
 Organization Name _____

Driver Screening Checklist

An important part of running a camp is providing safe transportation—be it shuttling campers to a nearby lake or retrieving them from a white-water rafting trip. Screening your drivers before they get behind the wheel is critical to ensuring that those in your care are in good hands.

Keep a list of all approved, trained drivers, and avoid situations where people not on the list are thrust into the driver’s seat.

The following questions can help you screen driving candidates:

	Yes	Needs Attention
1. Does each driver hold a valid state driver’s license?	<input type="checkbox"/>	<input type="checkbox"/>
2. Does each person who drives a bus or large van (16+ people) hold a valid commercial driver’s license in accordance with applicable state laws?	<input type="checkbox"/>	<input type="checkbox"/>
3. Do you have written proof that drivers have received behind-the-wheel training and practice handling large vans or buses?	<input type="checkbox"/>	<input type="checkbox"/>
4. Do you avoid using drivers under age 21?	<input type="checkbox"/>	<input type="checkbox"/>
5. Do you train drivers to handle large vans or buses?	<input type="checkbox"/>	<input type="checkbox"/>
6. Do you obtain candidates’ driving records and insurance coverage information?	<input type="checkbox"/>	<input type="checkbox"/>
7. Do you avoid using drivers who have reckless driving citations or multiple moving violations?	<input type="checkbox"/>	<input type="checkbox"/>
8. Do you have at least one primary qualified driver for each vehicle your camp owns?	<input type="checkbox"/>	<input type="checkbox"/>
9. Do you keep a list of all approved, trained drivers?	<input type="checkbox"/>	<input type="checkbox"/>
10. Do you avoid putting people who are not on your drivers’ list behind the wheel?	<input type="checkbox"/>	<input type="checkbox"/>

Notes: _____

Completed by: _____ Date: _____

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