



Create a Login.gov Account

Accessing the Clearinghouse requires the creation of an account with login.gov, a shared service that offers secure online access to participating government systems, including the Clearinghouse. If you do not have a login.gov account, or would like to create a new one, you will need to follow the steps below.

1

Visit <https://clearinghouse.fmcsa.dot.gov/register> and click **Go to login.gov**.

During the login.gov registration process, after 15 minutes of inactivity, the current page will clear whatever information is entered into data fields.

The screenshot shows the FMCSA Drug & Alcohol Clearinghouse registration page. At the top, there is a navigation bar with the FMCSA logo and the text 'Federal Motor Carrier Safety Administration'. To the right of the logo are buttons for 'Register' and 'Login'. Below the navigation bar, the page title 'DRUG & ALCOHOL CLEARINGHOUSE' is displayed. The main content area features a large heading: 'Register for the Clearinghouse now and be ready for implementation'. Below this heading is a graphic with three icons: a person, a shield, and a document. The text below the graphic states: 'Authorized users must register to request access to information in the Clearinghouse. You will need to sign in with a login.gov account to begin your Clearinghouse registration.' There are two links: 'Need a login.gov account? Click the link below to create your login.gov account.' and 'Already have a login.gov account? Click the link below and sign in to your account.' A red box highlights the 'Go to login.gov' button. To the right of the main content, there is a section titled 'GOVERNMENT PERSONNEL' with the text: 'FMCSA enforcement personnel and State Driver Licensing Agencies should not complete Clearinghouse registration. Log in using your FMCSA Portal credentials.'

Why register now?
Don't wait! Registering now lets you complete the steps below so that you can be ready when the Clearinghouse is operational on January 6, 2020.

- DRIVERS**
Enter your CDL information and confirm all information is accurate in our database.
- EMPLOYERS**
Does a C/TPA manage your drug and alcohol testing program? Designate them today. Have an FMCSA Portal account? Link it with your Clearinghouse account.
- SAPS & MROS**
Invite Assistants from your company and get set up so you can record information as soon as the Clearinghouse is operational.



2

On the login.gov sign in screen, click **Create an account**.

Or, if you already have a login.gov account, enter your credentials on this screen, click **Sign In** and **go to step 10**.

The FMCSA Drug & Alcohol Clearinghouse is using login.gov to allow you to sign in to your account safely and securely.

Are you FMCSA or State Driver Licensing Agency personnel?
FMCSA enforcement and SDLA staff do not need to create a login.gov account to access the Clearinghouse. This includes staff from Departments of Motor Vehicles.
[Visit the Government User login](#)

Email address

Password Show password

Sign In

Don't have an account? **Create an account**

[Sign in with your government employee ID](#)

[Back to The FMCSA Drug & Alcohol...](#)

3

Enter your email address and click **Submit**. This is the email address the Clearinghouse will use to send you notifications about your Clearinghouse account. This email address will also be used to identify you in the Clearinghouse, and cannot be modified.

Are you FMCSA or State Driver Licensing Agency personnel?
FMCSA enforcement and SDLA staff do not need to create a login.gov account to access the Clearinghouse. This includes staff from Departments of Motor Vehicles.
[Visit the Government User login](#)

STEP 1 OF 4
Enter your email address

Email address

Submit

[Cancel](#)

4

Check your email and open the email from **no-reply@login.gov**, with the subject line **Confirm your email**.

Click **Confirm email address**, or copy and paste the link into a web browser.

LOGIN.GOV

Confirm your email

Thanks for submitting your email address. Please click the link below or copy and paste the entire link into your browser. This link will expire in 24 hours.

Confirm email address

44fa-a045-98ec5c5d5f3c&confirmation_token=qypG7-nNNQbu79T1y7A

Please do not reply to this message. If you need help, visit www.login.gov/help

[About login.gov](#) | [Privacy policy](#)



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Create a password. This password must be at least 12 characters long. If the password you enter is not strong enough, you will not be able to continue. Enter a strong password and click **Continue**.

