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State Challenges to Improving Traffic Safety Coordination

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16. Abstract

This report is prepared in response to a requirement in House Report 117-99 (p. 61) that accompanies the Consolidated Appropriations Act, 2022 (Public Law 117-103), requesting information on what challenges States are facing with improving their traffic safety coordination.

This report examines challenges States face improving traffic safety information systems. The foundation for the report is the State Traffic Records Assessment Program data from 2018 to 2022 and technical assistance requests States have made to NHTSA since 2015. Of the six traffic records systems (crash, driver, vehicle, roadway, citation and adjudication, and injury surveillance), State's citation and adjudication systems were furthest from the ideal. Across all systems, States faced challenges with data quality control programs and interfaces between systems. Similarly, States faced challenges with data use and integration. States had made 21 technical assistance requests through NHTSA's GO Teams program since 2015. Technical assistance was provided in the areas of strategic planning, TRCC management, data integration, and performance measures. Together, the assessment results and technical assistance requests show States struggle with data integration and quality control (particularly performance measures).

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Executive Summary

States face several challenges improving traffic safety information systems as documented by the National Highway Traffic Safety Administration's State Traffic Records Assessment Program (STRAP) 2018 Assessment Cycle. NHTSA analyzed States' most recent assessment results and interviewed subject matter experts (SMEs) for each traffic records system who have served previously as assessors about common challenges States face within each traffic records system. Difficulties were also gleaned from technical assistance requests NHTSA's Traffic Records team has received from States' highway safety offices and States' traffic records coordinating committees since 2015.

Data from traffic records assessments conducted by NHTSA in 35 States from 2018 to 2022 was analyzed for each traffic records system: crash, driver, vehicle, roadway, citation and adjudication, and injury surveillance. The assessments also covered States' traffic records system management and data use and integration. Out of the six traffic records system components, States faced the most challenges with the citation and adjudication systems. States did not fully satisfy assessment standards (referred to as "meeting the Advisory ideal") on over half of citation and adjudication questions within the *Traffic Records Program Assessment Advisory* (the "Advisory"). Within each system, the greatest challenges were interfacing with other traffic records systems and data quality control programs. Specifically, States struggled developing performance measures and the associated performance metrics for all traffic records systems. States had difficulty integrating the crash data system with other traffic records systems, apart from the integration of crash and roadway data systems.

NHTSA's Traffic Records GO Team program gives technical assistance and training at no cost to the States to improve their traffic records systems. The purpose of the program is to help States achieve improvements in traffic records data collection, management, and analysis capabilities. States often request GO Team assistance to implement recommendations made in their Traffic Records Assessment. States have made 21 requests for technical assistance or training since 2015. Strategic planning, traffic records coordinating committee (TRCC) management, data integration, and the development of performance measures were common requests. The crash data system was the focus of seven technical assistance requests, and the injury surveillance system was the focus of three.

Under the Bipartisan Infrastructure Law (BIL) (enacted as the Infrastructure Investment and Jobs Act (IIJA), Pub. L. 117-58), a State is no longer required to conduct a traffic records assessment to receive a grant for State traffic safety information system improvements (23 U.S.C. 405(c)). These assessments provide good visibility into the challenges States face with respect to their traffic records systems and, while these assessments are no longer mandatory, States may still request the agency to assess any aspect of their traffic records systems.

Introduction

This report is prepared in response to a requirement in House Report 117-99 (p. 61) that accompanies the Consolidated Appropriations Act, 2022 (Public Law 117-103). The section titled "State traffic safety information system improvements" directs NHTSA to produce a publicly available report on what challenges States are facing with improving their traffic safety coordination. In response, this report analyzes aggregated State traffic record assessment data and summarizes technical assistance provided to States to identify specific State challenges with traffic safety coordination.

State Traffic Records Assessment Program Analysis

NHTSA has been able to track the challenges States face with respect to their traffic safety information systems by evaluating traffic records assessments. Under prior grant program requirements, as a condition of receiving traffic safety information system improvement grants, States were required to certify that "an assessment of the State's highway safety data and traffic records system was conducted or updated during the preceding 5 years." 23 C.F.R. §1300.22(b)(4). The required assessments followed the methodologies outlined within the NHTSA-published *Traffic Records Program Assessment Advisory* (Report No. DOT HS 812 601). The methodologies were developed in 2012 in response to a Government Accountability Office (GAO) report (GAO-10-454). They consisted of assessing the systems and processes that govern the collection, management, and analysis of traffic records data.

NHTSA has used three different approaches to conduct traffic safety information system assessments: (1) a NHTSA-facilitated assessment, (2) a self-assessment using a State-created assessment tool, or (3) a self-assessment using a NHTSA-created assessment tool. Under these approaches, NHTSA-facilitated assessments were completed for all States in 2012 and 35 States in 2018.

NHTSA-facilitated assessments are conducted by SMEs from each traffic records system. States are posed a common set of questions for each traffic records system (listed in the Advisory, App. E) that assess a State's adherence to an ideal traffic records system. State respondents then provide suggested evidence and open-ended text remarks for each question. Based upon the responses and evidence provided, assessors rate a State as (1) having met the description of an ideal traffic records system, (2) partially meeting an ideal traffic record system, or (3) not meeting an ideal description. The complete assessment methodology can be found in Appendix A of this report.

The assessment process is based upon the published Advisory, which includes a description of the ideal traffic records system from which to measure States' performance. The process focuses on the following descriptive areas:

- Traffic Records System Management;
- Traffic Records System Components; and
- Data Use and Integration.

Traffic Records System Management assesses the functioning of a State's Traffic Records Coordinating Committee (TRCC) and a State's strategic planning for traffic records systems.

Traffic Records System Components assesses six traffic records system components: the crash data system, the driver data system, the vehicle data system, the roadway data system, the citation and adjudication systems, and the injury surveillance system. This report describes each of these components more fully in the sections that follow. Within the Advisory, each traffic records system component is generally broken into six categories:

- System Description and Contents – The traffic records system information necessary to maintain an ideal database.
- Applicable Guidelines – Voluntary guidelines available to States to build or maintain ideal traffic records data system.

- Data Dictionary – Traffic records system contains definitions for each data element within the system and, where applicable, edit checks and data collection guidelines.
- Procedures and Process Flows – Accurate, up-to-date documentation, including process flow diagrams, detailing policies and procedures for key processes governing the collection, submission, processing, posting, and maintenances of traffic records data.
- Interfaces – Ideal linkages between traffic records systems.
- Data Quality Control – Ideal formal, comprehensive data quality management programs for traffic records systems.

Data use and integration assesses a State's use of traffic records data, and how the components are integrated together.

From the assessments conducted, results were aggregated to show the percentages of States that met, partially met, or did not meet the Advisory ideal for each assessment question provided. The results for individual questions can be found in Appendix B of this report. This report provides a summarization of the aggregated results of the most recent State assessments facilitated by NHTSA. Results are presented for each traffic records system and associated categories within the Advisory. State challenges with specific systems or categories within systems are discussed more fully, including individual question results. In addition, NHTSA consulted SMEs for each traffic records system who have served as assessors under the program to describe common challenges States face. These results may not be representative for all States and territories but do show challenges that large numbers of States face with respect to their traffic records systems.

Traffic Records System Management – Traffic Records Coordinating Committee

The intent of the State's TRCC is to oversee planning and improvement of the State's traffic records systems and provide meaningful coordination among traffic records stakeholders within the State. The ideal TRCC develops, implements, and monitors the State Traffic Records Strategic Plan, and approves the Strategic Plan and Implementation Plan annually. TRCCs influence State agency policy decisions that affect the State's traffic records systems. TRCCs are responsible for identifying performance measures and monitoring progress. Within the Advisory, Section 2-A provides additional details on the ideal TRCC; Appendix E lists 16 assessment questions related to the TRCC (Questions 1-16). TRCC assessment questions and results are listed within this report in Appendix B. Figure 1 shows an overview of the TRCC ratings.

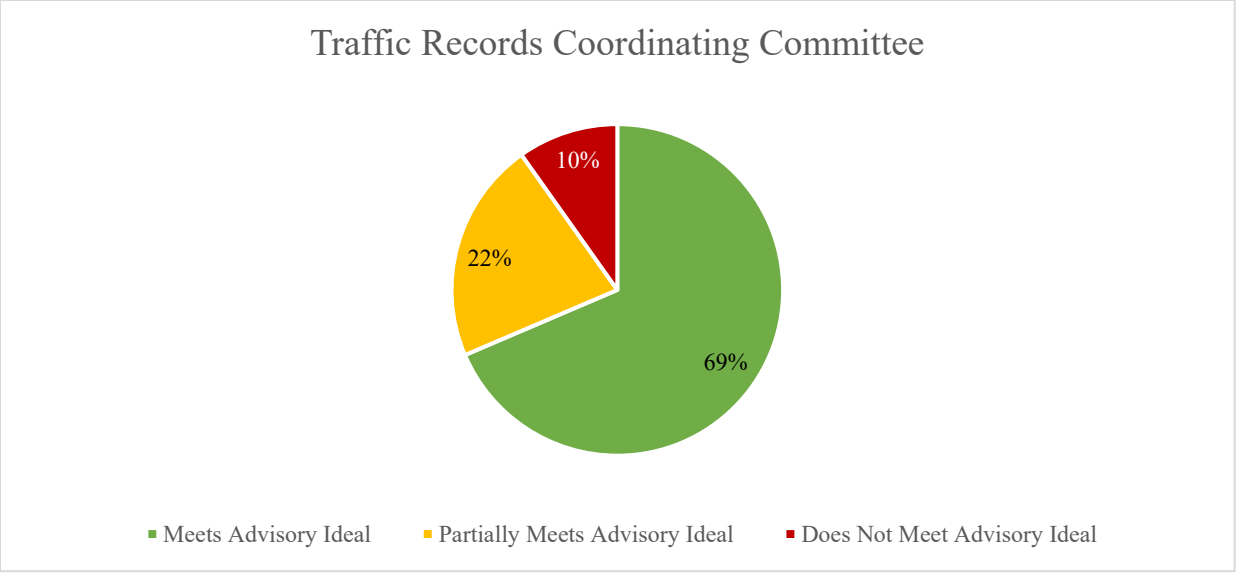


Figure 1. Traffic Records Coordinating Committee Assessment Ratings Overview

The States were rated as having met the Advisory ideal on 69 percent of the assessment questions related to a State's TRCC, and partially meeting the Advisory ideal on 22 percent of questions. States did not meet the Advisory ideal on 10 percent of questions. Individual assessment questions and the percentages of States that met, partially met, or did not meet the Advisory ideal are listed in Appendix B. Largely, States met the Advisory ideal for most assessment questions regarding a State's TRCC.

State TRCCs faced challenges maintaining a traffic records inventory (Question 10), where 57 percent did not meet the Advisory ideal and a further 29 percent only partially met the Advisory ideal. The SMEs identified the challenge of maintaining a traffic records inventory with active participation from representatives for all six traffic records data systems. One other issue the SMEs noted that may be more easily rectified was the lack of a template or best practices that States could model their traffic records inventories on.

Another area where State TRCCs have room to improve is whether the TRCC identifies core system performance measures and monitors progress, where only 29 percent meet the Advisory ideal (Question 8). State TRCCs also struggle with reviewing quality control and quality improvement programs impacting the core data systems, where only 40 percent of States meet the Advisory ideal (Question 14).

Traffic Records System Management – Strategic Planning for Traffic Records Systems

The State Traffic Records Strategic Plan is a multi-year plan updated annually, developed by the State TRCC. The strategic plan addresses all recommendations from the last assessment, planning improvements to all aspects of a State's traffic records system and setting objectives for the year's activities. Within the Advisory, Section 2-B provides additional details on the ideal State Traffic Records Strategic Plan; Appendix E lists 11 assessment questions related to strategic planning (Questions 17-27). Strategic planning assessment questions and results are listed within this report in Appendix B. Figure 2 shows an overview of Strategic Planning for Traffic Records Systems ratings.

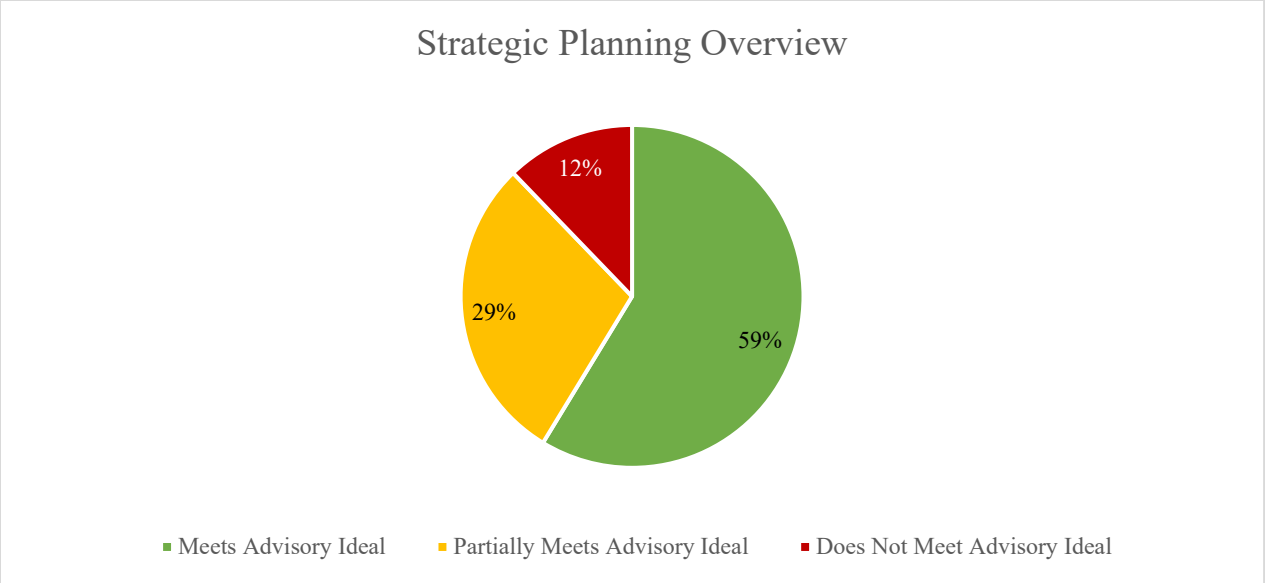


Figure 2. Strategic Planning for Traffic Records Systems Assessment Ratings Overview

The States were rated as having met the advisory ideal on 59 percent of the assessment questions related to a State's Strategic Planning for Traffic Records Systems, and partially meeting the Advisory ideal on 29 percent of questions. States did not meet the Advisory ideal on 12 percent of questions. Individual assessment questions and the percentages of States that met, partially met, or did not meet the Advisory ideal are listed in Appendix B.

Some additional observations for these assessment questions. Only 37 percent of TRCCs have a process for identifying at least one performance measure and the corresponding metrics for the six core data systems in their State Traffic Records Strategic Plans (Question 19), 40 percent of TRCCs identify and address technical assistance and training needs in their State Traffic Records Strategic Plans (Question 21), and 29 percent of State Traffic Records Strategic Plans consider lifecycle costs in implementing improvement projects (Question 25). While these areas of Strategic Planning suggest room for improvement, States were at least partially meeting the Advisory ideal.

Crash Data System

The crash data system is the foundation of a State's traffic records system. The crash system contains police-reported data on traffic crashes within a State, critical for the planning, implementation, and evaluation of effective traffic safety countermeasures. The crash data system is also essential for linkage between other traffic records systems. Section 3-A of the Advisory provides additional details on the ideal crash data system; Appendix E lists 47 assessment questions related to the crash data system. Crash data system assessment questions and results are listed within this report in Appendix B. Figure 3 shows an overview of the crash data system ratings.

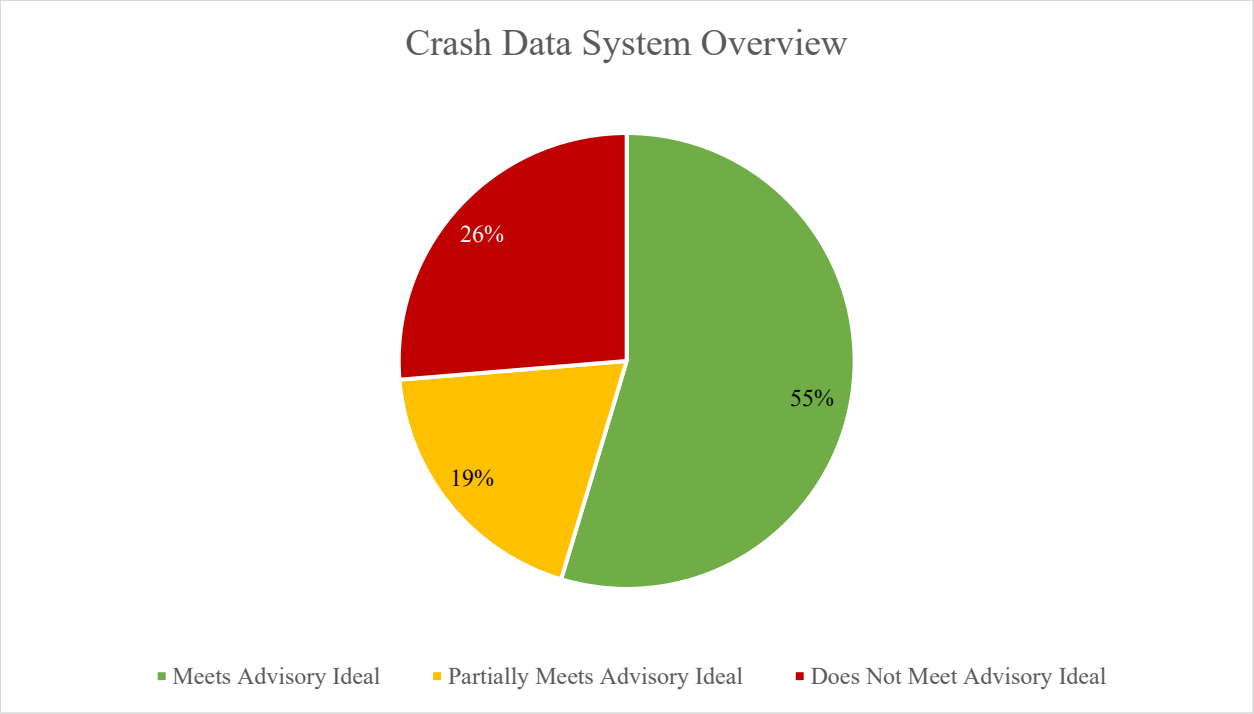


Figure 3. Crash Data System Assessment Ratings Overview

The States were rated as having met the advisory ideal on 55 percent of the assessment questions related to the crash data system, and partially meeting the Advisory ideal on 19 percent of questions. States did not meet the Advisory ideal on 26 percent of questions. Figure 4 shows the percentages of States meeting the Advisory ideal for each of the assessment categories:

- the description and contents of the crash data system (Questions 28-38),
- applicable guidelines for the crash data system (Questions 39 and 40),
- the data dictionary of the crash data system (Questions 41-44),
- the procedures and process flows for the crash data systems (Questions 45-52),
- crash data systems interface with other traffic records components (Questions 53-57), and
- data quality control programs (Questions 58-75).

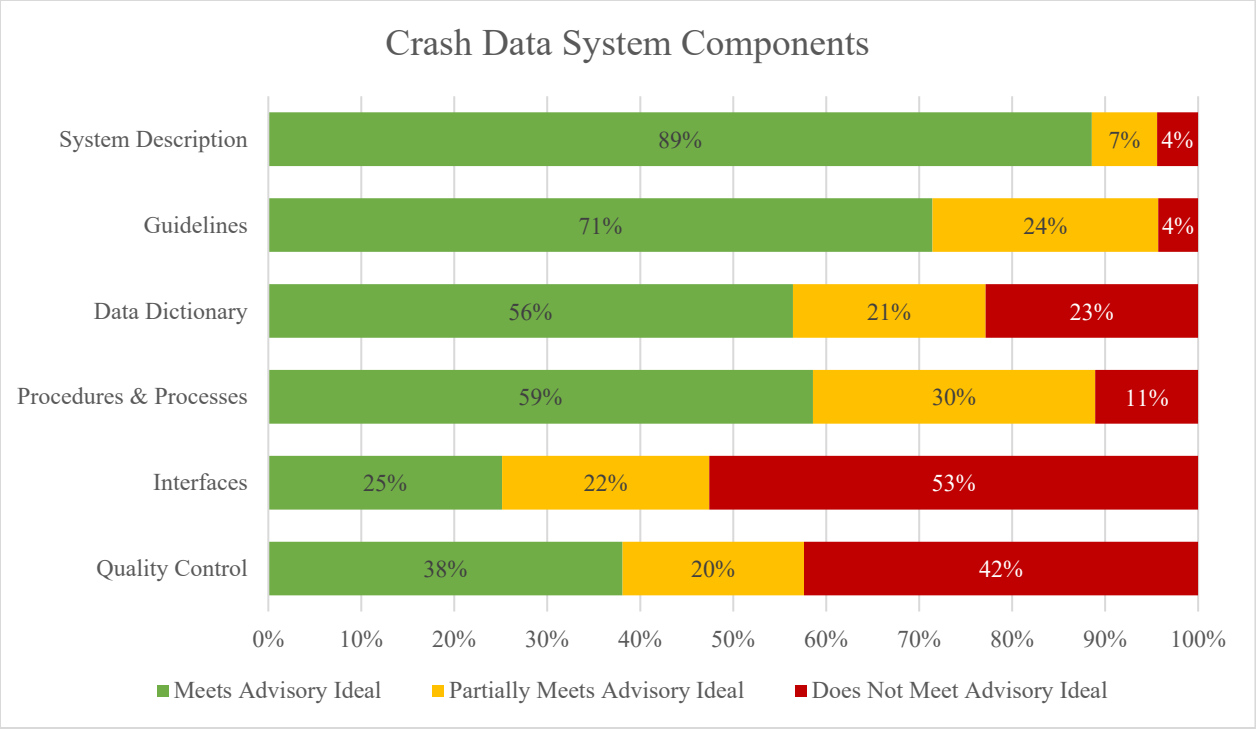


Figure 4. Summary of Crash Data System Component Assessment Results

Just over half of States met the Advisory ideal for crash data dictionaries and the procedures and process flows. Within crash data dictionaries, most States did not meet the Advisory ideal for indicating data elements linked from other traffic records system components (Question 44). Only 43 percent of States met the Advisory ideal for reevaluating crash report forms at regular intervals (Question 46). Approximately half of States only partially met the Advisory ideal for collecting (Question 50) and submitting (Question 51) crash data electronically.

Overall, States did not meet the Advisory ideal for interfaces between the crash data system and other traffic records systems, with 53 percent of States not meeting the Advisory ideal on interface questions. The crash system SME assessor noted that one difficulty across all traffic records system is that each system is typically maintained in separate State agencies. As a result, States struggle to meet the Advisory ideal for interfaces between the crash data system and the citation and adjudication systems, with 71 percent of States not meeting the Advisory ideal (Question 56). The SME assessor also mentioned that often these States do not have a centralized court system, and likely do not have statewide citation repositories. Without a repository, there is no centrally stored citation data with which to link crash or other traffic records data. The SME noted creating a centralized court system within a State would likely require major legislation, as well as a commitment to meeting obstacles and potentially providing significant sums associated with changing an existing organizational structure. The Advisory ideal for interfaces between the crash data system and the Emergency Medical Services (EMS) system were not met by 91 percent of States (Question 57). The SME assessor noted that EMS data and any other traffic-related records stored in a State Health Department System are subject to Health Insurance Portability and Accountability (HIPAA) Privacy Rule and other strict protocols to protect an individual's health data. Even with Memoranda of Understandings (MOUs) in place, obstacles to sharing can be difficult to overcome and is often restricted. The result is that even with support for integration, it is still difficult for States to interface between crash data and EMS systems.

States only met the Advisory ideal for data quality control programs for the crash system for 38 percent of questions. The largest gaps in the States crash data quality control are related to performance measures:

- **Timeliness:** 51 percent of States met the Advisory ideal (Question 62),
- **Accuracy:** 34 percent of States met the Advisory ideal (Question 63),
- **Completeness:** 34 percent of States met the Advisory ideal (Question 64),
- **Uniformity:** 29 percent of States met the Advisory ideal (Question 65),
- **Integration:** 20 percent of States met the Advisory ideal (Question 66),
- **Accessibility:** 23 percent of States met the Advisory ideal (Question 67), and
- 20 percent of States met the Advisory ideal on established performance metrics for each performance measure (Question 68).

The SME assessor noted many reasons States struggle with the development of performance measures and metrics but often they come down to time, personnel, or budget constraints. States may lack qualified personnel with the experience necessary to develop meaningful performance metrics. Often States are using limited resources to maintain current crash systems with the development of formal performance measures and metrics deemed a lower priority. If a State does not see value in monitoring the crash data system performance metrics, they will be hesitant to establish a program.

The SME assessor found that participation by stakeholders in the TRCC influences whether a State has effective and useful performance measures or metrics in place for the crash data system. Particularly important is the involvement and empowerment of the State's Traffic Records Coordinator. The SME also noted the quality of the State's Traffic Records Strategic Plan impact the quality of the performance measures and metrics.

States also face challenges providing feedback to the law enforcement officers who are crash data collectors. Only 17 percent of States met the Advisory ideal on providing performance reporting to law enforcement agencies on the timeliness, accuracy, and completeness of their submitted crash data (Question 69). The SME assessor noted that many States do provide feedback to law enforcement informally but do not have formal processes and were not able to articulate how feedback was provided during assessments. States have many mechanisms to provide feedback to system users and law enforcement (e.g., highway safety office law enforcement liaisons, end-user email blasts, newsletters, end-user surveys, and other direct forms of communication). Communication to such a wide range of users and data collectors across local, county, and State government agencies can be a daunting task for States to organize. It is often difficult to know if messages are effectively conveyed, or even ultimately received. The SME believes establishing strong relationships through TRCCs to stakeholders at the State level and within local law enforcement, highway patrols, police chiefs, sheriffs' associations, and highway safety office partners is crucial for establishing open lines of communications to provide feedback.

