



August 20, 2019 (revised 1/4/2022)

### **Class D Vehicle Inspection Policy**

Any vehicle used for training shall be inspected annually. This policy addresses the process for the vehicle inspections, including Ad-hoc inspections, vehicle failures, and re-inspections.

Ad-hoc inspections include vehicles recently purchased by a driving school, new enterprises, and vehicle re-inspections.

\*\*Reference Ohio Administrative Code 4501-7-14 for further information on vehicle and inspection requirements.

**It is the responsibility of each driver training school to have their vehicles scheduled by October 1<sup>st</sup> of each year. Schools with 10 or more vehicles shall schedule the inspection no later than October 1<sup>st</sup> of each year. The only exception is for those schools with the biennial program reviews after the cutoff for that year. Your vehicles will be inspected during your regularly scheduled biennial program review.**

### **Inspection Sites.**

Vehicle inspection sites will be scheduled and held in each region for Class D vehicles annually. For weather purposes, the majority of the inspection sites will occur between June and September of each year. The driver training program office will establish dates and locations regionally during these months. The information will be made available on the Driver Training website at [drivertraining.ohio.gov](http://drivertraining.ohio.gov) and the DETS Bulletin Board.

The field staff, representing the Driver Training Program Office, is responsible for the vehicle inspections and will issue the inspection number for each vehicle. The field staff will complete the Motor Vehicle Inspection List upon the vehicle(s) passing.

Each school will need to schedule with the Driver Training Program Office to secure a time slot for the inspection sites. Authorizing officials of the schools are responsible to ensure vehicles are made available during these times for the annual inspection.

\*\*Note\*\* If vehicles are not available for the time slots for the assigned region, you may schedule for another region. Remember, it is still the responsibility of the school to have the vehicles inspected annually and schedule accordingly.

Each school presenting a vehicle shall provide the inspector the Motor Vehicle Inspection List (DTO 0142) in duplicate with the vehicle information completed. If no form is presented, no inspection will occur.

Vehicles will not be required to be brought to a regional inspection site if one of the following happens:

- The school is subject to a program review that same year. Vehicles will be inspected during the regularly scheduled program reviews. Authorizing officials must ensure the vehicles are available during this time. Otherwise, you will be required to schedule a time during the regional inspections.

- A driving school with ten (10) or more vehicles may contact their regional field staff to schedule an on-site vehicle inspection, subject to field staff availability. Schools with 10 or more vehicles listed in DETS, will be responsible for contacting and scheduling vehicle inspections with their regional field staff representative on an annual basis.

### **Passing a Vehicle Inspection**

To pass the vehicle inspection, a vehicle shall meet the requirements set forth in the Ohio Revised Code 4513 and the training vehicle requirements as established in Chapter 4501-7-14 of the OAC.

### **Ad-hoc inspections**

Ad-hoc inspections include vehicles recently purchased by a driving school, new enterprises, and re-inspections of vehicles previously failed.

A vehicle recently purchased will follow the procedure set forth in OAC 4501-7-14. The Authorizing Official and/or Training Manager of the driving school shall inspect the vehicle using the DTO 0150 form and may be placed into service until inspected and passed by the field staff. The vehicle shall be inspected and provided an inspection number by the regional field staff within 30 days. **Vehicles may be inspected with a temporary registration until permanent registration is issued. DETS must be updated when new registration and license plate is issued.**

For new enterprises, the vehicle and inspection shall occur during the initial new enterprise program review completed prior to licensing.

### **Failed vehicle inspections**

Vehicles that fail the inspection, where an inspection number cannot be issued, will be placed out-of-service. The following shall occur:

1. A form, the DTO 0150, will be provided by the field staff to the school representative. This form will indicate the violation.
2. The vehicle shall be removed/deactivated in DETS and removed from service.
3. To reactivate the vehicle, the school shall provide official proof of the repair and/or schedule a re-inspection. For a re-inspection, contact your regional field staff to schedule. Vehicles cannot be used until proof of repair is provided. Proof shall be sent immediately, not months after the vehicle has been repaired and placed back into service.
4. Should the vehicle pass the re-inspection, the vehicle can then be added back to DETS and placed back in service.

**\*\*Note\*\*** Those vehicles not receiving an inspection number, that have defects that present a safety concern and that cannot be immediately fixed, need to be immediately deactivated and removed from service.

### **Safety**

For the safety of the field staff and the person(s) with the vehicle, vehicle inspections shall occur in a low traffic area outside of any street or main highway.

### **Proof of Vehicle Inspections**

The Motor Vehicle Inspection List shall be provided to the Driver Training Program Office upon request and as part of the **annual license renewal**. Be advised that vehicle inspections occurring during November and December may delay the processing of the renewal. Failure to ensure all vehicles are properly inspected and passed in a timely manner is the sole responsibility of the driver training school.

**Contact**

Contact the Driver Training Program Office at (614)466-3524 for additional questions.

## Driver Training Program Office Vehicle Inspection Regions

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