

## **Bus drivers need a commercial medical assessment before applying for a Bus Driver Authority (BDA)**

When applying for a BDA you need to pass a commercial medical assessment before submitting your application. If you have an existing medical condition, you may be required to provide further medical report/s from specialist doctors.

It is important to ask your doctor that they:

- assess you to commercial medical standards, and
- tick the option "Is this medical for the purpose of driving public passenger vehicles".

Ask your doctor or specialist to submit your assessment online directly to Transport for NSW (Transport). This will speed up the application process.

This must be recorded on the Transport system as a pre-requisite before you submit your online application. It can take up to 72 hours for Transport to receive and review your medical results. If your doctor does not mark that your medical is for the purpose of driving public passenger vehicles, or they do not submit it online, then your medical assessment may be delayed.

You can return to the [Apply for a BDA](#) web form at any time to check if your medical result has been received and your record updated. If it has you will automatically be able to proceed with your application.

A medical report cannot be more than six months old.

### **Ongoing medical assessment**

- All bus drivers under the age of 60 with no medical conditions need to complete a Fitness to Drive medical assessment every three years.
- If you have an existing medical condition or you're aged over 60, you may need to complete one every year.
- You may also need an additional specialist assessment for some medical conditions.

You'll need to pay for medical or specialist assessments that aren't covered by Medicare.

### **New medical conditions**

If you've been newly diagnosed with a medical condition, you must:

- notify Transport as soon as possible
- send us your medical assessment results.

In most cases you'll need to provide a medical report, usually from a specialist, to keep driving public passenger vehicles.

## **Booking a medical assessment**

In most cases, medical assessments align with your birthday. This makes it easier to remember when your assessment is due.

Transport will also send you a request for a medical review eight weeks ahead of your assessment due date. Your request letter will also state whether you need an assessment from a specialist. Ask your medical practitioner to submit your assessment online directly to Transport via HealthLink.

If you need an assessment from a specialist or need to undertake regular reviews, we recommend you book an appointment in advance or when you first receive the request for a medical review from Transport. This will avoid problems with wait times and delays in approval.

## **Due date extensions**

Extensions to the due date of the assessment are made on a case-by-case basis. You must show proof of a scheduled medical appointment to be eligible.

If your BDA has already been suspended, we can't provide an extension.

Request an extension by contacting us on 13 22 13.

## **Submitting the medical assessment form**

- Ask your doctor to submit your assessment online for a quicker and more convenient assessment. Your doctor must indicate that your medical assessment is for the purpose of driving public passenger vehicles.
- Through the online service, your doctor will get an instant response confirming your assessment has been securely received by Transport. A copy of the completed form will be stored by your doctor for future reference.
- Alternatively, paper forms will continue to be available to customers who request them from Service NSW by calling 13 22 13 or visiting a service centre.
- Drivers can request a date-stamped copy of the assessment as confirmation of the submission.

## **Tell us if you're medically unfit to drive**

If your doctor advises that you're medically unfit to hold a BDA, you need to tell us immediately.

There may be financial, insurance and legal consequences if you don't tell us about a medical condition and keep driving.

Your doctor may send us details of your medical condition online or take your medical assessment to your nearest Service NSW centre.

## **Overdue medical assessments**

If you do not submit your medical assessment by the due date, your BDA will be suspended.

You cannot drive a public passenger vehicle until the suspension on your BDA is lifted. Bus drivers who have an existing medical condition or are over the age of 60 will also have their driver licence suspended.

To restore your driver licence, your doctor needs to send us a satisfactory medical assessment.

We'll contact you within five working days about the suspension of your BDA.

To talk to us about a suspended or cancelled bus authority, email: [schemereview@transport.nsw.gov.au](mailto:schemereview@transport.nsw.gov.au)

## **Surrendering a BDA**

If you choose to surrender your BDA or you are no longer fit to drive, you can return your BDA card by mail to:

Accreditation  
PO BOX 3185  
Parramatta NSW 2124

If you still have questions, call us on 13 22 13.



**Don't miss industry updates!  
Subscribe to our new e-newsletter.**

