To avoid potential disappointment and expense, anyone who is considering embarking down the road of becoming a licensed driver is strongly advised to first read Appendix 2 of the Hackney Carriage and Private Hire Licensing Policy which gives guidance on the relevance of convictions before taking any of the required tests and medical.
Guidance to applicants

Before submitting your application you should complete the following:

- Read the ‘Doncaster Council’s Hackney Carriage and Private Hire Licensing Policy’. A copy of the policy is available from the Civic Office reception or can be viewed online at: www.doncaster.gov.uk/taxipolicy

  You are advised to pay particular attention to ‘Appendix 2 Statement of Policy about Relevant Convictions’ before doing anything else.

- Book, attend and pass the Council’s practical driving test (and wheelchair exercise if applying for Hackney Carriage or Joint licence) – tests can be booked by contacting the Council’s testing station by telephone on 01302 736815. Please note that payment by debit card will be required at the time of booking. You must attend the test in a suitable vehicle. Please refer to 'Practical Driving and Wheelchair Assessment' in this pack, for full details.

- Revise for the Council knowledge test.

- Book, attend and pass the Doncaster Council knowledge test – tests can be booked at the Civic Office reception or by telephoning the Licensing Department.

  You MUST produce photographic I.D. (valid passport / driving licence) each time you attend for a test. Anyone who fails to produce the required identification will not be permitted to sit the test.

- Ensure your driving licence is a valid UK licence and shows your current address.

- Obtain a ‘Group 2 Standards’ medical certificate from a medical practitioner using the form attached. Please refer to the 'advice to the applicant' included on the form.

- Get a passport sized photograph of yourself (taken recently). No hats or head covering (unless worn for religious reasons).

- Fill in the application form, provide a valid email address so Drivercheck can gain your consent to contact DVLA to access your driver record this includes personal details, driving entitlements, valid endorsements and disqualifications (if relevant), photo images, certificate of Professional Competence (CPC) and Digital Technography Card details (where appropriate).

- Fill in the criminal record check (DBS) application form (you will be provided with a form once you have passed the Council’s knowledge test).

- Obtain 2 forms of ID (other than your driving licence) which confirm your address (e.g. 2 utility bills no more than 3 months old).

- If you have not lived in the UK for more than 5 years (continuously) you must contact your embassy for a certificate of good conduct.

- If you do not hold an EU passport, you will need to provide evidence of your right to work in the UK.

- Book and attend a Safeguarding Awareness Training session. All applicants are required to attend a Doncaster Council Safeguarding Awareness Training session - this can be done at any time during the application process but you must attend a session before an application can be granted.

Once you are satisfied that you have complied with all of the above requirements you can submit the application, supporting documents and fee to the Licensing Department at Doncaster Council

www.doncaster.gov.uk/licensing
Practical Driving and Wheelchair Assessment

There are 3 types of assessment you can take dependant on which type of vehicle you wish to drive:

A. the standard driving assessment (private hire driver)
B. the standard driving assessment with a wheelchair exercise (hackney driver)
C. wheelchair exercise if you have done the standard assessment and now want to do the wheelchair exercise

What the assessment involves
The assessment lasts for about 40 minutes.

Eyesight test
At the start, you will have to read a number plate from a distance of:

- 20 metres for vehicles with a new-style number plate
- 20.5 metres for vehicles with an old-style number plate

You must use glasses or contact lenses during the whole test if you need them to read the number plate.

You can’t take the driving part of the assessment if you fail the eyesight test. You can still do the wheelchair exercise if you are taking the enhanced assessment.

Practical assessment
The assessment will include:

- a manoeuvre where you will be asked to turn your vehicle to face the opposite direction
- around 10 minutes of driving without being given turn-by-turn directions by the examiner
- stops at the side of the road as if a passenger is getting in or out
- related questions, like what to do if a passenger leaves property in your vehicle
- questions from The Highway Code and identifying traffic signs and road markings
- You might also be asked to do an emergency stop.

You will pass the assessment if you make 9 faults or fewer. You will fail if you make a serious or dangerous fault.