With respect to audits of crash reports and related database contents (Question 72), only 23 percent of States met the Advisory ideal, which impacts a state's ability to detect issues and provide improvements via trainings or revisions to manuals and forms. The SME assessor

believes audits vary widely across States depending on the complexity of the crash system in place. Audits can be more difficult for States whose systems partially consist of paper records. Other challenges noted by the SME assessor included: the lack of personnel with necessary skills to audit crash data, the lack of access to crash data or reports for review and audit purposes, and lack of resources for audits (for this, limited resources are focused on maintaining system operations).

Other areas States face challenges relate to data quality reports, reviews, and feedback. Only 26 percent of States met the Advisory ideal to send data quality reports to the TRCC (Question 75), meaning nearly for three quarters of States the TRCC is not fully involved in data quality performance management as a regular practice. Less than half of States met the Advisory ideal for quality control reviews (Question 71), high-frequency errors (Question 70), and data quality feedback (Question 74), with 37 percent, 40 percent, and 43 percent of States meeting the Advisory ideal, respectively.

Driver Data System

The driver data system maintains driver identities, histories, and licensing information for each driver and typically resides within a State Department or Division of Motor Vehicles. The driver data system ensures that for each licensed driver there is one identity, one license to drive, and one record. Within the Advisory, Section 3-B provides additional details on the ideal driver data system; Appendix E lists 40 assessment questions related to the driver data system. Driver data system assessment questions and results are listed within this report in Appendix B. Figure 5 shows an overview of the driver data system assessment ratings.

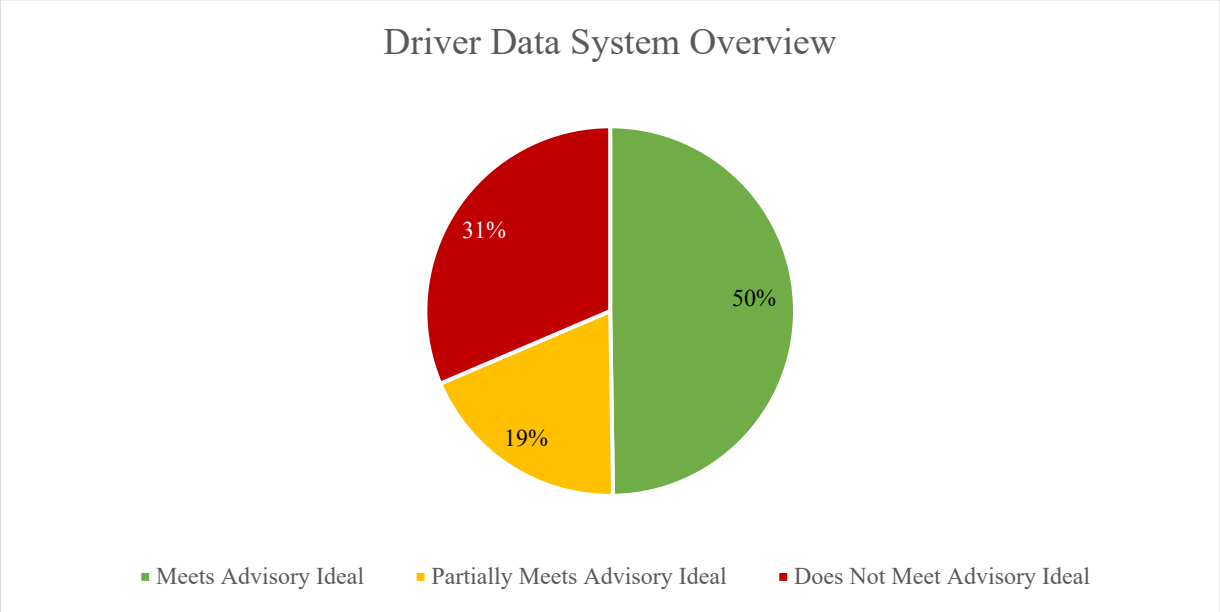


Figure 5. Driver Data System Assessment Ratings Overview

The States were rated as having met the Advisory ideal on 50 percent of the assessment questions related to the driver data system, and partially meeting the Advisory ideal on a further 19 percent of questions. States did not meet the Advisory ideal on 31 percent of questions. The SME assessor for the driver data system noted two general challenges. The first challenge is the size of the driver data system and the age of the legacy databases involved. The SME assessor

notes that these issues can be mitigated by upgrades and rebuilds to systems. The second challenge the SME noted is a lack of inter-agency data sharing. Data sharing is hampered by lack of resources and personnel to enable sharing, lack of MOUs in place to allow sharing, and in some States legislative barriers that prevent data sharing. In addition, an increasingly high priority on cyber security can change a State's risk-benefit calculation with respect to integrating data sources and systems held by separate State agencies.

Figure 6 shows the percentage of States meeting the Advisory ideal for each of the assessment categories:

- the description and contents of the driver data system (Questions 76-78),
- applicable guidelines for the driver data system (Question 79),
- the data dictionary of the driver data system (Questions 80-83),
- the procedures and process flows for the driver data systems (Questions 84-97),
- driver data systems interface with other traffic records components (Questions 98-102), and
- data quality control programs for the driver data system (Questions 103-116).

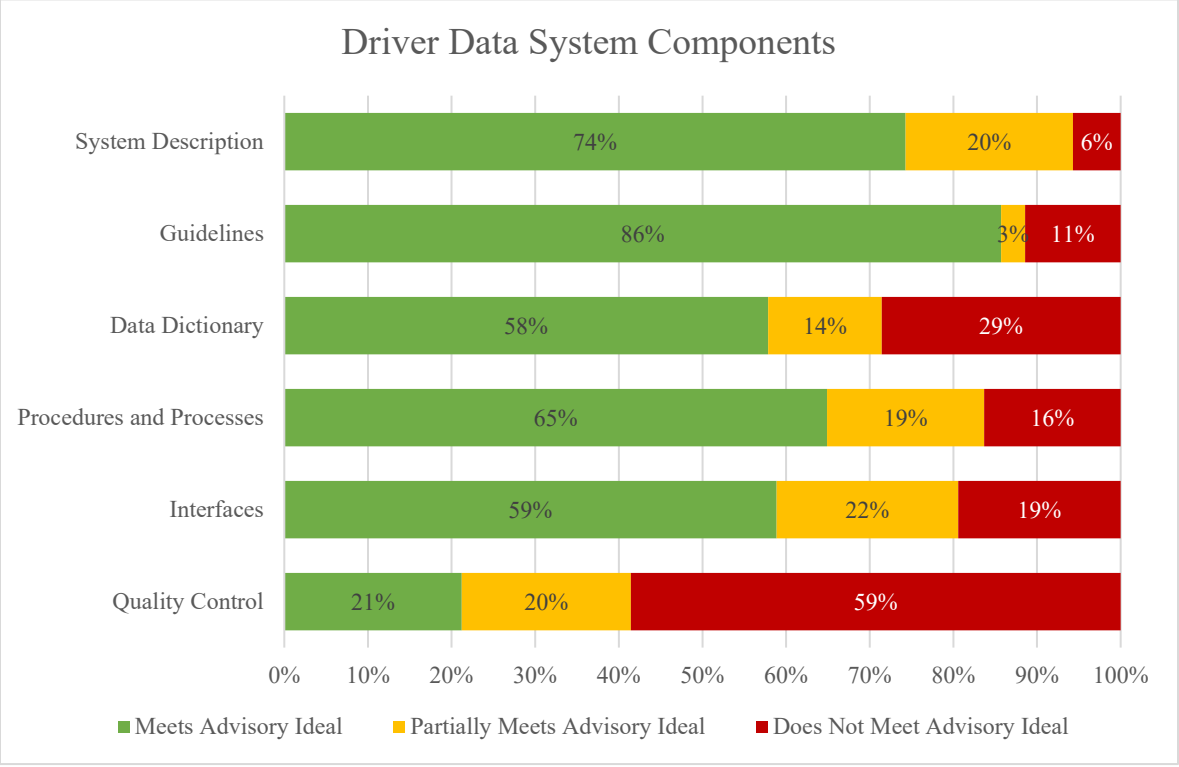


Figure 6. Summary of Driver Data System Component Assessment Ratings

States had high alignment overall with the Advisory ideal for the description and contents and the applicable guidelines for the driver data system. However, only 49 percent of States met the Advisory ideal on capturing details of novice driver, motorcycle, and driver improvement (remedial) training histories, with another 40 percent partially meeting the Advisory ideal

(Question 77). For Driver system data dictionaries, 43 percent of the States met the Advisory ideal for guidance on how and when to update the data dictionary (Question 83).

For driver data system procedures and processes, two-thirds (65%) of States met the Advisory ideal overall. Questions with less than half of the States meeting the Advisory ideal pertained to the custodial agency maintaining accurate, up-to-date documentation (Question 84), transferring the Driver History Record (DHR) electronically to another State when requested (Question 92), and whether the State obtains a previous State of Record electronically upon request (Question 93). One-third (31%) of States did not meet the Advisory ideal for processes and procedures for purging driver data (Question 87), and one-third (34%) did not meet the Advisory ideal regarding the use of facial recognition prior to issuing a credential (Question 94).

States met the Advisory ideal for assessment questions related to driver data system interfaces, with two exceptions. Twenty-nine percent of States do not meet the Advisory ideal to post at-fault crashes to the driver record (Question 98) and 91 percent of States do not meet the Advisory ideal for an interface with a State's DUI tracking system (Question 99). The SME assessor notes that advances in electronic submission of DUI conviction data allow many States to meet the ideal of timely submission of DUI arrest and conviction data. Despite timely submission of DUI data, States do not meet other requirements of a DUI tracking system (such as those specified in NHTSA's Model Impaired Driving Records Information System (MIDRIS) [71 FR 51665]), which can lead to gaps where DUI offenders can repeatedly offend. The lack of DUI tracking systems are caused by a lack of willingness to share data across agencies and a lack of resources available across the various stakeholders involved.

Many agencies (law enforcement, judicial, clerk of court, probation offices, DUI schools, etc.) are involved with each DUI arrest. To meet their respective agency missions, all stakeholders have separate responsibilities and data sharing interests. As a result, integration is quite often considered a lower priority. Increasing the representation on TRCCs of all the various DUI stakeholders could provide opportunities for funding and to discuss the data sharing requirements necessary for a more integrated and useful DUI tracking system.

States largely do not meet the Advisory ideal for data quality control programs for driver data systems. Only 21 percent of States met the Advisory ideal. Specifically, States struggle with developing performance measures and corresponding metrics, as follows:

- **Timeliness:** 20 percent of States met the Advisory ideal (Question 105),
- **Accuracy:** 6 percent of States met the Advisory ideal (Question 106),
- **Completeness:** 3 percent of States met the Advisory ideal (Question 107),
- **Uniformity:** 6 percent of States met the Advisory ideal (Question 108),
- **Integration:** 6 percent of States met the Advisory ideal (Question 109),
- **Accessibility:** 9 percent of States met the Advisory ideal (Question 110), and
- 9 percent of States met the Advisory ideal on established performance metrics for each performance measure (Question 111).

The SME assessor for the driver data system noted the roles that TRCCs can play in States developing performance measures. One challenge is a lack of in-depth discussions on performance measures and their importance by the TRCC. When the driver data system owners

or custodians do not participate within the State TRCC, performance measures are often not a priority. Lack of funding for the driver data system also translates to a lower priority for the development of performance measures.

The SME assessor also mentioned that attitudes toward performance measures can impede implementation. In States with older systems, performance measures to identify data deficiencies are not seen as a priority, as resources are dedicated to the operations and maintenance of the older systems. In States with newer systems where edit checks and safeguards are in place to allow for more complete and accurate data, these system capabilities can be seen as substitutes for the creation of performance measures. State TRCCs often have driver performance measures in the TRCC Strategic Plans, but often they are not tracked. The SME assessor discussed the capability of newer systems to generate reports that could be used to develop meaningful performance measures. Many States use Commercial Driver's License Information System (CDLIS) Reports provided by the American Association of Motor Vehicle Administrators (AAMVA), which partially met the Advisory ideal on performance measures. Under its own systems, AAMVA also could generate similar reports to guide State DMVs in the use of performance measures. Alternatively, NHTSA's National Driver Register (NDR) Problem Driver Pointer System (PDPS) conducts an optional, quarterly clean file process through which a State can refresh the information on PDPS. PDPS serves as the only central repository of information used by all 50 States and the District of Columbia to identify problem drivers, and the clean file process can be used by the States to improve and monitor the accuracy of the data within their own driver data systems.

Besides performance measures, States have challenges in other data quality control programs within the driver data system. Only 6 percent of States met the Advisory ideal regarding the existence of a formal, comprehensive data quality management program (Question 103) and 11 percent of States met the Advisory ideal for providing the TRCC regular data quality management reports (Question 116). The SME assessor noted the following reasons for the lack of reports: The TRCC is not asking for reports, or the driver system owners are not part of the TRCC and do not have incentives or see benefits to provide the reports. Twenty-six percent of States met the Advisory ideal for conducting periodic comparative and trend analyses (Question 114) and 43 percent of States met the Advisory ideal for regularly communicated data quality feedback from key users. While only 17 percent of States met the Advisory ideal for conducting periodic sample-based audits (Question 113), the SME believes reports often are being generated but may not be known by all relevant stakeholders. One other reason for the low score is that audits may be occurring by IT departments unbeknownst to the business sides of the driver data systems.

Vehicle Data System

The vehicle data system includes identification and ownership data for vehicles registered in the State as well as out-of-State vehicles involved in crashes within the State's boundaries. The vehicle data system is an inventory of vehicle data that enables titling and registration of each vehicle under the State's jurisdiction. This data includes information on vehicle make, model, year of manufacture, body type, Vehicle Identification Number (VIN), and adverse vehicle history (title brands). The system is usually maintained by a State's Department or Division of Motor Vehicles or Department of Revenue. The system is typically "customer-facing," but includes commercial vehicle-related functions, and potentially accessible by law enforcement

officers in the field to obtain vehicle information. Section 3-C of the Advisory provides additional details on the ideal vehicle data system; Appendix E lists 36 assessment questions related to the vehicle data system. Vehicle data system assessment questions and results are listed in this report's Appendix B. Figure 7 shows an overview of the vehicle data system assessment ratings.

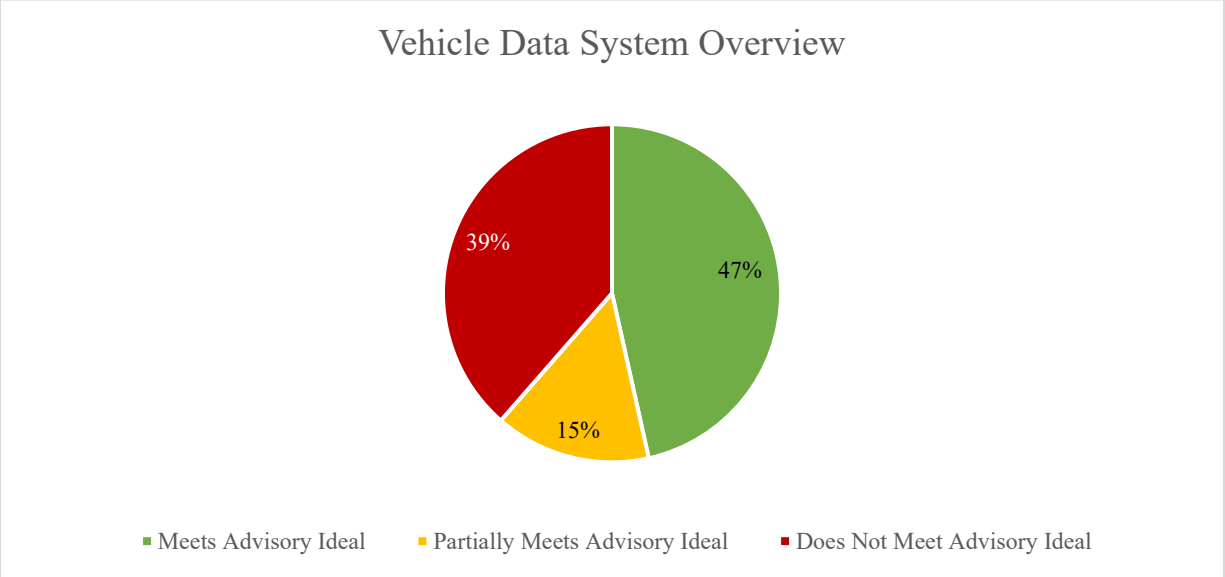


Figure 7. Vehicle Data System Assessment Ratings Overview

The States were rated as having met the Advisory ideal on 47 percent of the assessment questions related to the vehicle data system, and partially met the Advisory ideal on a further 15 percent of questions. States did not meet the Advisory ideal on 39 percent of questions. Figure 8 shows the percentages of States that met the Advisory ideal for each of the assessment categories:

- the description and contents of the vehicle data system (Questions 117-119),
- applicable guidelines for the vehicle data system (Question 120-123),
- the data dictionary of the vehicle data system (Questions 124-126),
- the procedures and process flows for the vehicle data systems (Questions 127-134),
- vehicle data systems interface with other traffic records components (Questions 135-137), and
- data quality control programs for the vehicle data system (Questions 138-152).

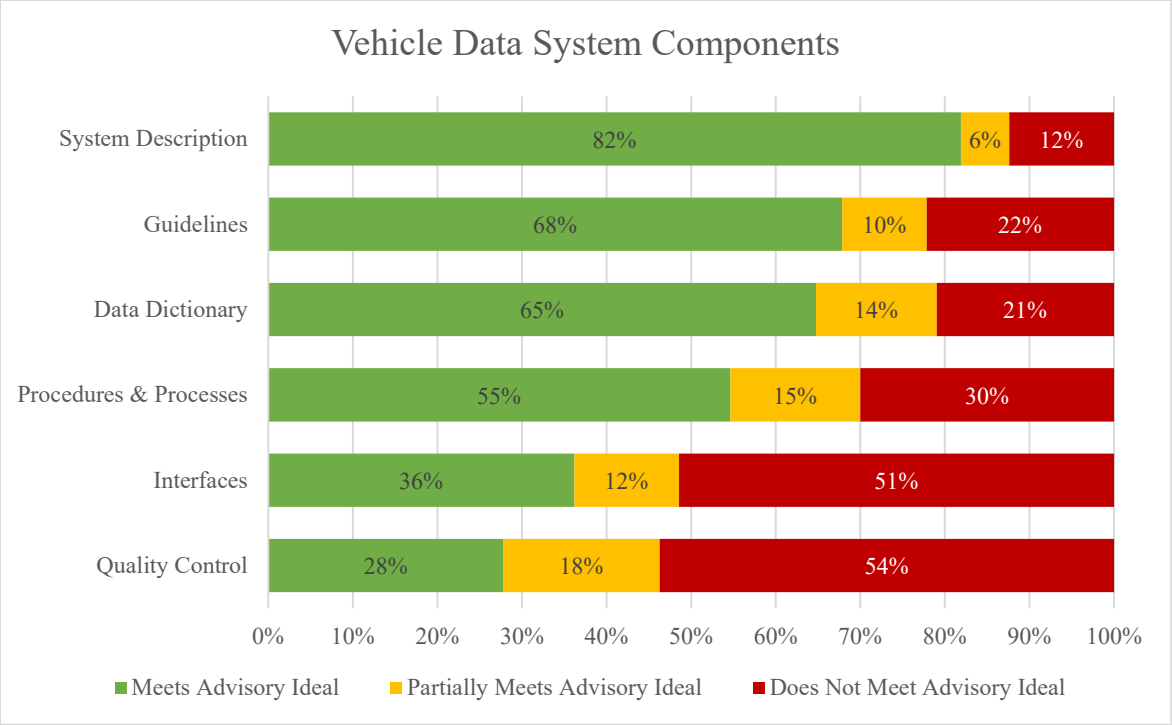


Figure 8. Summary of Vehicle Data System Components Assessment Ratings

Overall, most (82%) States met the Advisory ideal for questions regarding vehicle data system description and contents questions. However, 37 percent of States did not meet the Advisory ideal for barcoding vehicle registration documents (Question 119). States largely adhered to the Advisory ideal for procedures and processes with three exceptions: 37 percent of States met the Advisory ideal for having a process flow that outlines the vehicle system's key data flow processes (Question 127), 26 percent met the Advisory ideal for annotating the process flow to show the time required to complete each step (Question 132), and 17 percent of States met the Advisory ideal for showing alternative data flows and timelines in the process flow (Question 133).

Only 14 percent of States met the Advisory ideal for flagging vehicle records when discrepancies are identified during data entry in the crash data system (Question 137). The SME assessor noted that States often do not see a need to interface crash and vehicle data systems. Without the interface between crash and vehicle data systems, there is no avenue to flag vehicle files when a discrepancy is identified during data entry into the crash system. Since the crash and vehicle systems often reside in different agencies, the lack of interface is often due to limited resources and differing priorities at respective agencies.

Within quality control, the Advisory ideal was not met on 54 percent of questions by States. States struggled with performance measures for the vehicle data system and corresponding performance metrics:

- **Timeliness:** 17 percent of States met the Advisory ideal (Question 141),
- **Accuracy:** 11 percent of States met the Advisory ideal (Question 142),
- **Completeness:** 11 percent of States met the Advisory ideal (Question 143),

- **Uniformity:** 9 percent of States met the Advisory ideal (Question 144),
- **Integration:** 6 percent of States met the Advisory ideal (Question 145),
- **Accessibility:** 9 percent of States met the Advisory ideal (Question 146), and
- 9 percent of States met the Advisory ideal for establishing performance metrics for each performance measure (Question 147).

The SME assessor described a lack of funding through the TRCC for the vehicle data system, with limited funds leading to low priority status for the creation or tracking of performance measures. Due to VIN verification software and real-time verification with the National Motor Vehicle Title Information System (NMVTIS) many States do not see a need for performance measures.

Only 6 percent of States met the Advisory ideal for regularly providing data quality management reports to the TRCC (Question 152). The SME assessor noted this is often because TRCCs are not asking for the reports or the appropriate system owners are not part of the TRCC and do not see a benefit or have an incentive to provide the reports. Nine percent of States met the Advisory ideal for conducting sample-based audits for vehicle reports and related database contents (Question 149). The SME assessor described the barriers to conducting audits as similar to the barriers for establishing performance measures. With States using VIN verification software and/or using NMVTIS real-time verification, States often do not see a need to audit vehicle data. The SME noted that States are identifying errors and updating training and processes which means some audit is being performed but may not be known by all State stakeholders. The last area where many States had challenges meeting the Advisory ideal was conducting periodic comparative and trend analyses across years and jurisdictions in the State (Question 150) with 26 percent of States not meeting the Advisory ideal.

Roadway Data System

The roadway data system contains roadway and traffic information on all public roads (including non-State-owned public roads and roads on tribal lands in the States), of which the Department of Transportation is typically the custodian. The roadway data system is composed of data elements from FHWA's *Model Inventory of Roadway Elements* (MIRE); a subset known as "Fundamental Data Elements" (FDEs) are required to support system-wide network screening and countermeasure design, implementation, and evaluation. States use location referencing systems (e.g., linear referencing system, GIS) to track roadway data elements. Section 3-D of the Advisory lists additional details on the ideal crash data system; Appendix E lists 34 assessment questions related to the roadway data system. Roadway data system assessment questions and results are listed within this report in Appendix B. Figure 9 shows an overview of the roadway data system assessment ratings.

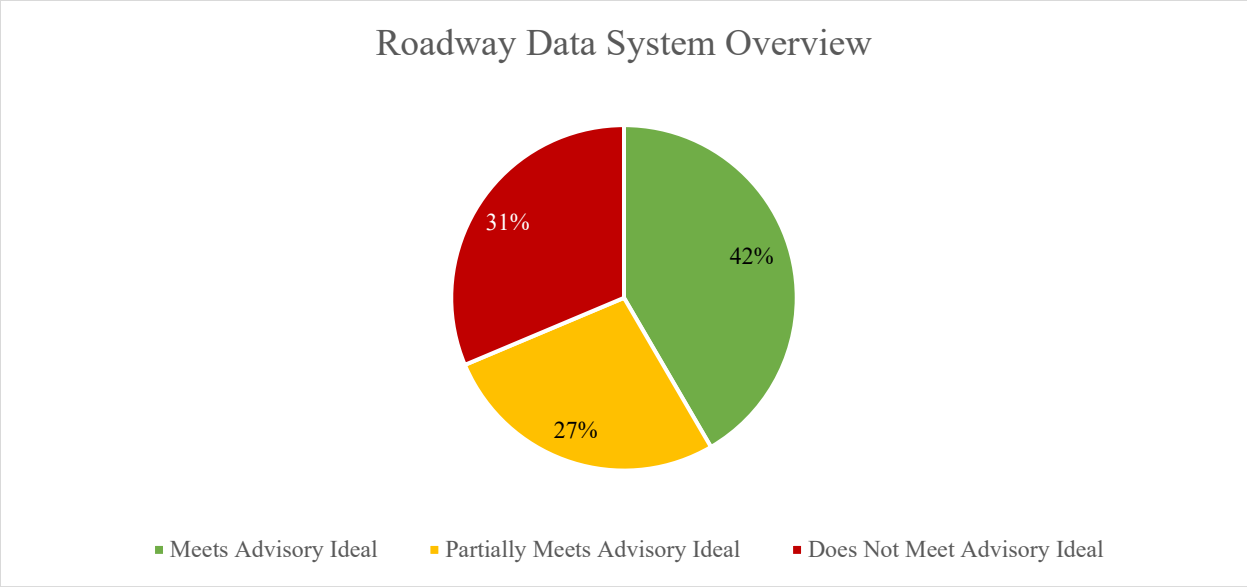


Figure 9. Roadway Data System Assessment Ratings Overview

States were rated as having met the advisory ideal on 42 percent of the assessment questions related to the roadway data system, and partially met the Advisory ideal on a further 27 percent of questions. States did not meet the Advisory ideal on 31 percent of questions. Figure 8 Figure 10 shows the percentage of States that met the Advisory ideal for each of these assessment categories:

- the description and contents of the roadway data systems (Questions 153-157),
- applicable guidelines for the roadway data systems (Questions 158 and 159),
- the data dictionary of the roadway data systems (Questions 160-163),
- the procedures and process flows for the roadway data systems (Questions 164-169),
- roadway data systems interface with other traffic records components (Questions 170-174), and
- data quality control programs for the roadway data systems (Questions 175-186).

