

# Guide to School Pupil Transport Vehicles (7D)



## How to . . .

Obtain a certificate to operate a 7D vehicle

Register a 7D vehicle

Comply with 7D semi-annual inspections



**Commonwealth of Massachusetts**  
Registry of Motor Vehicles  
PO Box 55889  
Boston, MA 02205-5889  
Document No. T20812-1112

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# CHAPTER 1: INTRODUCTION

With the passage of Chapter 683 of the Acts of 1986, the opinion that school pupil transport vehicles (7D) carry a cargo so precious that stringent measures must be applied to test drivers and regulate the vehicles that transport school pupils was formalized into law.

**Purpose of this manual:** The purpose of this manual is to provide information to companies and those individuals operating 7D vehicles to assist them in complying with all rules and regulations governing the operation of a 7D vehicle. This manual also serves as a valuable tool in assisting prospective 7D certificate applicants in preparing for the written exam needed to obtain a 7D operator's certificate. Applicants should familiarize themselves with the entire contents of this manual, focusing on chapter 2, "Obtaining a School Pupil Transport (7D) Certificate" and should also study from the most recent version of the Commonwealth's Driver's Manual.

There are over 5,000 school pupil transport vehicles registered in Massachusetts as well as approximately 7,000 licensed 7D operators. The Registry of Motor Vehicles is committed to working with all of you to ensure that you are in compliance with all Rules and Regulations pertaining to pupil transportation.

If you have additional questions or concerns regarding the information provided in this manual, please contact Vehicle Safety & Compliance Services at 857-368-8130.

**What are School Pupil Transport Vehicles?** M.G.L. c. 90, Sec 7D allows "school pupils" to be transported in vehicles other than school buses. These vehicles are called "school pupil transport vehicles" (or "7D vehicles" after the Section number creating the law) and are generally vans and station wagons. The law restricts them to carrying a maximum of eight (8) passengers.

7D vehicles are frequently used to transport special needs and handicapped pupils so it is vitally important that the vehicle owner and operator are qualified to provide this transportation. The vehicle operator must have a "7D School Pupil Transport Certificate." A school system or a private contract carrier cannot transport school pupils (subject to exceptions listed in the statute) in a vehicle that does not conform to the requirements of 7D.

## 15 Passenger Van Advisory

The following advisory was issued in May 2007 about 15 passenger non-conforming vans used for school transportation:

In recent years, the use of passenger vans with capacities of more than 10 passengers to transport children to and from school and school-related activities has become a significant issue. In an apparent effort to save money, some school districts have purchased or leased passenger vans in lieu of school buses.

A passenger van does not offer the same level of safety to its occupants as a full-sized school bus or a school bus built on a van type chassis. In a crash, the risk of a serious injury or fatality is significantly higher for the occupants of a passenger van.

In 2005, the National Highway Traffic Safety Administration (NHTSA) announced new research that reinforced its existing concerns about 15-passenger vans. This resulted in NHTSA reissuing its consumer advisory for users of 15-passenger vans for the third time in four years. Their advisory states the use of 15 passenger vans to transport children to and from school or school related activities is an alarming situation with potentially disastrous consequences. There have been

numerous crashes of vans with student passengers on board, and the fatalities and injuries that have resulted are particularly tragic since they could have been prevented.

Since 1974, Federal law (49 United States Code 30112) has prohibited dealers from selling/leasing a new motor vehicle with a capacity of more than 10 persons for the purpose of transporting students to and from school and school-related activities unless the vehicle complies with the applicable Federal Motor Vehicle Safety Standards (FMVSS) and is manufactured as a school bus. Fifteen passenger vans do not comply with Federal law. **Current RMV policy prohibits the initial registration of new non-conforming 15 passenger vans for the purpose of transporting students to and from home or school related activities.**

The National Association of State Directors of Pupil Transportation Services states that it is appropriate to require higher levels of safety in vehicles that transport children to and from school and school-related activities.

Currently, 41 states ban students from being driven to and from school in both 12 and 15 passenger vans. We urge you to take steps to ensure that all school children are not transported in 15 passenger non-conforming vans. The RMV will continue working with the school pupil transportation industry to ensure the safe transportation of children in Massachusetts.

**What is a “school pupil?”** Massachusetts law defines a “school pupil” as any person enrolled in any school, kindergarten through grade twelve, or enrolled for day care services, or in any program for children with special needs as defined in M.G.L. c. 71, Sec. 1, or in any organized day or summer camp program or any activity supported by said schools.

**7D Vehicle Required for Fixed-Route Transportation:** 7D vehicles are required to be used whenever “fixed-route transportation” is being provided for **not more than eight** “school pupils.” (Transporting more than eight (8) “school pupils” on a fixed-route requires the use of a “School Bus” as described in M.G.L. c.90, Sec. 7B). It doesn’t matter if the vehicles are publicly or privately owned and operated.

**“Fixed-route transportation”** is the transporting of school pupils on a predetermined daily basis to and from a set location for the length of the pupil’s school year. This includes:

- transporting from home-to-school and school-to-home
- picking up and dropping off at established bus stops
- transporting from home-to-school-to an after-school activity
- transporting to an after-school day care,
- transporting from school to school
- or a similar type of daily route.

The transportation must be provided on a regular basis for the “pupil’s school year” to require a 7D vehicle.

The “pupil’s school year” is the period of time the program is expected to last. The length of the pupil’s semester or summer-school program may constitute the “pupil’s school year.” The “pupil’s school year” will be six weeks long if that is the period of time a school program or camp is expected to last. If it is a week-to-week program the period of the “pupil’s school year” will be a week at a time. The infrequent use of a taxicab to transport a school pupil does not require a 7D vehicle. However, if a taxicab is used on a regularly scheduled basis to transport a school pupil, the taxicab will be required to meet the 7D vehicle standards and the driver will be required to obtain a 7D certificate.



Figure 1: Examples of 7D Vehicles





## CHAPTER 2: OBTAINING A SCHOOL PUPIL TRANSPORT CERTIFICATE (7D)

**7D Driver Certificates:** A special certificate is required by M.G.L. c.90, Sec. 8A ½ to operate a 7D vehicle. An applicant for a 7D certificate must be at least 21 years of age and have had a driver's license for three (3) continuous years immediately prior to application. The applicant must pass a CORI (Criminal Offender Record Information) check, pass a SORI (Sex Offender Registry Information) check, have a satisfactory driving record, be of good moral character, and pass an eye exam, a physical exam, and a written knowledge exam.

**Note:** Operators who hold an active school bus certificate issued by the Department of Public Utilities (DPU) may operate a 7D vehicle without a 7D certificate.

An applicant is *ineligible* if he or she has been convicted of rape, unnatural acts, sodomy, or the use, sale, manufacture, possession with intent to distribute or trafficking of any controlled substance listed under M.G.L. c. 94C, Sec 31, or if convicted of operating a motor vehicle while under the influence of intoxicating liquor, or of marijuana, narcotic drugs, depressants or stimulant substances, as defined in M.G.L. c. 94C, Sec 1 or the vapors of glue within the preceding five year period under the provisions of Sec. 24. The RMV may deny a 7D certificate to a person who has a driving history that demonstrates an inability to safely and responsibly transport school pupils. Additionally, an applicant may be ineligible for a 7D certificate if he or she does not meet certain minimum medical standards. The RMV has medical policy statements applicable to all persons applying for a School Bus or a 7D Operator's Certificate. These can be found in Appendix B and include vision, diabetes, epilepsy, and cardiovascular/respiratory disease. A 7D certificate is valid for one (1) year from the date of issuance. A 7D operator must carry such a certificate on his/her person at all times while operating a 7D vehicle and must be able to provide such certificate when requested by either law enforcement or RMV personnel.


THE COMMONWEALTH OF MASSACHUSETTS	
Registry of Motor Vehicles	
School Pupil Transport Certificate	
	
<b>THIS CERTIFIES THAT</b> CHARLES E. SAMPLE 55 SAMPLE AVENUE SAMPLE, MA 12345-6789	
<b>NUMBER</b> S12345678	<b>EXPIRATION DATE</b> 09/08/03
IS AUTHORIZED TO TRANSPORT SCHOOL PUPIL (CHAPTER 90 SEC. 8A 1/2), IN CONJUNCTION WITH A MASSACHUSETTS CLASS 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 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1000	
Charles E Sample Signature	John Parker Registrar

Figure 2: Sample of 7D School Pupil Transport Certificate

## Initial 7D Application Procedure

1. Obtain a 7D School Pupil Transport Application and medical certificate. This application and certificate may be obtained by:
  - a. Downloading a copy from the RMV Website at: **www.massrmv.com**
  - b. Calling the RMV Phone Center at 857-368-8000
  - c. Going to any RMV full service branch location or License Express location

You must complete all information required on the 7D application. The completed application must be signed and dated. Incomplete or unsigned applications will be returned to you.

2. Get a physical examination. The 7D School Pupil Transport Medical Certificate must be completed and certified by a licensed physician. A medical evaluation is valid for 90 days only. **A new physical will be required if the examination is older than 90 days.** The medical certificate must include a doctor's signature and registration number, or the application will be returned to you. **Applications signed by a nurse practitioner will not be accepted.**

**Note:** M.G.L. chapter 90 section 8A1/2 requires applicants who have passed their seventieth (70th) birthday and are mentally and physically capable of operating motor vehicles transporting school children to twice annually be examined by a physician to determine such capability. As such, these applicants will only be issued a six-month certificate.

Applicants who use insulin to control their diabetes or have had a serious hypoglycemic event must meet the requirements of the Diabetes Policy Statement (see Appendix B) and, as such, will only be issued a six-month certificate.

3. If you are not a Massachusetts resident or have relocated from another state or country, you must obtain a certified criminal record as well as a certified driving record from your current or former home state or country. **These documents must be no more than 30 days old** and must be submitted with your initial application. **Only original documents will be accepted.**

**Note:** Applicants who reside out-of-state must provide a certified criminal record and driving record from their state of residence annually.

4. Bring your completed application and 7D school pupil medical certificate and any supporting documents to any RMV full service branch to take your 7D written test. You will be required to pay a \$15 exam fee before beginning the test. To prepare for the 7D written test, study this manual along with the Commonwealth of Massachusetts Driver's Manual. A Massachusetts Driver's Manual may be downloaded from the RMV's Website at [mass.gov/rmv](http://mass.gov/rmv) or picked-up at any RMV branch location.
5. Once you have passed the written test, in order to process your application you must present an additional non-refundable \$15 certificate fee by check or money order payable to MassDOT (\$7.50 for a 6 month certificate if the applicant is over 70 years of age, is an insulin-dependant diabetic, or has had a hypoglycemic episode or spell.) Your application and certificate fee will be forwarded to the RMV's Vehicle Safety & Compliance Services

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section for final approval. **All applicants are subject to a criminal record check (CORI), a sex offender registry information check (SORI), and a driving record check.**

6. If your 7D application is approved, your certificate will be mailed directly to you. All 7D certificates are valid for one year from the date of issue. (This excludes applicants who are over the age of 70, are insulin-dependant diabetics, or have had a hypoglycemic episode or spell. These applicants are issued certificates for 6 months.)
7. If you let your 7D certificate expire, you have up to four years to renew it from the date of expiration. If your 7D certificate lapses more than four years, you will be required to complete all steps of the initial 7D certificate process.

