



## FMCSA Clearinghouse Pricing Update & Compliance Reminders

### Price increase notice

Due to increased vendor and compliance processing costs, ITSA will be updating our *FMCSA Clearinghouse query pricing*.

**Effective date:** May 1, 2026 which will be reflected on your invoice billed out on June 1, 2026

**Applies to All Clearinghouse services**

- Reporting Violations to the Clearinghouse **\$30**
- Reporting Return to Duty results to the Clearinghouse **\$30**
- Pre-employment / Full Queries **\$30**
- Annual Queries Starting at **\$50** per roster (depending on size of roster)
- Research on CH requests that do not follow protocol are charged an additional fee **\$30** each

**\*Your Account must have enough queries purchased in order for ITSA to run the annual or full queries**

**\*\*Remember your roster needs to be up to date for Clearinghouse AND for Random Selections!**

Leslie Beery, Director of Operations  
586-991-0000 Ext 1017

## COMPLIANCE REMINDER

### Pre-employment Clearinghouse Full Query (FMCSA)

FMCSA regulations require employers to conduct a pre-employment query in the FMCSA Drug & Alcohol Clearinghouse before hiring a CDL driver into a position that requires safety-sensitive functions (operating a CMV). (49 CFR 382.701)



### Key points:

- Pre-employment checks require a Full Query in the Clearinghouse.
- Full Queries require the driver's electronic consent in the Clearinghouse (to provide consent the driver must be registered in the CH).
- A driver with an unresolved violation must not perform safety-sensitive functions.

[Read More](#)

**Need FMCSA DER Training?**  
**May 14th, 2026 9:30am - 1:30pm (ET)**  
**[Register Here](#)**

## **IMPORTANT PORTAL CHANGE**

### **Auto-Add to Company Roster has been turned OFF**

To support compliance and ensure proper pre-employment checks occur, ITSA has disabled Auto-Add (automatic adding of a new employee to your roster based solely on a negative pre-employment drug test).

### **What this means for you**

Going forward, your company must add new employees to your roster in your **ITSA Portal**. Adding the employee to your roster ensures:

- The employee is properly tracked as part of your DOT program
- Required compliance steps (including Clearinghouse queries and/or prior-employer checks when applicable) are completed and documented (CH and/or 40.25 checks)

### **Your options (choose one)**

1. Employer runs the Clearinghouse query: Add the employee to your roster and complete the required Clearinghouse query steps.
2. **Request ITSA** to run the queries: **Add the employee to your roster**, and request ITSA to complete the Clearinghouse query process on your behalf. Submit Clearinghouse consent/request form to [BGC@integritytesting.net](mailto:BGC@integritytesting.net)

**Action Required:** Please review your new-hire workflow immediately. If you are not adding new hires to your portal roster, and not performing a full query for new hires, you are not in compliance. (Some new hires are not required to have a CH query. If transferring from another

DOT agency you would use written 40.25 consent/request to inquire about Drug and Alcohol history. Non-regulated previous employers/non safety-sensitive positions do not require a CH query. You may inquire with a Non-regulated previous employer or about a non safety-sensitive position on a 40.25, although not required)

***Need help adding employees to your roster?***

**Select the negative drug result for the pre-employment drug test in the ITSA Portal and click on "Add Employee"**

0004447test	2222222	Garrett, Jamie	Pre-Employment	11/14/2021 11/15/2021	Drug	DOT	FAA	Negative	Select
955261_0127	955261	Smith, Betty	Random	04/25/2021	Alcohol	Breath Alcohol	FAA	0.394	Select
222315test	123482MI	Freeman, Martha	Pre-Employment	01/01/2021 01/02/2021	Drug	DOT	FAA	Negative	Select
SAMPLE01	XXX-XX-9565	Sanders, Jane S	Reasonable Cause	03/11/2019 03/12/2019	Drug	DOT	FAA	Positive	Select
2047730609D	9-55261	Smith, Betty	Random	02/28/2019 03/02/2019	Drug	DOT	FAA	Negative-Dilute	Select

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Request Change | View Result Report | **Add Employee** | View CCF

**Or, Navigate to the Employee tab and Select "Add New Employee"**

55511111	Lang, Scott	Flight Attendant	100	1000	Sample Company FAA Pool	Active	Select
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Export to Spreadsheet | Import Employees | Printer Friendly Version | **Add New Employee** | Edit Employee

Thank you for your continued partnership!  
**Integrity Testing & Safety Administrators, Inc. (ITSA)**

Leslie Beery, Director of Operations  
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