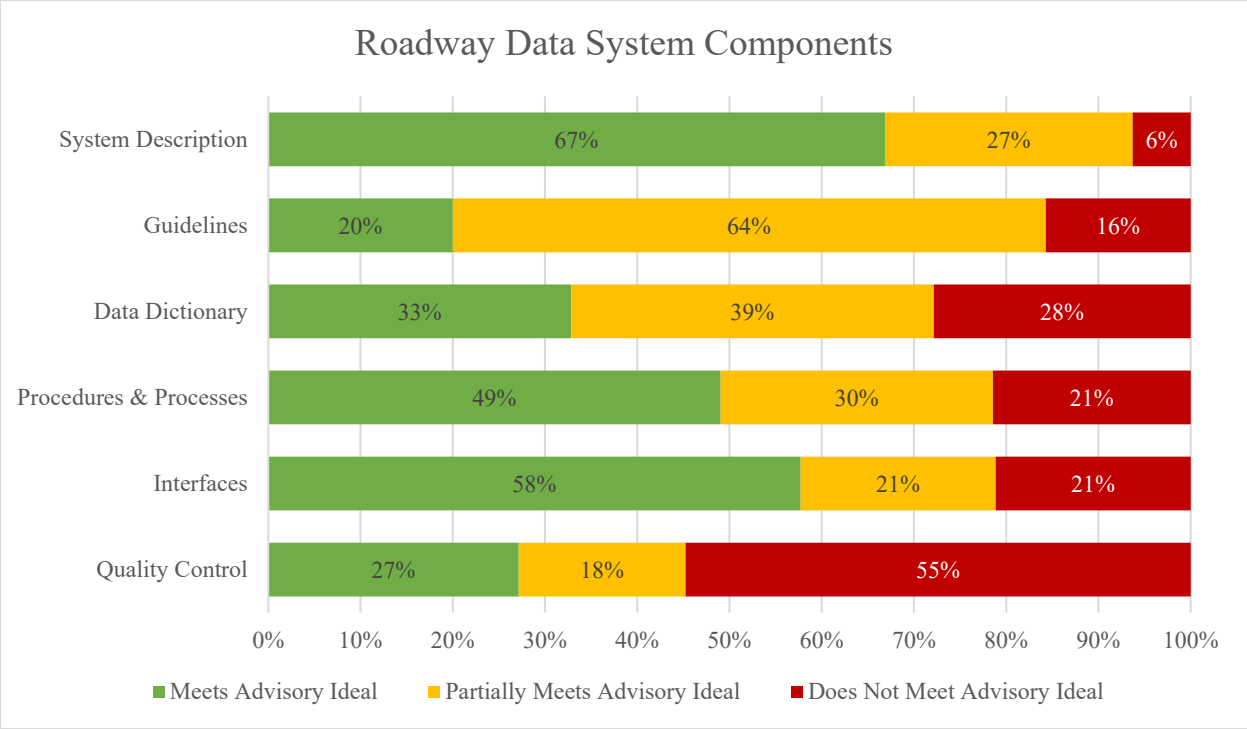


Figure 10. Summary of Roadway Data System Components Assessment Ratings

Only 20 percent of States met the Advisory ideal for questions regarding the applicable guidelines for the roadway data system, with an additional 64 percent that partially met the Advisory ideal. States faced challenges adhering to the Advisory ideal on applicable guidelines related to the Model Inventory of Roadway Elements (MIRE). MIRE includes a list of FDEs that States must collect by 2026. Relating to MIRE FDE data collection, 77 percent of States only partially met the Advisory ideal (Question 158). A further 26 percent of States did not meet the Advisory ideal on collecting additional roadway data elements that conform to data elements included in MIRE, with an additional 51 percent that only partially met the Advisory ideal. The SME assessor for the roadway data system noted that some States do not have regular working relationships with local entities, which makes data collection difficult for many roadways. Additionally, States have limited funds and personnel to collect roadway data. In some States, there may not be local partners who have the necessary knowledge to provide the proper data.

One-third (33%) of States met the Advisory ideal for questions regarding the data dictionary for the roadway data systems, and an additional 39 percent partially met the Advisory ideal. Approximately one quarter (26%) of States met the Advisory ideal for including MIRE FDEs (Question 160), and 29 percent met the Advisory ideal for including non-fundamental MIRE data elements (Question 161). Guidance on how and when to update the data dictionary for the roadway system (Question 163) had the least adherence to the Advisory ideal; 34 percent of States did not meet the Advisory ideal and another 37 percent only partially met the Advisory ideal. The SME assessor observed that States without complete roadway data dictionaries that define all elements have trouble collecting accurate or complete data.

Most (69%) States met the Advisory ideal for questions on intrastate roadway data system interfaces. An additional 26 percent partially met the Advisory ideal. However, only 23 percent of States met the Advisory ideal for interfacing roadway data systems maintained by regional

and local custodians (e.g., MPOs, municipalities, and Federally recognized Indian Tribes) with the State enterprise roadway information system (Question 173). The SME assessor noted that a lack of regular working relationships with local partners is a challenge States face collecting MIRE data elements, which can also hinder interfacing between State and local or regional entities, even if those entities are collecting the roadway data. In the SME assessor's experience, many rural areas with lower populations might not have data systems or technologies allowing interfaces between States and local entities. One other challenge noted was the incompatibility between some State and local data collection methods, which can require significant cost to change. The SME assessor noted that when States collect all roadway data themselves there is no need to navigate the potential challenges posed by coordinating with regional or local data systems.

Like other traffic records systems, quality control was the category within the roadway data system with least adherence to the Advisory ideal. Only one quarter (27%) of States met the Advisory ideal, and over half (55%) did not meet the Advisory ideal on data quality control programs. Only one of the 12 quality control questions was met by over half the States. Performance measures for the roadway data system were higher than for other traffic records systems, but roughly a quarter or less of States met the Advisory ideal:

- **Timeliness:** 17 percent of States met the Advisory ideal (Question 179),
- **Accuracy:** 17 percent of States met the Advisory ideal (Question 180),
- **Completeness:** 20 percent of States met the Advisory ideal (Question 181),
- **Uniformity:** 17 percent of States met the Advisory ideal (Question 182),
- **Accessibility:** 14 percent of States met the Advisory ideal (Question 183),
- **Integration:** 26 percent of States met the Advisory ideal (Question 184), and
- 11 percent of States met the Advisory ideal for establishing performance metrics for each performance measure (Question 185).

The SME assessor noted States struggle translating goals into actual performance measures, and struggle to determine performance metrics for each of the performance measures. Some common reasons the SME had noted from State assessments was a lack of personnel, both in terms of time for such activities and the level of understanding/experience needed. Some States did not perceive performance metrics to be of value, and therefore do not use their limited resources to develop them.

Only 14 percent of States met the Advisory ideal for providing the TRCC regular quality management reports (Question 186). The lack of data quality management reports can impact a TRCC's ability to identify problems and provide improvements via trainings or revisions to manuals and forms. The SME assessor noted that there are currently no reports produced in many States, and creating the report is not seen as a priority. The SME believes States often see TRCCs as not able to provide valuable feedback regarding data quality management or believe the TRCC has no influence to make changes or provide feedback that would lead to change. These beliefs about TRCCs lower data quality management report priority for State roadway data system owners and custodians.

Citation and Adjudication Systems

State citation and adjudication systems provide information about traffic-related citations, arrests, and dispositions. Custodial responsibility for the citation and adjudication systems is divided amongst separate independent agencies within separate branches of government across different levels of government; however, the data systems are interdependent and a willingness to share data within a central, statewide repository (and linked to appropriate Federal data systems) improves and promotes traffic safety. Within the Advisory, Section 3-E provides additional details on the ideal citation and adjudication systems; Appendix E lists 50 assessment questions related to the citation and adjudication systems. Citation and adjudication systems assessment questions and results are listed within this report in Appendix B. Figure 11 shows an overview of the citation and adjudication systems assessment ratings.

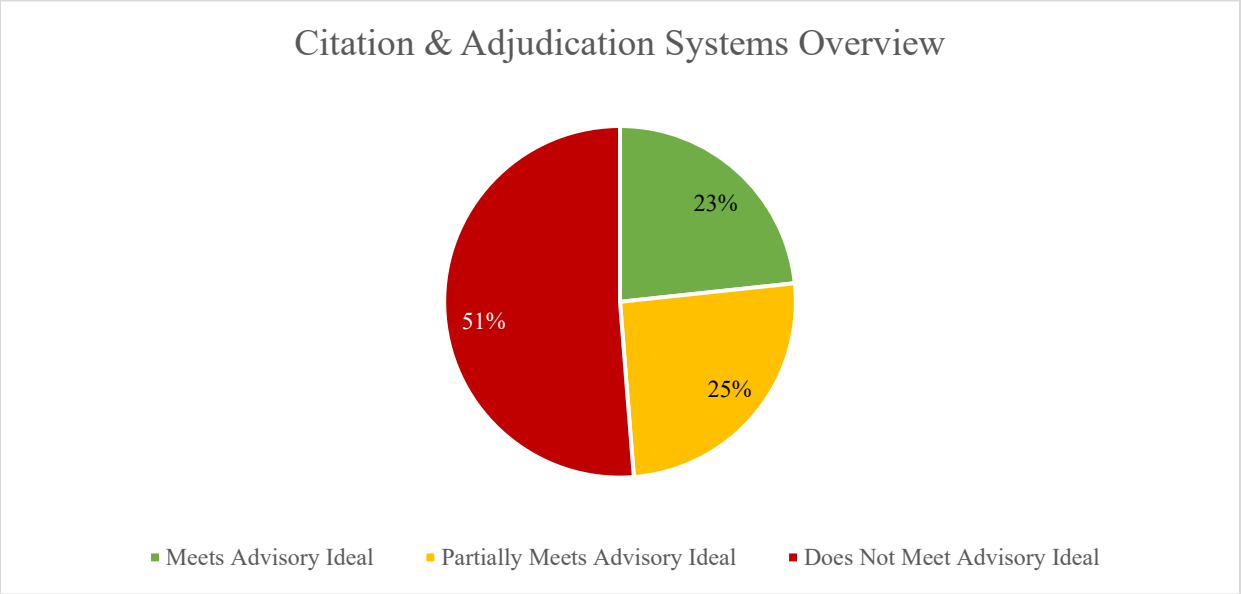


Figure 11. Citation and Adjudication Systems Assessment Ratings Overview

The States were rated as having met the Advisory ideal on 23 percent of the assessment questions related to the citation and adjudication systems, and partially met the Advisory ideal on a further 25 percent of questions. States did not meet the Advisory ideal on 51 percent of questions. Figure 12 shows the percentage of States that met the Advisory ideal for each of the assessment categories:

- the description and contents of the citation and adjudication data systems (Questions 187-193),
- applicable guidelines and participation in National Data Exchange Systems for the citation and adjudication systems (Questions 194-196),
- the data dictionaries for the citation and adjudication systems (Questions 197-203),
- procedures and process flows for the citation and adjudication systems (Questions 204-213),

- citation and adjudication systems interface with other components (Questions 214-219), and
- quality control programs for the citation and adjudication systems (Questions 214-236).

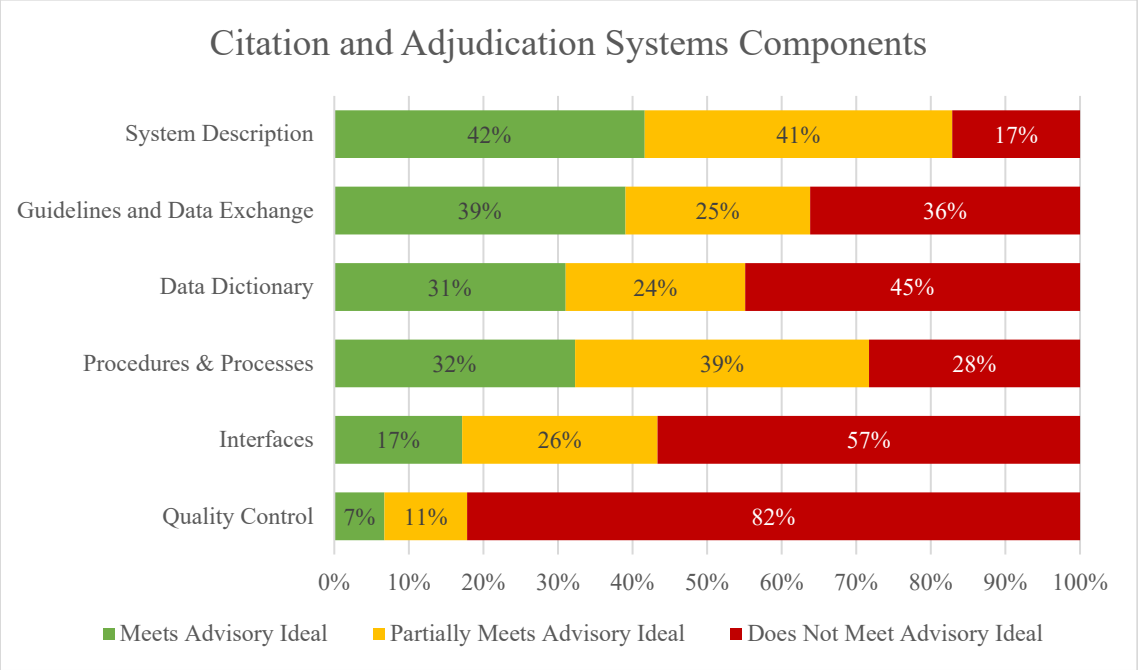


Figure 12. Summary of Citation and Adjudication Systems Assessment Ratings

No assessment category within the citation and adjudication systems was met by over half of States. The citation and adjudication systems are two separate and distinct systems within the purview of two separate branches of government. In addition, there are often several citation systems and adjudication systems operating within a State. Creating a real-time interface between these systems is a challenge States face. The SME assessor noted a Statewide citation system or a unified court system within a State lessen the issue of interfacing with systems. Citation and adjudication systems may have records maintained by agencies unrepresented on TRCCs and traffic safety is typically not a core function of these agencies. All these factors complicate traffic safety coordination within the citation and adjudication systems.

Within the citation system, adoption of citation systems can be hampered by cost-prohibitive electronic citation hardware needed in the field or the cost of vendor software designed with the needed interfaces for more than one citation system. Depending on where the citation system resides within a State, the system could be designed in a way that is not user-friendly for law enforcement for ease of use in the field.

State adjudication systems face issues with judicial branch engagement in TRCCs. If TRCCs have difficulty engaging representatives from relevant court systems for regular meetings, assessment responses will likely not reflect the true status of traffic records in a given State. Even if the TRCC is successful in achieving participation from the judicial branch, often a statutory or court rule will prevent the disclosure of the desired information. Every State has laws governing the disclosure of court records, although the laws vary in defining the protected information and time periods for disclosure. Appropriate representatives from the judicial branch

can aid in data requests, the development of MOUs to share information and generating support for legislative changes that aid in overall traffic safety coordination. Finally, the disparate, non-integrated systems often rely on manual data entry from handwritten documents. Having more than one system and manual record-keeping are not efficient processes and potentially delay to the use of information for enforcement purposes and the attachment of records to the appropriate driver or vehicle.

Within the system description, one challenge States faced was the use of citation and adjudication data for prosecution of offenders, adjudication of cases, and traffic safety analyses (Question 187), 17 percent of States met and 57 percent partially met the Advisory ideal. The SME assessors noted that often data were not used for identifying traffic safety problems, problem drivers, and traffic safety programs because that would require data be made available to others who are not law enforcement. Local agencies consider the citation system law enforcement-related and limit access to within their agencies.

Other areas where States faced challenges meeting the Advisory ideal for citation and adjudication system description were:

- 29 percent of States met and 57 percent partially met the Advisory ideal for tracking citation dispositions within a statewide tracking system (Question 189), and
- 31 percent of States met and 51 percent partially met the Advisory ideal for interoperability of a states' case management system among all jurisdictions (Question 191).

The largest challenge for States regarding applicable guidelines and participation in the National Data Exchange Systems was adhering to the (National Information Exchange Model) NIEM Justice domain guidelines in appropriate portions of the citation and adjudication systems (Question 195), where only 20 percent of States met the Advisory ideal. The SME assessor said that using a NIEM schema may be beneficial but because of the sheer size of NIEM, proper implementation may be difficult. Further, to make products that help comply with NIEM schema completely beneficial, there has to interaction between systems and corresponding services and applications.

Many States faced challenges maintaining up-to-date data dictionaries (Question 201), only 20 percent met the Advisory. The SME assessor noted that many systems use proprietary information that may come with limitations on its use. These systems are not controlled locally on occasion, and agencies are not typically responsible for the documentation that comes with the purchased systems. Other challenges States face pertaining to citation and adjudication data dictionaries are listed in ascending order from least agreement with the Advisory ideal to most:

- 20 percent of States met the Advisory ideal for maintaining up-to-date citation system data dictionaries (Question 201),
- 20 percent of States met the Advisory ideal for indicating data fields populated through interface linkages with other traffic records system components within the courts' case management system data dictionaries (Question 203),
- 26 percent of States met the Advisory ideal for indicating data fields populated through interfaces with other traffic records system components within citation data dictionaries (Question 202),

- 34 percent of States met the Advisory ideal for having data dictionaries for the statewide citation tracking systems (Question 197),
- 37 percent of States met the Advisory ideal for providing definitions for all data fields within the courts' case management systems (Question 198),
- 37 percent of States met the Advisory ideal for providing definitions for all data fields within the citation data dictionaries (Question 199), and
- 43 percent of States met the Advisory ideal for clearly defining all data fields within the courts' case management systems (Question 200).

Overall, 32 percent of States met the Advisory ideal for questions regarding the procedures and process flows for the citation and adjudication systems, and over half of the States met the Advisory ideal on only one assessment question. Only 20 percent of States met the Advisory ideal to track citations from point of issuance to posting on the driver file (Question 204). Approximately one-third (34%) of States met the Advisory ideal for criteria for the deferring or dismissing of traffic citations and charges (Question 209).

Several procedure and process flow challenges relate to tracking impaired driving through citation and adjudication systems. A comprehensive approach to tracking impaired driving is necessary to give law enforcement officers, prosecutors, and judges access to an individual's driving and/or criminal history to reduce gaps in the DUI system. Only 14 percent of States met the Advisory ideal of having an impaired driving data tracking system that uses some or all the data elements or guidelines of NHTSA's MIDRIS (Question 212). The SME assessor noted that many States do not have a DUI tracking system, and so cannot meet the Advisory ideal. The SME assessors also noted States often report that courts and law enforcement are not responsible for impaired driving tracking systems and that these responsibilities usual fall on State DMVs or DOTs. Court systems may assign rehabilitation and sanctions against a DUI offender, but do not have access to the tracking system. Accordingly, some States do not share data between courts and DMVs. The SME assessors noted the additional complication that must be navigated where the sharing of data crosses not only different State agencies but also different branches of government. Only 17 percent of States met the Advisory ideal to include BAC or any drug test results within the DUI tracking system (Question 213). The SME assessor noted that States may not require BAC or drug test results to be collected on impaired driving citations, and the data could be collected separately from citation data. When the BAC or drug test results are collected elsewhere but not considered as part of charging documents, the data may not be added to other systems and its use for other purposes may be lost. Drug testing in most States is done via blood test, and BACs can also be collected through blood tests when crashes are involved or if refused through warrants. Additionally, due to delays in testing, results may not be collected in a system that allows them to be added to citation data.

Interfaces between citation and adjudication systems and other traffic records components are considered individually for the crash, vehicle, and driver systems. For the citation system, the interface with the most adherence to the Advisory ideal was with the driver data system, where 31 percent of States met the Advisory ideal (Question 214). Citation interfaces with the vehicle system (Question 215) were met by 11 percent of States. The Advisory ideal discusses interfacing the vehicle and citation systems for carrying out administrative actions. However, the SME assessor notes that from the law enforcement perspective the citation system does not require a vehicle interface to collect vehicle information. Further, when States do interface the

vehicle and citation systems it is typically to populate vehicle information to reduce error. Interfaces between the citation and crash systems were met by 9 percent of States (Question 216). The SME assessor observed that when crash and citation systems are maintained and controlled by different agencies the ability to interface may not be present. When the crash and citation systems reside in different State agencies, data sharing becomes an issue. Further, citation systems are often controlled by local agencies. The systems may be developed locally or purchased through a third-party vendor, and interfacing between different vendor-based systems can be difficult.

For the adjudication system, the Advisory ideal for an interface with the driver system was met by 37 percent of States (Question 217). Adjudication interfaces with the vehicle system (Question 218) were met by 9 percent of States. Interfaces between the adjudication and crash systems were met by 6 percent of States (Question 219).

Quality control programs are largely considered separately for citation and adjudication systems. The assessment results for performance measures tailored to systems managers and data users are:

- **Timeliness**: 17 percent of States met the Advisory ideal for the citation system (Question 220), 17 percent of States met the Advisory ideal for the adjudication system (Question 227)
- **Accuracy**: 6 percent of States met the Advisory ideal for the citation system (Question 221), 11 percent of States met the Advisory ideal for the adjudication system (Question 228)
- **Completeness**: 9 percent of States met the Advisory ideal for the citation system (Question 222), 9 percent of States met the Advisory ideal for the adjudication system (Question 229)
- **Uniformity**: 11 percent of States met the Advisory ideal for the citation system (Question 223), 6 percent of States met the Advisory ideal for the adjudication system (Question 230)
- **Integration**: 3 percent of States met the Advisory ideal for the citation system (Question 224), no States (0%) met the Advisory ideal for the adjudication system (Question 231)
- **Accessibility**: No States (0%) met the Advisory ideal for the citation system (Question 225), no States (0%) met the Advisory ideal for the adjudication system (Question 232)

Relatedly, no States met the Advisory ideal for performance metrics established for each of the performance measures for either the citation (Question 226) or adjudication (Question 233) systems. No States met the Advisory ideal for having performance measures for their DUI tracking system (Question 234). Common amongst all data systems, the SME assessors noted States may not prioritize or understand performance measures, or believe they are not necessary due to validations, required fields, and submission processes in place within the systems. Specific to the citation system, the SME assessors stated that often States do not have control as it is given to local law enforcement. States typically report that because there is no statewide citation system there is also no need to develop performance measures. Further, due to local control of citation systems, data are often not accessible, and the local systems typically do not integrate with other systems under State control. The SME assessors observed that one challenge

within the adjudication system is the disconnect in States between a performance measure that satisfies a judicial inquiry and one that satisfies a traffic safety inquiry.

Nine percent of States met the Advisory ideal for periodically conducting sample-based audits (Question 235). Six percent of States met the Advisory ideal for regularly providing data quality management reports to the TRCC (Question 236). One barrier the SME assessors observed with regard to State citation systems is that when conducting audits there was a lack of a centralizing statewide system for audits. Citation systems could vary by agency across a given State, making oversight difficult at a statewide level. Even if audits are conducted by local agencies, traffic records assessments conducted at the statewide level may not reflect some quality control programs in place. Similarly, the responses to data quality management reports may not reflect all information available as the lack of local agency involvement on the TRCC may result in the TRCC being unaware of an audit process. This is particularly acute for citation systems not falling under TRCC oversight. The SME assessors noted that audits and data quality reports do exist in every court system as dictated by statute court rules or other procedures. However, because of the lack of involvement of groups representing the adjudication system on the TRCC, assessments may not reveal the true level of auditing and quality control currently in place for court systems. To bridge this gap the SME assessor suggested State TRCCs in conjunction with their judicial and law enforcement partners could develop performance measures or request specific audits based upon standards published by the National Center for State Courts.

Injury Surveillance System

Custody of an injury surveillance system is shared among several State agencies and the system is typically comprised of records within pre-hospital EMS, trauma registry, emergency department (ED), hospital discharge (HD), rehabilitation databases, payer-related databases, and mortality data (e.g., death certificates, autopsies, and coroner and medical examiner reports). Within the Advisory, injury surveillance systems are described under the umbrella of five subsystems: EMS, emergency department, hospital discharge, trauma registry, and vital records. The data are used to track the frequency, severity, and nature of injuries sustained in motor vehicle traffic crashes that is useful in determining crash causation, cost, and outcomes. The injury surveillance system provides data of use to stakeholders such as the traffic safety community, health care, injury prevention, research, and the broader public. Within the Advisory, Section 3-F provides additional details on the ideal injury surveillance system; Appendix E lists 80 assessment questions related to the injury surveillance system. Injury surveillance system assessment questions and results are listed within this report in Appendix B. Figure 13 shows an overview of the injury surveillance system assessment ratings.