Wheelchair exercise
You will have to do a wheelchair exercise if you wish to drive a hackney carriage vehicle – you will need to bring a wheelchair accessible vehicle.

You will need to show your ability to:

- safely load and unload the wheelchair in your vehicle
- use the wheelchair brakes to secure and release it
- fasten the seat belts or safety harness
- secure any wheel belts or clamps fitted to your vehicle

Vehicle requirements
Your vehicle must meet the same requirements as the car driving test, except it cannot have L-plates. It must also be wheelchair accessible if you are taking the enhanced test (for example, London-style ‘black cabs’).

Documents you must bring

- You must bring your UK driving licence. If you have an old-style paper licence instead of a photo card, you must also bring a valid passport.
- Valid MOT & insurance certificate for the vehicle you are driving
- Your National Insurance Number to enable a driving licence check to be carried out.

Passing the assessment
When you pass your assessment(s), you will get a pass certificate.

Failing the assessment
If you fail the assessment you will get a debrief from the examiner.
Private Hire and Hackney Carriage Knowledge Test

In order to become a licensed driver it is important that you have a good knowledge of the area in which you are going to work and be a safe and competent driver. The knowledge test is designed to confirm that you have a good working knowledge of the area, of conditions set by the council and of driving safely. Applicants should note that the Council does not teach the knowledge required for this test. Each applicant will be responsible for his/her own studies to meet the required standard.

The Knowledge test is in four parts —

1. Identifying the location of various premises (pubs, shops, places of interest etc) within the town centre. This will be tested by asking you to mark the location of premises on a town centre map.
   7 questions

2. Identifying the location of various premises (pubs, shops, places of interest etc) within the Borough of Doncaster. This will be tested by requiring you to provide the page number and grid references of premises by using a map provided. Please ensure you can read a map using grid references before attempting this exam.
   10 questions

3. Questions on the Conditions, Regulations and Rules for Private Hire / Hackney Carriage. These will be questions on the information within the Hackney Carriage and Private Hire Licensing Policy and relevant Road Safety laws. In addition Hackney Carriage drivers will need to be familiar with information relating to the various ranks within Doncaster as well as the fare card.
   10 questions

4. In this section you are required to describe the route you would take from the Civic Office to various locations within the Doncaster Borough. This must be done by using road names, villages you would drive through, turnings you would take etc.
   5 questions

Total — 32 questions

Pass Mark

Each question carries 1 mark and to pass the exam you must attain a score of 24 or more i.e. 75% or over.

Please Note:

If you are successful in obtaining a licence please remember, your Driver’s Badge must be worn, on your person, in a plainly and distinctly visible position at all times whilst acting as a Licensed Driver.
Safeguarding Awareness Training

In October 2016 we consulted widely on the proposal to require all licensed drivers and private hire operators to undertake safeguarding awareness training. The consultation results were reported to the Council’s Licensing Committee on the 15th December 2016. Following significant support from those consulted, the majority of who were directly involved in the taxi trade, the Committee resolved to adopt the proposal along with a requirement to undertake refresher training every 3 years. Full details can be found in the Policy available at www.doncaster.gov.uk/taxipolicy

From 1st January 2017, all new applicants must attend a safeguarding awareness session approved by the Council before they are granted a licence.

We expect that all our prospective licence holders will recognise the benefits of attending one of these sessions and see it as integral to demonstrating that they are a fit and proper person to hold their licence.

When should I book?

You can book and attend any available session at any point before or after submitting your application to become a licensed driver. You should note that even if you meet all other requirements, your application will not be granted until you have attended a session.

How much does it cost and how long will the training last?

It is free to attend and each session will last for up to 1 hour.

How will I benefit from attending?

By attending you too will gain a greater understanding of the following key areas:

• Understanding the need to protect vulnerable adults, young people and children.
• Identifying possible victims of abuse and exploitation by understanding indicators of risk.
• Identifying sources of advice and pathways for reporting concerns.
• Understanding your role and responsibilities in relation to personal safety and security.