LOGIN.GOV | DRUG & ALCOHOL CLEARINGHOUSE

You have confirmed your email address

STEP 2 OF 4
Create a strong password

It must be at least 12 characters long and not be a commonly used password. That's it!

Password Show password

Password strength: Great!

Continue

Password safety tips +

[Cancel account creation](#)

6

Select an option to secure your account and click **Continue**.

Login.gov requires the completion of a user verification process to ensure the proper person is using those credentials. Follow the instructions for the method you select.

LOGIN.GOV | DRUG & ALCOHOL CLEARINGHOUSE

You have confirmed your email address

STEP 3 OF 4
First authentication method setup (1 of 2)

Add a second layer of security so only you can sign in to your account.

You'll only use one authentication method to sign in, but we ask you to set up two. This makes sure you can still sign in if you lose access to one.

Select an option to secure your account:

- Phone**
Get your security code via text message (SMS) or phone call
- Authentication application**
Set up an authentication application to get your security code without providing a phone number
- Security key**
Use a security key to secure your account
- Government employees**
Use your PIV/CAC card to secure your account
- I don't have any of the above**
You can use backup codes as your only authentication method. We'll give you 10 codes that you'll have to keep in a safe place.

Continue

[Cancel account creation](#)



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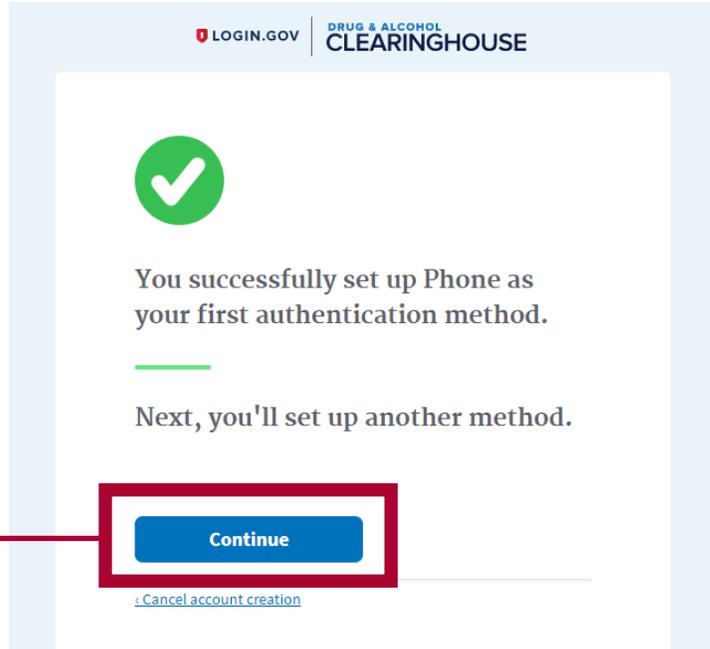
Enter your security code and click **Submit**. This code will be provided via the method you selected. The screenshot below illustrates the SMS phone method.

The screenshot shows the 'STEP 3 OF 4' registration page for the Drug & Alcohol Clearinghouse. The page header includes the 'LOGIN.GOV' logo and the 'DRUG & ALCOHOL CLEARINGHOUSE' title. The main heading is 'Enter your security code', followed by the text: 'We sent a security code to +1 123-456-7890 This code will expire in 10 minutes.' A red box highlights the 'One-time security code' input field and the 'Submit' button. Below the input field is a 'Get another code' button with a refresh icon and a 'Remember this browser' checkbox. At the bottom, there are two links: 'Entered the wrong phone number? Use another phone number' and '< Choose another option'.



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Once you have completed setting up your first authentication method, you will be prompted to set up a second authentication method. You'll only use one authentication method to sign in, but you will need to set up two methods in case you lose access to one. **Repeat steps 6 and 7 to set up your second method.**



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You have created your login.gov account. Click **Continue** to return to the Clearinghouse website and complete your Clearinghouse registration.