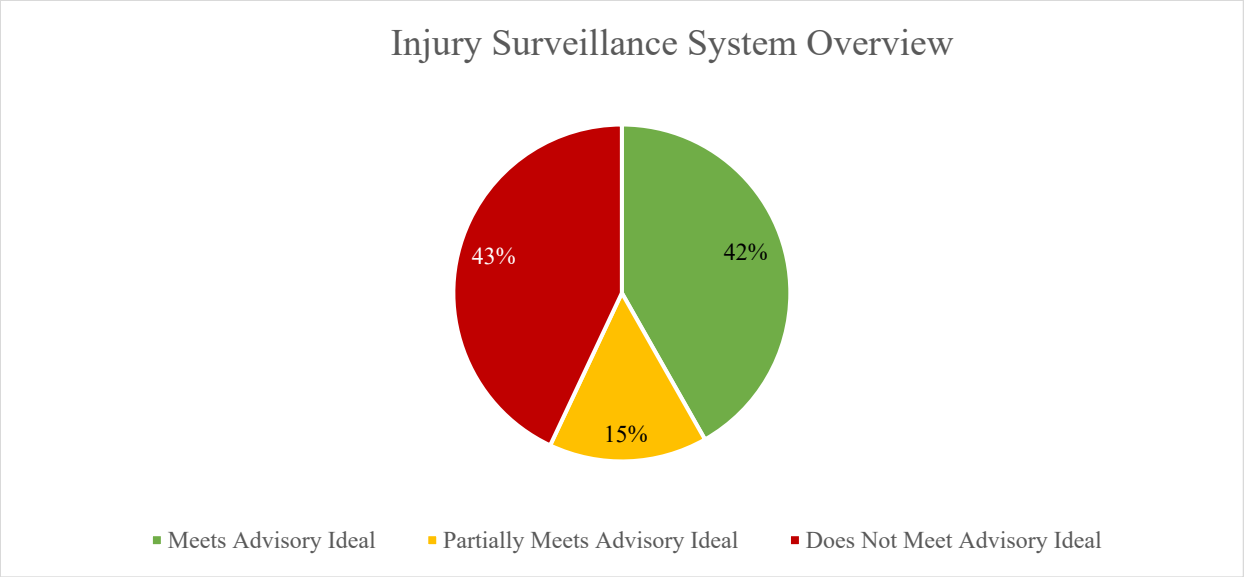


Figure 13. Injury Surveillance System Assessment Ratings Overview

The States were rated as having met the Advisory ideal on 42 percent of the assessment questions related to the injury surveillance system, and partially met the Advisory ideal on 15 percent of questions. States did not meet the Advisory ideal on 43 percent of questions. Figure 14 shows the assessment results for the system description, applicable guidelines, data dictionaries, procedures and process flows, and quality control programs. The Injury surveillance section also covers the injury severity system and injury surveillance data interfaces.

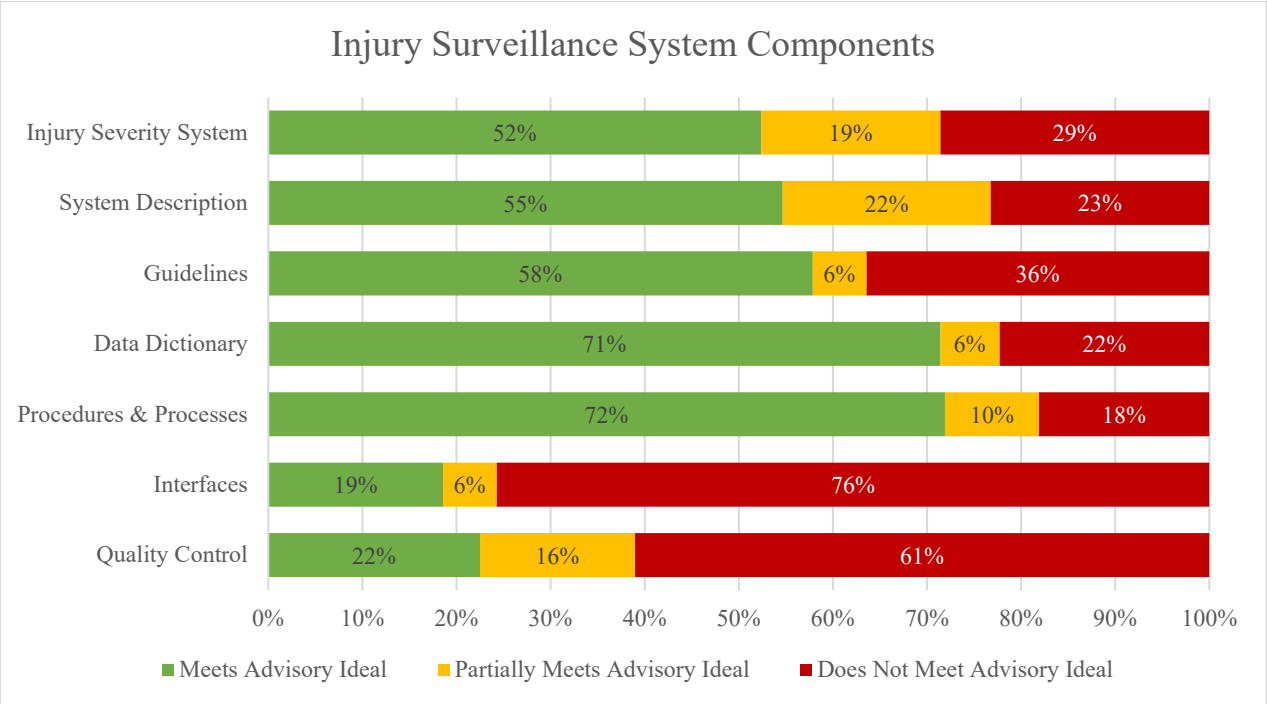


Figure 14. Summary of Injury Surveillance System Components Assessment Ratings

The injury severity system is assessed via questions 237-239 in the Advisory. One challenge States faced was quantifying the burden of motor vehicle injury using EMS, emergency department, hospital discharge, trauma registry and vital records data (Question 237), where only 37 percent of States met the Advisory ideal.

The remaining assessment categories are the same as other traffic records systems: system description, guidelines, data dictionary, procedures and processes, interfaces, and quality control. The analysis is further broken down by subsystem: EMS, Emergency Department, Hospital Discharge, Trauma Registry, and Vital Records. The results aggregated by injury surveillance system can be seen in Figure 15.

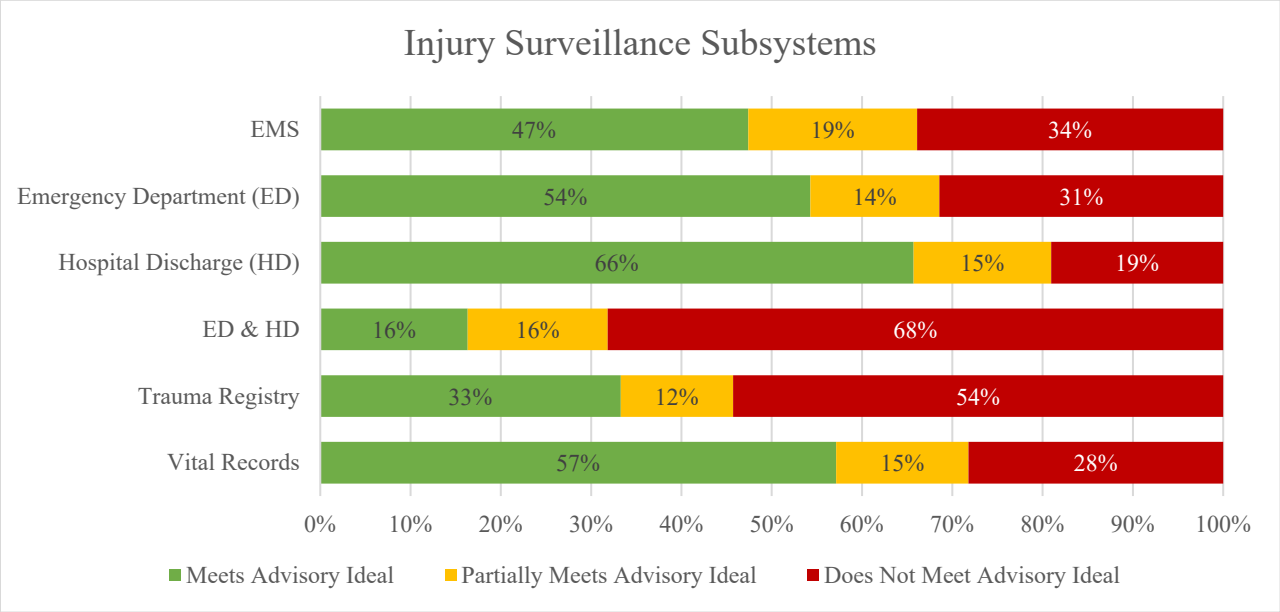


Figure 15. Injury Surveillance Subsystem Assessment Ratings

Across all injury surveillance assessment categories, the combined emergency department and hospital discharge had the least adherence to the Advisory ideal, where just 16 percent of States met the Advisory ideal for those questions, and 68 percent did not meet the Advisory ideal. The combined emergency department and hospital discharge assessment areas were related to guidelines, procedures and process flows, and data quality control programs. Only one-third (34%) of States met the Advisory ideal for trauma registry assessment questions, with over half (51%) not meeting the Advisory ideal.

Overall, 55 percent of States met the Advisory ideal for the system description and contents of the injury surveillance system while 22 percent of States partially met the Advisory ideal. Twenty-three percent of States did not meet the Advisory ideal. The system description is broken into the following injury surveillance system components:

- Emergency Medical Services (EMS) system description and contents (Questions 240-242),
- emergency department (ED) system description (Questions 262-264),
- hospital discharge (HD) system description (Questions 268-270),

- trauma registry system description (Questions 288-290), and
- vital records system description (Questions 307-309).

Figure 16 shows the results for each of the component systems that were assessed for system description and contents.

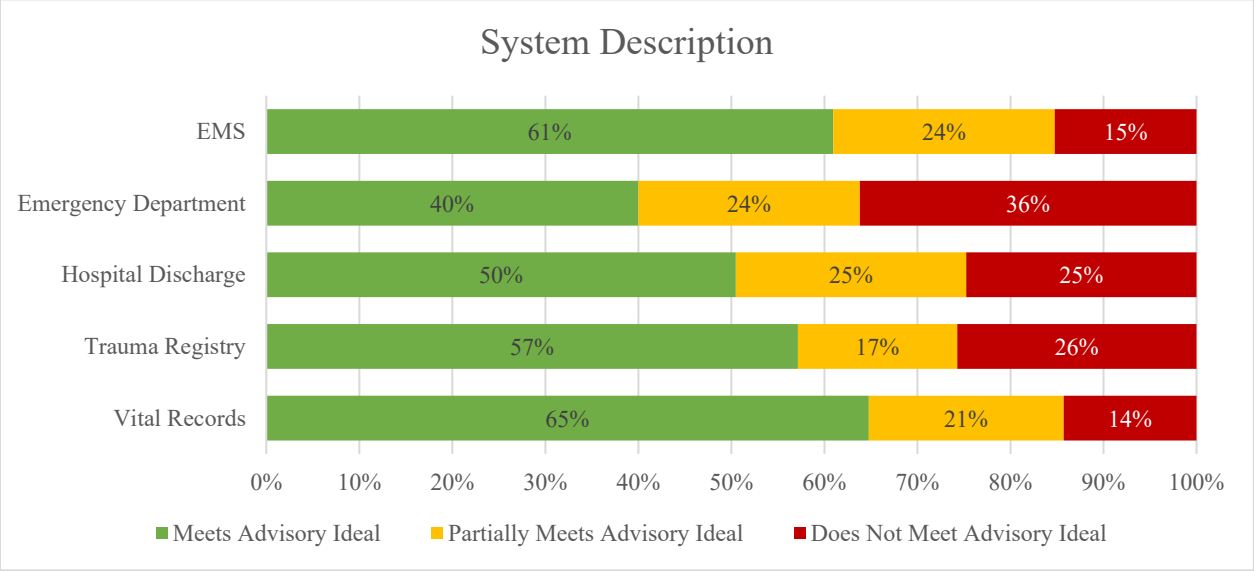


Figure 16. Summary of System Description and Contents for the Injury Surveillance System Assessment Ratings by Subsystem

The EMS and vital records components had the highest adherence to the Advisory ideal for system description and contents amongst States, while the emergency department had the lowest (40% met the Advisory ideal). One challenge States faced was tracking the frequency, severity, and nature of injuries within the emergency department (Question 263) and hospital discharge (Question 269) components of the injury surveillance system, where only 20 percent and 29 percent of States met the Advisory ideal, respectively. The SME assessor noted many States lacked emergency department databases, making tracking injuries impossible. When databases do exist, injury surveillance reports tend to focus on the cause of injury (e.g., motor vehicle crash, fall, etc.) and the outcome (e.g., discharged to hospital or home) versus analyses on the frequency and severity of specific injuries sustained in a crash.

The availability of data for analysis was a challenge across all systems (apart from EMS): 34 percent of States met the Advisory ideal for the emergency department (Question 264), 40 percent of States met the Advisory ideal for hospital discharge (Question 270), and 34 percent of States met the Advisory ideal for vital records (Question 309).

Overall, 58 percent of States met the Advisory ideal for the applicable guidelines for the injury surveillance system; a further 6 percent of States partially met the Advisory ideal. States did not meet the Advisory ideal on 36 percent of questions. The applicable guidelines are broken into injury surveillance system components: EMS applicable guidelines (Question 243), emergency department and hospital discharge applicable guidelines are considered together (Question 274), and the applicable guidelines for the trauma registry (Questions 291 and 292). Figure 17 shows the results for each of the component systems that were assessed for applicable guidelines.

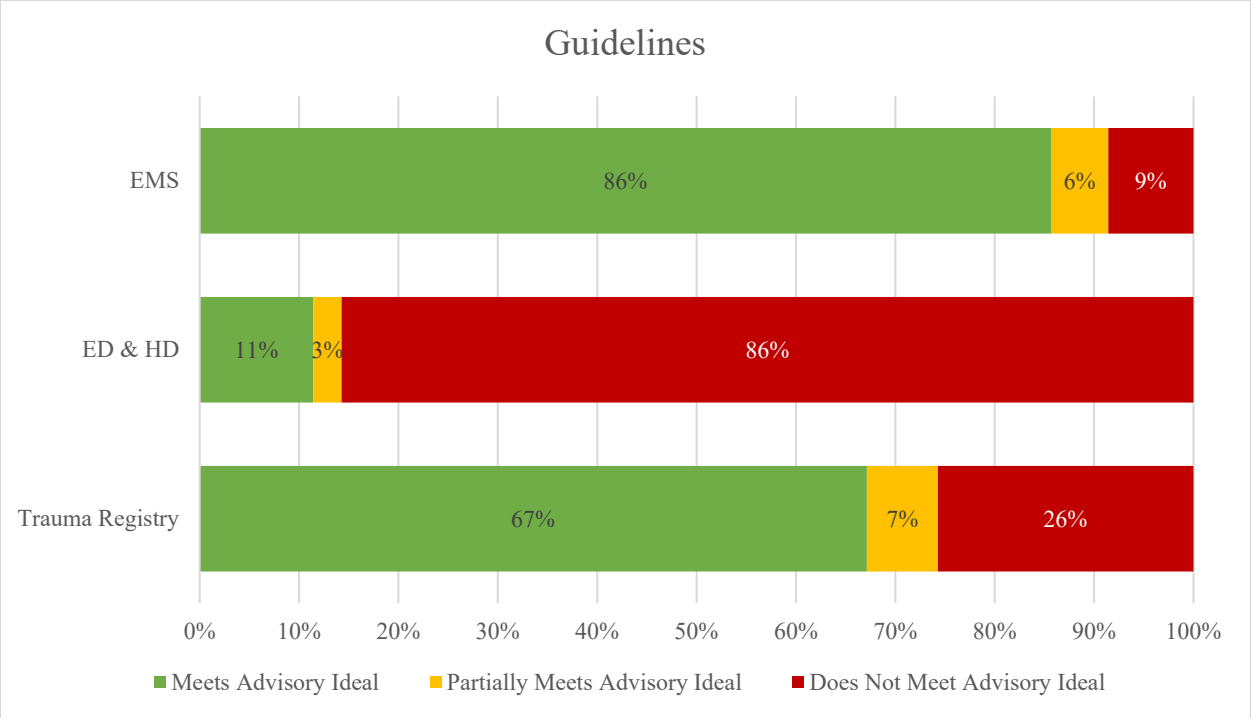


Figure 17. Summary of Injury Surveillance System Applicable Guidelines Assessment Ratings by Subsystem

Only 11 percent of States met the Advisory ideal for deriving Abbreviated Injury Scale (AIS) and Injury Severity Score (ISS) from the State emergency department and hospital discharge data for motor vehicle crash patients (Question 274). The SME assessor noted that unlike trauma registries that typically provide an AIS code for each injury diagnosis, hospital and emergency department International Classification of Diseases (ICD) 9/10 codes must be converted to AIS scores before the ISS can be calculated. Often this conversion is done through a third-party (e.g., university partner) and not at the medical facility.

Overall, 71 percent of States met the Advisory ideal for data dictionaries for the injury surveillance system; a further 6 percent of States partially met the Advisory ideal. States did not meet the Advisory ideal on 22 percent of questions. The data dictionary assessment questions are broken into injury surveillance system components: EMS data dictionary (Question 244), emergency department data dictionary (Question 265), hospital discharge data dictionary (Question 271), the trauma registry data dictionary (Question 293), and the vital records data dictionary (Question 310). Figure 18 shows the results for each of the component systems that were assessed for data dictionaries. States largely met the Advisory ideal for data dictionaries across the injury surveillance system components.

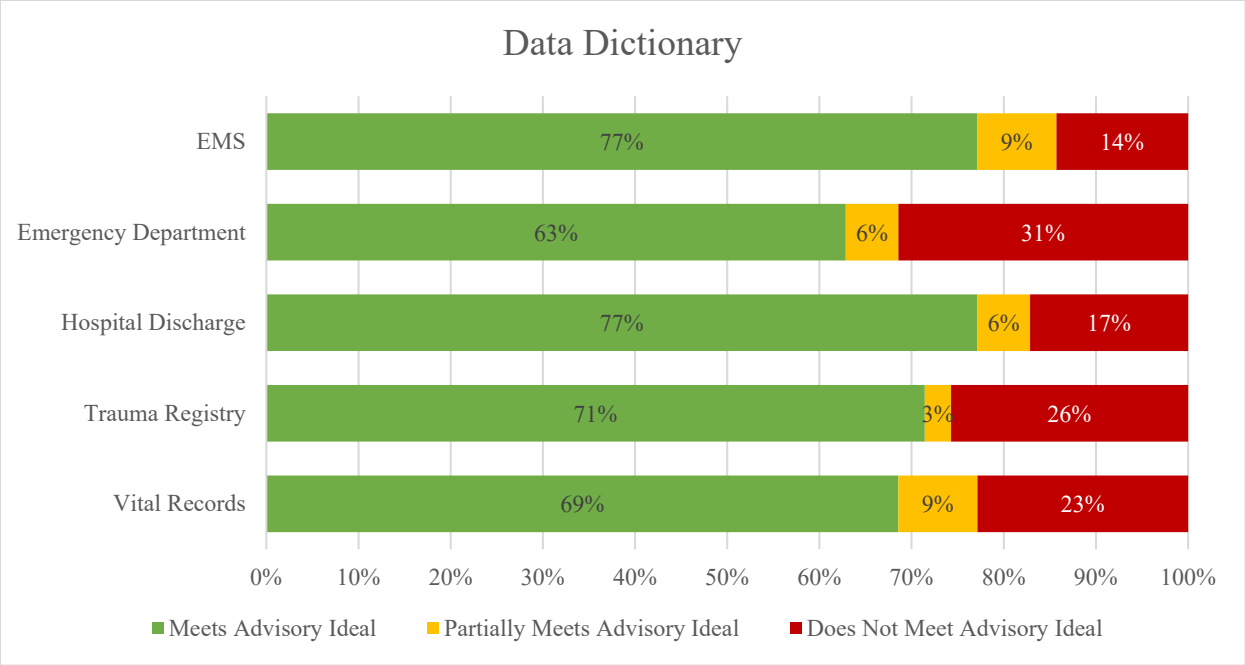


Figure 18. Summary of Injury Surveillance System Data Dictionaries Assessment Ratings by Subsystem

Overall, 72 percent of States met the Advisory ideal for the procedures and process flows for the injury surveillance system; a further 10 percent of States partially met the Advisory ideal. States did not meet the Advisory ideal on 18 percent of questions. The procedures and process flows are broken into injury surveillance system components: EMS procedures and processes (Questions 245-248), emergency department procedures and processes (Questions 266 and 267), hospital discharge procedures and processes (Questions 272 and 273), emergency department and hospital discharge procedures and processes (Question 275), trauma registry procedures and processes (Questions 294 and 295), and vital records procedures and processes (Question 311). Figure 19 shows the results for each of the component systems that were assessed for procedures and process flows.

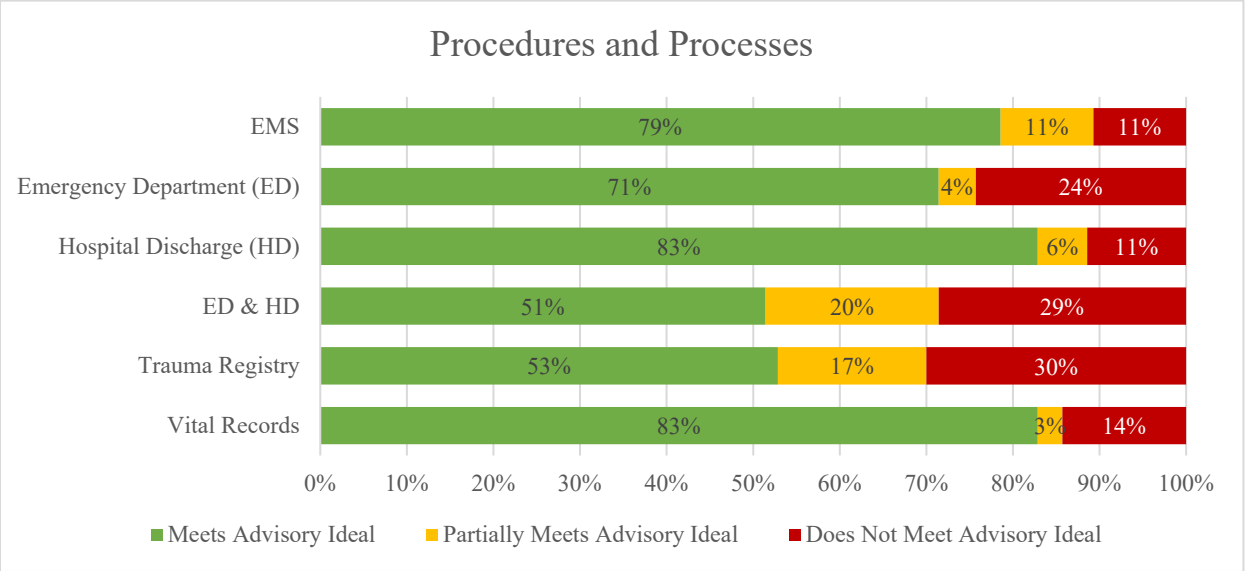


Figure 19. Summary of Injury Surveillance System Procedures and Process Flows Assessment Ratings by Subsystem

States generally met the Advisory ideal for procedures and process flows within the injury surveillance system. Within the procedures and processes for the trauma registry 43 percent of States met the Advisory ideal for having procedures for returning trauma data to the reporting trauma center for quality assurance and improvement (e.g., correction and resubmission) (Question 295).

Overall, 22 percent of States met the Advisory ideal for the data quality control programs for the injury surveillance system; a further 16 percent of States partially met the Advisory ideal. States did not meet the Advisory ideal on 61 percent of questions. The data quality control programs are broken into injury surveillance system components: EMS quality control (Questions 249-261), emergency department and hospital discharge quality control (Questions 276-287), trauma registry quality control (Questions 296-306), and vital records quality control (Questions 312-314). Figure 20 shows the results for each of the component systems that were assessed for quality control programs.

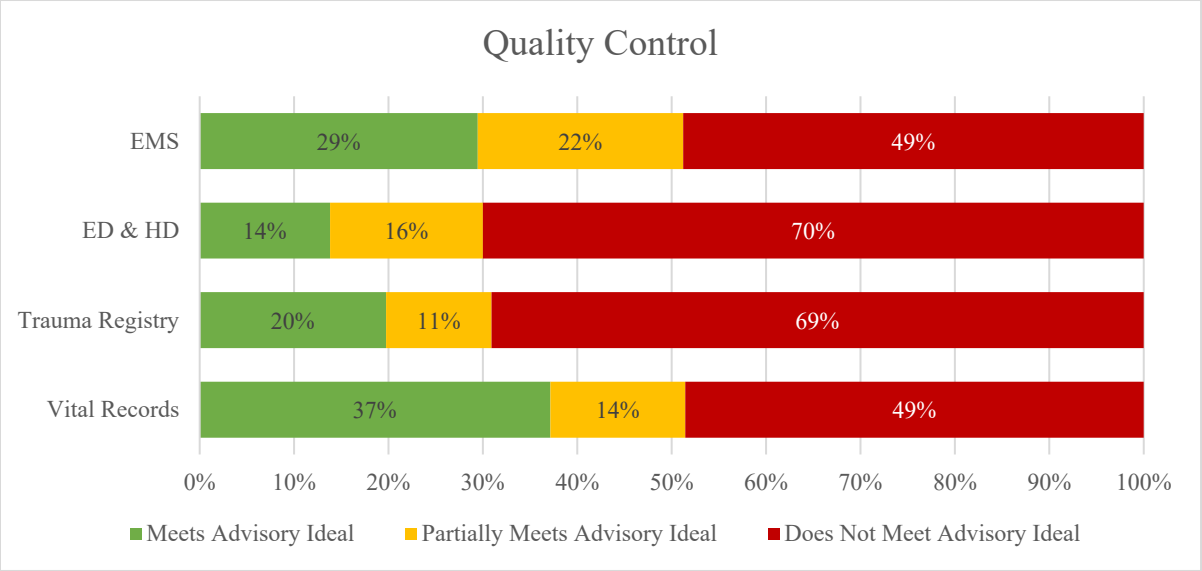


Figure 20. Summary of Injury Surveillance System Data Quality Control Programs Assessment Ratings by Subsystem

Across all injury surveillance systems, most State's performance measures did not meet the Advisory ideal. Performance measures were assessed for EMS, emergency department and hospital discharge, and the trauma registry. EMS was the highest performing system with regards to performance measures. The performance measure assessment results for each injury surveillance system were:

- **Timeliness:** 34 percent of States met the Advisory ideal for the EMS system (Question 251), 6 percent of States met the Advisory ideal for the emergency department and hospital discharge systems (Question 278), and 14 percent of States met the Advisory ideal for the trauma registry system (Question 297)
- **Accuracy:** 23 percent of States met the Advisory ideal for the EMS system (Question 252), 9 percent of States met the Advisory ideal for the emergency department and hospital discharge systems (Question 279), and 11 percent of States met the Advisory ideal for the trauma registry system (Question 298)

- **Completeness:** 26 percent of States met the Advisory ideal for the EMS system (Question 253), 9 percent of States met the Advisory ideal for the emergency department and hospital discharge systems (Question 280), and 9 percent of States met the Advisory ideal for the trauma registry system (Question 299)
- **Uniformity:** 31 percent of States met the Advisory ideal for the EMS system (Question 254), 3 percent of States met the Advisory ideal for the emergency department and hospital discharge systems (Question 281), and 9 percent of States met the Advisory ideal for the trauma registry system (Question 300)
- **Integration:** 6 percent of States met the Advisory ideal for the EMS system (Question 255), 6 percent of States met the Advisory ideal for the emergency department and hospital discharge systems (Question 282), and 9 percent of States met the Advisory ideal for the trauma registry system (Question 301)
- **Accessibility:** 14 percent of States met the Advisory ideal for the EMS system (Question 256), 3 percent of States met the Advisory ideal for the emergency department and hospital discharge systems (Question 283), and 6 percent of States met the Advisory ideal for the trauma registry system (Question 302)

Relatedly, 14 percent of States met the Advisory ideal for having performance metrics for each performance measure for the EMS system (Question 257), and no States met the Advisory ideal for performance metrics for the emergency department and hospital discharge systems (Question 284) or the trauma registry (Question 303).