The training will empower you to raise concerns at an early stage which allows safeguarding agencies to prevent harm and take action against potential offenders. By working in partnership with the taxi trade and other local businesses, we will have more eyes and ears on the ground to help us safeguard vulnerable people.

Each person attending will receive a certificate of attendance.
Safeguarding Awareness Training

Online Booking Guide

You can book a place on the Safeguarding Awareness Training online by following these steps:

1. Please visit the following website: www.eventbrite.co.uk and find the available sessions by typing safeguarding awareness Doncaster taxi into the 'search for events' box and press enter/return

2. The events will appear and you should select your preferred date

3. Some dates may have more than one session available, choose one of the available start time options.

4. Click REGISTER

5. Click CHECKOUT

6. Complete your name and email address and click COMPLETE REGISTRATION

7. You will receive an automated email confirming that you have registered.
GUIDANCE FOR HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE
DRIVERS IN RESPECT OF LAWFUL BOOKINGS AND
ILLEGAL PLYING FOR HIRE

LAWFUL BOOKINGS

Hackney Carriages

(1) When situated on an appointed rank. (When on a rank it is an offence to refuse a fare without reasonable excuse).

(2) When proceeding at a reasonable speed to one of the appointed ranks. (Being hailed by a prospective hirer) Touting or importuning a fare is, however, an offence.

(3) When Pre-booked.

Private Hire Vehicles

(1) **ONLY** when pre-booked. (By such methods as personal calls, telephone call or some direct method of communication between customer and operator).

ILLEGAL PLYING FOR HIRE

Hackney Carriages

(1) When parked other than on an appointed rank.

(2) Calling out or otherwise importune any person to hire such a carriage and shall not make use of any other person for the purpose.

Private Hire Vehicles

(1) Taking any fare that has not been pre-booked by or on behalf of the proposed hirer with the operator and entered into the operator’s records before the commencement of the journey.

IMPLIED PLYING FOR HIRE

Any vehicle that has been pre-booked should attend promptly at the time and place and should not wait more than ten minutes after the appointed time before moving off. Private Hire Vehicles should not rank up on a street or a road with the drivers in attendance.

The above notes are not a comprehensive review of the law in respect of these matters and are merely issued for guidance. Should you require any clarification please contact the Licensing Officer at the address below, or telephone (01302) 737590.

The Licensing Office
Doncaster Council
Civic Office
Waterdale
Doncaster
DN1 3BU
INFORMATION FOR HACKNEY CARRIAGE AND JOINT DRIVER APPLICANTS.

### TABLE OF FARES

<table>
<thead>
<tr>
<th>FARES FOR DISTANCE OR TIME</th>
<th>Tariff 1 (T1)</th>
<th>Tariff 2 (T2)</th>
<th>EXTRAS</th>
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</thead>
<tbody>
<tr>
<td>DAY TIME RATE</td>
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<td></td>
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<tr>
<td>6:00 to 23:00</td>
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<tr>
<td>NIGHT TIME RATE</td>
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<td></td>
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<td>23:00 to 6:00</td>
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<td>TO HIRE THIS TAXI</td>
<td>£2.35</td>
<td>£2.35</td>
<td></td>
</tr>
<tr>
<td>FOR THE FIRST MILE</td>
<td>£4.05</td>
<td>£4.25</td>
<td></td>
</tr>
<tr>
<td>FOR EACH MILE THEREAFTER</td>
<td>£1.70</td>
<td>£1.90</td>
<td></td>
</tr>
<tr>
<td>CHRISTMAS AND NEW YEAR RATE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Standard fare plus £3.70</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>From 6pm on 24th December to 6am on 27th December; and From 6pm on 31st December to 6am on 2nd January</td>
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<td></td>
</tr>
<tr>
<td>ALL OTHER BANK HOLIDAYS</td>
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<td></td>
<td></td>
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<tr>
<td>Night Time Rate Applies</td>
<td></td>
<td></td>
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<tr>
<td>SOILING CHARGE - £37</td>
<td></td>
<td></td>
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<tr>
<td>PRICE GUIDE</td>
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<tr>
<td>1 Mile</td>
<td>£4.05</td>
<td>£4.25</td>
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<tr>
<td>2 Miles</td>
<td>£5.75</td>
<td>£6.15</td>
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<tr>
<td>3 Miles</td>
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<td>5 Miles</td>
<td>£10.85</td>
<td>£11.85</td>
<td></td>
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<tr>
<td>10 Miles</td>
<td>£19.35</td>
<td>£21.35</td>
<td></td>
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**Locations of Taxi Ranks in Doncaster Town Centre**

