

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. Weekends are optional.

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 on-line. 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 pay \$8 (no personal checks accepted) to Lease Services 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 23 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 an acceptable criminal background report. 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.

You will also need to register and be approved as an affiliated driver with a partnering company, American United Transportation Group (AUTG) that provides Dispatch service to our lease vehicles. Applicants must have a valid e:mail address and will be required to complete a number of credentialing steps. If for some reason the insurance company reviews your MVR and does not approve you, we will not be able to lease you a vehicle and you will not need to provide credentials. An approved applicant's driving ability is contingent upon providing American United Transportation Group with valid and acceptable credentials before beginning to drive. A Lease Services representative will contact an applicant with next steps once approval is obtained for all required credentials.

Training

Once the applications process is complete and all of your credentials are provided and accepted by AUTG you will be need to pay a partial security deposit for use of one of our medical vans. You will then be given a copy of our current training materials and scheduled for a ride-a-long with a veteran driver. Ride-a-longs take place during the daytime hours at which time you will observe how to operate the tablet functions in the vehicle. Once you have completed the ride-a-long, you will demonstrate your driving skills to a company General Manager for final approval

Beginning to Drive

Upon final approval from the General Manager and completion of necessary paperwork with Lease Services, a vehicle will be assigned. Lease Services will go over a few rules and policies of the company and a staff member of the 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 by ROY WMS INC. as an independent contractor. Lease Services, ROY WMS INC., AUTG 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.

Each driver leasing a medical van 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 until the \$1500 total is collected. 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, unreturned or damaged company equipment, unpaid rent or unpaid charges/fines. All drivers are responsible for returning the vehicle in the same condition as it was when first assigned. 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 amount on hand.

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. Fluids, lights, tires, etc. on the vehicle must be checked daily by each driver prior to the start of their shift. There is no smoking allowed in any company vehicles. 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 and 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.