Only 29 percent of States met the Advisory ideal for quality control reviews within the EMS system (Question 258) and 23 percent of States met the Advisory ideal within the emergency department and hospital discharge systems (Question 285). Within the EMS system, 23 percent of States met the Advisory ideal for conducting periodic comparative and trend analyses (Question 259). Within the emergency department and hospital discharge systems only 23 percent of States met the Advisory ideal for providing data quality feedback to data collectors and data managers (Question 286). The SME assessor believes that feedback is provided to the data managers and collectors by the data collection systems. The systems are used to provide billing information making accuracy important to data collectors and owners. The SME believes the full extent of feedback may not be captured as hospital-based systems can be less connected to TRCCs and HSOs than other traffic records systems.

Finally, 34 percent of States met the Advisory ideal for providing regular quality management reports to the State TRCCs within the EMS system (Question 261), 3 percent met the Advisory ideal for the emergency department and hospital discharge systems (Question 287), 6 percent of States met the Advisory ideal for the trauma registry (Question 306), and no States met the Advisory ideal for the vital records system (Question 314). The SME assessor believes that data quality reports are likely available within each system, however the lack of interaction between hospitals and TRCCs present a challenge. There can be a disconnect between injury surveillance data and their direct use for highway safety projects, and connections can be difficult to maintain during changes in leadership or staff turnover. The SME assessor noted the vital records system has the most uniform data collection system and processes out of all other injury surveillance systems due to its connection with the Center for Disease Control's (CDC's) National Center for Health Statistics. Data quality management reports are already a required process prescribed by

the CDC. States do not necessarily capture separate metrics or maintain management reports in these areas and in a manner that can be provided to their TRCCs.

The interfaces category assessed a State's interfaces between EMS and other systems within the injury severity system. The interfaces section consists of two questions. Specifically, 17 percent of States met the Advisory ideal on an interface among the EMS data and the emergency department and hospital discharge data (Question 315) and 20 percent of States met the Advisory ideal for an interface between the EMS data and the trauma registry data (Question 316). The SME assessor stated that interfacing is more likely to occur when States use the same vendor for EMS and trauma registry. Otherwise, the software will need to be designed to import/export the identified data elements to create the interface across vendors. The SME also stated that vendors typically do not provide software for in-hospital data collection. In these cases, unique IDs generated from the EMS system can be used to integrate EMS and the in-hospital database (albeit not in real-time).

Data Use and Integration

Data integration refers to linkages between the traffic records systems (crash, vehicle, driver, roadway, citation and adjudication, and injury surveillance), and any sub-systems linked for analytical purposes. Integrated data systems allow users to conduct analyses not possible using any single traffic records system and improves efficiency by eliminate redundancies caused from collecting the information separately for each system. Within the Advisory, Section 4 provides additional details on ideal data use and integration; Appendix E lists 80 assessment questions related to data use and integration. Data use and integration assessment questions and results are listed within this report in Appendix B. Figure 21 shows the aggregated assessment ratings for data use and integration.

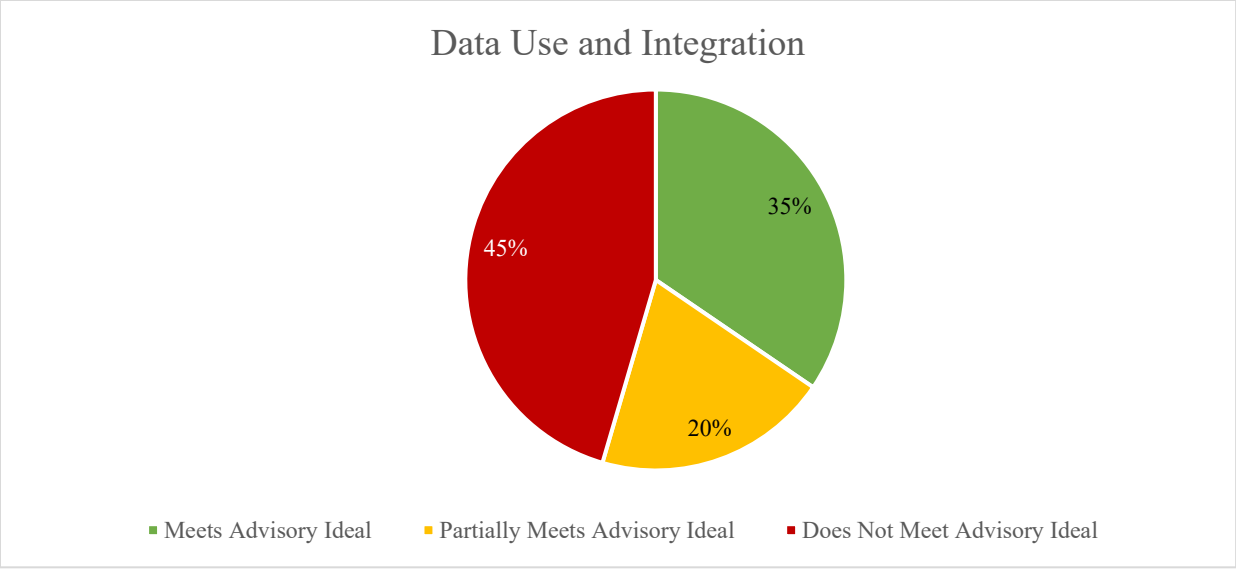


Figure 21. Data Use and Integration Assessment Ratings Overview

Data governance was one area where States struggled to meet the Advisory ideal; only 23 percent of States met the Advisory ideal for having a data governance process (Question 318). However, 40 percent of States partially met the Advisory ideal. The SME assessors noted that most States have some form of data governance policy. The assessors noted that some States do

not have established data governance policies and those that do may not ensure consistent use across agencies, particularly in States with decentralized IT systems. Even States that share data amongst State agencies may face difficulties sharing with other agencies (e.g., hospital systems). Often integration efforts are not conducted by State agencies themselves, but by universities under the purview of Institutional Research Boards that ensure privacy protections. Use of third-party vendors or contractors with varying degrees of ownership over the traffic records systems, data, and processes further complicate data governance. The SME assessors note that data sharing and interfacing between datasets requires cooperation and coordination between system managers, programmers, and analysts that can be difficult given various agency priorities. Ensuring similar priorities most likely requires buy-in on the importance of data sharing and interfacing by agency managers.

Most States face challenges integrating crash data with other traffic records data systems. For instance, only 14 percent of States met the Advisory ideal for integrating crash and driver data (Question 320), 11 percent met the Advisory ideal for integrating crash and vehicle data (Question 321), 14 percent met the Advisory ideal for integrating crash and citation and adjudication data (Question 323), and 26 percent met the Advisory ideal for integrating crash and injury surveillance data (Question 324). Only 23 percent of States provided examples of integrating between crash and two other data systems (Question 325), and 23 percent met the Advisory ideal for integration between two systems – other than crash (Question 326). For the traffic records datasets that were integrated, approximately one-third of States provided decision-makers (Question 327) and the public (Question 328) access to resources for use and analysis.

The SME assessors noted that while integrating traffic records datasets for analysis is often easier than front-end interfaces, States still face many obstacles in traffic records data integration. Some challenges listed by the SME assessors included resources, both financial and personnel. Often State TRCCs do not have the funding available to undertake projects of the scope required to integrate datasets, which is particularly true in smaller States or Territories. Another challenge States face is finding personnel within the State agencies that have the prerequisite skills or available time to perform the linkages or analyses with the integrated datasets. States with ties to established academic programs that analyze traffic records data often have better systems in place for the integration and analysis of traffic records datasets. Another challenge observed by the SME assessors regarded data sharing between agencies and the type of relationship the agency that housed the crash database generally had with other State agencies. Not surprisingly, a positive, more-connected relationship between agencies resulted in more data linkages and sharing. Underscoring the difficulty of sharing data, particularly with regard to health data, are the legal and data privacy concerns that must be navigated.

Assessment Summary

State assessment results were aggregated for the assessment questions for each traffic records system, and each component of the system. The following summarizes the challenge States face with respect to data integration and interfaces and data quality control programs. This summary also provides a direct comparison between each traffic records system and its various components.

A summary of all traffic records system components associated with assessment results is shown in Figure 22. The States met the Advisory ideal on over half of the assessment questions only for the crash and driver data systems. The crash data system was the data system in which States met

the Advisory ideal most (55%). The data system in which States had the most trouble achieving the Advisory ideal was the citation and adjudication systems. States only met the Advisory ideal for 23 percent of assessment questions regarding citation and adjudication systems.

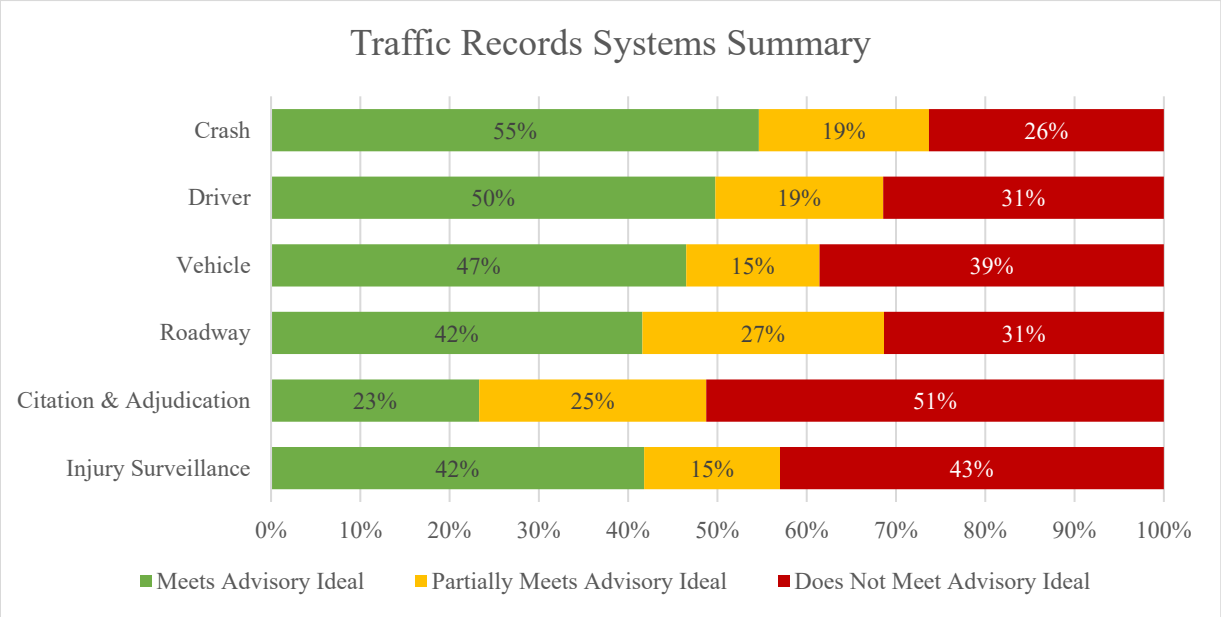


Figure 22. Traffic Records Systems Summary

Within the Advisory, the six traffic records data systems are assessed via six different categories.

- System Description and Contents
- Applicable Guidelines
- Data Dictionary
- Procedures and Process Flows
- Interfaces
- Data Quality Control

To summarize the assessment results above, each of the six traffic records systems are compared for each of the six different assessment categories.

The results for system description and contents by traffic records systems are shown in Figure 23. Across all six traffic records systems, two thirds of system description assessment questions met the Advisory ideal. This suggests that States did not have issues with developing and maintaining the description and contents of each traffic records component. The citation and adjudication and injury surveillance data systems had the lowest overall percentages of States that met the Advisory ideal for system description and contents.

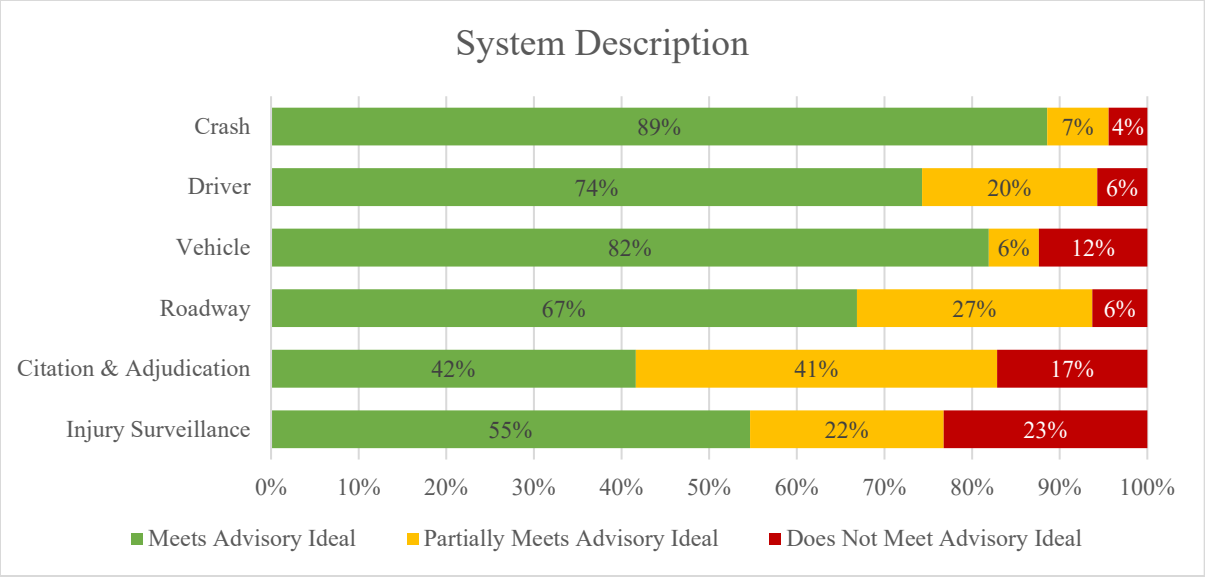


Figure 23. System Description Comparison by Traffic Records System

The results for the guidelines by traffic records systems are shown in Figure 24. The applicable guidelines across the six systems were met by States on 56 percent of assessment questions. States did not meet the Advisory ideal on 25 percent of applicable guideline assessment questions. The driver data system had the highest percentage alignment with the Advisory ideal across the States (86%), followed by the crash data system (71%) and the vehicle data system (68%). The traffic records systems that did not meet the Advisory ideal most frequently were the citation and adjudication and injury surveillance data systems, where 36 percent of questions did not meet Advisory ideal across all States.

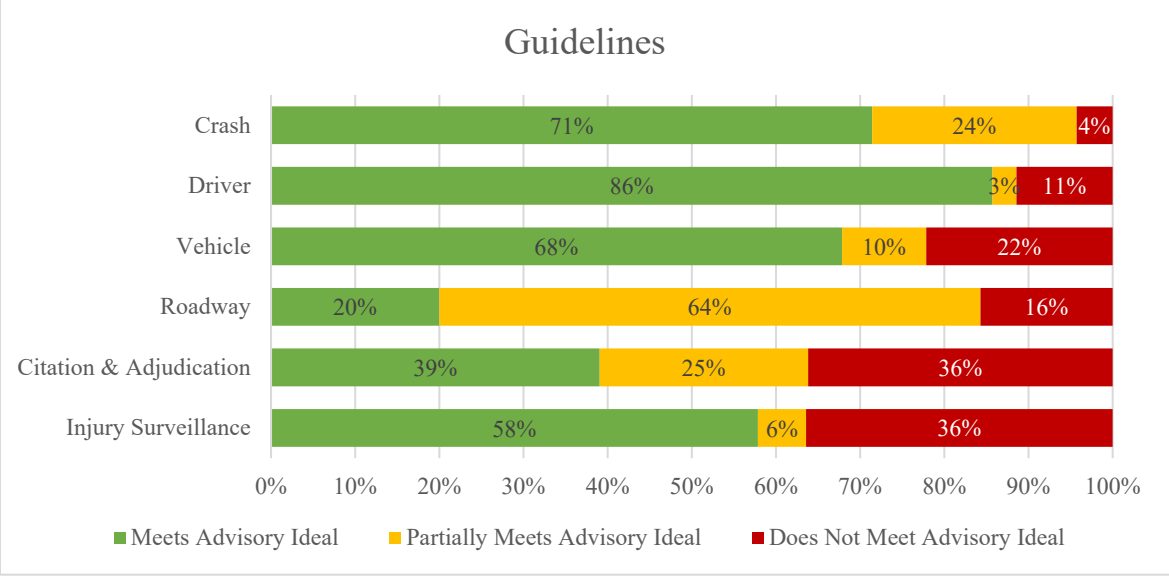


Figure 24. Applicable Guidelines Comparison by Traffic Records System

The results for the data dictionaries by traffic records systems are shown in Figure 25. States met the Advisory ideal on assessment questions related to data dictionaries of the traffic records data systems in 50 percent of assessment questions The injury surveillance data system had the

highest proportion of questions where States met the Advisory ideal (71%). The data systems with the lowest percentage meeting the Advisory ideal were the roadway and citation and adjudication systems with 33 percent and 31 percent, respectively.

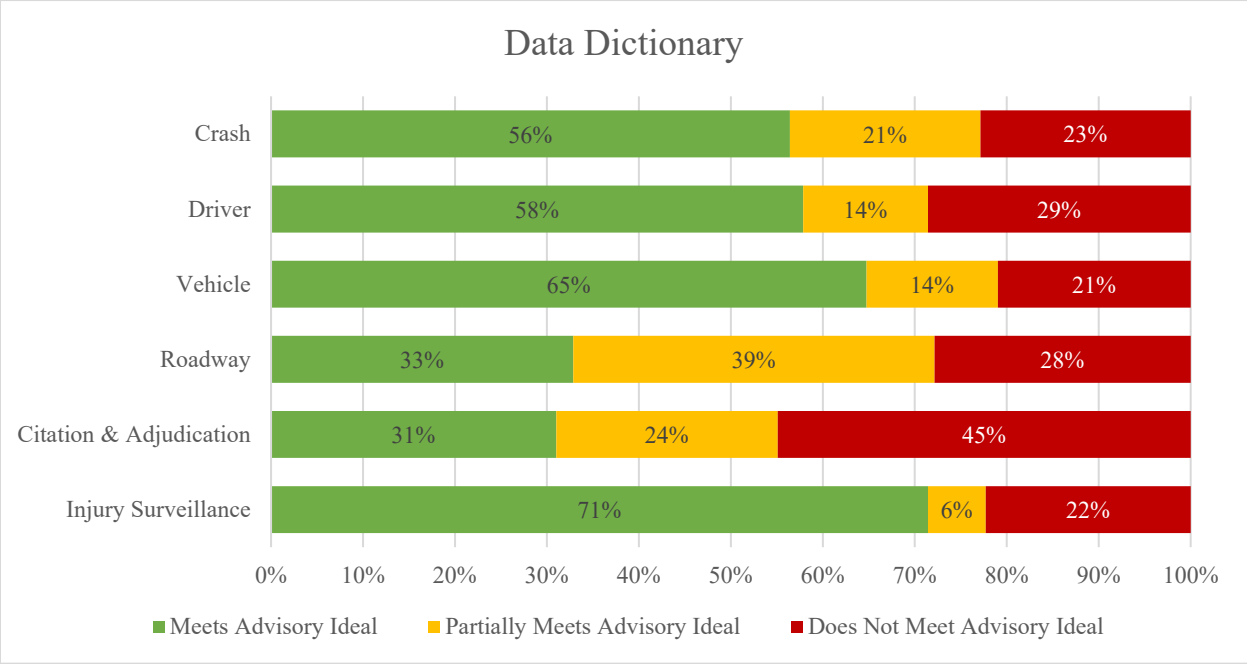


Figure 25. Data Dictionary Comparison by Traffic Records System

The results for procedures and processes for all traffic records systems are shown in Figure 26. States met the Advisory ideal for procedures and processes on 57 percent of assessment questions. The injury surveillance data system had the highest percentage of procedure and process assessment questions met by States (72%), followed by the Driver data system (65%). The citation and adjudication data systems met the Advisory ideal on only 32 percent of procedure and process related questions.

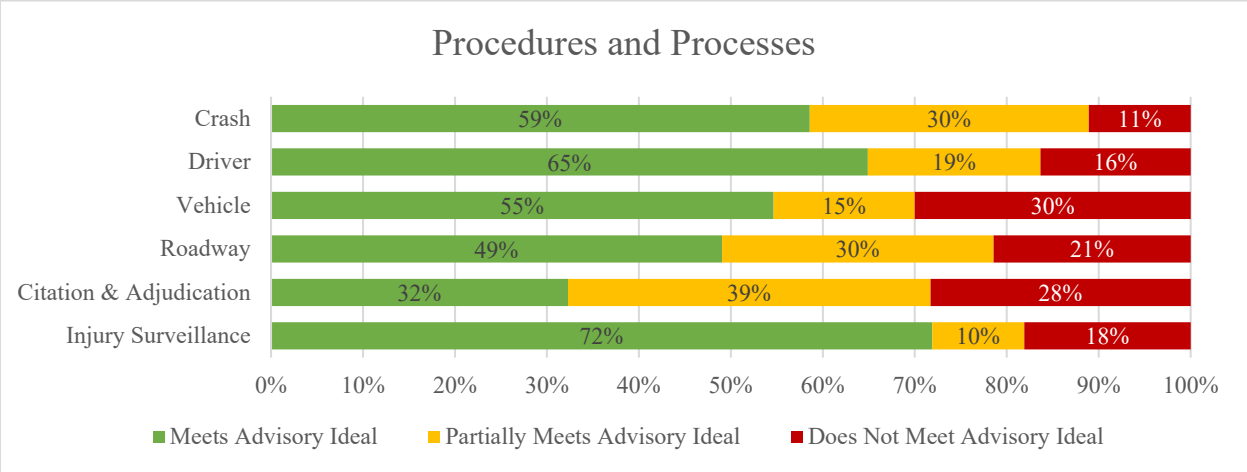


Figure 26. Procedures and Processes Comparison by Traffic Records System

The results for all traffic records systems interfaces are shown in Figure 27. States met the Advisory ideal for interfaces on 37 percent of assessment questions. The roadway and driver data

systems had highest percentage of assessment questions that met the Advisory ideal with 58 percent and 59 percent, respectively. The rest of the traffic records data systems met the Advisory ideal in less than half of the questions. Overall, States did not meet the Advisory ideal on 43 percent of interface-related Advisory questions. The citation and adjudication and injury surveillance data systems did not meet the Advisory ideal on 57 percent and 76 percent of assessment questions, respectively. The SME assessors for each system had similar observations about traffic records system interfaces. The main challenges the assessors saw was data sharing across agencies and sometimes branches of governments. Differing priorities, costs, available time and qualified personnel, and privacy and data security were common issues hindering connection between traffic records systems.

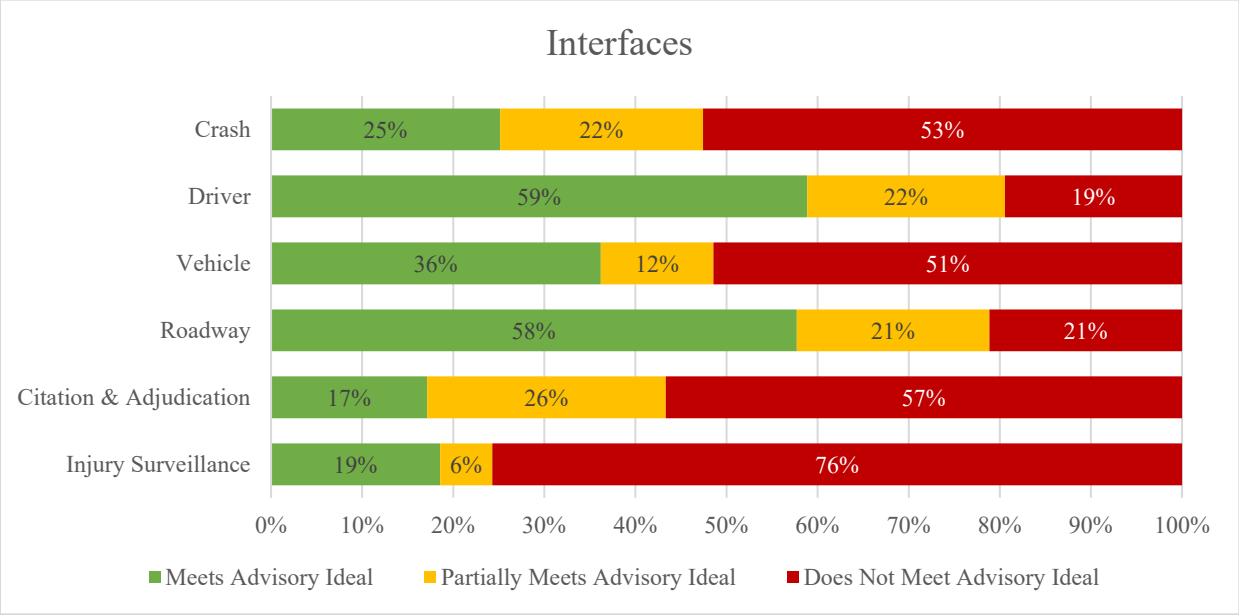


Figure 27. Interfaces Comparison by Traffic Records System

The assessment results for all traffic records system quality control programs are shown in Figure 28. States met the Advisory ideal for 21 percent of assessment questions related to data quality control programs. All traffic records data systems did not meet the Advisory ideal on over half of data quality control program-related questions, except the crash data system in which States did not meet the Advisory ideal on 42 percent of questions. The citation and adjudication systems did not meet the Advisory ideal on 82 percent of questions and was considerably higher in this category than other data systems.

