



DOT Physicals Training Instructions

1. Complete the training simulation associated with your role for a DOT Physical. (Medical Support Staff or Provider)
 - a. These simulations are interactive. You will need to have sound turned on so you can click or type at certain points during the training. While you may use FormFox on a computer or an iPad for live DOT Physicals, you must complete these simulations using a computer.
 - b. Medical Support Staff will need to begin the simulation with an authorization form. Click [here](#) to print the authorization form. You can use your barcode scanner to scan in the authorization barcode when prompted or type it in.
 - i. [DOT Exam - Medical Support Staff Training](#)
 - ii. [DOT Exam – Examiner Training \(includes Determination Pending\)](#)
 - c. At the completion of each simulation, enter your name, email, and clinic name. This is how we track who has and has not completed training.
2. Administrators – Set Up MSS/Provider credentials
 - a. Review the [Admin User Set Up Instructions](#) document to learn how to create specific logins for MSS and Providers. An interactive simulation is also available if you need further assistance: [Creating MSS and Examiner User Profiles](#).
3. Confirm Your DOT Physical ‘Authorized Start Date’
 - a. Email your Implementation Specialist when you are ready to complete live DOT Physicals on FormFox. Your site will appear as an enabled DOT Physicals location for your existing clients and new potential customers within the FormFox network.

Additional Training resources can be found on the [FormFox Training Page!](#)

Contact us with questions or problems!

FormFox Implementation Team

training@formfox.com

877-376-3691 opt. 7