

INFORMATION ON DRIVING A MEDICAL VAN

Professional Drivers

Being a professional medical van driver is a challenging and rewarding career. Driving a medical van is like running your own small business. As an independent contractor, you pay to rent the van and the fares you service are yours to keep. Driving days are Monday through Friday from 5 am – 6pm. No nights, no weekends and no holidays.

American MedTrans is always looking to contract with drivers that are customer oriented, energetic, hardworking individuals with good people skills.

How to Apply

If interested, you can visit the website **amtwi.com** anytime to find out more information or to apply. To apply in person, stop by the offices of Lease Services located at 646 South 2nd Street, Suite 500, Milwaukee, WI 53204 any Monday through Friday between the hours of 8:30 am and 3:00 pm.

If applying in-person, you must bring a valid WI Driver's License, your City of Milwaukee (PPL) Public Passenger Driver's License (if you already have one, if not don't worry we'll cover that information later) and a copy of your **motor vehicle driving record (MVR)** if you have one that is not more than 14 days old or \$7 cash and we will obtain one for you through our on-line access with the State of Wisconsin DOT.

To be considered, potential drivers must be at least 25 years old, have at least 3 years of driving experience, be properly licensed by state and local authorities, have a good driving record and have no criminal background. We must submit a name, date of birth, WI State driver's license number and MVR Copy for all potential drivers to our insurance provider for approval. The insurance company will review the applicant's driving history and will notify us as to the acceptance or denial of insurance coverage. This process takes about 2 to 3 business days.

Once insurance approval is obtained, you will need to undergo a Nationwide **Background Check**. Applicants must have a valid e:mail address and complete required authorization forms at the same time they come in to apply with their state of Wisconsin Driver's License. If for some reason the insurance company reviews your MVR and does not approve you, paperwork for the Background Check will not be submitted and a report will not be run. Lease Services will contact you with results once the entire process is complete. An applicant's driving ability is contingent upon passing the Background Check. This process generally takes 10-14 days to complete.

Upon passing the Background Check, if you do not already have a Public Passenger Driver's License (PPL) from the City of Milwaukee, one can be obtained from the License Division, Room #105 of the Milwaukee City Hall, 200 E. Wells Street, (414) 286-2238. You will also need to take two (2) small passport type photos with you for the license. Any and all fees related to licenses are the responsibility of the applicant.

Certifications

Medical van drivers are required to complete First Aid/CPR training as well as a Defensive Driving Course and Passenger Assistance and Sensitivity Training. Once an applicant completes the licensing and background check requirements, Lease Services will provide further information on classes for the certifications. Any and all fees related to certifications are the responsibility of the applicant.

Training

Approved applicants that pass insurance review, background check and obtain applicable licensing (PPL) and required certifications will be required to post a monetary deposit for the vehicle with the Lease Services. Once these requirements are met, a period of on the road training with a veteran driver will be scheduled. Training is done during the daytime hours at which time you will be taught how to operate the tablet functions in the vehicle. The trainer will also evaluate and make recommendations to the company as to if and when you are ready to begin driving.

Beginning to Drive

Once you have successfully accomplished the on the road training and your trainer indicates that you are ready to start driving, you will take a short road test with the General Manager for final approval. Upon final approval and payment of a required deposit, a vehicle will be assigned to you. Lease Services will go over a few rules and policies of the company and a sub-contracted Maintenance facility will walk you through the inspection process and procedures for safety checks and vehicle maintenance. That's it and you are ready for the road.

Lease Fee and Security Deposit

All vehicles are leased to you as an independent driver, Lease Services and American MedTrans are not employing you. The lease fee is due weekly and must be paid in full at the end of each week. Upon beginning to drive, the full amount of lease fee you will pay will be phased in over a 30 day period.

Each driver leasing a vehicle must post a \$1500 security deposit. This security deposit may be paid in full at any time or at a minimum in \$50 increments on a weekly basis in addition to the weekly lease fee. This security deposit is held on account to cover any amounts of money that may be charged to the driver over and above the lease fee. This includes but is not limited to: unpaid parking tickets, damage to the vehicle, unpaid rent or unpaid charges/fines. All drivers are responsible for returning the vehicle in the same condition as it was when taken out. The security deposit will be refunded - 30 days after the driver notifies Lease Services in writing at least one week in advance of the date on which he/she wishes to terminate the lease, and provided the driver has no other outstanding bills that are owed. Failure to follow policies and procedures may result in forfeiture in part or all of the Security Deposit.

Driver Responsibilities

Each driver is responsible for paying his/her lease fee on time. Failure to make payments on time will result in automatic termination of lease and suspension from driving. The vehicle will be full of gas at the start of your shift and should be returned full of gas at the end of your shift. It is the drivers responsibility to keep the vehicle clean inside and out at all times. Drivers must return the vehicle on time at the end of each shift. Fluids, lights, tires, etc. on the vehicle must be checked daily by each driver prior to driving. Any needed repairs should be reported to the subcontracted maintenance facility immediately. Each driver is responsible for driving in a safe and professional manner at all times and abiding by the rules of Lease Services, the subcontracted Maintenance facility, American United Transportation Group and its affiliates.

Conclusion

Driving a medical van is a very challenging profession, but can be very rewarding. In essence, being a medical van driver is being an independent business owner. Hard, work, self-motivation and dedication to providing good service to your customers will be rewarded with above average pay and a feeling of accomplishment and satisfaction.