Performance measures and the associated performance metrics were areas where most States did not meet the Advisory ideal, across all traffic records systems. The SME assessors for all traffic records systems observed States placed a low priority on performance measures. Some SME assessors had observed that States with updated traffic records systems believed data quality management programs were not necessary. Budget constraints, and personnel without requisite skills or time often made data quality control programs a secondary task to establishing, maintaining, and improving the traffic records data collection methods, mechanisms, and systems as well as preserving the integrity and security of the data captured.

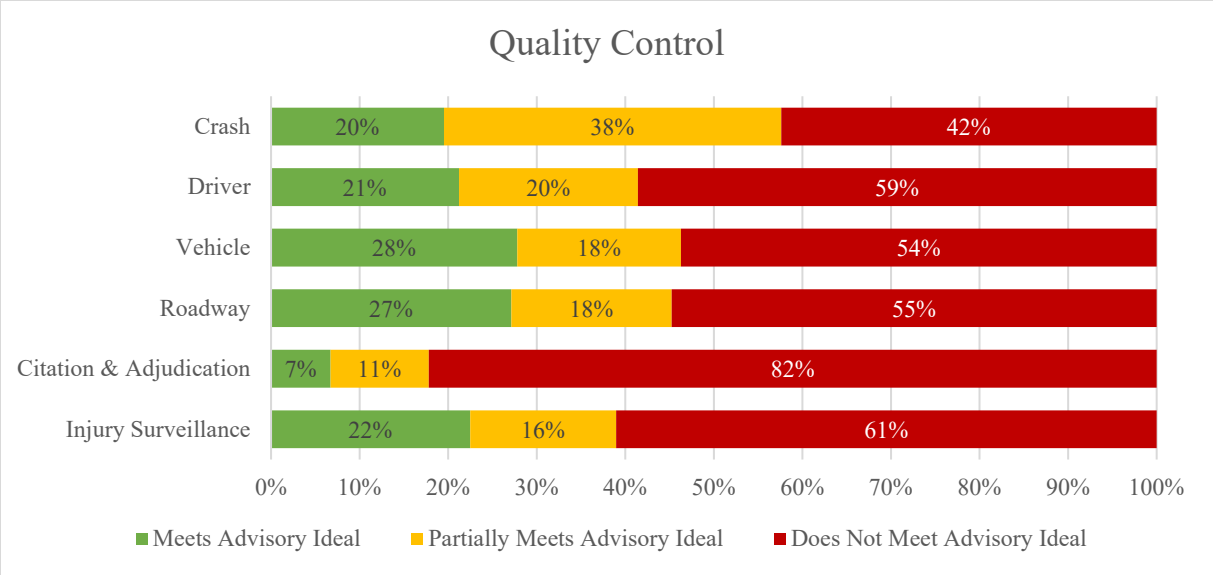


Figure 28. Quality Control Comparison by Traffic Records System

States also faced challenges with data use and integration, where 45 percent of States did not meet the Advisory ideal. States did not meet the Advisory ideal for integrating crash data with other traffic records systems. The lone exception was integrating crash and roadway data. In general, States also struggled to provide resources to decision-makers and the public to use and analyze data from the integrated datasets.

Traffic Records System Challenges

Traffic records assessments provide comprehensive and uniform standards by which States can assess their traffic records systems by comparing to a model traffic records system. Assessment data gives NHTSA the state of practice across the country with respect to State traffic records systems and can illuminate challenges States face with improving traffic records systems. Traffic records assessments also let both NHTSA and the States evaluate State traffic records systems and objectively and comprehensively track improvements to those systems over time. These assessments are no longer required as a component of receiving a State traffic safety information system grant under 23 U.S.C. 405(c), however.

The traffic records assessments show States face challenges meeting the Advisory ideal with respect to data quality control programs, data interfaces, and data integration. SME assessors highlighted common challenges States face that generally result from budget, time, or personnel constraints. States prioritize their limited resources to maintain their traffic records systems and ensure the integrity and security of the data and the systems. Data security and privacy issues make data sharing across agencies or branches of government difficult. Data sharing issues are further complicated when systems are developed by third-party vendors, and States may not control the systems.

Traffic Records Technical Assistance to States

A review of technical assistance and training requested by States shows challenges States face with their traffic safety information systems. NHTSA's Traffic Records GO Team program provides technical assistance and training at no cost to the States to improve their traffic records systems. To implement recommendations or considerations made in a State's Traffic Records Assessment final report, States may request a GO Team to deliver tailored traffic records-related technical assistance and training based upon a State's specific needs. These requests can come from individual States, Tribes, or a collection of States within a NHTSA Region. The purpose of the program is to help States achieve improvements in traffic records data collection, management, and analysis capabilities.

Twenty-one GO Team requests for technical assistance have been conducted in 15 States and Tribes with additional workshops for NHTSA regions covering 21 States since 2016, as listed in Table 1. Common topics were strategic planning, TRCC management, data integration, and performance measures. The crash data system was the focus of seven technical assistance requests, and the injury surveillance data system was the focus of three. Typically, States have requested technical assistance following the completion of a Traffic Records Assessment to help address recommendations provided in the assessment.

Table 1. GO Team Technical Assistance

State	Assistance	Status
Louisiana	Performance measure development and updated MMUCC Fifth Edition mapping to new crash system.	Ongoing
North Dakota	TRCC management and coordination and data analysis to support program planning and evaluation.	Completed December 2022
Illinois	Develop a traffic records strategic plan and traffic records coordination	Completed September 2022
NHTSA Region 10 States	TRCC Strategic Planning Workshop – Discussion of the essential steps to successful traffic records project identification, management, and planning	Completed September 2022
NHTSA Region 8 States	TRCC Strategic Planning Workshop – Discussion of the essential steps to successful traffic records project identification, management, and planning	Completed May 2022
Missouri	Data inventory of traffic records system	Completed July 2022
Maryland	Evaluation of crash system network for identifying possible data governance improvements	Completed August 2021
Georgia	Evaluation of injury surveillance system integration with crash system as well as identification of relevant performance measures	Completed July 2021
NHTSA Region 7 States	TRCC Strategic Planning Workshop – Discussion of the essential steps to successful traffic records project identification, management, and planning	Completed February 2021
NHTSA Region 5 States	TRCC Strategic Planning Workshop – Discussion of the essential steps to successful Traffic records project identification, management, and planning	Completed November 2020
Confederated Tribes of the Colville Reservation	Development of memorandums of understanding data sharing agreements for improving Tribal access to Washington State crash data and local EMS and law enforcement data	Completed October 2019

State	Assistance	Status
Nevada	Crash data quality reporting and assurance training	Completed August 2019
Florida	Crash data system mapping, phase II	Completed June 2019
Michigan	Traffic records data quality performance measure development	Completed March 2019
North Carolina	Crash and Injury Surveillance data linkage	Completed February 2019
Mississippi	Traffic Records Coordinating Committee practice and conduct	Completed September 2018
Florida	Crash data system mapping, phase I	Completed August 2017
South Carolina	Traffic records data visualizations development	Completed August 2017
Arkansas	Strategic plan development	Completed July 2017
Connecticut	Trauma registry and EMS systems communication and integration	Completed January 2017
Michigan	Crash data system data inventory process guide development	Completed December 2016

Acknowledgements

NHTSA would like to thank the following traffic records system SMEs who have served as assessors or assessment facilitators in the past and provided their observations on common State challenges gleaned from conducting State traffic records assessments: Kelly Campbell, Christopher Corea, Maureen Johnson, Timothy Kerns, Stacey Manware, Christopher Osbourn, and Joan Vecchi.

Appendix A: Assessment Methodology

NHTSA's STRAP process was updated in 2018, along with the Advisory. The assessment is provided at no cost to States and is conducted by peers who are independent subject matter experts regarding the collection, management, and analysis of a specific traffic records system. Assessors ask a standardized set of questions to States that comprehensively cover all aspects of the six traffic records systems based on an ideal model traffic records system. The questions posed to States are listed in the Advisory's Appendix E. The assessments are an iterative process that relies on STRAP for online data collection.

The assessments involve two question-answer cycles. States are first posed each question in the Advisory and prompted to provide evidence to the assessors to support their answer. Two or more assessors then individually rate each response from the States and come to a preliminary consensus on how closely a State's capabilities match the ideal system. Assessors may rate a State as (1) having met the description of the ideal traffic records system, (2) partially meeting the ideal traffic record system, or (3) not meeting the ideal description. Each rating is backed by a brief narrative that explains each rating. Once all responses have been rated, an onsite review takes place, where a facilitator leads a discussion and input is entered into STRAP for review.

A second round is used to clarify State responses and update ratings for questions following the first round. Each question must have an answer from the State for NHTSA to approve and accept the assessment. A personalized report given to the State includes the narratives explaining each rating, and a summary for each section of the assessment includes any specific, actionable considerations. Finally, the report is given to the State along with a webinar to report out the conclusions of the assessment.

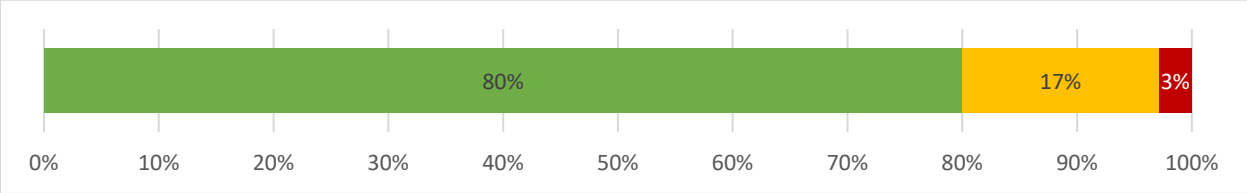
Appendix B: Assessment Results by Question

The assessor ratings were aggregated across all States where assessments were conducted for each question listed in the Advisory (Appendix E). Each individual question is shown below, along with each the percentages of States meeting the Advisory ideal (green), partially meeting the Advisory ideal (yellow), or not meeting the Advisory ideal (red). For additional context, it also includes the suggested evidence for States to provide upon which assessors base their ratings.

Traffic Records Coordinating Committee

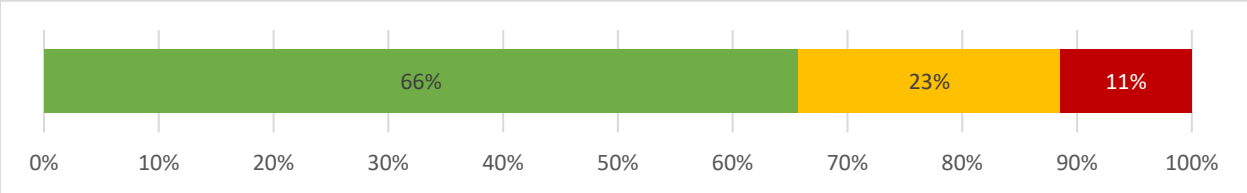
1. **Does the TRCC membership include executive and technical staff representation from all six data systems?**

Suggested Evidence: Demonstrate that the TRCC membership includes both technical and executive representation from all six core data systems. If the State has an up-to-date roster with all members' names, affiliations, and titles and describe their responsibilities with the TRCC please submit it. If the State does not have existing documentation, a brief narrative may be submitted instead. Executives are leaders within the custodial agency with budget authority for all six data systems. Technical staff include technical experts who use the system directly and are responsible for its day-to-day management. This information may be included in the charter.



2. **Do the executive members of the TRCC regularly participate in TRCC meetings and have the power to direct the agencies' resources for their respective areas of responsibility?**

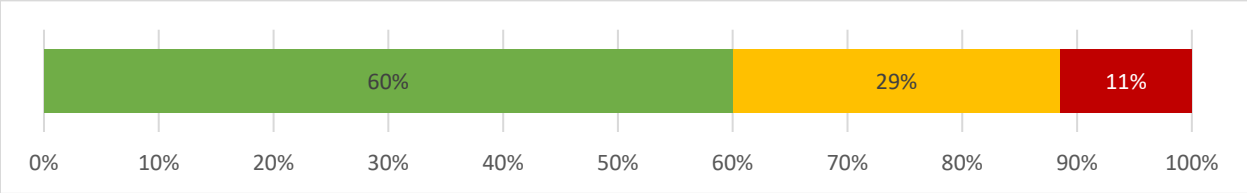
Suggested Evidence: Document the executive TRCC members' power to direct their respective agency resources and their regular participation in TRCC meetings. If the State has existing documentation (charter, MOU, etc.) that identifies executive members of the TRCC who have discretion over resource allocation within their respective agencies and describes their level of participation in the TRCC, please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



3. **Do the custodial agencies seek feedback from the TRCC members when major projects or system redesigns are being planned?**

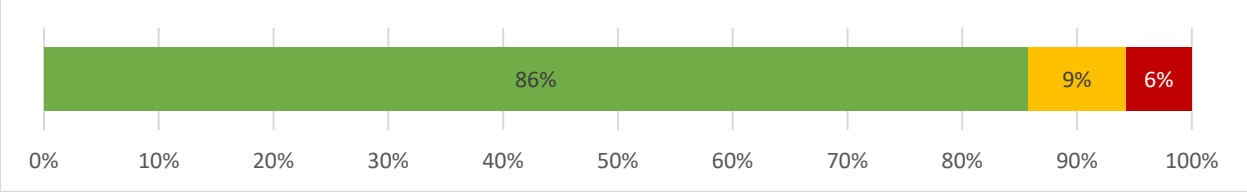
Suggested Evidence: Demonstrate how custodial agencies inform the TRCC and what they do with the feedback they receive. If the State has existing documentation (reports, strategic plan,

etc.) that shows how custodial agencies incorporate feedback into their decision making, please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



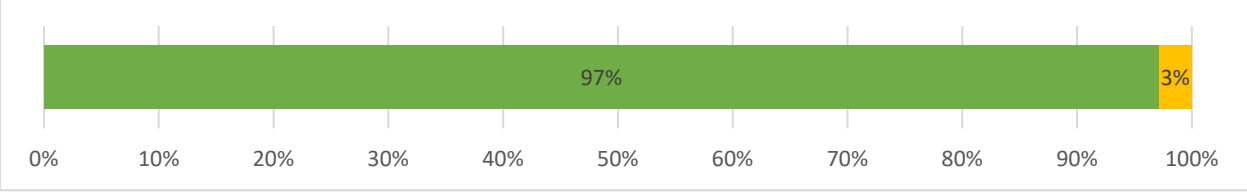
4. Does the TRCC involve the appropriate State IT agency or offices when member agencies are planning and implementing technology projects?

Suggested Evidence: Document of the TRCC's process of involving the appropriate IT agency or offices. If the State has existing documentation (MOU, charter, strategic plan, etc.) that identifies the appropriate agency or offices and their responsibilities, please submit the relevant document or an excerpt thereof. For example, when an agency is planning a major system update, the relevant IT staff members are invited to attend a TRCC meeting in order to listen to the discussion and provide input describing the proposed change. If the State does not have existing documentation, a brief narrative may be submitted instead.



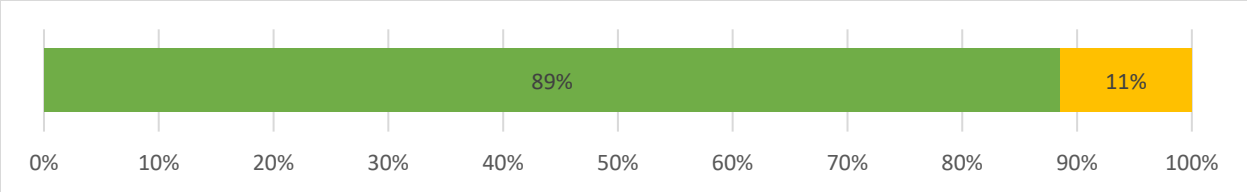
5. Is there a formal document authorizing the TRCC?

Suggested Evidence: Provide the authorizing document (MOU, charter, etc.).



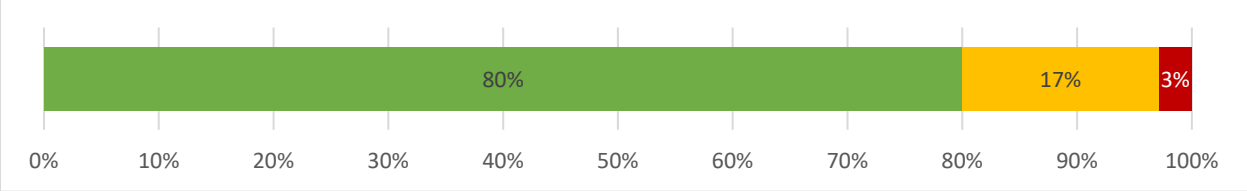
6. Does the TRCC provide the leadership and coordination necessary to develop, implement, and monitor the State Traffic Records Strategic Plan?

Suggested Evidence: Document the TRCC's role in developing the State Traffic Records Strategic Plan as well as implementation of a project detailed in the plan. If the State has existing documentation (strategic plan, reports, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



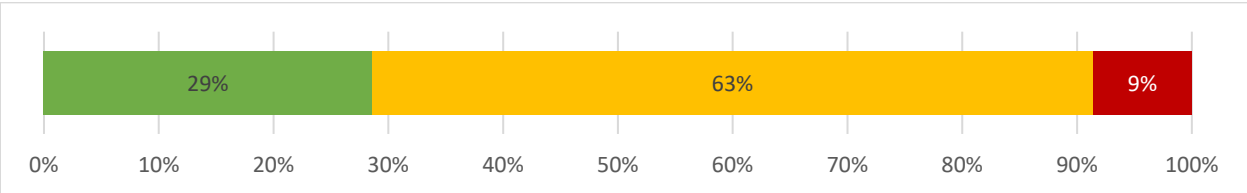
7. Does the TRCC advise the State Highway Safety Office on allocation of Federal traffic records improvement grant funds?

Suggested Evidence: Document how the TRCC is involved in the allocation of Federal traffic records improvement grant funds, specify what funds the TRCC is responsible for reviewing (e.g., 23 U.S.C. § 405(c)) and describing how the TRCC advised allocating the most recent program year's funding. If the State has existing documentation (strategic plan, funding reports, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



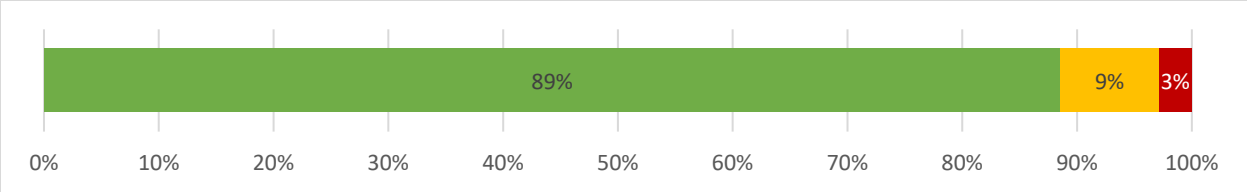
8. Does the TRCC identify core system performance measures and monitor progress?

Suggested Evidence: Document how the TRCC identifies core system performance and monitors progress by providing one performance measure for each of the six core systems and describe how the TRCC identified it and has tracked its progress over time. Examples might include an online dashboard, items posted to the TRCC website for member review or inclusion on the agenda as a discussion item. If the State has existing documentation (strategic plan, grant submissions, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



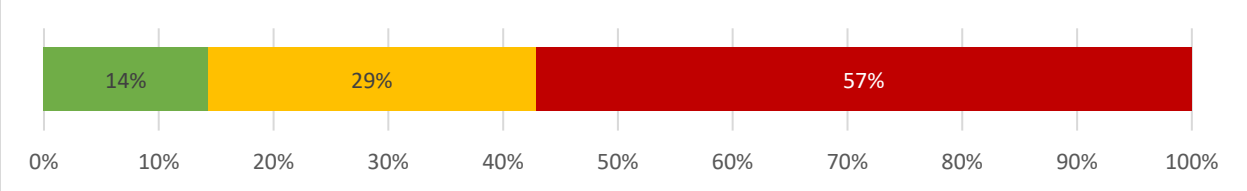
9. Does the TRCC enable meaningful coordination among stakeholders and serve as a forum for the discussion of the State's traffic records programs, challenges, and investments?

Suggested Evidence: Document how the TRCC enables meaningful coordination among stakeholders by providing minutes from the two most recent TRCC meetings.



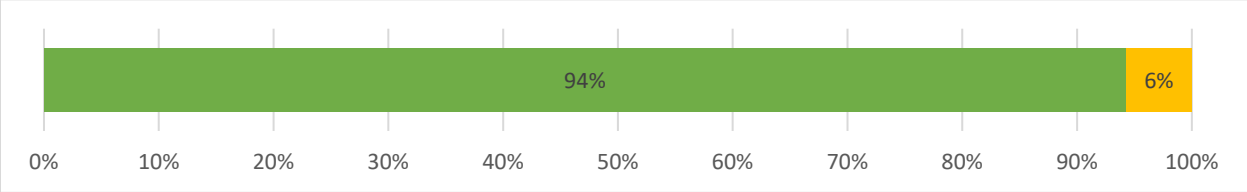
10. Does the TRCC have a traffic records inventory?

Suggested Evidence: Provide a copy of traffic records inventory if it exists. It should specify all traffic records data sources, system custodians, software platforms, programming language, data elements and attributes, linkage variables, linkages useful to the State, and data access policies.



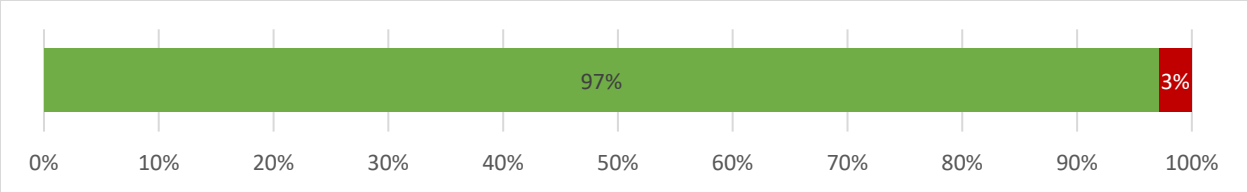
11. Does the TRCC have a designated chair?

Suggested Evidence: Identify the TRCC chair by name and job title and describe the responsibilities attached to the role. Ideally, the Traffic Records Coordinating Committee Chair provides leadership for committee activities as specified in the Strategic Plan. The ideal individual is employed by the SHSO or one of the other key custodial agencies and has rank and authority sufficient to advise the executive TRCC on matters pertaining to technical TRCC efforts.



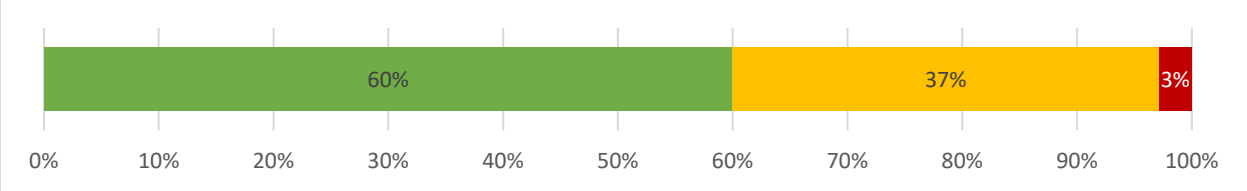
12. Is there a designated Traffic Records Coordinator?

Suggested Evidence: Identify the Traffic Records Coordinator by name and job title and describe the responsibilities attached to the role. Ideally, the Traffic Records Coordinator should: coordinate traffic crash data analysis and support at the State, regional and national level, including preparation of the Highway Safety Plan's traffic records section; oversee the traffic records grants program, monitoring programs and investments and making alterations if changes are required to obtain desired outcomes; represent the SHSO as the traffic records program coordinator at local, State, regional and national highway safety meetings, conferences, etc.; and, manage special traffic safety projects as assigned by the SHSO leadership. Describe how these duties are accomplished by the Traffic Records Coordinator or designee.



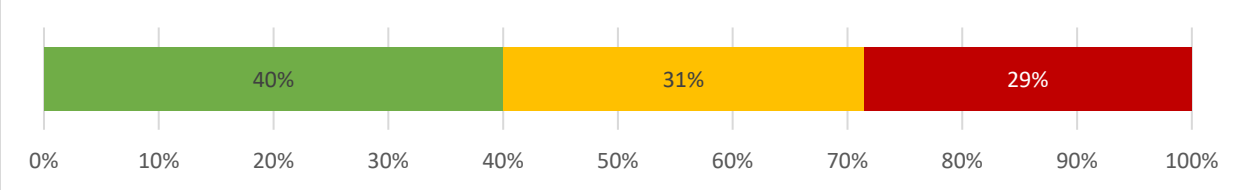
13. Does the TRCC meet at least quarterly?

