

Michigan Department of State



Driver License Appeal Division

SUBSTANCE ABUSE EVALUATION FORM AND INSTRUCTIONS

How to prepare for a substance abuse-related reexamination before Driver Assessment

(DA):

If your driving record shows substance abuse indicators*, you need to have the attached substance abuse evaluation form completed and bring it with you to your upcoming Driver Assessment reexamination. Your substance abuse history will be analyzed, along with your driving record, to determine the appropriate licensing sanction or, in the case of a Driver License Review reexamination, if the license should be returned.

*OUIL, UBAL, OUID, Owl, Implied Consent Suspension, X3 Accident, 625G Permit

How to prepare for an habitual substance abuse offender or related appeal before the Driver License Appeal Division (DLAD):

If your license has been revoked/denied for multiple substance abuse convictions or for negligent homicide, murder, or manslaughter involving the use of a motor vehicle, and alcohol was involved, when the minimum one-year or five-year revocation period is over, you are eligible to request a hearing to consider whether your driving privilege should be reinstated. At the hearing, you must prove that you do not have a substance abuse problem or you must prove, in accordance with R 257.301-315, that any past substance abuse problem is under control and is likely to remain under control.

You may be represented by legal counsel if you wish. Please advise the Department of your attorney's name, address and telephone number. A recorded message regarding the appeal/reinstatement process in DLAD is available by calling (517) 373-3827.

At the hearing, you will need to present the following:

SUBSTANCE ABUSE EVALUATION

You must obtain and submit a completed substance abuse evaluation using the attached form. If you do not already have a substance abuse counselor you may contact an office listed on page 3 for the name of an agency that performs alcohol evaluations. The alcohol counselor will prepare the evaluation and provide you with the completed form for your appeal hearing. Your substance abuse evaluation should be current.

If you are appealing to the Driver License Appeal Division, please send the completed evaluation form to

DLAD at the address below. If you have not already requested a hearing, please submit a request with your evaluation.

**Driver License Appeal Division
Michigan Department of State
P. O. Box 30196
Lansing, Michigan 48909- 7696**

ADDITIONAL DOCUMENTATION OF (SOBRIETY) PETITIONER'S PAST AND CURRENT SUBSTANCE ABUSE HISTORY

You must obtain documentation of (sobriety) your drinking and drug use habits in the form of, -- letters from people in your community who have frequent contact with you and may know something about your drinking habits and/or use of controlled substances. This would include immediate family members, other relatives, employers, friends, pastors, local police, a recognized support group such as Alcoholics Anonymous or Narcotics Anonymous, neighbors or others with whom you associate. The letters should be signed and dated and include the complete mailing address and daytime telephone number and contain at least the following information about you. PLEASE DO NOT USE FORM LETTERS.

- . How often do they see you.
- . What is their relationship to you the petitioner?
- . How long have they known the petitioner?
- . How often do they see or did they see the petitioner drink or use drugs?
- . How much do/did they see the petitioner drink or consume at a time?
- . When was the last time they saw or had knowledge that the petitioner had used alcohol or other drugs?
- . Include other information they believe is important.
- . In what activities does the petitioner participate involving alcohol or other drugs?
- . What is their knowledge of petitioner's past and current involvement in treatment or a support group?

~ Visit our Web site at www.sos.state.mi.us/dlad/index.html.

- NOTE: PLEASE KEEP COPIES OF YOUR LETTERS DOCUMENTING (SOBRIETY) YOUR SUBSTANCE ABUSE HISTORY AND EVALUATION AND SUBMIT THE ORIGINALS. COPIES WILL NOT BE MADE FOR YOU AT THE HEARING OR REEXAMINATION.

SUBMITTING THE REQUESTED DOCUMENTS DOES NOT NECESSARILY ENSURE RELICENSURE, HOWEVER, THIS INFORMATION WILL ASSIST THE HEARING OFFICER IN MAKING A DECISION .

Michigan Department of State Request for Hearing

FULL NAME

(As on license, please print) _____

Present Address _____

City of Residence _____ County _____ Zip Code _____ Birthdate _____

License Number _____ Telephone (8am to 5pm) _____

I request A-Driver License Appeal Hearing

If you are appealing a denial/revocation as a result of multiple substance abuse convictions, it is necessary to submit some documentation of sobriety along with this request. Documentation may include, AA attendance sheets, community support letters, substance abuse evaluation, etc. Call (517) 373-3827 for more information. (Keep copies for the hearing)