- **St. Sepulchre Gate** - Full time rank with space for 11 taxis.
- **High Street** - Full time rank.
- **East Laithe Gate** - Full time rank with space for 6 taxis.
- **Cleveland Street** - Used between 23.00 - 06.00 with space for 2 taxis.
- **Hallgate** - Used between 23.00 - 06.00.
- **Silver Street** - Used between 23.00 - 06.00.
- **Market Place** - Used between 18.00 - 08.00 with space for 2 taxis.
- **Printing Office Street** - Used between 18.00 - 06.00
- **Wood Street** - Full time rank
- **Leger Way** (outside the Doncaster Racecourse near the Grandstand) - Used on race days only, has space for 25 taxis.

There are also ranks outside **Doncaster Railway Station** and **Robin Hood Airport** - These ranks are not operated by Doncaster Council.
APPLICATION FOR A LICENCE TO DRIVE A PRIVATE HIRE/HACKNEY CARRIAGE VEHICLE

I hereby apply to Doncaster Metropolitan Borough Council for the grant of a licence to drive the following category of vehicle within the Borough of Doncaster:

- Hackney Carriage vehicle
- Private Hire vehicle
- Hackney Carriage & Private Hire vehicle (Joint licence)

1. APPLICANT DETAILS: Please complete in block capitals using black ink

<table>
<thead>
<tr>
<th>Mr, Mrs, Miss, Ms, Other (delete as appropriate)</th>
<th>(b) Forename(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Family name:</td>
<td></td>
</tr>
<tr>
<td>(c) Home address:</td>
<td>Postcode:</td>
</tr>
<tr>
<td>(d) Date of Birth (dd/mm/yyyy):</td>
<td>(e) Phone Number(s):</td>
</tr>
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<td></td>
<td>Home: Mobile:</td>
</tr>
<tr>
<td>(f) National Insurance Number:</td>
<td></td>
</tr>
<tr>
<td>(g) Email Address:</td>
<td>@</td>
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2. PREVIOUS / EXISTING LICENCE DETAILS

(2a) Do you hold or have you previously held a Hackney Carriage and/or Private Hire Driver’s Licence? YES/NO

If YES, please give details below:

Name of Council: ……………………………… Expiry Date: ………………………………
Type of Licence: ………………………………… Badge Number: …………………………

(2b) Have you ever had a Hackney Carriage and/or Private Hire Driver’s licence refused, revoked or suspended? YES/NO

If YES, please give details:

Name of Council: ……………………………… Date: ………………………………
Reasons:
……………………………………………………………………………………………………
……………………………………………………………………………………………………
……………………………………………………………………………………………………
……………………………………………………………………………………………………

3. REFERENCES

Please give the name and address of two people from whom character references can be obtained. Referees must have known the applicant for at least two years, must not be related to the applicant, must not be connected to the taxi/private hire trade and must not be an elected member of Doncaster Council.

(i) Name: …………………………………… Address: ……………………………………
(ii) Name: …………………………………… Address: ……………………………………

Relationship to Applicant: ……………………………… (e.g. Friend / Employer / Solicitor)

4. EMPLOYMENT HISTORY

Current / Most Recent Employer: ………………………………………………………………………………………………
Employers Address: ……………………………………………………………………………………………………………
Nature of Duties: ……………………… Hours Employed: ……………………………

Do you intend to remain in this employment if your application is granted? YES/NO
5. INTENDED EMPLOYMENT

(5a) State the name (and trader name) and address of the person (or firm) by whom you will be employed as a Private Hire/Hackney Carriage Vehicle Driver (where applicable):

Name: ………………………………………………………………….
Address: …………………………………………………………………………..………

(5b) For approximately how many hours do you intend to work as a licensed driver?