## Renewing A 7D Certificate

The RMV does not provide renewal notices. It is your responsibility to ensure that your license is active at all times while operating a 7D vehicle. You must do the following a minimum of two weeks prior to the expiration of your certificate.

1. Obtain a 7D School Pupil Transport Certificate Application and a 7D School Pupil Transport Medical Certificate. You must complete all information required on the 7D application. The completed application must be signed and dated. Incomplete applications will be returned to you.
2. Get a physical examination. The 7D School Pupil Transport Medical Certificate must be completed and certified by a licensed physician. A medical evaluation is valid for 90 days only. **A new physical is required if the examination is older than 90 days.** The medical certificate must include the doctor's signature and registration number or your application will be returned to you. **Applications signed by a nurse practitioner will not be accepted.**
3. If you are not a Massachusetts resident, you must obtain a certified criminal record as well as a certified driving record from your home state. **These documents must be no more than 30 days old** and must be submitted with your application. Only original documents will be accepted.
4. Mail your completed application and medical certificate accompanied by a non-refundable \$15.00 certificate fee in the form of a check or money order payable to MassDOT (\$7.50 for a 6 month certificate if the applicant is over 70 years of age, is an insulin-dependant diabetic, or has had a hypoglycemic episode or spell) directly to:

Registry of Motor Vehicles  
Vehicle Safety & Compliance Services.  
Attn: 7D Licensing  
P.O. Box 55892  
Boston, MA 02205-5892

5. **All applicants are subject to a criminal record check (CORI), a sex offender registry information check (SORI), and a driving record check.** After the RMV approves your 7D application for renewal, your 7D certificate will be mailed directly to you within thirty (30) business days.

## 7D Operator Responsibilities

**Pre-trip inspection:** All 7D operators are required to complete a daily pre-trip inspection of the vehicle to ensure safe operation.

Pre-trip reports must be recorded and a copy must be present with the operator during daily operation. Operators should immediately notify company officials of any defects.

**Operators must check that the following required equipment and vehicle components are present and in proper working order.**

1. Tires
2. Lighting Devices
  - a. Headlights (upper and lower beams)
  - b. Directionals (front and rear)
  - c. Stop lights
  - d. Reverse lights
  - e. Four-way flashers
  - f. License Plate Light
  - g. School Bus Lights
3. Brakes
  - a. Service
  - b. Parking
4. Mirrors
5. Exhaust
6. Fluid Leaks
7. Doors
8. Windshield wipers and washers
9. Horn
10. Interior of Vehicle
  - a. Seatbelts (Safety Belts)
  - b. Child Seats/Booster Seats (if necessary)
  - c. Door Warning Device
  - d. Clean Interior
  - e. Heater & Defroster
11. Current registration
12. Front & rear pupil plates
13. Current inspection stickers
  - a. Annual state inspection sticker
  - b. Semi-annual 7D inspection sticker
14. Safety Equipment
  - a. 2 chock blocks
  - b. First aid kit
  - c. Fire extinguisher properly charged and mounted within reach of the operator
  - d. 3 flares or safety triangles

**Note:** A business may create pre-trip inspection forms to suit the needs and policy of the business. The form must provide a means to check off all items that must be inspected. There must be a place on the form so that the operator can sign and date the daily inspection.

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## While Transporting Pupils

You must conform to the following rules regarding transport of pupils:

- The School Bus sign must be in the upright position.
- **Drivers are prohibited from: smoking, consuming alcoholic beverages, refueling, using a cellphone, or any other activity that may interfere with the safe operation of the vehicle.** Operators are required to wear a safety belt at all times during vehicle operation. Doors should be firmly closed and locked when transporting school pupils.
- Drivers should assist pupils who require assistance when entering and exiting the vehicle. The operator must wear safety belts at all times during operation and all passengers must be properly restrained as set forth in M.G.L. c. 90, Sec. 7AA (see Appendix A) and Sec. 13A.
- The driver must not leave the vehicle unattended while pupils are in the vehicle. This does not apply when a driver leaves the vehicle to assist pupils in entering and exiting the vehicle.
- Only the driver may occupy the driver's seat.

## Approaching, Boarding, Seating, & Unloading Pupils

Your responsibility to a pupil starts some distance from a stop. Approach a designated pick-up area with extreme care.

- While passengers board or exit your vehicle, school bus red signal lights must flash continuously.
- Direct or assist pupils immediately to their seats.
- Before deactivating school bus red signal lights, make sure all passengers are safely seated and properly restrained. M.G.L. c. 90, Sec. 13A requires that both the driver and passengers wear safety belts in school pupil transport vehicles. For children age 12 and under, the requirements of the child passenger restraint law, M.G.L. c. 90, Sec. 7AA apply.
- You are expected to maintain order. If a pupil presents a disciplinary problem, the pupil should be reported to the appropriate authorities according to procedures established by your employer.
- When unloading pupils, you are responsible for their safety as they cross the road. Always make sure pupils cross in front of the vehicle and make certain that school bus red signal lights are flashing.
- If you must leave the vehicle to assist a pupil, first secure the emergency brake, shut off the engine, and remove the ignition key.
- **Operators must perform a post-trip inspection. Be sure to check for any pupils left on the vehicle.**



## **CHAPTER 3: 7D VEHICLE REGISTRATION**

**7D Vehicle Registration: RMV Regulation 540 CMR 2.05(4)(L) states:** A School Pupil Transport Vehicle shall display a PUPIL registration number plate. The requirement of 540 CMR 2.05(4)(L) is applicable to all such classified motor vehicles notwithstanding that they otherwise would be eligible to display a COMMERCIAL, LIVERY, TAXI, MUNICIPAL, STATE, AUTHORITY, or other registration number plate.

### **7D Registration Procedures**

How you register 7D vehicles depends on whether or not you currently have other 7D vehicles registered. The first registration procedure, described in the following paragraphs, applies to companies registering 7D vehicles for the first time. The second procedure described applies to registering vehicles by a transportation company that has currently registered 7D vehicles.

#### **Procedure 1 -- If Your Company Has No 7D Vehicles Currently Registered:**

1. Complete and submit a Supplemental Registration Application for 7D School Pupil Transport Vehicle. Applications may be obtained by:
  - a. Downloading a copy from the RMV Website at: [www.massrmv.com](http://www.massrmv.com)
  - b. Calling the RMV Phone Center at 857-368-8000
  - c. Go to any RMV full service branch location or License Express location
2. An RMV field investigator will be assigned to visit your place of business to inspect the vehicle(s) to ensure compliance with all 7D vehicle requirements and to review 7D driver licensing requirements. Once the investigator is satisfied the vehicle meets 7D requirements, they will approve and sign a 7D School Pupil Transport Registration Check Sheet.
3. Bring the approved and signed 7D School Pupil Transport Registration Check Sheet, and a completed RMV-1 (stamped by your insurance company) to any full service RMV branch.
4. Once you pay your registration fees, the clerk will issue your 7D registration and pupil plates.
5. Before you may transport school pupils, the vehicle must have passed the annual state inspection and separate 7D inspection (see Chapter 4).

#### **Procedure 2 -- If Your Company Has Currently Registered 7D Vehicles:**

1. Submit a completed RMV-1 application (stamped by your insurance company) to any full service RMV branch.
2. The RMV clerk will verify that you currently have 7D vehicles registered.
3. Once you pay your registration fees, the clerk will issue your 7D registration and pupil plates.
4. Before you may transport school pupils, the vehicle must have passed the annual state inspection and separate 7D inspection (see Chapter 4).

## Renewing a 7D Registration

School pupil transport vehicle registrations are valid for two years from the date of issue. When your 7D vehicle renewal approaches, the Registry of Motor Vehicles may notify you by sending you an RMV-2 renewal application, although it is your responsibility to be aware of your registration expiration date. Thereafter, the registration proceeds in the same manner as a registration for a company that already has vehicles registered.

**Note:** You will not receive notification if the RMV does not have your correct mailing address. If you have recently relocated, you must notify the RMV by calling the RMV Phone Center at: 857-368-8000.



*Figure 3: Sample 7D Pupil Plate*



## **CHAPTER 4: 7D SEMI-ANNUAL INSPECTIONS**

**7D Semi-Annual Inspections:** In addition to the annual state inspection, 7D vehicles are required to have a semi-annual safety inspection in accordance with M.G.L. c.90, s. 7A. These additional inspections take place in February-March and again in October-November. Not all state inspection facilities conduct 7D inspections, so you may need to locate a station other than your normal state inspection facility. See list at Inspections section of our website.

[www.massrmv.com](http://www.massrmv.com)

## GUIDE TO 7D VEHICLE INSPECTION

The following tables list the basic vehicle components and required equipment that will be inspected during a 7D inspection.

I. INSIDE THE VEHICLE		
	<u>Item to Check</u>	<u>Requirements</u>
1	Floors, including trunk	No holes that may allow toxic fumes into the passenger compartment may be present
2	Brakes	Brakes are checked for any throw, grinding or pressure drop, lateral pull of vehicle. The parking brake is also checked for proper operation
3	Seat belts	Must be present and in proper working order
4.	Rearview mirror/sunvisor	
5	Windshield	
6	Two operable windshield wipers and washer	
7	Defroster/heater	
8	Horn	
9	Seats and inside panels	
10	Ignition lock	
11	Speedometer	
12	Instruments, lamps, gauges	
13	Sharp or protruding objects	No such defects must be present

II. ENGINE COMPARTMENT		
	<u>Item to Check</u>	<u>Requirements</u>
1	Battery	Must be in good working order
2	Belts	
3	Hood latch	
4	Steering box	

III. FRONT OF VEHICLE		
	<u>Item to Check</u>	<u>Requirements</u>
1	Head lights – Low and high beam	Must be in good working order
2	Four way flashers and directionals	
3	Bumper	Must be present and in good condition
4	Registration plate - School pupil	Must have school-pupil plate, operational plate light, and current registration decal

IV. SIDES OF VEHICLE		
	<u>Item to Check</u>	<u>Remarks</u>
1	Windows	Operable
2	Mirrors	Shall be in good condition and mounted one on each side of the vehicle with a clear view to the rear
3	Marker lights	Must be present and working
4	Tires	Properly inflated without any fabric showing. Tire grooves (minimum 2/32"). No Missing or broken studs/nuts. No Mixing of types of tires. No space saver tires are allowed.
5	Fenders	No Tires extending beyond need flaps. Sharp edges or protrusions
6	Doors	Must open and close properly and be capable of being firmly latched. All doors must have a buzzer or warning light to warn driver of an open door.

