Driver Record Dashboard (DRD)

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Access Idaho

ACCESS IDAHO
In partnership with Idaho.gov

Getting Started

HERE YOU CAN

- Build a list of Idaho driver licenses to monitor for changes.
- Records are checked twice a month (early and mid-month) for new convictions and suspensions associated with the drivers you monitor. Flagged driver's license records are then available for your review.
- View medical certification issue/expiration dates. This information is updated nightly.
- View driver's license and commercial driver's license expiration dates.

YOU WILL NEED

- An Access Idaho subscription. Become a subscriber.
- Your employee's Idaho driver's license number.

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CHARGE STRUCTURE

- $10.00 per month for service access. Contact us to begin or cancel.
- $0.14 twice a month for each license monitored.
- $9.00 for an automatic driver's license record pull following a conviction or suspension.
- $95.00 per year for your Access Idaho subscription. (No charge to current subscribers.)

BECOME A SUBSCRIBER

- Subscribers receive one convenient monthly invoice. Sign up as a subscriber

RELATED INFORMATION

- Driver's license records are also available separately through the Driver's License Record (DLR) Search.
- View a demo of this application at Idaho.gov.

With Driver Record Dashboard you can

- Build a list of Idaho driver licenses to monitor for changes.

- Records are checked twice a month (early and mid-month) for new convictions and suspensions. Flagged driver's license records are then available for your review.

- View medical certification issue/expiration dates. This information is updated nightly.

- View driver's license and commercial driver's license expiration dates.

Login

- After you have added Driver Record Dashboard to your subscription you can sign in with your Access Idaho/Idaho.gov username and password.
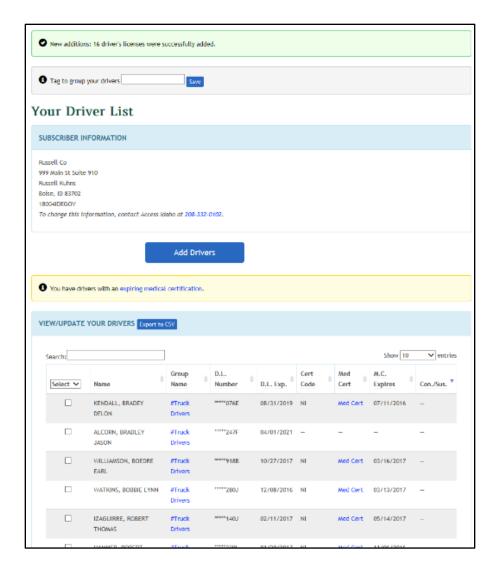
Adding drivers is easy

- Copy and paste your list of drivers into the empty box. There must be a comma, space or new line between each line. You can copy and paste a column from an Excel document.

- You can add up to 1,000 drivers at one time.

- If you need to add more than 1,000 you can upload the numbers in batches
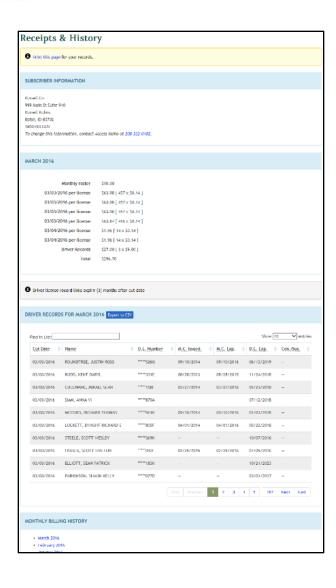
- Numbers must be Idaho DLNs

Driver list

- Tells you how many drivers were successfully added

- Tells you if you tried to add a driver that's already in your list

- Tells you if you tried to add a non-Idaho DLN

- Displays current subscriber information

- Displays a sortable list of drivers you are monitoring. Sortable columns include:
    - Name
    - Group Name
    - DL Number
    - DL Expiration
    - Certification Code
    - Link to Med Cert Data
    - Med Cert Expiration
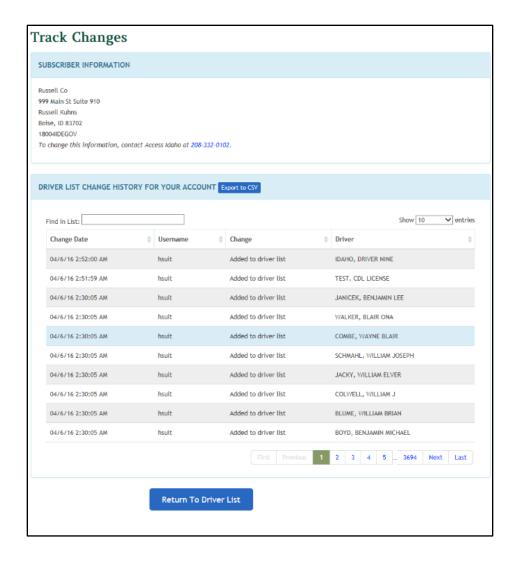   - Link to Driver Record if a record was flagged

Receipts and History

- Displays charges for the current month

- Provides links to previous months' billing

Track Changes

- Tells you what changes have been made and the username of the person that made the changes

How to Sign Up for Driver Record Dashboard

Existing Subscribers with DLR Subscription: Email request to subscriber@accessidaho.org or complete change request form at www.idaho.gov/forms/subscriber.html. Requests must be placed by the Administrative Contact of the account.

Existing Subscribers without DLR Subscription: Complete form at www.idaho.gov/forms/subscriber.html and fax pages 6 through 8 of Subscription Agreement to Access Idaho. Requests must be placed by the Administrative Contact of the account.

Questions:

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DRD online demo: http://www.idaho.gov/demo/driver_dash/