Hours per day: ……….. Hours per week: ………..

6. DRIVING LICENCE

(6a) Do you currently hold a FULL DVLA or EU Driving Licence? [YES/NO]

(6b) Have you held a full UK or EU Driving Licence for a consecutive period of at least one year immediately prior to making this application? [YES/NO]

(6c) Have you ever had a driving licence revoked or refused for medical reason? (If YES, please provide details here: …………………………………………………………………………………………………………………….

7. EVIDENCE OF CONDUCT

(7a) Have you ever been convicted of any offences in any country (you must also include cautions, motoring offences and fixed penalties)? If YES, please give details below: [YES/NO]

<table>
<thead>
<tr>
<th>Date</th>
<th>Offence</th>
<th>Court/Police Station</th>
<th>Sentence/Fine</th>
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<tbody>
<tr>
<td>(i)</td>
<td>………..</td>
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<tr>
<td>(ii)</td>
<td>………..</td>
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<th>Offence</th>
<th>Court/Police Station</th>
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<td>(iii)</td>
<td>………..</td>
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<td>(iv)</td>
<td>………..</td>
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</table>

Please continue on a separate sheet if necessary

(7b) Are you the subject of any outstanding charges, summons or other investigation? [YES/NO]

If YES please provide

(i) Nature of alleged offence(s): …………………………………………………………………………………………………………………..

(ii) Date of Court hearing, if known ………………….………………………..

Note: If you are awaiting a court hearing for an alleged offence, you will be invited to an interview to establish whether or not it is appropriate to defer your application.

(7c) Have you lived in the UK for 5 or more years continuously? If NO, you must provide a certificate of good conduct from the appropriate Embassy [YES/NO]

To avoid potential disappointment and expense, anyone who is considering embarking down the road of becoming a licensed driver is strongly advised to first read Appendix 2 of the Hackney Carriage and Private Hire Licensing Policy which gives guidance on the relevance of convictions before taking any of the required tests and medical.
8. DECLARATION
I DECLARE that the answers given in this application, to the best of my knowledge and belief, are correct and that I am not ineligible for any reason from holding or obtaining the licence for which I am now applying.

I understand that I must inform the Licensing Department at Doncaster Council immediately if I am convicted of an offence of any nature (including convictions, cautions and fixed penalties).

I have read the Doncaster Council Hackney Carriage & Private Hire Licensing Policy and I undertake, in the event of a licence being granted, to observe and perform the requirements contained therein at all times.

Date: ……………………… Signature: ………………………………………… (Applicant)

It is an offence for any person knowingly or recklessly to make a false statement or to omit any material particular in giving information required in this form.

“Data held by the authority will be used for cross system and cross authority comparison purposes for the prevention and detection of fraud.”

This form should be completed and returned to the Licensing Department at Doncaster Council, with the following documents:

Failure to provide the following documents will result in your application being rejected.

☐ Application form completed and signed.
☐ Provided a valid email address.
☐ Application fee.
☐ Full UK Driving Licence (originals only)
☐ Group 2 Standards Medical Certificate (medical form provided)
☐ Doncaster Council Practical Taxi Test Pass Certificate (issued within the last 12months).
☐ Wheelchair Test Pass Certificate (Hackney Carriage / Joint Applications)
☐ Doncaster Council Knowledge Test Pass Certificate.
☐ Passport sized photograph.
☐ Criminal record check (DBS) application form completed and signed.
☐ Certificate of good conduct from the appropriate Embassy (only required if you have lived in the UK for less than 5 years continuously).
☐ Valid EU passport or Proof of right to work in the UK.
☐ Proof of address other than the above documents (e.g. 2 utility bills showing full name and address, dated less than 3 months prior to application date).
☐ Safeguarding Awareness Training Certificate

FOR OFFICIAL USE ONLY:

Date received: ………………..
Receipt Number: ……………… Accepted By: …………………
Work Eligibility

Your right to work in the UK will be checked as part of your licence application, this could include the licensing authority checking your immigration status with the Home Office.