V. REAR OF VEHICLE		
	<u>Item to Check</u>	<u>Remarks</u>
1	Door or trunk	Must open and close properly and be capable of being firmly latched.
2	Four way hazards/directionals/stop and reverse lights	Must be present and working
3	Bumper	Must be present and in good condition
4	Registration plate	School Pupil plate, operational plate light, and current registration decal

VI. UNDERNEATH VEHICLE		
	<u>Item to Check</u>	<u>Remarks</u>
1	Fluid leaks	Brakes, gas, transmission, coolant, power steering.
2	Front end/suspension system	Must be working and in good condition
3	Shocks	
4	Muffler/exhaust	Must be present and in good condition
5	Springs	
6	Fuel tank	

<b>VII. ADDITIONAL MARKINGS, SIGNAGE, LIGHTS, AND OTHER EQUIPMENT RELATED TO 7D VEHICLE</b>		
	<b>Item to Check</b>	<b>Requirements</b>
1	School bus sign (8" black lettering on school bus yellow background) on front and rear of vehicle	Must be present and operate as designed
2	Front and rear alternating flashing "School Bus" red signal lamps	
3	Emergency buzzer or warning light to alert the driver of any open door	
4	Safety belts for each permanent seat (including operator's seat)	Designed and installed per U.S. Federal Motor Vehicle (FMV) Safety Standards
5	Fire extinguisher	Charged and mounted within reach of the operator. (Extinguishers shall be a type approved by the Underwriters Laboratories, Inc.)
6	First aid kit	Sufficiently stocked for expected vehicle occupancy
7	Three (3) flares meeting U.S. DOT FMV Safety Standard # 125, or Triangles	Must be present
8	Chock blocks (2 required)	
9	Markings	If transporting Special Needs pupils (min 4 inches square lettering identifying name and address of owner is required per M.G.L. c.90 Sec. 7CC.)
10	Vehicle Inspection Sticker (required after registration)	Must be current and affixed to the vehicle
11	7D Semi-Annual Inspection Sticker	Must be current and affixed to the vehicle

## **CHAPTER 5: FREQUENTLY ASKED QUESTIONS**

### **Can SCHOOL BUS drivers operate a 7D vehicle?**

Yes.

Any person licensed to operate a "school bus" by the Massachusetts Department of Public Utilities (DPU) may operate 7D vehicles.

### **Can a holder of a Commercial Driver's License with a Passenger Endorsement operate a 7D vehicle?**

No.

Holding a Commercial Driver's License with a Passenger endorsement is not sufficient to allow you to drive a 7D vehicle. You must either hold a "school bus" certificate from the DPU or obtain a 7D certificate.

### **Do you need a 7D certificate if you are not driving pupils?**

No.

A 7D certificate is not required if there are no pupils in the vehicle and that school bus sign is in the down position. However, an operator who is driving a 7D vehicle on the way to pick up pupils or has recently discharged pupils must have a valid 7D certificate.

If you have additional questions concerning 7D licensing, registration, operation, or inspection, contact the Vehicle Safety & Compliance Services of the Registry of Motor Vehicles at 857-368-8130. Office hours are Monday through Friday from 8:30am – 5:00pm.



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## **APPENDIX A: SIGNIFICANT STATUTES & REGULATIONS**

### **Chapter 90 Sec. 7D. Motor Vehicle Used For Transportation Of School Children; Application Of Section 7B.**

The requirements of clauses (1), (2), (3), (5), (7), (8), (9), (10), (13) and (16) of section seven B shall apply to any motor vehicle carrying not more than eight passengers in addition to the operator, used in the business of transporting school pupils for hire under terms of contract or otherwise, while so used, but not including any motor vehicle used for not more than five days in case of emergency; provided, however, the eight lamp system, so-called, required on certain motor vehicles in clause (7) of said section seven B shall not apply to vehicles specified in this section. In addition, each such vehicle shall be required to be equipped with one pair of adequate chock blocks, a fire extinguisher, three flares in compliance with United States Motor Vehicle D.O.T. Safety Standard No. 125, which shall be placed upon the roadway in conformance with section fourteen B of chapter eighty-five when such vehicle becomes disabled upon the traveled portion of any way, and seat belts for each permanent seating accommodation designed and installed in compliance with applicable United States Motor Vehicle Safety Standards. No person shall operate a motor vehicle referred to in this section, nor knowingly allow any passenger to ride in such vehicle unless the operator and all passengers are wearing a safety belt which is properly adjusted and fastened. All such motor vehicles used to transport school pupils under the provisions of this section shall display the distinctive number plate as authorized by section two.

The provisions of this section, excluding the seatbelt requirement, shall not apply to the transportation of school pupils in vehicles not exceeding fourteen passengers in addition to the operator which is provided (a) by an operator who is uncompensated for his or her service and is either a parent and one adult (monitor) of one of the passengers or is a person chosen by the parents of all the passengers; or (b) for activities related to a private school, day care center, camp, school-age child care program, or a special needs program as defined by section one of chapter seventy-one B, who would not be picked up or discharged on a fixed route, provided, that for the purpose of this section, the term fixed route shall be defined as the transportation of a school pupil on a pre-determined daily basis to and from a set location, for the length of the pupils\* school year, provided the operator is a person whose primary relationship to the passenger is that of teacher, coach, director, or caregiver, and not as an operator. Such vehicles shall not be considered school buses, school pupil transport vehicles or livery vehicles and shall be registered as private passenger motor vehicles. (Repealed and added by L.1996, chap. 151(235), eff. 7/1/96.)

\*So in original. Probably should be "pupil's".

**Chapter 90 Sec. 7D<sup>1</sup>/<sub>2</sub>. Motor Vehicle Used For Transportation Of Vocational School Students; Application Of Section 7B**

The requirements of clauses (1), (3), (5), (8), (9), (10), (13), (15), and (16) of section seven B shall apply to any motor vehicle used to transport vocational school students participating in a work project to and from the work site and having permanent seating accommodations for not more than fourteen persons in addition to the operator. In addition, each such vehicle shall be required:

- (1) To provide adequate space for the secured and affixed storage of all tools, equipment and materials to be transported;
- (2) To be operated by a person eighteen years of age or over who has had at least three years of licensed driving experience and who is duly licensed by his state of residence for operation of the class of vehicle being operated and has said license in his possession;  
(Chgd. by L.1989, chap. 221(2), eff. 10/9/89.)
- (3) To be equipped with one pair of adequate chock blocks and three flares in compliance with United States motor vehicle D.O.T. Safety Standards No. 125 which shall be placed upon the roadway in compliance with section fourteen B of chapter eighty-five when such vehicle becomes disabled upon the traveled portion of any street or highway; and
- (4) To be equipped with a seat belt for each permanent seating accommodation designed and installed in compliance with United States motor vehicle D.O.T. safety standards, which seat belt shall be fastened about each passenger at all times during vehicle operation.



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**Chap 90 §7B. Equipment of school buses. Clauses (1), (2), (3), (5), (7), (8), (9), (10), (13), (16)**

No person shall operate any school bus, and the owner or custodian of a school bus shall not permit the same to be operated upon or to remain upon any way, unless the following requirements are complied with:

- (1) The words "SCHOOL BUS" shall be painted or otherwise displayed on the front and rear of each such vehicle in black letters of eight inches in height and conform to series "B" of the standard alphabets for highway signs on a National School Bus Yellow background, or shall be so painted upon signs attached to the front and rear of each vehicle. School buses being operated on a public highway and transporting primarily passengers other than school pupils shall have the words "SCHOOL BUS" covered, removed, or otherwise concealed, and stop arms and equipment required by clauses (7) and (11) shall not be activated during the transportation of such passengers;
- (2) The operator of a school bus shall not allow the number of school pupils riding in the bus at any one time to exceed the number of adequate thirteen inch seats therein nor shall the operator drive said bus until each pupil is seated; provided however, that any such bus, in which adequate straps, handles or other supports are available for standing passengers, may carry not more than three standees in any case of an emergency for a period not to exceed five consecutive school days;
- (3) All doors shall be kept closed while the bus is in motion;
- (5) No fueling shall take place while any school bus is occupied by passengers;
- (7) Each school bus shall be equipped with Type I Class A turn signal lamps, which shall have a four-way hazard warning signal switch to cause simultaneous flashing of the turn signal lamps which may be activated when a bus is approaching a stop to load or discharge school pupils and when needed as a vehicular traffic hazard warning. Each school bus shall also be equipped with front and rear alternating flashing school bus red signal lamps, which shall remain flashing when school pupils are entering or leaving the bus. School buses manufactured with a chassis of nineteen hundred and eighty-four model year and thereafter shall be equipped with the eight-lamp system, so-called, which, in addition to the aforementioned lamps, shall include alternating flashing amber signal lamps of the same size as, and placed adjacent to, said red signal lamps, and which shall be activated when said bus is approaching a stop to load or discharge school pupils. On buses equipped with the eight-lamp system, so-called, the use of the four-way hazard warning lamps for the purpose of warning motorists of the vehicle's impending stop to load or discharge school pupils shall be discontinued. Use of alternating flashing school bus red signal lamps for any other purpose, and at any time other than when the school bus is stopped to load or discharge school pupils, shall be prohibited. All aforementioned lamps shall comply with applicable Federal Motor Vehicle Safety Standards and any applicable rules and regulations promulgated by the registrar. The operator of a school bus shall cause its headlamps to be illuminated while such bus is in operation. Any person who operates such a bus shall not permit the boarding or discharging of school pupils therefrom unless the school bus is stopped as close as is practicable to the right-hand side or edge of the ways and shall announce when discharging passengers therefrom that all persons who wish to cross to the other side of the way shall do so by passing in front of the bus immediately upon alighting therefrom. No person shall operate a school bus on a way after discharging passengers therefrom unless all persons who wish to cross to the other side have done so;

- (8) Every school bus shall be equipped with a safety belt for the operator thereof, and said operator shall securely fasten said seat belt while transporting school pupils;
- (9) Every school bus shall be equipped with two operable front windshield wipers;
- (10) No person shall smoke or consume alcoholic beverages on a school bus while such bus is being used to transport school pupils;
- (13) Every school bus shall be equipped with a first-aid kit;
- (16) School bus drivers shall be required to perform daily pretrip inspections of their buses and to report promptly in writing to their employer any defects or deficiencies discovered that may affect the safety of the vehicle's operation or result in its mechanical breakdown.

Pretrip inspection and condition reports for school buses shall be performed in accordance with regulations established by the Registry of Motor Vehicles and the Department of Public Utilities.

