediately processed and mailed or picked up. The originals then can be submitted for review and filing. The problem with this method is making sure the originals get to the office, which can become a huge challenge.

If they do not do something about this problem, it won't be long before they won't have to worry about typing any certificates. They will lose business.

Suggested Solution #4

We tell students that it takes about five to seven days to receive their certificates in the mail, although they usually go out sooner. This covers the delay of the weekend, a problem occurring with the paperwork, ill employees, etc. Most parents don't usually expect it the next day as long as the students are informed of the school's policy. If they want them earlier, we tell them they must call and request a pick-up at our office for the next day. That seems to work well.

Suggested Solution #5

We advise the students that when they are done with the driving portion of the driver education, they can pick up the certificate the following Monday. We tell them this during the classroom portion, and it seems to work fairly well. We do have some students that need it sooner because they schedule their driving test before they are finished driving. We tell them not to schedule the test until they get done with the driving portion.

Suggested Solution #6

When our students have completed all classroom work and the driving, the instructor turns in their grade sheets. We go over the contract and grade sheet, making sure they have received 24 hours of classroom instruction and eight hours behind-the-wheel instruction. Then, they can pick up their certificate the next day, or it is mailed to them.

2004 DRIVER TRAINING PROFESSIONALISM TASK FORCE MEETING DATES

ODPS, Governor's Highway Safety Office, 4th Floor,
Rm. C4 9 & 10, 1-3 p.m. Open to interested parties.
Room capacity 30.

Thursday, January 22, 2004

Thursday, April 22, 2004

Thursday, July 22, 2004

Thursday, October 21, 2004

SYMBOL SIGNS AND PAVEMENT MARKINGS

The US Road Symbol Signs brochure and US Pavement Markings brochure are now available.

The distribution audience for these two brochures includes the American Association of Motor Vehicle Administrators, the American Automobile Association, the National Highway Traffic Safety Administration, the Department of Education, and the Department of Transportation in each state. These organizations will receive a printable CD containing Quark Express files for each brochure.

If you need additional copies, we recommend that you contact one of these organizations in your local area and discuss potential partnership agreements. We are hoping that these organizations will create partnerships with the driver's education community to print, distribute and promote the brochures.

You may want to also visit the Manual on Uniform Traffic Control Devices (MUTCD) Web site at: <http://mutcd.fhwa.dot.gov>. You will find copies of the latest versions of the MUTCD and the Standard Highway Signs Design Book. The Web site also contains information on other outreach and training efforts by the MUTCD team, including a "Know Your Signs" quiz (see "Knowledge" on the navigation bar) that can be useful for educating novice drivers and the general public about traffic signs. You will also find PowerPoint presentations (see "Training" on the navigation bar) highlighting the major changes to the MUTCD with the publication of the Millennium Edition.

CERTIFICATES OF COMPLETION - PRINTING CHANGE MADE

Text on the printed driver training certificates has been added. Rather than blank lines for the classroom and behind-the-wheel hours, the numbers "24" and "8" have been pre-printed. If you are using a computer printing template, please be prepared to make this change upon receiving future packets of certificates.

THE NATIONAL YOUTH ANTI-DRUG MEDIA CAMPAIGN

**New Free Materials Address Driving Risks Associated
with Marijuana**

Media Campaign Web Sites

Additional online resources, including new marijuana information, are available on the Media Campaign's Web site for parents, www.TheAntiDrug.com, and for youth at www.Freevibe.com. Contact us at nyac@aed.org to discuss your organization's specific anti-drug information needs. Also check at www.ohiopublicsafety.com

Legislative Update

S.B. No. 123

Senate Bill 123 Effective January 1, 2004

This bill permits individuals to enroll in remedial driving classes in order to receive a two-point credit, up to five times in a lifetime, once every three years.

Two-Student Rule Approved by JCARR

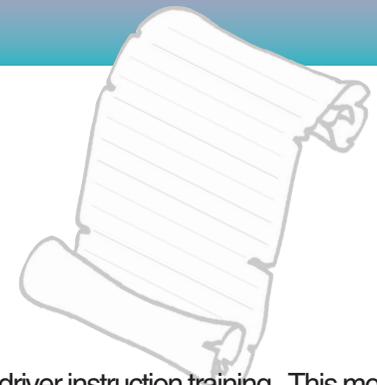
Beginning July 31, 2003, two students are permitted in a car with an instructor during in-car driver instruction training. This move is being authorized by the Ohio Department of Public Safety (ODPS), which assumed oversight of driver education from the Ohio Department of Education (ODE), as a result of House Bill 407 from the 124th General Assembly.

Under the new rule, driving schools are allowed to have two students during in-car instruction; one student driving, and one student observing. Observation time does not count toward the eight hours of required driving time for each student. Under the old rule, two students were only permitted to be in the car for brief periods of time when picking up or dropping off one of the students.

Schools are expected to benefit from this new two-student rule because they will have the flexibility of providing private instruction or semi-private instruction to students. Students will also benefit by being in the car observing during another student's instructional driving time.

"Our driver training program will continue to work closely with school districts, commercial driver training schools and instructors, and parents to ensure young people are receiving the necessary training in order to become safe drivers," Kenneth L. Morckel, ODPS director said. "The new two-student rule is expected to have a positive impact on driver instruction and education, which in the end will lead to safer drivers on Ohio roadways."

"House Bill 407 allowed for one state agency (ODPS) to oversee driver training, rather than two agencies. This is allowing driver education to be more uniform throughout the state. ODPS recognized the need to promulgate new driver training rules in order to address the needs of both school districts and commercial driving schools. It is important to note, however, that House Bill 407 included language stating that driver education programs offered for credit by school districts would remain under ODE rules until December 31, 2003.



American with Disabilities Act Resource

Beth Esposito

US Department of Justice
Disability Rights Section-NYA
950 Pennsylvania Ave., N.W.

Washington, DC 20530

Email: beth.esposito@usdoj.gov

Telephone: 800-514-0301 or (202)
305-1130

Ohio Department Of Public Safety
GHSO Room 426
P.O. Box 182081
Columbus, Ohio 43218-2081

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