Suggested Evidence: Document all TRCC meeting dates for the past program year. If the TRCC has sub-committees, identify these groups, their purposes, and meeting dates as well. If the State has existing documentation (meeting minutes, grant submissions, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



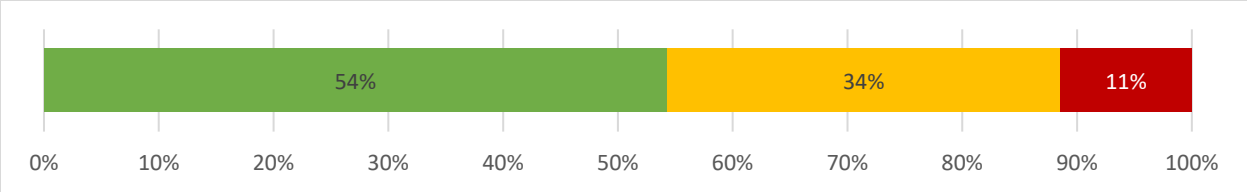
14. Does the TRCC review quality control and quality improvement programs impacting the core data systems?

Suggested Evidence: Document the TRCC's review of quality control and improvement programs impacting the core data systems. If the State has existing documentation (strategic plan, QC reports, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



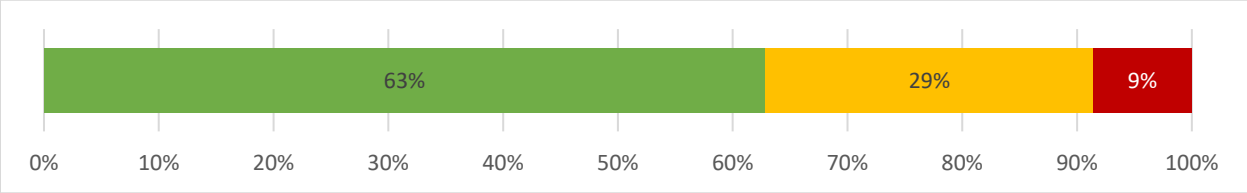
15. Does the TRCC assess and coordinate the technical assistance and training needs of stakeholders?

Suggested Evidence: Document the TRCC discussion of stakeholders' technical assistance and training needs. If the State has existing documentation (TRCC meeting agendas, minutes, strategic plan, etc.) please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



16. Do the TRCC's program planning and coordination efforts reflect traffic records improvement funding sources beyond §405(c) funds?

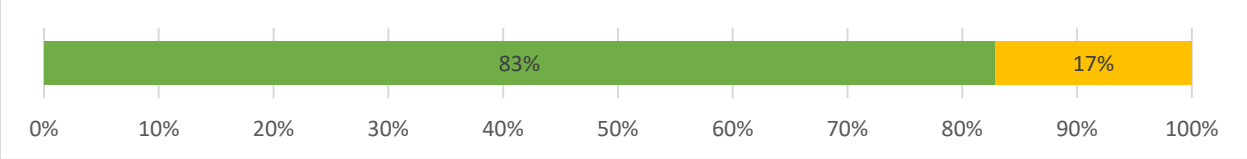
Suggested Evidence: Provide traffic records program budget information identifying basic project information, funding source, amount funded, and its relationship to strategic plan priorities.



Strategic Planning for Traffic Records Systems

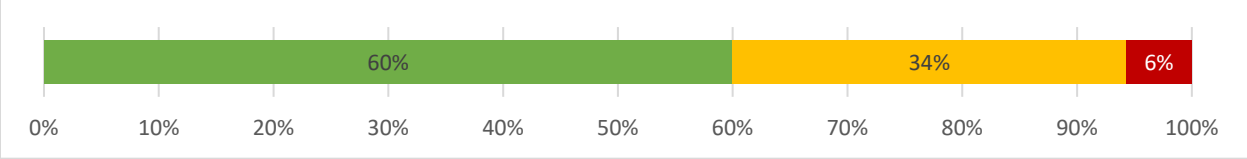
17. Does the State Traffic Records Strategic Plan address existing data and data systems areas of opportunity and document how these are identified?

Suggested Evidence: Identify, with appropriate citations from the plan, how the State Traffic Records Strategic Plan addresses existing data and data systems areas of opportunity and documents how they were identified.



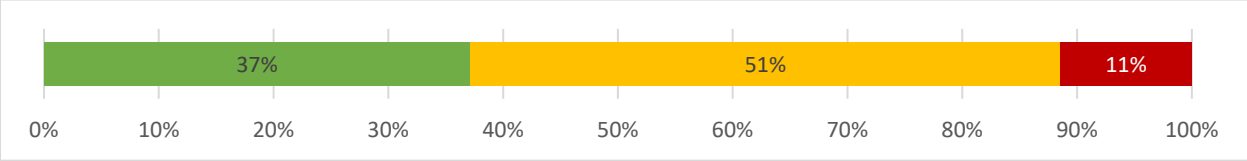
18. Does the State Traffic Records Strategic Plan identify countermeasures that address at least one of the performance attributes (timeliness, accuracy, completeness, uniformity, integration, and accessibility) for each of the six core data systems?

Suggested Evidence: Identify, with appropriate citations from the plan, how the State Traffic Records Strategic Plan identifies countermeasures that address at least one of the performance attributes (timeliness, accuracy, completeness, uniformity, integration, and accessibility) for each of the six core data systems.



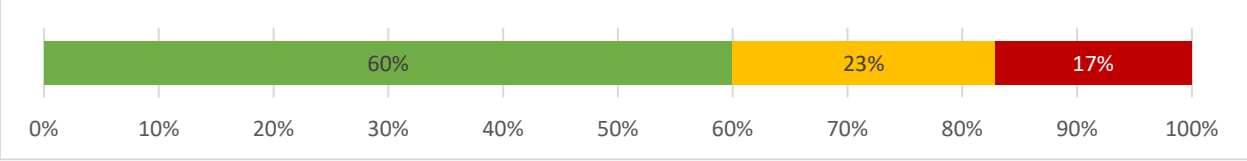
19. Does the TRCC have a process for identifying at least one performance measure and the corresponding metrics for the six core data systems in the State Traffic Records Strategic Plan?

Suggested Evidence: Identify, with appropriate citations from the plan, how the TRCC identifies at least one performance measure, and any corresponding metrics, for each of the six core data systems as specified in the State Traffic Records Strategic Plan.



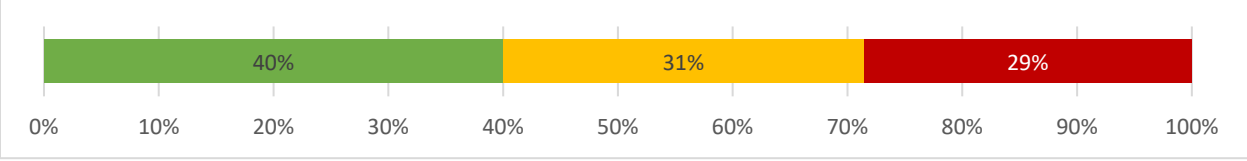
20. Does the TRCC have a process for prioritizing traffic records improvement projects in the State Traffic Records Strategic Plan?

Suggested Evidence: Identify, with appropriate citations from the plan, how the TRCC prioritizes traffic records improvement projects as specified in the State Traffic Records Strategic Plan.



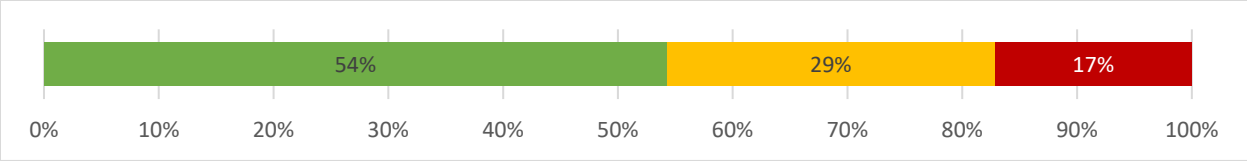
21. Does the TRCC identify and address technical assistance and training needs in the State Traffic Records Strategic Plan?

Suggested Evidence: Identify, with appropriate citations from the plan, how the TRCC identifies and addresses technical assistance and training needs of stakeholders, collectors, users, analysts, etc., as specified in the State Traffic Records Strategic Plan.



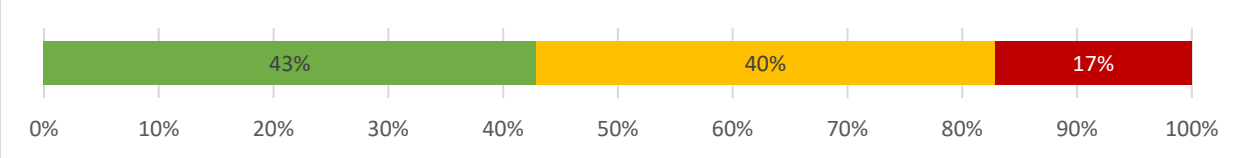
22. Does the TRCC have a process for establishing timelines and responsibilities for projects in the State Traffic Records Strategic Plan?

Suggested Evidence: Identify, with appropriate citations from the plan, how the TRCC establishes timelines and responsibilities for projects in the State Traffic Records Strategic Plan.



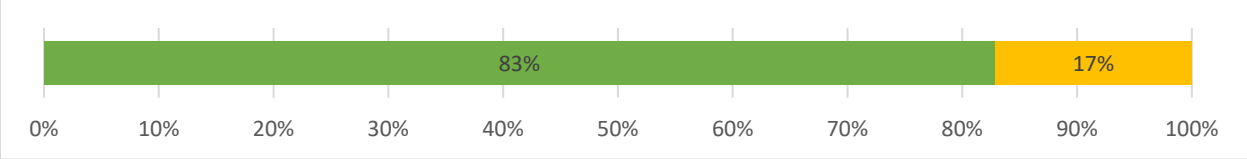
23. Does the TRCC have a process for integrating and addressing State and local (to include Federally recognized Indian Tribes, where applicable) data needs and goals into the State Traffic Records Strategic Plan?

Suggested Evidence: Identify, with appropriate citations from the plan, how the TRCC integrates State and local data needs and goals into the State Traffic Records Strategic Plan.



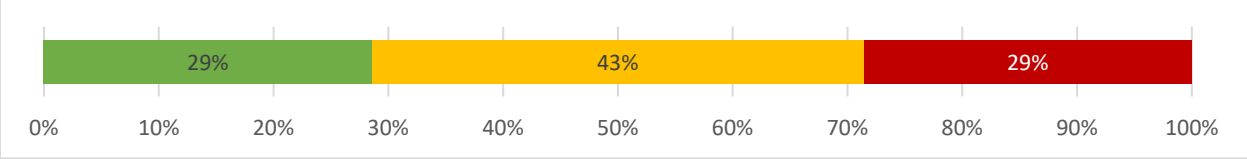
24. Does the TRCC consider the use of new technology when developing and managing traffic records projects in the State Traffic Records Strategic Plan?

Suggested Evidence: Identify, with appropriate citations from the plan, a project or projects in the State Traffic Records Strategic Plan whose development included the application or consideration of new technology.



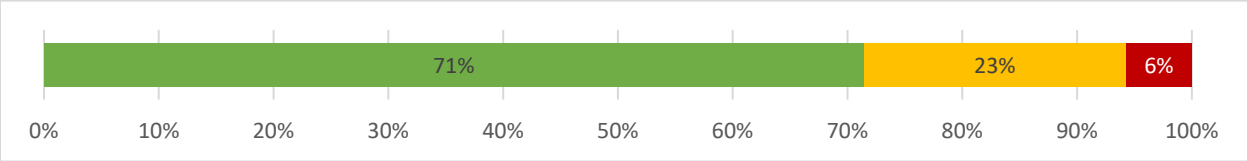
25. Does the State Traffic Records Strategic Plan consider lifecycle costs in implementing improvement projects?

Suggested Evidence: Identify, with appropriate citations from the plan, a project or projects in the State Traffic Records Strategic Plan whose development included consideration of lifecycle costs.



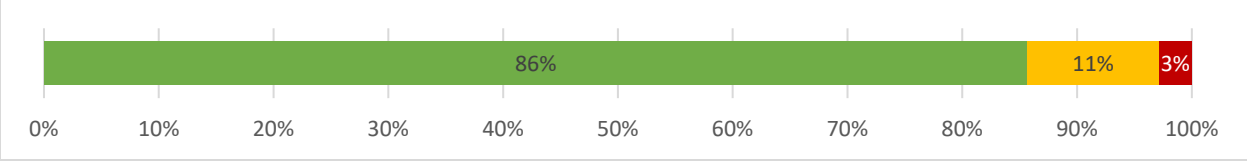
26. Does the State Traffic Records Strategic Plan make provisions for coordination with key Federal traffic records data systems?

Suggested Evidence: Identify, with appropriate citations from the plan, how the State Traffic Records Strategic Plan encourages alignment with and participation in key Federal traffic records data systems (FARS, SafetyNet, MCMIS, NEMSIS, NIEM, CDLIS, etc.). If there are no citations to key Federal data systems in the plan, a brief narrative describing how specific projects foster cooperation with Federal data systems may be submitted instead.



27. Is the TRCC's State Traffic Records Strategic Plan reviewed, updated, and approved annually?

Suggested Evidence: Document the frequency and depth of State Traffic Records Strategic Plan reviews and updates, identifying the stakeholder agencies involved in the review process. If the State has existing documentation (review schedules, meeting minutes, strategic plan itself, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.

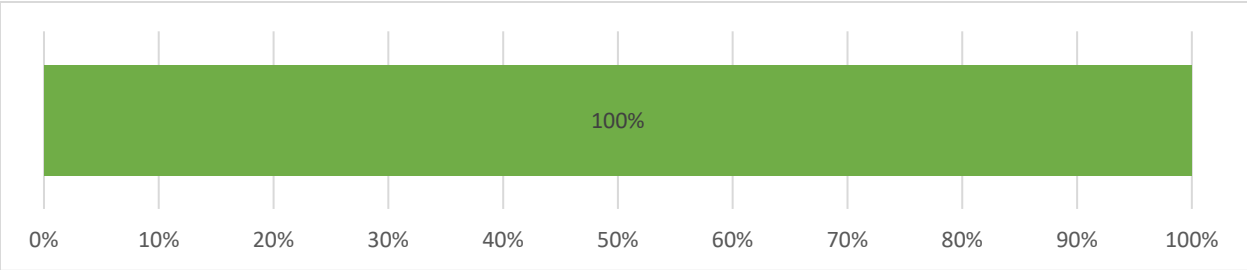


Crash Data System

Description and Contents of the Crash Data System

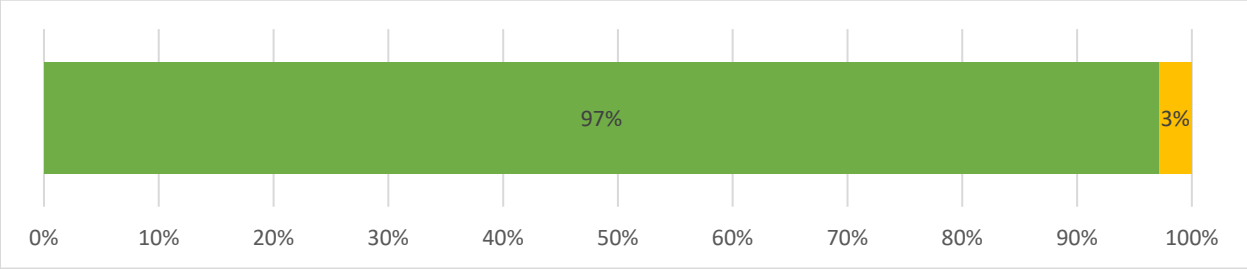
28. Is statewide crash data consolidated into one database?

Suggested Evidence: Identify the statewide crash database and provide a description of the statewide database, specifying how the data are consolidated. If the State has existing documentation (data dictionary, schema, reports, summaries, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



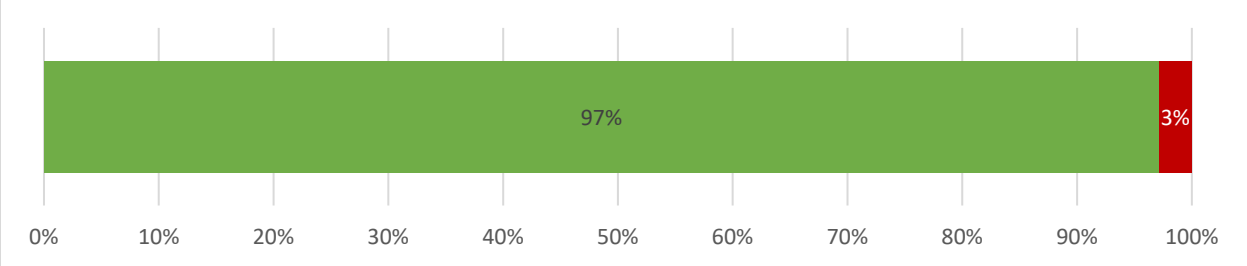
29. Is the statewide crash system's organizational custodian clearly defined?

Suggested Evidence: Identify what agency has the custodial responsibility for the statewide crash system, detail the extent of the agency's role, and provide all relevant statutes. If the State has existing documentation (MOUs, reports, legal reviews, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted for partial credit.



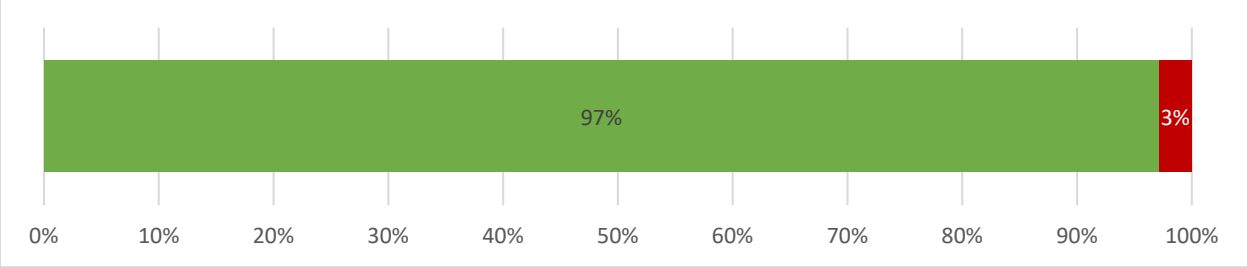
30. Does the State have criteria requiring the submission of fatal crashes to the statewide crash system?

Suggested Evidence: Provide the fatal crash inclusion criteria and statute for the statewide crash system. If the State has existing documentation (law enforcement instruction manual, etc.), please submit the relevant document or an excerpt thereof.



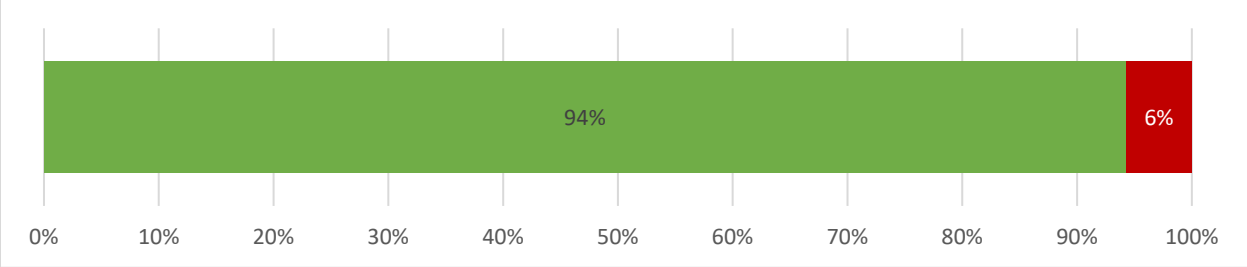
31. Does the State have criteria requiring the submission of injury crashes to the statewide crash system?

Suggested Evidence: Provide the injury crash inclusion criteria and statute for the statewide crash system. If the State has existing documentation (coding manual, data dictionary, etc.), please submit the relevant document or an excerpt thereof.



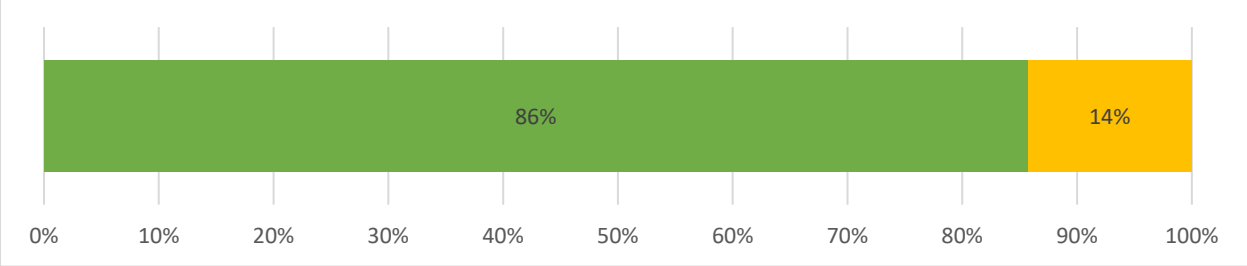
32. Does the State have criteria requiring the submission of property damage only (PDO) crashes to the statewide crash system?

Suggested Evidence: Provide the PDO crash submission criteria and statute for the statewide crash system. If the State has existing documentation (coding manual, data dictionary, etc.), please submit the relevant document or an excerpt thereof.



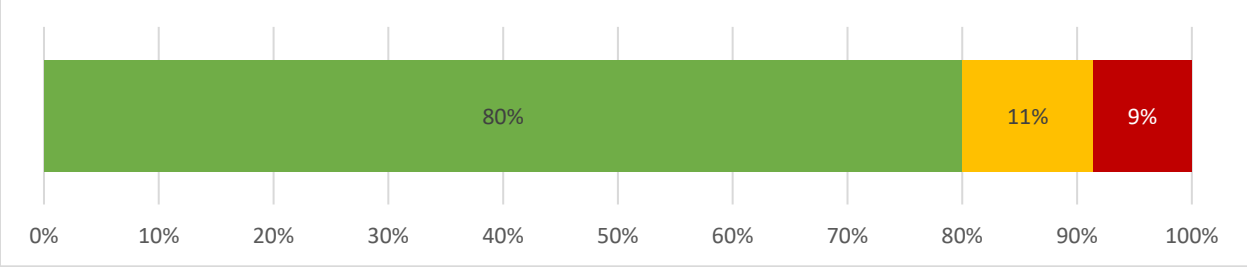
33. Does the State have statutes or other criteria specifying timeframes for crash report submission to the statewide crash database?

Suggested Evidence: Provide the statute or criteria defining the crash report submission timeframe. If the State has existing documentation (statute, reporting guidance, etc.), please submit the relevant document or an excerpt thereof.



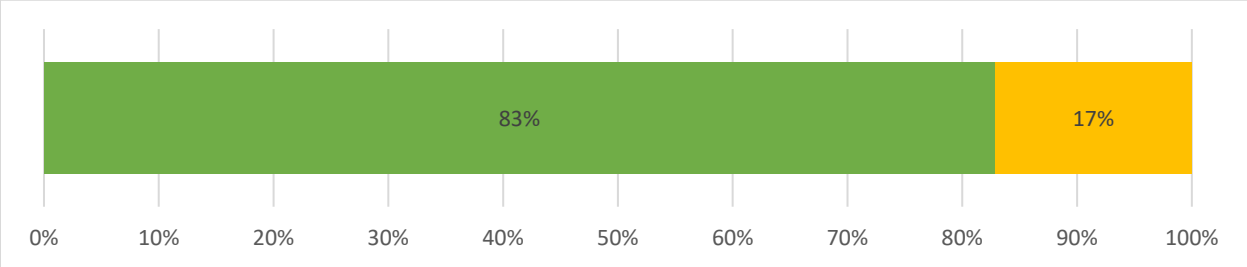
34. Does the statewide crash system record crashes occurring in non-trafficway areas (e.g., parking lots, driveways)?

Suggested Evidence: Provide the non-trafficway reporting criteria for the statewide crash system. If the State has existing documentation (statute, reporting guidance, etc.), please submit the relevant document or an excerpt thereof.



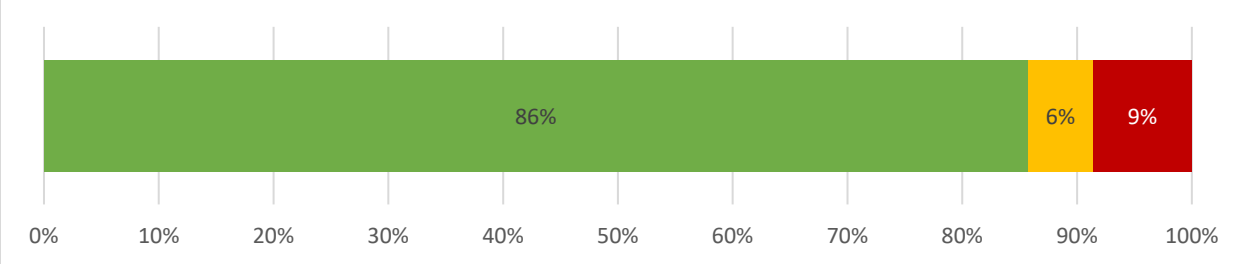
35. Is data from the crash system used to identify crash risk factors?

Suggested Evidence: Document how data from the crash system is used to identify crash risk factors by providing example reports and/or analyses that examine locations, roadway features, behaviors, driver characteristics, or vehicle characteristics as they relate to crash risk. If referencing large documents like the SHSP, please cite relevant page numbers. If the State does not have existing documentation, a brief narrative may be submitted for partial credit.