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**Chapter 90 Sec. 8A<sup>1</sup>/<sub>2</sub>. Licenses; Applications**

Every operator transporting school pupils under the provisions of section seven D shall make application to the registrar within ninety days of their next birth date for a license to operate such motor vehicles. Application for such license may be made by any person who shall have attained the age of twenty-one years, but has not passed his seventieth birthday, except as otherwise provided herein and who shall have been a duly licensed motor vehicle operator for a period of three continuous years immediately prior to his application, except a person who has been duly licensed and whose license is not in force because of revocation or suspension or whose right to operate is suspended by the registrar, but before such a person shall be so licensed the registrar shall be satisfied that he is of good moral character and has successfully completed a written test, a visual test, and a physical examination in conformity with such minimum physical qualifications as shall be determined by the registrar; provided, however, that a person who has passed his seventieth birthday and is mentally and physically capable of operating motor vehicles transporting school children shall be eligible for a license under this section. Such person shall twice annually, at his own expense, be examined by a physician to determine such capability. No license shall be issued to a person who has been convicted of the crime of rape, unnatural act, sodomy, or the use, sale, manufacture, distribution, possession with intent to distribute, or trafficking of any of the controlled substances which are unlawful under the provisions of section thirty-one of chapter ninety-four C, or to any person who has been convicted of operating a motor vehicle while under the influence of intoxicating liquor, or of marijuana, narcotic drugs, depressants or stimulant substances, as defined in section one of said chapter ninety-four C or the vapors of glue within the preceding five year period under the provisions of section twenty-four. Any person who consents to have any such case disposed of under the provisions of section twenty-four D shall for the purpose of this section be deemed to be convicted. (Chgd. by L.1988, chap. 257(2), eff. 9/12/88.)

On or after January first, nineteen hundred and eighty-eight, every person transporting school pupils as specified in this section shall be duly licensed in accordance with the provisions of this section; provided, however, that in case of any emergency such vehicle may, for a period not to exceed three consecutive school days, be operated by any person, twenty-one years of age or over, who is duly licensed by the registrar and has in his possession a valid Massachusetts operator's license; and provided further a person who is duly licensed by the registrar in accordance with the provisions of section eight A or the department of telecommunications and energy may operate such vehicles without obtaining a license under this section. (Chgd. by L.1997, chap. 164(91), eff. 11/25/97.)

Any such license issued under the provisions of this section shall be valid for a period of twelve months from the date of issue. Upon application for renewal of such license the registrar shall require evidence of continuing good character and physical condition.

The registrar may suspend or revoke any license granted under authority of this section for a violation of any of the provisions of this chapter, or on other reasonable grounds or where, in his opinion, the licensee is either physically or mentally unfit to retain the same.

The registrar may make such rules and regulations as he may deem necessary to carry out the provisions of this section. Each original application shall be accompanied by an application fee which in no event shall be refunded. The application fee and an annual fee to maintain said license shall be determined by the commissioner of administration under the provision of section three B of chapter seven. (Added by L.1986, chap. 683, eff. 1/7/87.)

## **Chapter 90 Sec. 13A. Use Of Safety Belts; Provisions And Exceptions**

No person shall operate a private passenger motor vehicle or ride in a private passenger motor vehicle, a vanpool vehicle or truck under eighteen thousand pounds on any way unless such person is wearing a safety belt which is properly adjusted and fastened; provided, however, that this provision shall not apply to:

- (a) any child less than twelve years of age who is subject to the provisions of section seven AA;
- (b) any person riding in a motor vehicle manufactured before July first, nineteen hundred and sixty-six;
- (c) any person who is physically unable to use safety belts; provided, however, that such condition is duly certified by a physician who shall state the nature of the handicap, as well as the reasons such restraint is inappropriate; provided, further, that no such physician shall be subject to liability in any civil action for the issuance or for the failure to issue such certificate;
- (d) any rural carrier of the United States Postal Service operating a motor vehicle while in the performance of his duties; provided, however, that such rural mail carrier shall be subject to department regulations regarding the use of safety belts or occupant crash protection devices;
- (e) anyone involved in the operation of taxis, liveries, tractors, trucks with gross weight of eighteen thousand pounds or over, buses, and passengers of authorized emergency vehicles.

Any person who operates a motor vehicle without a safety belt, and any person sixteen years of age or over who rides as a passenger in a motor vehicle without wearing a safety belt in violation of this section, shall be subject to a fine of twenty-five dollars. Any operator of a motor vehicle shall be subject to an additional fine of twenty-five dollars for each person under the age of sixteen and no younger than twelve who is a passenger in said motor vehicle and not wearing a safety belt. The provisions of this section shall be enforced by law enforcement agencies only when an operator of a motor vehicle has been stopped for a violation of the motor vehicle laws or some other offense.

Any person who receives a citation for violating this section may contest such citation pursuant to section three of chapter ninety C. A violation of this section shall not be considered as a conviction of a moving violation of the motor vehicle laws for the purpose of determining surcharges on motor vehicle premiums pursuant to section one hundred and thirteen B of chapter one hundred and seventy-five.

(Added by L.1993, chap. 387(1), eff. 2/1/94.)

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**Chapter 90 Sec. 7AA. Child passenger restraints; fine; violation as evidence in civil action**

*[ First and second paragraphs effective until July 10, 2008. For text effective July 10, 2008, see below.]*

Section 7AA. No child under age five and no child weighing forty pounds or less shall ride as a passenger in a motor vehicle on any way unless such child is properly fastened and secured, according to the manufacturer's instructions, by a child passenger restraint as defined in section one.

No child who is five years of age or older, but not older than twelve years of age, shall ride as a passenger in a motor vehicle on any way unless such child is wearing a safety belt which is properly adjusted and fastened according to the manufacturer's instructions.

*[ First and second paragraphs as amended by 2008, 79, Sec. 2 effective July 10, 2008. For text effective until July 10, 2008, see above.]*

A passenger in a motor vehicle on any way who is under the age of 8 shall be fastened and secured by a child passenger restraint, unless such passenger measures more than 57 inches in height. The child passenger restraint shall be properly fastened and secured according to the manufacturer's instructions.

Unless required to be properly fastened and secured by a child passenger restraint under the preceding paragraph, a passenger in a motor vehicle on any way that is under the age of 13 shall wear a safety belt which is properly adjusted and fastened according to the manufacturer's instructions.

The provisions of this section shall not apply to any such child who is: (1) riding as a passenger in a school bus; (2) riding as a passenger in a motor vehicle made before July first, nineteen hundred and sixty-six, that is not equipped with safety belts; (3) physically unable to use either a conventional child passenger restraint or a child restraint specifically designed for children with special needs; provided, however, that such condition is duly certified in writing by a physician who shall state the nature of the disability as well as the reasons such restraints are inappropriate; provided, further, that no such certifying physician shall be subject to liability in a civil action for the issuance of or for the failure to issue such certificate. An operator of a motor vehicle who violates the provisions of this section shall be subject to a fine of not more than twenty-five dollars; provided, however, that said twenty-five dollar fine shall not apply to an operator of a motor vehicle licensed as a taxi cab not equipped with a child passenger restraint device.

A violation of this section shall not be used as evidence of contributory negligence in any civil action.

A person who receives a citation for a violation of any of the provisions of this section may contest such citation pursuant to section three of chapter ninety C. A violation of this section shall not be deemed to be a conviction of a moving violation of the motor vehicle laws for the purpose of determining surcharges on motor vehicle premiums pursuant to section one hundred and thirteen B of chapter one hundred and seventy-five.

**Chapter 90 Sec. 7CC. Transporting Special Needs Children**

Every person or company contracting to transport by motor vehicle one or more special needs children who are enrolled in a public or private school shall conspicuously display, in lettering, not less than four inches square, on such motor vehicle the name and address of the owner thereof. Whoever violates the provisions of this section shall be punished by a fine of one hundred dollars.

## **540 CMR 21.00. SEMI-ANNUAL SAFETY INSPECTION OF SCHOOL PUPIL TRANSPORT VEHICLES**

### **Sec. 21.01. Purpose, Scope And Applicability**

540 CMR 21.00 is adopted by the Registrar of Motor Vehicles pursuant to M.G.L. c. 90, Sec. Sec. 7A and 31, to establish rules and regulations for the semiannual safety inspection of school pupil transportation vehicles under M.G.L. c. 90, Sec. 7D, ("7D vehicle") to be performed by licensed Safety Inspection Stations.

### **Sec. 21.02. General Inspection Procedures**

- (1) All inspections shall be performed in accordance with 540 CMR 21.00 by a Safety Inspection Station licensed by the Registry of Motor Vehicles.
- (2) Before beginning the inspection, the Inspector shall:
  - (a) complete a 7D vehicle inspection report form and remove the old 7D vehicle sticker;
  - (b) verify the registration, vin number, date of expiration, school pupil plate which must be displayed pursuant to M.G.L. c. 90, Sec. 2, and annual certificate of inspection. If the certificate of inspection is missing or invalid, the vehicle shall be rejected (R). If there are any errors on the certificate of inspection, a defect\* equipment card (E.Q.) shall be issued.

\*So in original. Probably should be "defective".

- (3) After the inspection is completed, the Inspector shall issue:
  - (a) a Certificate of Inspection if the vehicle is found to be in compliance with the requirements of 540 CMR 21.00; or
  - (b) a Certificate of Rejection for any safety-related defects as identified in 540 CMR 21.03, and for any exigent condition which, in the opinion of the Inspector, may jeopardize the public safety whether or not specified in 540 CMR 21.03; or
  - (c) A Defective Equipment Card for all minor, non-safety related defects. To prevent further enforcement action by the Registry of Motor Vehicles, the owner or person in control of a vehicle for which a Defective Equipment Card is issued must have the noted defects corrected immediately, and must complete and return the Defective Equipment Card to the Registry within seven days in accordance with the instructions on the Card.

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**Sec. 21.03. Vehicle Inspection Procedures**

- (1) The Inspector shall reject, and issue a Certificate of Rejection for, any vehicle that fails to satisfy any one of the following requirements:
  - (a) Floor. The vehicle floor shall be free of any holes or tears that may allow toxic exhaust fumes to enter the passenger compartment.
  - (b) Brakes.
    1. The parking brake shall be tested by accelerating the motor to approximately 1200 to 1300 RPM's with the vehicle in the lowest forward gear against the brake in the applied position, and shall be found to hold the vehicle.
    2. The service brake shall be tested at a speed between four and eight m.p.h. and shall be found to be reasonably equalized so that the vehicle does not pull noticeably to either side when applied; and, with the first application of the service brake pedal, to not travel more than 50% of the total distance the brake pedal can travel. In all questionable cases, service brakes shall be adequate to stop the vehicle while traveling at a speed of 20 m.p.h. in not more than the distance of 30 feet. Any vacuum assisted system for service brakes shall be in good working order.
  - (c) Seatbelts. The vehicle shall be equipped with a seat belt for each permanent seating accommodation, in good working order, and in compliance with the United States Department of Transportation's Safety Standard.
  - (d) Window Tinting. Any window tinting shall comply with 540 CMR 4.04.
  - (e) Side Doors and Rear Doors. The vehicle shall have, in good working order, an emergency door buzzer or warning device to indicate when door is open.
  - (f) School Bus Signs, Alternating Flashing Red Signal Lamps and Actuation. The vehicle shall comply with all applicable provisions of 49 CFR 571.108.
  - (g) Windshield. The windshield shall be free of any of the following defects:
    1. any broken glass with sharp or jagged edges inside or outside;
    2. any stone bruise, star break, or bull's eye damage in excess of one inch in diameter within the area covered by the sweep of the vehicle's wipers provided by the vehicle's manufacturer ("the critical viewing area") or larger than two inches outside the critical viewing area, or multiple such damage;
    3. any single line crack which extends more than three inches into the critical viewing area;
    4. multiple cracks one or more which extends into the critical viewing area;
    5. any wiper scrapes in excess of ¼ inch wide within the critical viewing area;
    6. any clouding extending more than three inches within perimeter of the exposed glass;
    7. any poster, sticker, decal, or similar object, attached to the windshield in such a manner as to obstruct the vision of the operator.

- (h) Windshield Wipers. The windshield wipers shall be in good working order.
- (i) Steering Box. The steering box shall be tested by turning the steering wheel until motion is detected at the front wheels, with the engine running if the vehicle is equipped with power steering, and found to have play not to exceed two inches on a steering wheel up to a diameter of 18 inches or 2½ inches on a steering wheel with a diameter in excess of 18 inches.
- (j) Horn. The horn shall be securely fastened to the vehicle, and provide adequate signal.
- (k) Turn Signals. The turn signals shall be in good working order.
- (l) Emergency Four-Way Flashers. The emergency flasher shall be in good working order.
- (m) Ignition Lock. The ignition lock shall be in good working order.
- (n) Interior of Vehicle. All panels and seats shall be free of holes and tears larger than two inches. The vehicle interior shall be free of any sharp or protruding objects or defects.
- (o) Fluid. The vehicle shall be free of any fluid leaks or seepage:
  - 1. in the brake or fuel system;
  - 2. that may be a source of combustion;
  - 3. that may come in contact with brake pads, linings, or exhaust system.
- (p) Headlamps. The headlamps shall be properly aligned and securely mounted.
- (q) Tires. The tires shall conform to the following standards:
  - 1. All tires shall be free of any fabric break or cut in excess of one inch, any bulge, bump or knot related to the deterioration of the tire structure or any ply or cord structure which is visible;
  - 2. All tires shall have tread depth of at least 2/32nds of an inch in any re-cut, re-grooved, siped, or original tread groove, when measured with a tire depth gauge in a major tread groove nearest the tire center at two points, 15 inches apart, on the circumference.
  - 3. No studded tires shall be used between May 1 and November 1, unless approved by the Registrar of Motor Vehicles.
  - 4. No vehicle shall have radial tires on the same axle with non-radial tires, or radial tires on the front axle with non-radial tires on the rear axle, with the exception that vehicles equipped with dual rear tires may have radial or non-radial on any axle, provided they are not intermixed on the same axle.
- (r) Wheels. Wheels shall not be missing, bent, cracked, have broken tire rims, broken studs or missing nuts.
- (s) Front End. Both sides of all vehicles shall be raised and all ball joints, tie rod ends, drag links, pitman arm, idler arm, and king pins shall be visually or manually examined and found not to be excessively worn.
- (t) Muffler and Exhaust System. The muffler and exhaust system shall be tested by accelerating the motor, and shall be found to prevent unnecessary noise and emission of any unreasonable amount of smoke. The exhaust system, exhaust manifolds, exhaust pipes, mufflers and tail pipe shall be free of leaks. Systems components shall be securely fastened with fasteners in place and undamaged. All motor vehicle exhaust systems shall discharge the exhaust beyond the operator, passenger and or trunk compartment.
- (u) Fuel Tank. The fuel tank shall not leak and shall be securely attached to the vehicle's body or chassis.
- (v) Springs. All springs shall be in good condition. The main leaf shall not be broken or have more than one broken leaf per spring. The center bolt shall not be broken. Spring shackle and U-bolts must maintain proper axle alignment.
- (w) Tail Lights. The vehicle shall be equipped with two tail lights and two stop lights mounted at each side of the rear of the vehicle, provided both functions may be combined on a single tail lamp, one at each side.
- (x) Bumpers. All bumpers as originally equipped by the manufacturer shall be securely mounted in place and shall not be bent, broken or twisted or have any sharp edges or protrusions.



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- (y) Hood, Doors, and Compartment Lids. The hood and all doors and compartment lids shall open and close properly and be capable of being firmly latched.
  - (z) Fenders (front and rear). All fenders shall be securely mounted in place, and shall not be bent or broken. The exterior sheet metal or moldings shall be free of sharp edges or abnormal protrusions extending beyond normal vehicle extremities. Any vehicle whose tires extend beyond the fender or body shall be equipped with flaps or other suitable guards to reduce spray or splash to the rear and side.
  - (aa) Additional Required Equipment. The vehicle shall carry a first aid kit, chock blocks, a fire extinguisher, and flares in compliance with the United States Motor Vehicle Department of Transportation Safety Standard and Underwriters Laboratories, Inc., No. 125.
  - (2) The Inspector shall issue a Defective Equipment Card for any vehicle that fails to satisfy any one of the following requirements:
    - (a) Speedometer. The speedometer shall be in good working order.
    - (b) Sun Visor and Rear View Mirror. The sun visor and rear view mirror shall be in good condition.
    - (c) Windows. In addition to the requirements for the windshield, all windows shall be free of broken glass, cracks, or any condition that may constitute a hazard.
    - (d) Defroster and Heater. The defroster and heater shall be in good working order.
    - (e) Interior Lights. All interior lights shall be in good working order to illuminate the interior of the vehicle.
    - (f) Instruments, Lamps, and Gauges. All instruments, lamps and gauges shall be in good working order.
    - (g) Power train, cooling system or steering system. The power train, cooling system and steering system shall be free of any fluid leaks or seepage.
    - (h) Battery. The battery shall be securely mounted in a carrier and free of excessive terminal corrosion (bungy\* straps are not acceptable as tie downs).
    - (i) Belts (Alternator/Power steering). Belts shall not be loose and shall be in good condition. Adjustment shall be tested by turning the drive pulley, which should not turn by hand. If the vehicle is equipped with a serpentine belt, a visual inspection shall be performed for the presence of cracks or chaffing, and to check alignment.
    - (j) Mirrors. Mirrors shall be in good condition and mounted one on each side of the vehicle with a clear view to the rear.
    - (k) Side Marker Lamps. The side marker lamps shall be as installed by the manufacturer, and in good working order.
    - (l) Shock Absorbers. The vehicle shall have two shock absorbers in the front and two in the rear, and they shall not be damaged, worn, broken or hanging.  
\* ***So in original. Probably should be "bungee".***

#### **Sec. 21.04. Inspection Dates**

School pupil transport vehicles shall undergo two inspections each year; one to be performed during the month of October or November, and the other during the month of February or March.

#### **REGULATORY AUTHORITY**

540 CMR 21.00: M.G.L. c. 90, Sec. Sec. 7A and 31.



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## **APPENDIX B: MEDICAL POLICY STATEMENTS**

### **DIABETES POLICY STATEMENT**

#### **For School Bus, 7D, and School Pupil Transport Vehicles**

Approved by the Registry of Motor Vehicles Medical Advisory Board on March 24, 2008 and recommended to the Registrar for adoption on the same date.

#### **The following standard is applicable to all persons applying for a DPU SCHOOL BUS OPERATOR CERTIFICATE OR 7D OR SCHOOL PUPIL TRANSPORT CERTIFICATE.**

For the purpose of this standard, the approving physician must be a Massachusetts board certified or board eligible endocrinologist. A “serious hypoglycemic event” is defined as a hypoglycemic episode or event so severe that it interfered with on-going activities or it required the assistance or aid of another person. “Hypoglycemic unawareness” is defined as the inability to recognize the early symptoms of hypoglycemia such as sweating, anxiety, forceful heartbeat, light-headedness, and/or confusion.

The Registrar, or her designee, may require such additional evidence of the applicant’s or licensee’s medical qualification criteria as she deems appropriate, or may modify this standard as an individual case may require.

#### **A. DIABETES STANDARD:**

(1) Diabetic licensees or applicants are eligible to receive a DPU School Bus Operator Certificate or 7D or School Pupil Transport Certificate if:

- (a) The individuals have never had a hypoglycemic episode or spell (as certified by the physician); and
- (b) The individuals do not use insulin to control their diabetes.

(2) Diabetic licensees or applicants who use insulin to control their diabetes or have had a serious hypoglycemic event are eligible to receive a DPU School Bus Operator Certificate or 7D School Pupil Transport Certificate upon meeting the following conditions:

- (a) The individual possesses a currently valid operator’s driver license;
- (b) The individual is not diagnosed with “hypoglycemic unawareness”;
- (c) The individual has not had a “serious hypoglycemic event” as certified by a Massachusetts board certified or board eligible endocrinologist within the last three years.
- (d) The individual provides a Massachusetts board certified or board eligible endocrinologist with a complete written medical history including, but not limited to, the date insulin use began, all hospitalization reports, consultation notes for diagnostic examinations, all results of studies conducted for diabetes, and follow-up reports and reports of any hypoglycemic insulin reactions within the last three years.

- (e) The individual is examined by a Massachusetts board certified or board eligible endocrinologist every six months and a complete School Pupil Transport Diabetes Medical Evaluation Form, issued by the Registry of Motor Vehicles, is 1) certified by the examining endocrinologist, 2) signed by the license applicant and 3) submitted to the RMV every six months.
- (f) The examining endocrinologist signed statement on the School Pupil Transport Diabetes Medical Evaluation Form certifies the following medical determinations:
  - (i) The endocrinologist is familiar with the applicant's medical history for the past three years either through actual treatment over that time or through consultation with a physician who has treated the applicant during that time. Review of a complete written medical history for the past three years may be substituted for actual consultation with the other physician;
  - (ii) If applicable, the applicant has been on a stable insulin regimen to control his/her diabetes on the date of application;
  - (iii) The applicant does not have serious hypoglycemic events or altered consciousness that interfere with on-going activities or require the assistance of another person to regain control;
  - (iv) The applicant does not have hypoglycemic unawareness or the inability to recognize the early symptoms of hypoglycemia (such as sweating, anxiety, forceful heartbeat, light-headedness and/or confusion);
  - (v) Within the past three years, the applicant has not had an hypoglycemic reaction, at any time, that resulted in any change in mental status that would have been, in the examining endocrinologist's opinion, detrimental to the safe operation of a school bus or a school pupil transport vehicle;
  - (vi) Complications of the applicant's diabetic condition, such as neuropathy, visual impairment or cognitive impairment will not adversely affect his/her ability to operate a school bus or a school pupil transport vehicle.
  - (vii) The applicant has been educated in diabetes and its management, thoroughly informed of and understands the procedures which must be followed to monitor and manage his/her diabetes and what procedures should be followed if complications arise by a National Standard for Diabetes Self-Management Education Program; and
  - (viii) The applicant has the ability and has demonstrated willingness to properly monitor and manage his/her diabetes including signing the School Pupil Transport Diabetes Medical Evaluation Form, as witnessed by the treating endocrinologist, that the applicant understands his/her medical regime and agrees to comply with all criteria concerning eligibility for the 7D School Pupil Transport Certificate or School Bus Certificate.
- (g) The following special conditions are required for the issuance of a 7D School Pupil Transport Certificate or School Bus Operator Certificate to any driver who uses insulin to control his/her diabetes. Each driver must:
  - (i) Carry, use, and record, in a log, the readings from a portable self-monitoring blood-glucose device (SMBG) that is equipped with a computerized memory including date and time of test. Blood glucose monitoring must be performed immediately prior to driving and every four hours thereafter while on duty. Paper tapes generated by SMBGs having a printing capability may be used in lieu of a log prepared by the driver. Log records of blood glucose values (with

time and date) must be available to law enforcement or authorized registry personnel upon request. Log records must also be submitted to the certifying endocrinologist for each renewal application;