We may otherwise share information with the Home Office.

You must therefore provide a document or document combination that is stipulated as being suitable for this check.

The list of documents is set out in guidance to prevent illegal working

You must provide the original document(s), such as your passport or biometric residence permit, as indicated in the published guidance, so that the check can take place.

The document(s) will be copied and the copy retained by the licensing authority.

The original document will be returned to you.

Your application will not be considered valid until all the necessary information and original document(s) have been produced and the relevant fee has been paid.

If there are restrictions on the length of time you may work in the UK, your licence will not be issued for any longer than this period.

In such circumstances the check will be repeated each time you apply to renew or extend your licence.

If, during this period, you are disqualified from holding a licence because you have not complied with the UK’s immigration laws, your licence will lapse and you must return it to the licensing authority.

Failure to do so is a criminal offence.
### Licensing Knowledge Test Booking Form

**Candidate Full Name:**

**Candidate Address:**

Post Code

**Telephone No:**

**Mobile No:**

**Email:**

**Date of Birth:**

**How long have you held a valid EU/UK Driving Licence?**

I would like to book a place on: (please select the desired options)

<table>
<thead>
<tr>
<th>Please Tick</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>A:</td>
<td>Private Hire Knowledge Test</td>
</tr>
<tr>
<td>B:</td>
<td>Hackney &amp; Private Hire Knowledge Test</td>
</tr>
</tbody>
</table>

**PI/Number**  
(office use only)

**Test Date**  
(office use only)

**Payment** may be made by cheque, postal order, cash or debit card at our reception at the address below or over the telephone by debit card by calling 01302 737590

We will contact you to inform you of the date of the test. You will be required to bring photo ID to the test. Failure to do so will result in you being unable to sit the test. Examples of the types of ID are detailed overleaf.

If you are successful you will be issued with a pass certificate valid for 12 months. **Please Note** that you will not be eligible to submit your licence application until you have held a valid driving licence for at least 12 months.

**Please return completed form to:**
Licensing Section, Doncaster Council, Civic Office, Waterdale, Doncaster, DN1 3BU

Email: licensing@doncaster.gov.uk
## Acceptable Proof of Identification

### Photographic Identification
Candidates must present **one** item from this list **every** time they attend a test:

- Valid passport (any nationality).
- Valid UK/EU photo card driving licence.
ADVICE TO APPLICANTS AND MEDICAL PRACTITIONERS IN RESPECT OF THE MEDICAL REQUIREMENTS OF HACKNEY CARRIAGE (TAXI) AND PRIVATE HIRE DRIVERS

Part A: For the Applicant
This Certificate is the method by which the Licensing Authority is advised that the Applicant is medically fit to drive hackney carriage/private hire vehicles.

Applicants must be examined and certified as being medically fit (to a Group 2 Standard) by a doctor registered or practising in the United Kingdom or in any other EU/EEA country who must have taken into account previous medical history. The Council may require a further examination or referral following this initial certification.

This certificate is not one which must be issued free of charge as part of the National Health Service. Medical fees are payable by the driver/applicant. Before contacting your doctor please read the DVLA guide ‘Assessing fitness to drive: a guide for medical professionals’, freely available on the .Gov website. If you have any of the relevant conditions referred to in the guide you may not be granted a licence.

If, after reading the above guide, you have any doubts about your ability to meet the standards, consult your Doctor/Optician for advice before you arrange for the medical certificate to be completed. The doctor will normally charge you for completing it. In the event of your application being refused, the fee you pay your Doctor is not refundable. The Council accepts no liability to pay for any medical.

All new applicants for a driver's licence are required to submit a medical certificate. Once licensed, medical certificates will remain valid until the driver's 45th birthday or, in the case of new drivers aged 40 years and over, for a minimum of five years and, thereafter, will be required at five yearly intervals up to age 65 unless restricted to a shorter period for medical reasons. From age 65 years a Group 2 medical certificate will be required annually.

