

# A GUIDE TO FILLING IN YOUR DIAB1 MEDICAL FORM

- ▶ Introduction
- ▶ Part A: About you
- ▶ Part B: About your GP and your consultant
- ▶ Part C: About other clinics you are attending
- ▶ Part D: About your diabetes
- ▶ Consent

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## A Guide to filling in your Diab1 medical form

### Introduction

These notes are to help you fill in the Diab1 medical form:

- use black ink to fill in the form
- only write in the white boxed areas, and
- print in block capital letters.

You might not have to fill in all the questions in Part A, B and C. This guide will explain what you need to fill in. Part A, B and C refer to standard forms used in all DVLA medical investigations.

In Part D questions 1, 2, 3 and 7 must be answered by everyone. Question 4 must be answered, if you have never experienced an episode of hypoglycaemia. If you have experienced an episode of hypoglycaemia miss out question 4 and answer questions 5a/b and question 6. If you don't we will have to return the medical form to you and this will delay your case. If you don't know the answers you should discuss the form with your GP or specialist nurse.

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## PART A: About you

- Print your title, surname, first name(s) and your date of birth in capital letters. Include your full address and use one box for each letter/number of your postcode.
- We use your driver number to access your driving licence record. This is the sixteen-character number shown on your driving licence, and starts with the first 5 letters of your surname (or your surname and numbers if your surname has less than 5 letters). If you do not have your driving licence (because you have already returned it or it has not been issued yet) you do not have to fill in this question.
- Include your home and mobile phone number (if applicable), together with your email address if you have one. This information will help us to contact you quickly if we need you to explain anything.

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## **PART B: About your GP and your Consultant**

- Give the name of your GP, the surgery address and phone number. If you also see a consultant for your diabetes care, you need to give us, their name, the hospital name, address and phone number.
- If you see more than one consultant for your diabetes care please give their name and address on separate sheet.
- Tell us the date you last saw your GP or your consultant about your diabetes. If you do not see your GP about your diabetes this question does not apply so please answer N/A.
- You may give the email address for your GP and consultant if you have it but this is only helpful, we do not need it.
- Give your hospital number if you know what it is, it will be helpful if we need to write to your consultant.

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## **PART C: About other clinics you are attending**

- Give the name of any other clinics you attend for reasons other than diabetes.
- If you have listed another clinic, please explain why you attend and, when they last saw you (approximately). This helps DVLA deal correctly with your case.
- If we need you to have a medical examination or practical assessment, we will pay for the examination, but not for your travel or other expenses.

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## PART D: ABOUT YOUR DIABETES

**Section 1 is about your diabetes and the risk of severe hypoglycaemia.**

### Q1a

Tick YES or NO; if you tick **YES** give the date you started insulin treatment (if you cannot remember the exact date give an approximate one).

- If you have insulin treatment, you must sign and date the declaration. This will confirm that you understand that you must test your blood glucose/sugar when you drive.
- This is a legal requirement and the DVLA medical panel have defined that you need to do this before the first journey and every 2 hours while driving.
- If you make numerous short trips you do not have to test before each journey as long as you test every 2 hours while driving. **Please note if you do not sign the declaration we will not progress your case and will return the form for you to fill in. If you do not sign the declaration, we will not give you a licence to drive.**

### Q1b/c

Tick YES or NO.

- If your diabetes is treated by diet alone and you have received a Diab1 medical form from the DVLA you do not need to complete section 1.
- However, if you have had laser treatment in both eyes, (or in the remaining eye if you only have one eye), for any diabetic eye disease or another eye condition (please do not include corrective surgery for short sightedness) you will need to fill in section 2.
- If you have not had laser treatment you must still return the Diab1 medical form to us (use the pre paid envelope provided) with a covering letter explaining that your diabetes is controlled by diet alone. We will be able to update your record and close the case.

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## Q2

Tick the person you see regularly for your diabetes care (the care you need to manage your blood glucose/sugar and your diabetes medication). You may tick more than one box.

## Q3

Circle the number of appointments you have attended in the last 12 months for your diabetes care (do not include attendance at eye or podiatry/chiropractic clinics, for example for your annual checks).

## Q4

Tick YES or NO.

- Hypoglycaemia is the medical term for a low blood glucose/sugar level: that is a blood glucose level of less than 4 mmol/l, it is also referred to as 'hypo'.
- Early symptoms of hypoglycaemia include: sweating, shakiness or trembling, feeling hungry, fast pulse or palpitations, anxiety, tingling lips.
- If you answer yes or no to this go straight to question 7, as questions 5a and b and question 6 are not required.

## Q5a

Tick YES or NO.