- (ii) Carry upon your person at all times and use, as necessary, a source of rapidly absorbable glucose;
- (iii) Not operate a school bus or a school pupil transport vehicle unless blood glucose measures within the target parameters of 80 and 350;
  - (a) If blood glucose measures between 60 and 79 then operator cannot drive school children until blood glucose measure is within the target parameters defined above;
  - (b) If blood glucose measures below 60 then the operator cannot drive school children until certified as “safe to operate” by a Massachusetts board certified or board eligible endocrinologist;
  - (c) If blood glucose measures 350 or more, then the operator cannot operate a school bus or school pupil transport vehicle until certified as “safe to operate” by a Massachusetts board certified or board eligible endocrinologist;
- (iv) Report and surrender his/her 7D School Pupil Transport Certificate or School Bus Certificate immediately to the Registry of Motor Vehicles if a serious hypoglycemic event should occur;
- (v) Submit a glucose log within 15 days of a serious hypoglycemic event to the treating endocrinologist;
- (vi) Acknowledge every six months, through signature and in the presence of their treating endocrinologist, that he/she understands and will adhere to the special conditions of his/her 7D School Pupil Transport Certificate or School Bus Operator Certificate.

## **EPILEPSY POLICY**

As of June 16, 1998:

The following standard is applicable to all persons applying for a **School Bus Operator Certificate** or **7D School Pupil Transport Vehicle Certificate**.

For the purpose of this standard, "physician" is defined as "a medical doctor who is licensed to practice in the Commonwealth of Massachusetts."

The Registrar, or his designee, may require such additional evidence of the applicant or licensee's medical qualification criteria as she deems appropriate, or may modify this standard as an individual case may require.

### **1. Epilepsy standard:**

Any licensee or applicant for a school bus certificate or 7D school pupil transport certificate who has a current diagnosis of epilepsy is not eligible to receive a certificate or license. The Registry of Motor Vehicles Medical Advisory Board has determined that individuals who have a current diagnosis of epilepsy, even if controlled through treatment, present a significant threat to their own safety and to the safety of the children they are transporting, and may interfere with their ability to perform the duties and responsibilities associated with operating these types of vehicles.

Based upon the advice of the Medical Advisory Board, the Registrar has determined that operators who do not have a current diagnosis of epilepsy have a significantly reduced risk of harm to themselves and to their passengers as well as a reduced risk of impairment while performing the duties and responsibilities associated with operating school pupil transport vehicles, and therefore are eligible to hold a school bus certificate or 7D school pupil transport certificate, unless the Registrar has cause to believe that such person cannot operate safely in a particular case.

### **2. Policies applicable to existing school bus operator's certificates and school pupil transport vehicle licenses:**

An individual who is unable to meet the medical qualification standards contained in the Vision, Epilepsy, Diabetes, and Cardiovascular/Respiratory Disease Policy Statements of June 16, 1998, but who held a valid school bus certificate or 7D school pupil transport certificate as of the effective date of such policy statements, shall be eligible to retain or renew such certificate or license, provided:

1. He or she satisfies the medical qualification standards in effect immediately prior to the effective date of this policy; and
2. He or she provides a certification from his or her physician that, to a reasonable degree of medical certainty, the individual is medically qualified to safely operate a school bus or school pupil transport vehicle, as the case may be and perform the other functions associated with such operation; and
3. The Registry has no other cause to believe, based upon the individual's driving history or otherwise, that the individual cannot safely operate such motor vehicle.

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## CARDIOVASCULAR/RESPIRATORY DISEASE POLICY STATEMENT

As of March 2009:

**The following standards are applicable to all persons applying for a SCHOOL BUS CERTIFICATE OR 7D SCHOOL PUPIL TRANSPORT CERTIFICATE.**

For the purpose of these standards, “physician” is defined as “a medical doctor who is licensed to practice in the Commonwealth of Massachusetts.”

The Registrar, or her designee, may require such additional evidence of the applicant or licensee’s medical qualification criteria as she deems appropriate, or may modify these standards as an individual case may require.

### **I. CARDIOVASCULAR DISEASE STANDARDS:**

**A.** A person is not qualified to receive a school bus certificate or 7D school pupil transport certificate, if such person:

- (1) is classified according to the American Heart Association (AHA) functional classification system as an AHA functional Class III or IV heart patient; OR
- (2) has had an implanted cardiac defibrillator (AICD) placed for a “sudden death event” and shall not be eligible for an active school bus certificate or class 7D school pupil transport certificate until a 6-month period during which there is documentation of no episodes of appropriate device firing. Individuals for whom the AICD is placed purely for prophylactic reason will not be subject to this “waiting” period. However, if such individuals are determined to have an AICD that appropriately “fires”, they will be considered the same as an individual who has had a “sudden death event” and be subject to the 6-month period during which there is documentation of no episodes of appropriate device firing.

**B.** Individuals who have an AICD implanted for a “sudden death event” or are classified as an AHA functional Class III or IV heart patient, may suffer symptoms of cardiac failure with less than ordinary activity. Based upon the advice of the Registry of Motor Vehicles Medical Advisory Board, the Registrar has determined that the duties and responsibilities associated with driving a school bus or school pupil transport vehicle may exacerbate these symptoms thus presenting a risk of harm to both the operator and to the passengers of school buses and school pupil transport vehicles.

**C.** Change of cardiovascular disease and AICD status:

Individuals who were formerly deemed ineligible to receive a school bus certificate or 7D school pupil transport certificate due to an inability to meet either or both of the criteria specified above, and who are now able to do so, must submit a written statement from their physician to the Registry which indicates that:

- (a) an AICD implanted for a “sudden death event” has not fired in a six month period or that the AICD was implanted for prophylactic reasons and has not fired in a six month period; and

(b) they are classified as either AHA functional Class I, Class II, or do not have heart disease; and

(c) contains a certification that, to a reasonable degree of medical certainty, they are medically qualified to operate a school bus or school pupil transport vehicle safely and fulfill any and all of the duties and responsibilities associated with such operation.

## II. RESPIRATORY DISEASE STANDARDS:

A. Any licensee or applicant for a school bus certificate or 7D school pupil transport certificate, whose O<sub>2</sub> saturation level is greater than 88% at rest or with minimal exertion, with or without supplemental oxygen, will be presumed safe to operate a school bus or class 7D or 7D½ school pupil transport vehicle will continue to be eligible for such certificate or license until such time as the Registry has cause to believe that an individual is unsafe to operate a motor vehicle.

B. Any licensee or applicant for a school bus certificate or 7D school pupil transport certificate whose O<sub>2</sub> saturation level is 88% or less at rest or with minimal exertion, even with supplemental oxygen, is not eligible for such certificate or license. A licensee whose O<sub>2</sub> saturation level is 88% or less at rest or with minimal exertion, even with supplemental oxygen, shall be required to voluntarily surrender his or her certificate or license, or be subject to suspension or revocation.

C. Based upon the advice of the Registry's Medical Advisory Board, the Registrar has determined that these individuals possess a significant threat of loss of consciousness, cognitive dysfunction, and risk of heart failure at any given time and therefore are unsafe to operate school bus or school pupil transport vehicles and perform the added duties and responsibilities associated with the transportation of school children.

D. Change of O<sub>2</sub> saturation level:

Applicants or licensees whose O<sub>2</sub> saturation level was 88% or less at rest or with minimal exertion, even with supplemental oxygen, and whose saturation level has changed to greater than 88% at rest or with minimal exertion, with or without supplemental oxygen, may be eligible to regain or obtain their licensing privileges by providing the following information from the physician to the Registry:

(1) medical documentation that his or her O<sub>2</sub> saturation level is greater than 88% at rest or with minimal exertion; and

(2) a certification that, to a reasonable degree of medical certainty, he or she is medically qualified to operate a school bus or school pupil transport vehicles and perform the added duties and responsibilities associated with the transportation of school children.

E. Respiratory disease standards: FEV-1 levels (in liters):

Individuals whose FEV-1 level (forced expiratory (respiratory) volume in one second) is 1.2 liters or less will be required to submit an O<sub>2</sub> saturation test result in order to be eligible for a school bus certificate or 7D school pupil transport certificate. Based upon the advice of the Registry's Medical Advisory Board, the Registrar has determined that individuals whose FEV-1 level is 1.2 liters or less may reasonably be expected to be symptomatic for respiratory or heart failure and therefore require a more extensive evaluation of their ability to operate a school bus or school pupil transport vehicle safely. Upon receipt of the O<sub>2</sub> saturation test, the Registry shall use the above O<sub>2</sub> saturation level criteria in evaluating the individual's ability to operate a school bus or school pupil transport vehicle safely.



## VISION POLICY STATEMENT

As of June 16, 1998:

**The following standards are applicable to all persons applying for a SCHOOL BUS CERTIFICATE OR 7D SCHOOL PUPIL TRANSPORT CERTIFICATE.**

For the purpose of these standards, "physician" is defined as "a medical doctor who is licensed to practice in the Commonwealth of Massachusetts."

The Registrar, or his designee, may require such additional evidence of the applicant or licensee's medical qualification criteria as he deems appropriate, or may modify these standards as an individual case may require.

### **BACKGROUND INFORMATION:**

The Registry's vision standards are adopted in the context of the following information:

20/20 is excellent visual acuity and 20/200 is legally blind. 20/40 vision is better than 20/50 vision, 20/50 is better than 20/60, 20/60 is better than 20/70, and so on.

The term "at least 20/40," as used in the visual acuity standards means 20/40 or better - 20/40, 20/30, or 20/20 visual acuity would all be acceptable for an unrestricted license. 20/50 or 20/60 would not be acceptable.

180 degrees horizontal peripheral field of vision is a full field of vision. 170 degrees is better than 160 degrees, 160 degrees is better than 150 degrees, and so on.

The term "not less than 120 degrees," as used in the horizontal peripheral field of vision standard means 120 degrees or more- 120 degrees, 130 degrees, or 140 degrees horizontal peripheral field of vision would all be acceptable. 115 degrees or 110 degrees would not be acceptable.

Any time an applicant or licensee uses glasses or contact lenses to meet any of the vision standards, a "B" restriction (corrective lenses) must be put on the license.

### **THE VISION STANDARDS:**

If the applicant cannot meet the following standards, a license is not possible:

**A. Visual acuity and horizontal peripheral field of vision standard: At least 20/40 distant visual acuity (Snellen) in each eye, with or without corrective lenses, and not less than 120 degrees combined horizontal peripheral field of vision.**

Eligible for a license. A "B" restriction (corrective lenses) must be put on the license when corrective lenses are used to meet this standard.

Applicants or licensees who use bioptic telescopic lenses are ineligible to receive a school bus certificate or 7D school pupil transport certificate.

**B. Color vision standard: The individual must be able to distinguish the colors red, green and amber.**

If the applicant or licensee cannot distinguish the colors red, green, and amber, a license is not possible.

**C. Vision impairment standard: The individual must not have unresolvable diplopia (double vision which cannot be resolved by wearing an eye patch or other suppressive device).**

If the applicant or licensee has unresolvable diplopia, a license is not possible.



**APPENDIX C: APPLICATION FORMS RELATING  
TO 7D LICENSES & 7D VEHICLES**





# 7-D SCHOOL PUPIL TRANSPORT CERTIFICATE APPLICATION

For an original license, bring completed application to a branch.  
For a renewal, mail completed application to the address below.

**Massachusetts Registry of Motor Vehicles - Vehicle Safety and Compliance Services**  
P.O. Box 55892 Boston, Massachusetts 02205-5892 Attention: 7-D Licensing 857-368-8130

**Check One:**  **Original - \$15.00 Fee**  **Renewal - \$15.00 Fee**  **6 Month Certificate - \$7.50 Fee**  
*(Applicants 70+ years of age, insulin-dependant diabetics, or applicants who have had a hypoglycemic episode or spell)*

**Important:** 1.) A 7D School Pupil Transport Medical Certificate and CORI Request Form must be completed and submitted with this application.  
2.) If you currently reside out-of-state, or are an initial applicant who has relocated from another state/country, a certified driving record and criminal background check from that state/country (no more than thirty (30) days old), must be submitted with this application.  
3.) This application *must* be typed or printed in ink, signed, and dated. An incomplete application will delay processing. The applicant *must* have a valid driver's license at the time of application and the application fee *must* be paid by check or money order only (payable to MassDOT).

Driver License No. 

--	--	--	--	--	--	--	--	--	--

 Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Sex  M  F

License Class: \_\_\_\_\_ State of Issuance \_\_\_\_\_ Expiration Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Soc. Sec. No. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ License Restrictions (List) \_\_\_\_\_

Last Name	First Name	MI	Telephone No.	State
Mailing Address	City	State	ZIP	
Residential Address (if different from above)	City	State	ZIP	
Name of Employer	Address of Employer	Employer's Telephone No.		

**Indicate "yes" or "no" by placing an X in the proper block. If necessary, use a separate sheet of paper and attach.**

- Is your operator's license or right to operate under suspension or revocation at this time, in Massachusetts or in any other state or country?  
 YES  NO If "yes," identify the state or country in which the license or right to operate is suspended or revoked and identify the agency which took such action by name and address. Further, please indicate the date of the action and the period of suspension (if not revoked).  
\_\_\_\_\_
- Have you ever admitted to sufficient facts on, or been convicted of any crimes, including motor vehicle violations (except parking fines), in Massachusetts or in any other state or country?  
 YES  NO If "yes," specify the nature of the violation, the name and address of the Court, the disposition of the charge and the date of the disposition.  
\_\_\_\_\_
- Are you currently on parole or serving a court ordered period of probation?  
 YES  NO If "yes," identify by name and address the Parole Board, Probation Department, or Court overseeing your parole or probation and the conviction relating to such parole or probation.  
\_\_\_\_\_

4. Are you now enrolled in or have you ever been assigned to an alcohol or drug education or rehabilitation/treatment program in Massachusetts or in any other state or country?  
 YES  NO If "yes," identify the program by name and address and indicate whether you have completed the program along with the date of completion. If you did not complete the program, or if you are still enrolled in the program, please explain.
- 
5. Have you ever been convicted of the crime of rape, unnatural act, sodomy, or the use, sale, manufacture, distribution, possession with intent to distribute, or trafficking of any of the controlled substances as listed in Massachusetts General Laws (MGL) Chapter 94C, Section 31?  
 YES  NO If "yes," identify the court in which you were convicted by name and address, the charge you were convicted of, the date of the conviction, and the disposition entered.
- 
6. Are you required to register as a sex-offender in the Commonwealth of Massachusetts?  YES  NO
7. Are you registered as a sex-offender in the Commonwealth of Massachusetts?  YES  NO
8. Have you been convicted within the preceding five years of operating a motor vehicle while under the influence of intoxicating liquor, or of marijuana, narcotic drugs, depressants or stimulant substances, as defined in Massachusetts General Laws, Chapter 94C, Section 1, or the vapors of glue?  
 YES  NO Note: For purposes of question 6 only, any person who consented to have any such case disposed of under the provisions of Massachusetts General Laws, Chapter 90, Section 24D, shall be deemed to be convicted.
- If "yes," identify the court in which you were convicted by name and address, the charge you were convicted of, the date of the conviction, and the disposition entered.
- 
9. Has your current license been in effect continuously for three (3) years preceding this Application? Note: A certified out-of-state driving record or Criminal Offender Record Information (C.O.R.I.) check may be required.  YES  NO If "no," please explain.
- 

**Note: Upon review of the application, including the information provided by the applicant and information obtained from independent sources, the Massachusetts Registry of Motor Vehicles (RMV) reserves the right to require additional information to supplement or clarify a response or to obtain a response where none was provided. The RMV may deny an applicant a Section 7D School Pupil Transport License if the Registrar determines that: (1) the applicant has a driving history that demonstrates an inability to safely and responsibly transport school pupils; (2) the applicant is not medically fit for such a license; (3) the applicant lacks "good moral character"; or (4) the law prohibits the issuance of such license to the applicant.**

## Applicant's Signature is Required or Application Will Be Returned

*I hereby certify that the information provided in this application is true, accurate, and complete, and I authorize the physician completing the 7D School Pupil Transport Medical Certificate to discuss and release any or all medical records pertaining to its content with or to representatives of the Registry of Motor Vehicles (RMV).*

\_\_\_\_\_  
 Applicant's Signature

\_\_\_\_\_  
 Date

*False statements are punishable by fine, imprisonment, or both (Chapter 90, Section 24.)*

### This area for RMV Branch use only

Approved  Denied

Written Exam:  Pass  Fail

\_\_\_\_\_  
 Examiner's ALARS ID

\_\_\_\_\_  
 Examiner's Signature

\_\_\_\_\_  
 Branch Location

\_\_\_\_\_  
 Date

**Branch Personnel:** After grading this **Original Application**, the application, along with the required check or money order for \$15.00 payable to MassDOT, must be sent to Vehicle Safety and Compliance Services. Inform the customer that, if it is sent via the courier, it may take several weeks for the customer to receive his/her 7D license. If the customer does not want to wait that long, instruct him/her to mail the application and check or money order to the address on the front of this application.

# 7D School Pupil Transport Medical Certificate

(Physician's Use Only)

This Medical Certificate **must be completed and signed by a physician**, and you must submit it, along with the 7D School Pupil Transport Certificate Application, within 90 days of the date the physician signed the certificate.

Applicant's Name \_\_\_\_\_ DOB \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Social Security No. \_\_\_\_\_

1. (a) Does the applicant have a distant visual acuity of at least 20/40 (Snellen) in each eye, with or without corrective lenses (excluding bioptic telescopic lenses)?  
 YES  NO
- (b) Does the applicant use corrective lenses (excluding bioptic telescopic lenses) for driving?  
 YES  NO
- (c) Does the applicant have a combined horizontal peripheral field of vision of not less than 120 degrees in both eyes (combined)?  
 YES  NO
- (d) Can the applicant distinguish the colors red, green, and amber?  
 YES  NO

2. Can the applicant perceive a forced whispered voice in the better ear at not less than 5 feet with or without the use of a hearing aid or, if tested by use of an audiometric device, does not have an average hearing loss in the better ear greater than 40 decibels at 500Hz, 1000 Hz, and 2000Hz with or without a hearing aid when the audiometric device is calibrated to the American National Standard?  
 YES  NO

3. Does the applicant have a diagnosed respiratory disease/disorder?  
 YES  NO
- If "Yes" does the applicant have an O<sub>2</sub> saturation rate of greater than 88%, at rest or with minimal exertion, with or without supplemental oxygen?  
 YES  NO

4. If currently diagnosed as having diabetes:  NOT APPLICABLE, go to question #5
- (a) Has the applicant ever had a hypoglycemic episode or spell?  
 YES  NO
- (b) Is the applicant insulin dependent?  
 YES  NO

**If "Yes" to either a or b, the applicant must submit a Diabetes Medical Evaluation Form completed by a medical doctor board certified or board eligible in endocrinology.**

5. (a) Does the applicant have an implanted cardiac defibrillator?  
 YES  NO

**If yes, the applicant must submit a Cardiovascular Medical Evaluation Form completed by a medical doctor.**

- (b) Is the applicant classified as a Class III or Class IV heart patient according to the American Heart Association's functional guidelines for classifying heart disease?  
 YES  NO
6. Is the applicant currently diagnosed with epilepsy?  
 YES  NO
7. (a) Does the applicant have any loss or impairment of foot, leg, fingers, hand, or arm likely to interfere with safe driving?  
 YES  NO
- (b) Does the applicant have any other physical condition likely to interfere with safe driving?  
 YES  NO
8. Does the applicant have any mental, nervous, organic, or functional disease likely to interfere with safe driving?  
 YES  NO
9. Does the applicant have any contagious or communicable disease?  
 YES  NO
10. Is the applicant addicted to the use of narcotics or habit forming drugs or tranquilizers or stimulants or the excessive use of alcoholic beverages or liquors?  
 YES  NO

Additional Comments: \_\_\_\_\_

## Physician **MUST** check-off one box and provide signature

**PLEASE CHECK ONE OF THE FOLLOWING CATEGORIES:**

*I hereby certify that in my professional opinion and to a reasonable degree of medical certainty,*

- The applicant named above is medically qualified to operate a school pupil transport vehicle safely and fulfill all of the duties and responsibilities associated with such operation.*
- The applicant named above is NOT medically qualified to operate a school pupil transport vehicle safely.*

*I hereby certify that the information provided herein is true, accurate, and complete:*

Licensed Physician's Name (print) \_\_\_\_\_ Street Address & City \_\_\_\_\_

**Note: Nurse Practitioner signatures are *not* allowed.**

Signature \_\_\_\_\_ Registration # \_\_\_\_\_ Date \_\_\_\_\_ Telephone # \_\_\_\_\_



# RMV CORI REQUEST FORM

## Section 7D Vehicle Applicant

The Massachusetts Registry of Motor Vehicles (RMV) has been certified by the Massachusetts Criminal History Systems Board (CHSB) for access to conviction and pending criminal case data known as *Criminal Offender Record Information* or CORI. The RMV requires a CORI check for each applicant for a driver license under M.G.L. Chapter 8A ½ to operate School Pupil Transport Vehicles (Section 7D vehicles). The RMV will submit your name and the information below to the CHSB and request that it perform a CORI check to ensure you are eligible for such license.