Part B: For the Applicant’s Medical Practitioner
Doncaster Council requires confirmation that applicants meet the GROUP 2 standards of fitness for occupational drivers' licences.

- Doncaster Council has adopted the Group 2 Medical Standards for Fitness to Drive Hackney Carriage and Private Hire Vehicles in accordance with the DVLA and Department for Transport Best Practice Guidance.
- The C1 criteria for insulin treated diabetes are adopted in relation to hackney carriage and private hire drivers.
- Medical certificates are only accepted if completed by a registered medical practitioner.

For these purposes your attention is drawn to the current DVLA guide for Medical Practitioners ‘Assessing fitness to drive: a guide for medical professionals’ which can be found on the .Gov website. The standards are subject to regular review.

It should be remembered that, as part of their duties, taxi and private hire drivers are obliged to assist passengers with their luggage and, where applicable, with loading and unloading wheelchair passengers.

Please refer any questions or queries to the Licensing Officer using the contact details below:
Telephone: 01302 737590
Email: licensing@doncaster.gov.uk
**CONFIDENTIAL - TO BE COMPLETED BY MEDICAL PRACTITIONER**

**MEDICAL CERTIFICATE (Group 2 Standards)**

FOR USE BY APPLICANTS APPLYING TO DRIVE A HACKNEY CARRIAGE OR PRIVATE HIRE VEHICLE

### DETAILS OF APPLICANT

<table>
<thead>
<tr>
<th>Surname</th>
<th>Full Address:</th>
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<tr>
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<th>Telephone No:</th>
<th>Date of Examination:</th>
<th>Post Code:</th>
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### GENERAL QUESTIONS ONLY

PLEASE REFER TO THE DVLA GUIDE 'ASSESSING FITNESS TO DRIVE: A GUIDE FOR MEDICAL PROFESSIONAL' AND COMPLETE THE CERTIFICATE IN ACCORDANCE WITH THE GROUP 2 STANDARDS

1. Did you have full access to the applicant’s medical records and were they taken into account when completing this examination? **YES / NO**

2. Do you consider that any further medical examination is necessary? If YES please give details on a separate sheet. **YES / NO**

3. Does the applicant have a medical condition, which is aggravated by exposure to dogs? If YES, is it so severe that the Council should grant the applicant an exemption from carrying assistance dogs in their vehicle? **YES / NO**

4. Does the applicant have any of the disorders or conditions listed in any of the chapters of ‘Assessing fitness to drive – a guide for medical professionals’ referred to above? **YES / NO**

If YES to question 4, please confirm on a separate sheet whether or not the applicant has satisfied all the qualifying conditions and tests set out in the Group 2 entitlement. Please include details of any consultant reports/tests or other monitoring, which you used to undertake the assessment.

### DECLARATION BY MEDICAL PRACTITIONER

I certify that I have today examined the above named person who has signed this form in my presence. I am a registered Medical Practitioner who has examined the Applicant with due regard to the advice and guidance appertaining to Group 2 drivers set out in ‘Assessing fitness to drive – a guide for medical professionals’, issued by the DVSA, and I consider that the Applicant: (Place a tick against the relevant statement below and delete the statement that does not apply)

- [ ] Meets Group 2 standards of fitness for occupational drivers and is therefore **FIT** to drive a Hackney Carriage or Private Hire Vehicle.
- [ ] Does not meet Group 2 standards of fitness for occupational drivers and is therefore **UNFIT** to drive a Hackney Carriage or Private Hire Vehicle.

Please provide further information (if appropriate) on why the applicant does not meet the Group 2 standard on a separate sheet(s), if necessary.

Applicants signature: __________________________ Date________________________
(to be signed in the presence of the Medical Practitioner)

Name of Medical Practitioner (BLOCK CAPITALS): __________________________ License No: __________________________

Signed: __________________________ Date: __________________________

Surgery Address / Stamp: