

Employers, or their designated consortia/third-party administrators (C/TPAs), and substance abuse professionals (SAPs) must now report select parts of the return-to-duty (RTD) process in the Clearinghouse, within specific time frames. This reported information will update the driver's view of their RTD status (see right).

### RETURN-TO-DUTY STATUS



### Information must be reported in the Clearinghouse within required time frames:



**Employers (or their designated C/TPAs)** must report violation information by the **close of the third business day** following the date on which they obtained the information.



**SAPs** must report the date of completion of an initial SAP assessment and the date of determination of eligibility for RTD testing, by the **close of the business day** following the assessment or determination.

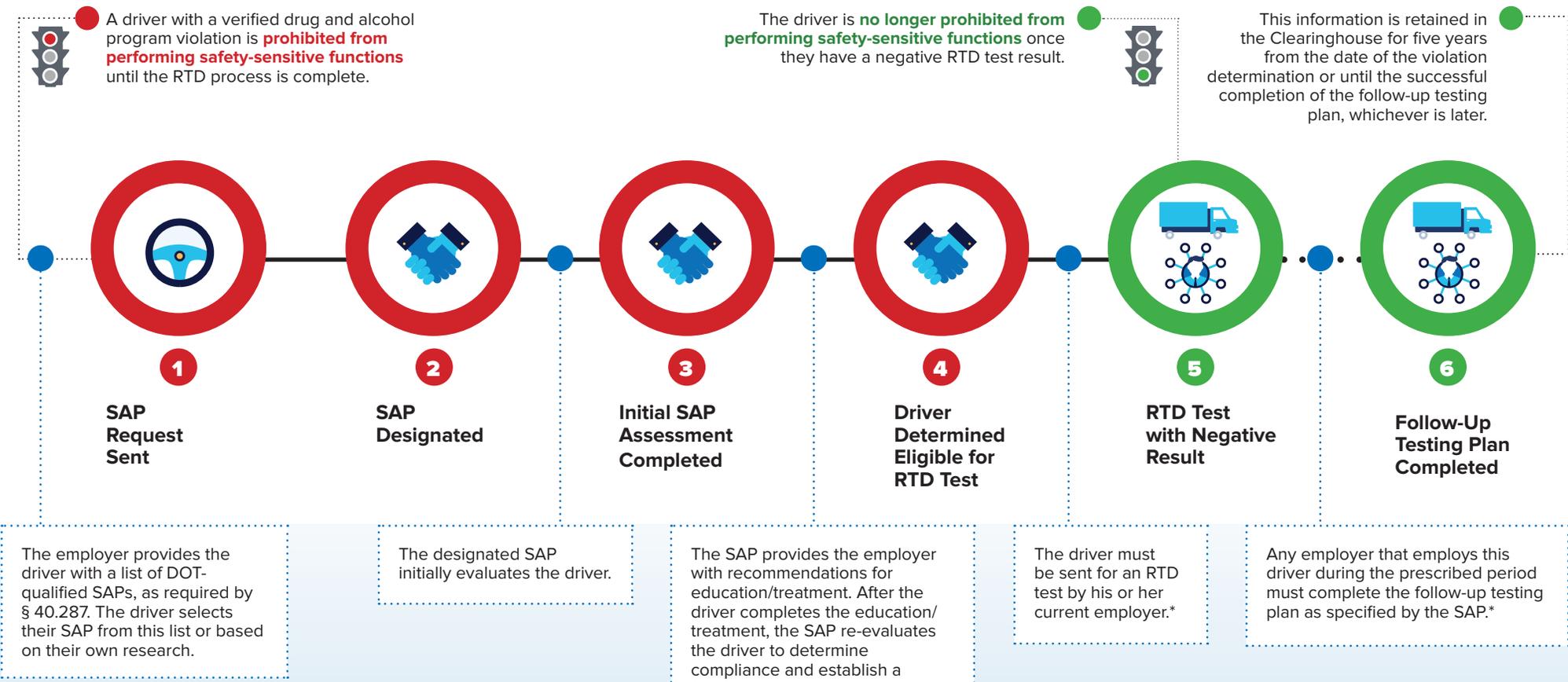


**NOTE:** The steps of the RTD process must be completed in the order listed above to be properly recorded in the Clearinghouse. Reporting this information within the mandated time frames is critical to ensuring that the driver's Clearinghouse status is kept up-to-date.

# How does the Clearinghouse fit into the RTD process?

The return-to-duty (RTD) process outlined in Part 40 Subpart O has not changed. The graphic below illustrates how the reporting requirements detailed in § 382.705 fit into this process.

LEGEND	
	Driver
	Employer
	SAP
	C/TPA
	RTD steps not recorded in the Clearinghouse



\*In the case of an owner-operator, these steps must be completed by a designated C/TPA.