Your application will not be considered unless it includes your consent to the CORI review.

**Consent:**

I understand that a *Criminal Offender Record Information* (CORI) check will be conducted of my background for convictions and pending criminal case information only and that it will not necessarily disqualify me. By my signature below, I acknowledge and consent to this CORI check and understand that a new CORI check will be required prior to each renewal (if a license is approved). The information I have provided below is correct to the best of my knowledge.

\_\_\_\_\_  
Signature of Applicant Printed Name (First, Middle and Last Name)

\_\_\_\_\_  
Maiden Name or Alias Place of Birth (City & State) Date of Birth

\_\_\_\_\_  
Mother's Maiden Name Applicant's Social Security Number ID Theft Index PIN\* (if applicable)

\_\_\_\_\_  
Current Address: No. & Street Apt or Unit No City/town State & Zip Code How long?

\_\_\_\_\_  
Previous Address: No. & Street Apt or Unit No City/town State & Zip Code How long?

Your Description: Sex: \_\_\_ M \_\_\_ F Height: \_\_\_ ft. \_\_\_ in. Weight: \_\_\_\_\_ lbs. Eye Color: \_\_\_\_\_

Your Driver's License No. \_\_\_\_\_ State of Issue: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**FOR INTERNAL USE ONLY:**

Date Received by RMV: \_\_\_\_\_ Received by: \_\_\_\_\_

\* The CHSB Identity Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft Index PIN Number by CHSB. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process. All CORI request forms that include this ID Theft Index PIN No. field are required to be submitted to the CHSB via mail.





Registry of Motor Vehicles/Department of Public Utilities  
 School Bus and School Pupil Transport (7D) Operator  
 Diabetes Medical Evaluation Form

**Driver Instructions:** Please fill in your personal information below.

License Number: \_\_\_\_\_ DOB (MM/DD/YY) \_\_\_\_\_

Name: Last: \_\_\_\_\_ First: \_\_\_\_\_ M.I. \_\_\_\_\_

Address: Street: \_\_\_\_\_ City/State: \_\_\_\_\_ ZIP: \_\_\_\_\_

**Endocrinologist Instructions:** The following section is to be completed only by a board certified or board eligible endocrinologist.

This applicant is applying for a license to drive school pupils in Massachusetts. The applicant either uses insulin to manage her/his diabetes or has had a serious hypoglycemic event in the past. Under the Code of MA Regulations (540 CMR 2.15), people who use insulin or who have not had a serious hypoglycemic event in the last 3 years are eligible to drive school pupils if they meet certain standards. This applicant is asking you to determine whether s/he meets those standards.

For this evaluation, a **serious hypoglycemic event** is defined as an episode of hypoglycemia so severe that it interfered with ongoing activities or required the assistance of another person.

**Hypoglycemic unawareness** is defined as the inability to recognize the early symptoms of hypoglycemia such as sweating, anxiety, forceful heartbeat, light-headedness, and/or confusion.

The applicant's examination is valid for 6 months from the date the examination was performed. Applicants are required to submit a new examination to the Registry of Motor Vehicles or Department of Public Utilities every 6 months from the date the former examination was performed.

1)  I am board-certified in endocrinology OR  I am board-eligible in endocrinology.  
 If you are neither board-certified nor board-eligible, do not complete this assessment.

2) Date of Applicant's Physical Examination (MM/DD/YY) \_\_\_\_\_

3) I am familiar with the patient's medical history for the past 3 years, either through actual treatment over that time or through consultation with a physician who has treated the applicant during that time. Review of a complete written medical history for the past 3 years may be substituted for actual consultation with the other physician.  YES  NO

4) The applicant is diagnosed with *hypoglycemic unawareness*.  YES  NO

5) If the applicant is on insulin to control her/his diabetes, the insulin regimen is stable as of the date of this examination.  NA  YES  NO

6) In the past 3 years, the applicant has experienced a *serious hypoglycemic event* or altered consciousness as a result of her/his diabetes.  YES  NO

7) The applicant has complications of diabetes, such as neuropathy, visual impairment, or cognitive impairment that will adversely affect her/his ability to operate a school bus or a school pupil transport vehicle.  YES  NO

- 8) The applicant has been educated in diabetes and its management by a National Standard for Diabetes Self-Management Education Program. S/he was thoroughly informed of and understands the procedures which must be followed to monitor and manage her/his diabetes and what procedures should be followed if complications arise.  YES  NO

**The Applicant is required to review and sign below in the presence of the Endocrinologist.**

I understand that in order to keep my Massachusetts license or certification to drive school pupils I must adhere to the following conditions:

- ✓ I will carry, use, and record in a log, the readings from a portable self-monitoring blood-glucose device (SMBG) that is equipped with a computerized memory to store the date and time of each test. Paper tapes generated by SMBGs with printing capability may be kept instead of a driver's log.
- ✓ I understand that blood glucose monitoring must be performed immediately prior to driving a school bus or a school pupil transport vehicle and every 4 hours thereafter while on duty.
- ✓ Log records of blood glucose values (with time and date) must be available to law enforcement or authorized Registry personnel upon request. Log records must also be submitted to my certifying endocrinologist for each renewal application.
- ✓ I will carry upon my person at all times and use, as necessary, a source of rapidly absorbable glucose.
- ✓ I will not operate a school bus or a school pupil transport vehicle unless my blood glucose level is between 80 and 350 immediately before driving;
- ✓ I understand that if my blood glucose level is between 60 and 79 then I cannot drive school children until it falls between 80 and 350.
- ✓ I understand that if my blood glucose level falls below 60, I cannot drive school children until I am certified as "safe to operate" by a Massachusetts board certified or board eligible endocrinologist.
- ✓ I understand that if my blood glucose level is 350 or more, I cannot operate a school bus or school pupil transport vehicle until I am certified as "safe to operate" by a Massachusetts board certified or board eligible endocrinologist.
- ✓ I will report and surrender my 7D School Bus Certificate immediately to the Registry of Motor Vehicles or the Department of Public Utilities if a *serious hypoglycemic event* occurs.
- ✓ I will submit a glucose log within 15 days of a *serious hypoglycemic event* to the treating endocrinologist.
- ✓ Every six months I will review my status with my endocrinologist and will complete a new form indicating that I understand and will adhere to the special conditions of my 7D School Bus Certificate.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Endocrinologist's Information**

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Medical License Number

\_\_\_\_\_  
Address (Street, City, Zip)

\_\_\_\_\_  
Phone Number

I attest that have witnessed the signing of this applicant and find, to a reasonable degree of medical certainty, the applicant is safe to operate a vehicle transporting school pupils as outlined in regulation 540 CMR 2.15.

**Endocrinologist's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**Registry of Motor Vehicles/Department of Public Utilities  
School Bus and School Pupil Transport (7D) Operator  
Cardiovascular Medical Evaluation Form**

**Description:** This form is a supplement to the RMV 7D-School Pupil Transport Certificate and the *DPU Bus Driver Certificate Application* and must be submitted by an applicant for a School Pupil Transport or School Bus Driver Certificate who has an implanted cardiac defibrillator (AICD).

**Instructions:** The form must be completed in its entirety and signed by a medical doctor. The form must then be submitted in conjunction with a completed *7-D School Pupil Transport Certificate Application*.

**Driver Instructions:** Please fill in your personal information below.

Name: \_\_\_\_\_ License Number: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

\*\*\*\*\*

**Physician Instructions:** The following section is to be completed only by a licensed physician.

The above applicant is applying for a license to drive school pupils in Massachusetts. The applicant has an implanted cardiac defibrillator (AICD). Under the Code of MA Regulations (540 CMR 2.15), people who have an implanted cardiac defibrillator are eligible to drive school pupils if they meet certain standards. This applicant is asking you to determine whether s/he meets the following standards.

1) The AICD was implanted for a "sudden death event" and has not fired in a six-month period.

YES     NO    Date AICD was implanted: \_\_\_\_\_

2) The AICD was implanted for prophylactic reasons and has not fired in a six-month period.

YES     NO

3) The applicant is classified as either AHA functional Class I, Class II, or does not have heart disease.

YES     NO

4) To a reasonable degree of medical certainty, the applicant is medically qualified to operate a school bus or school pupil transport vehicle safely and fulfill any and all of the duties and responsibilities associated with such operation.

YES     NO

**Physician's Information**

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Board of Registration in Medicine Number

\_\_\_\_\_  
Address (Street, City, Zip)

\_\_\_\_\_  
Phone Number

I attest that, to a reasonable degree of medical certainty, the applicant is safe to operate a vehicle transporting school pupils as outlined in regulation 540 CMR 2.15.

**Physician's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



# Supplemental Registration Application for 7D School Pupil Transport Vehicle

Massachusetts Registry of Motor Vehicles (RMV)  
Vehicle Safety and Compliance Services  
P.O. Box 55892 Boston, MA 02205-5892  
Tel: 857-368-8130

\_\_\_\_\_  
Name of 7D Applicant (same as name of 7D vehicle registrant).

\_\_\_\_\_  
Mailing Address City State Zip Code

\_\_\_\_\_  
Business Address (if different) City State Zip Code

Tel No: \_\_\_\_\_ Cell Tel No: \_\_\_\_\_ Fax Tel No: \_\_\_\_\_

*I certify that I have read the "7D Vehicle Information and Licensing" leaflet and I understand its contents.*

\_\_\_\_\_  
Authorized Signature of Applicant

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title/Position

\_\_\_\_\_  
Date

*Return to the Address Listed Below*

**Return this ORIGINAL, Completed Form to:**

**In Person:** RMV, Vehicle Safety & Compliance Services, 25 Newport Ave Ext, North Quincy, MA 02171; or

**By Mail:** RMV, Vehicle Safety & Compliance Services, P.O. Box 55892 Boston, MA 02205-5892; or

**By FAX:** RMV, Vehicle Safety & Compliance Services, FAX No. 857-368-0816.

\_\_\_\_\_  
***For RMV Use Only:***

***Date Received:*** \_\_\_\_\_

***Tracking No.:*** \_\_\_\_\_

***Region:*** \_\_\_\_\_

***Date Approved:*** \_\_\_\_\_

***Date Denied:*** \_\_\_\_\_