- Hypoglycaemia is the medical term for a low blood glucose/sugar level: that is a blood glucose level of less than 4 mmol/l, it is also referred to as 'hypo'.
- Early symptoms of hypoglycaemia include; sweating, shakiness or trembling, feeling hungry, fast pulse or palpitations, anxiety, tingling lips.
- If you do not treat these, you may get more severe symptoms, such as; slurred speech, difficulty concentrating, disorderly or irrational behaviour. If left untreated you may lose consciousness.

## Q5b

If you tick YES to Question 5a, you **MUST** tick YES or NO to this question.



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## Q6

Tick YES or NO; we need to know if you have had any episodes of **severe** hypoglycaemia in the last 12 months.

- If you tick **YES** you should only count episodes where you have **needed another person to help you**.
- You do not need to count episodes where you had help but could have treated yourself. Needing assistance would include:
  - admission to Accident and Emergency
  - treatment from paramedics, or
  - assistance from a partner/friend who has to administer glucagon or glucose because you cannot do so yourself.
- If you tick YES you must fill in the date boxes. This will give us a better idea of when we may be able to accept an application.

## Q7

Tick YES or NO.

Tick **NO** to this question if you drive with an automatic transmission (because you have passed a test in that category of vehicle or through choice) and need no other special controls.

- You should only tick **YES** if there are medical reasons why you need automatic transmission or special controls to control your vehicle safely at all times.
- If you have ticked YES, and you hold a full driving licence, you must fill in, sign and return the D497 form along with the diab1 medical form.
- The D497 asks you to confirm which controls you need. Only the code(s) that identify these controls will show on your driving licence. We need you to return both parts of your photo-card licence, if you have one, or your paper licence with this form.

You can get advice on special controls from the website [www.direct.gov.uk/disableddrivers](http://www.direct.gov.uk/disableddrivers) or the independent organisation **The Forum of disabled drivers' assessment centres** on 0800 559 3636.

If you hold a provisional driving licence or are applying for a provisional licence;

- you will need to tick YES or NO to Q7
- you **DO NOT** need to fill in the D497 form. If you need automatic transmission or special controls, the codes will be updated when you pass your driving test.



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## Section 2 is about your eyesight

### Q1

Tick YES or NO.

- By law you must be able to read a standard number plate issued after 01/09/2001 (with glasses or contact lenses if necessary) from 20 metres, which has characters which are 50mm wide (see picture below).
- You must also have a visual acuity of at least decimal 0.5 (6/12) measured on the Snellen scale, with glasses or corrective lenses if necessary. This may be measured with both eyes open (or, if sight in one eye only, in that eye). Visual acuity is the term used by opticians and doctors to measure your eyesight. **If you are in any doubt you should discuss with your optician or doctor.**

If the police suspect that you do not have the relevant standard of vision, they can make you take the 'number plate test'. If you fail the test, they may prosecute you.

### Q2

Tick YES or NO.

- If you tick yes, we will add the code 01 to your licence to confirm that you need glasses or contact lenses to drive.
- You **MUST ALWAYS** wear your glasses or contact lenses when you drive. It is an offence to drive without them if you do not meet the standard.

### Q3

Tick YES or NO.

If you tick **YES** you must not have any problem with the field of vision in your other eye.



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## Q4a

Tick YES or NO.

**DO NOT** tick YES if you have only had corrective surgery/laser treatment for short sightedness.

## Q4b

If you tick **YES** to Q4a

Please give the date of your last laser treatment. **If you do not we will not be able to progress your case. We will return the form for you to fill in.**

## Q5

Tick YES or NO.

- If you tick YES and you have had your eyes tested in the last 6 months, take the enclosed visual acuity certificate to your opticians for them to fill in.
- You must return this certificate with the Diab1 medical form.
- When we receive it we will pay the optician for filling in the form.

The DVLA will **ONLY** pay the optician; if you have cataracts in both eyes (or the remaining eye if you only have one eye) **AND**, you have had your eyes tested in the last 6 months.

If you have **NOT** had your eyes tested in the last 6 months **DO NOT** take the visual acuity certificate for your optician to fill in as the DVLA will arrange and pay for an eyesight test. Depending on your visual acuity you may also have to take a number plate test which the Driving Standards Agency (DSA) will arrange. DVLA will pay for the test.

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## Consent form

### The term doctor on this form refers to your GP or consultant

You must sign and date the consent and declaration form and must not alter it in anyway. It confirms that the detail you have given on the medical form(s) is, to the best of your knowledge correct.

If we need to write to your doctor, your consent will allow your doctor to give us information about your medical condition and driving.

It also asks you to agree for us to tell your doctor the result of your case and release medical information during the investigation. Our medical advisor will only do this when they feel it would be in your interest.

The form also asks if you to agree to DVLA faxing or emailing your doctor in appropriate circumstances, to speed up your case.