

Time to Hit the Road

Summer Means a Busy Travel Season

Who Can Drive on University Business?

A frequent question that we receive in the Office of Risk Management is, “who can drive a vehicle on UAB business?”

Driving on University business is a privilege. The [Vehicle Safety Management Program](#) (VSMP) outlines age, licensure, training, driving experience and other criteria for eligibility. The VSMP and requirements apply if driving a university owned vehicle or a personal vehicle on UAB business.

Generally speaking, employees, students, and volunteers may drive on university business. To drive, the individual must:

- Be at least 21 years of age
- Have a valid driver’s license issued in the United States
- Have 3 years of driving experience
- Maintain an acceptable driving history and submit to a Motor Vehicle Record (MVR) review
- Complete the online defensive driving course offered through EH&S and other vehicle specific training as required
- Be knowledgeable of driver responsibilities as detailed in the VSMP.

For additional information on these and other requirements and responsibilities, visit [Risk Management Information Central](#), and choose Automobile Risk Management.

Forms Related to Driving on UAB Business

For quick access to forms, use the following links:

- [UAB Vehicle Safety Management Program](#)
- [UAB Motor Vehicle Record \(MVR\) Request and Release](#)
- [UAB Vehicle Accident Report Form](#)

The Vehicle Safety Management Program requires that MVR records be reviewed on an annual basis for all regular drivers. If you are unsure if your departmental drivers are current on this requirement, email us at UABRisk@uabmc.edu.

Defensive Driving Course

As with most training courses, information and registration for the defensive driving course is found on the [Environmental Health & Safety website](#).

The training course is an online, interactive experience that provides a solid base of safety, and is available to everyone with a Blazer ID.

The Vehicle Safety Management Program requires completion of the defensive driving course every two years.

Should I Buy the Collision Damage Waiver from the Rental Agency?

Most rental agencies offer a collision damage waiver (CDW) and liability coverage to their customers. This is usually offered at the counter as an add-on when the rental period begins. While the coverage provides some peace of mind, we recommend that you do not purchase this coverage from the rental agency when traveling in the United States.

First, UAB’s automobile physical damage and liability coverages extend to rental vehicles when the automobile is used on UAB business. Our physical damage and liability coverages will respond to claims made by the rental agency and others arising from accidents involving the rental vehicle, just as if you were driving a UAB owned vehicle.

Second, the coverage from the rental agency is very expensive and, in most cases, not reimbursed by UAB. It is not uncommon for the daily cost of the rental agency’s CDW and liability coverage to exceed the daily rental rate.

The best option for peace of mind and convenience is to rent vehicles using UAB’s co-operative agreement with Enterprise Rent-a-Car. The collision damage waiver and liability protection are included in the competitive daily rate, which means you get a great rate and peace of mind. It’s a win-win!

For additional information and resources, visit the Risk Management website at : www.uab.edu/riskmanagement