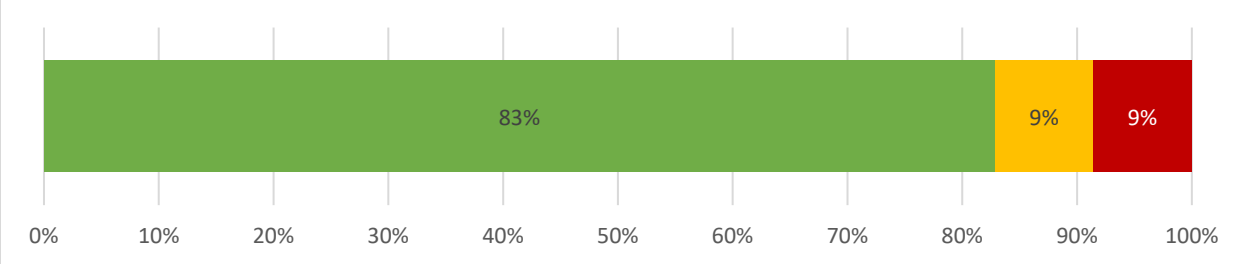
36. Is data from the crash system used to guide engineering and construction projects?

Suggested Evidence: Describe the State's network screening and countermeasure selection processes. Identify spending on construction projects identified by analyzing crash data. If referencing large documents like the SHSP, please cite relevant page numbers. If the State does not have existing documentation, a brief narrative may be submitted instead.



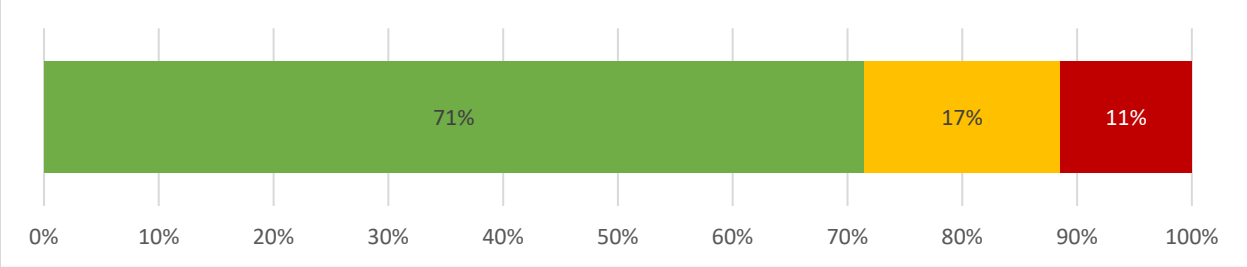
37. Is data from the crash system regularly used to prioritize law enforcement activity?

Suggested Evidence: Document how the crash system is used to prioritize law enforcement activity by providing a sample location-based analysis and any associated law enforcement activities. If a State DDACTS program exists, provide details. If the State does not have existing documentation, a brief narrative may be submitted instead.



38. Is data from the crash system used to evaluate safety countermeasure programs?

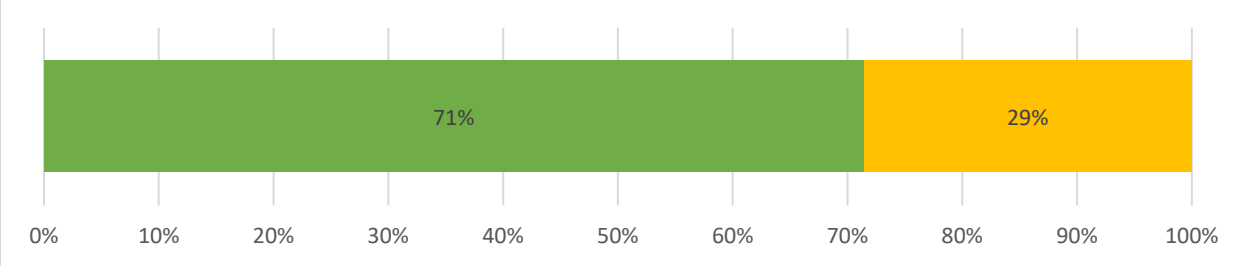
Suggested Evidence: Describe how crash data are used to evaluate safety countermeasure programs. If the State has existing documentation (reports, analyses, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Applicable Guidelines for the Crash Data System

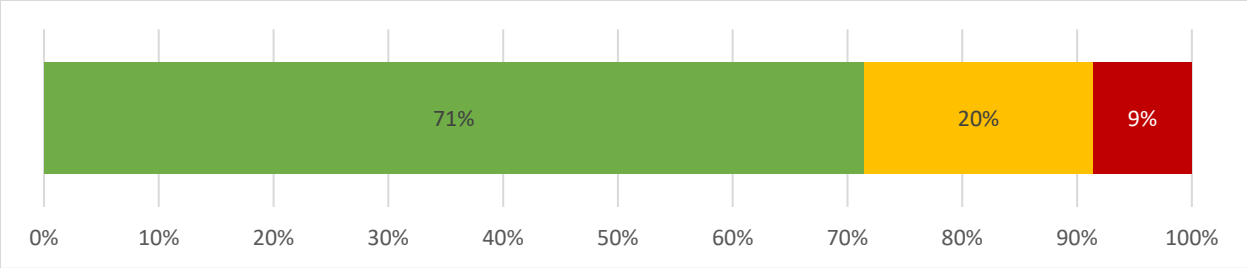
39. Is there a process by which MMUCC is used to help identify what crash data elements and attributes the State collects?

Suggested Evidence: Demonstrate the State's process for incorporating the latest version of MMUCC into its revisions of the crash system and police crash report. If the State has existing documentation (MMUCC mapping, CDIP report, implementation plan, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative describing this may be submitted for partial credit.



40. Is there a process by which ANSI D.16 is used to help identify the definitions in the crash system data dictionary?

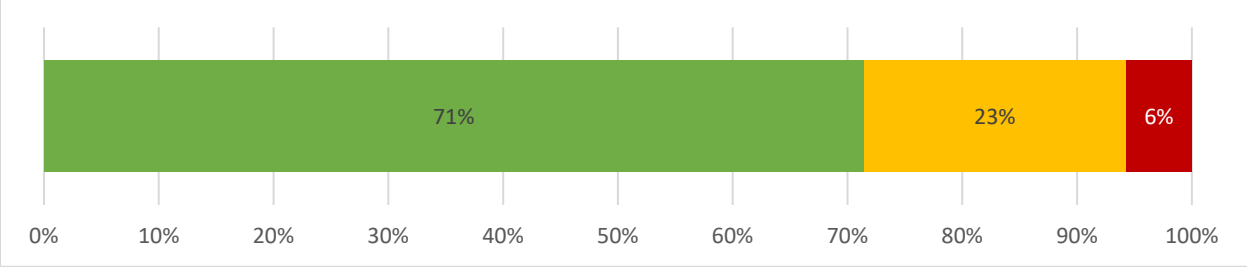
Suggested Evidence: Document the process by which ANSI D16 is used to define data elements in the crash system's data dictionary and user manual. If the State has existing documentation (data dictionary, TRCC strategic plan, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative describing this may be submitted instead.



Data Dictionary for the Crash Data System

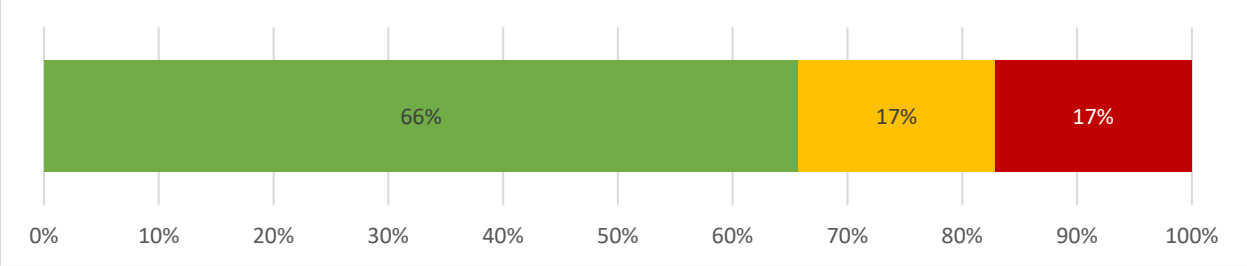
41. Does the data dictionary provide a definition for each data element and define that data element's allowable values/attributes?

Suggested Evidence: Provide a copy of the crash system data dictionary or, at a minimum, an excerpt thereof.



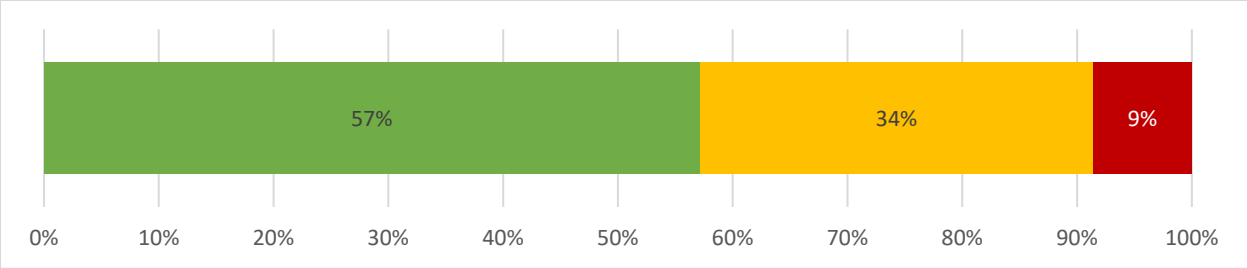
42. Does the data dictionary document the system edit checks and validation rules?

Suggested Evidence: Demonstrate the data dictionary's inclusion of system edit checks and validation rules by providing a copy of the crash system data dictionary. If the system edit checks and validation rules are documented elsewhere, provide the appropriate document.



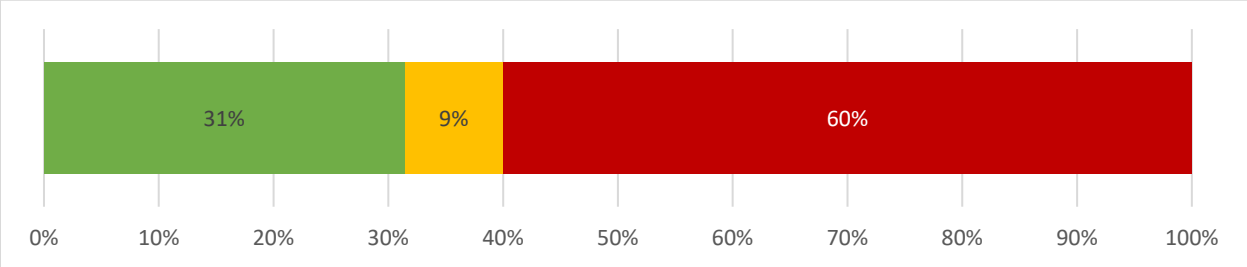
43. Is the data dictionary up-to-date and consistent with the field data collection manual, coding manual, crash report, database schema and any training materials?

Suggested Evidence: Identify when the crash system's data dictionary, field data collection manual, coding manual, crash report, database schema and training materials were last updated and describe the processes used to ensure they remain consistent with each other.



44. Does the crash system data dictionary indicate the data elements populated through links to other traffic records system components?

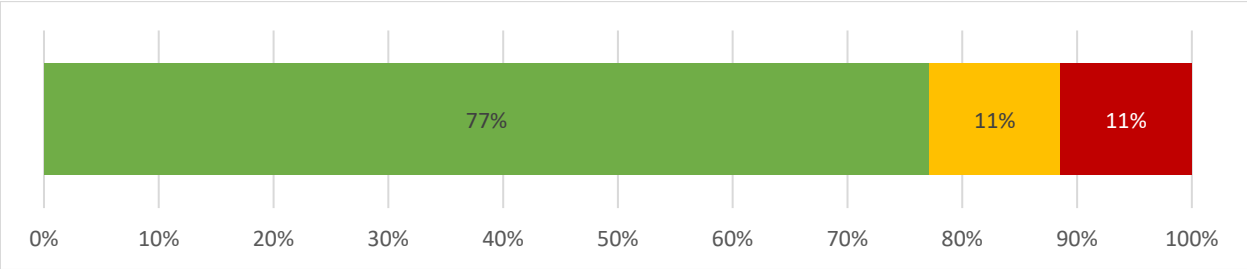
Suggested Evidence: Indicate where the data dictionary indicates which elements are linked or derived from other systems. Alternatively, provide a brief narrative describing how the data dictionary indicates which elements are linked or derived from other systems.



Procedures and Process Flows for Crash Data Systems

45. Does the State collect an identical set of data elements and attributes from all reporting agencies, independent of collection method?

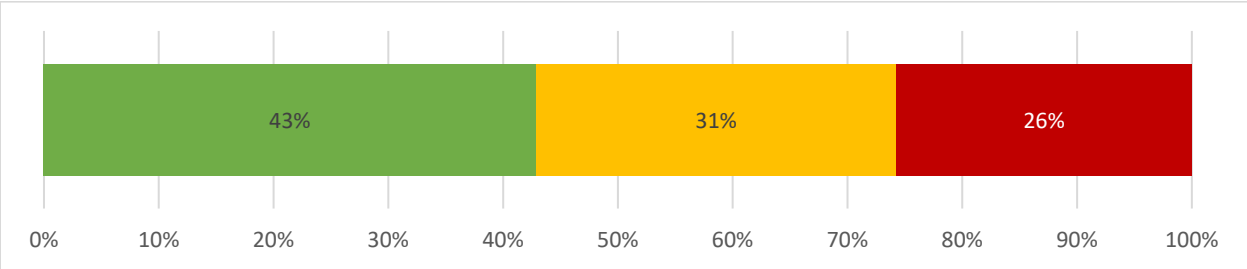
Suggested Evidence: Document the State's standard list of data elements and attributes collected from all reporting agencies, noting any deviations from the standard list and why they exist. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



46. Does the State reevaluate their crash form at regular intervals?

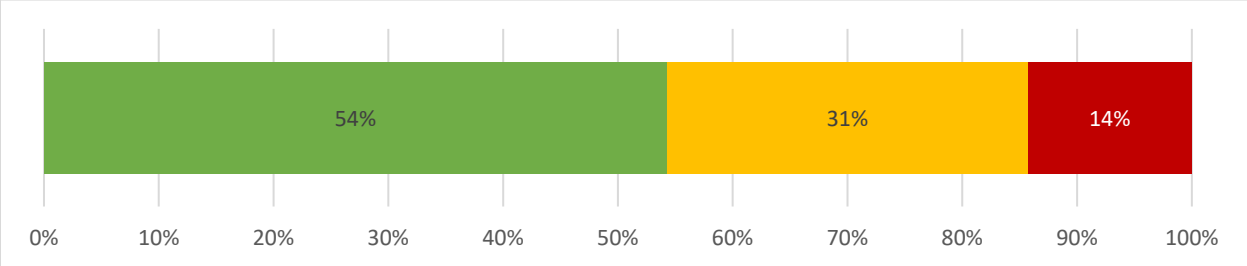
Suggested Evidence: Document the State's process for conducting crash form reviews and their frequency. If the State has existing documentation (reports, diagrams, etc.), please submit the

relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



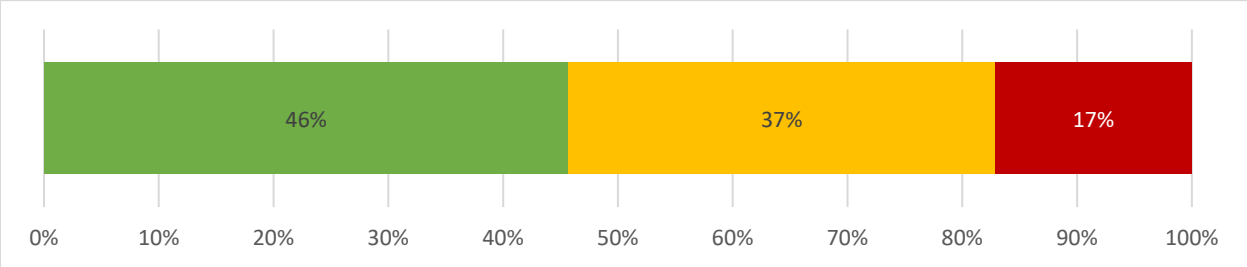
47. Does the State maintain accurate and up-to-date documentation detailing the policies and procedures for key processes governing the collection, reporting, and posting of crash data—including the submission of fatal crash data to the State FARS unit and commercial vehicle crash data to SafetyNet?

Suggested Evidence: Document key processes governing the collection, reporting, and posting of crash data-including the submission of fatal crashes to the State FARS unit and commercial vehicle crashes to SafetyNet. If the State has existing documentation (process flow diagrams, reports, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



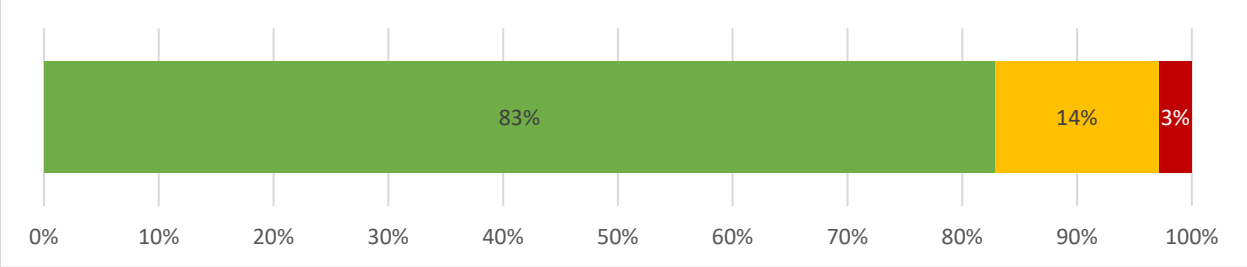
48. Are the quality assurance and quality control processes for managing errors and incomplete data documented?

Suggested Evidence: Document the State's quality assurance and quality control processes for managing errors and incomplete data. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



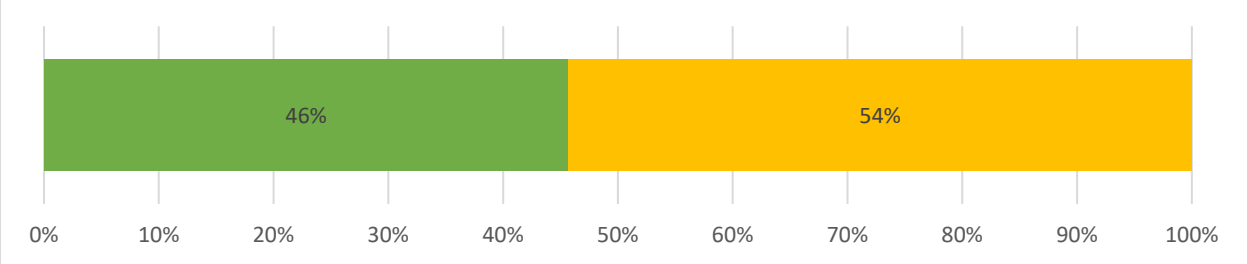
49. Do the document retention and archival storage policies meet the needs of safety engineers and other users with a legitimate need for long-term access to the crash data reports?

Suggested Evidence: Provide a copy of the retention and archival policies. If the State does not have existing documentation, a brief narrative may be submitted instead.



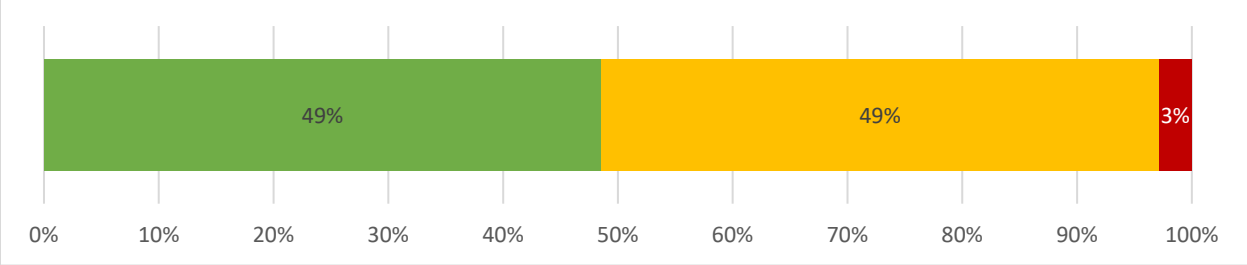
50. Do all law enforcement agencies collect crash data electronically?

Suggested Evidence: Provide the percentage of total crashes collected and percentages of agencies collecting electronically. Specify any State plans for achieving 100 percent electronic in-field data collection.



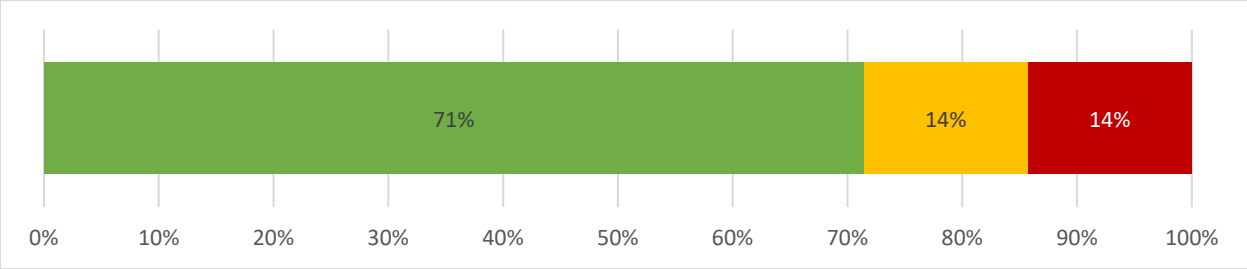
51. Do all law enforcement agencies submit their data to the statewide crash system electronically?

Suggested Evidence: Provide the percentage of total crashes submitted electronically and percentage of agencies submitting electronically. Specify any State plans for achieving 100 percent electronic data submission.



52. Do all law enforcement agencies collecting crash data electronically in the field apply validation rules consistent with those in the statewide crash system prior to submission?

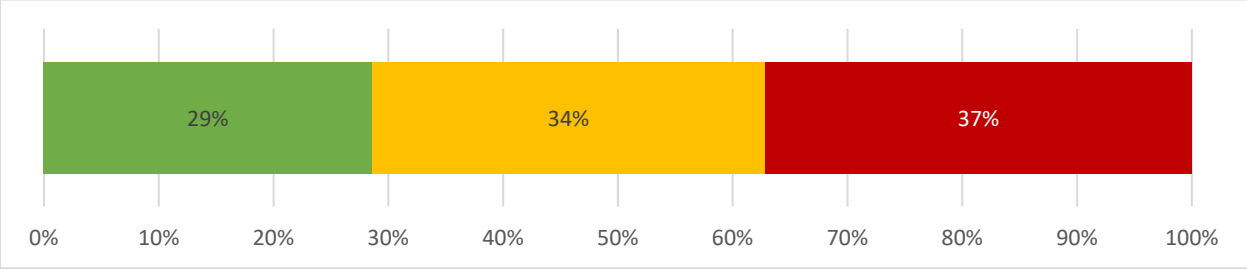
Suggested Evidence: Describe the validation processes used by the collecting agencies. Specify if the validation rules are applied to the data prior to submission to the statewide crash system. Include, in the description, how the validation rules are distributed to the collecting agencies and how the State checks the submitted data for consistency to rules in the statewide crash system. If the State has existing documentation (coding manuals, user instructions, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Crash Data Systems Interface With Other Components

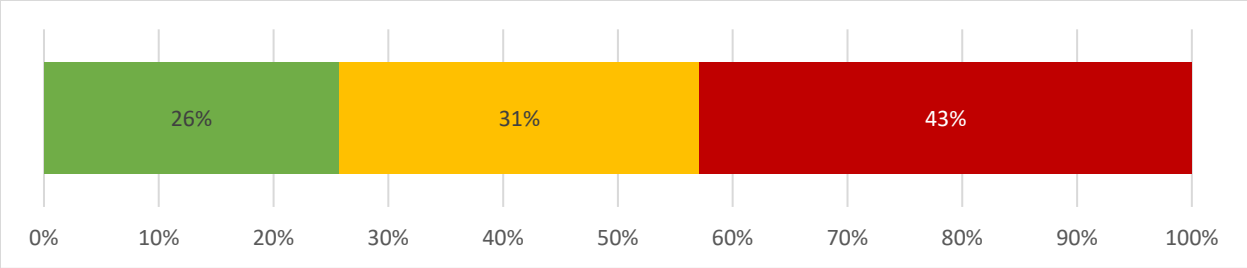
53. Does the crash system have a real-time interface with the driver system?

Suggested Evidence: Document the crash-to-driver system real-time interfaces that enable: verification and validation of the driver's personal information, access to driver records, identification of inconsistencies between the crash and driver records, and/or identification of the driver's prior crash involvement. If the State has existing documentation (reports, analyses, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



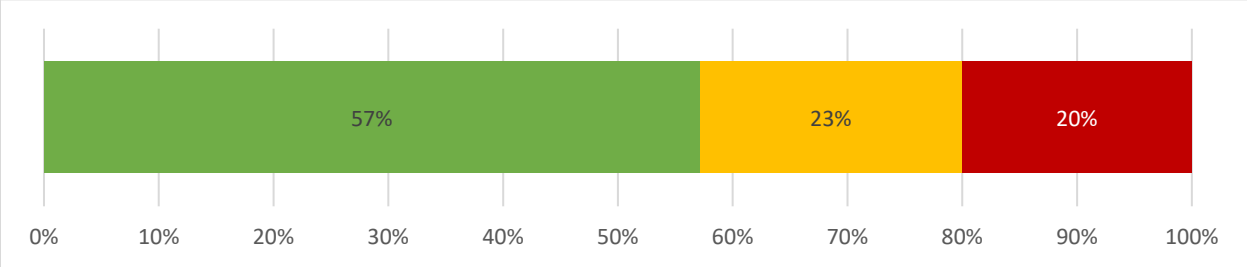
54. Does the crash system have a real-time interface with the vehicle system?

Suggested Evidence: Document the crash-to-vehicle system interfaces that enable: verification and validation of the vehicle information, access to vehicle records, and/or identification of inconsistencies between the crash and vehicle records. If the State has existing documentation (reports, analyses, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



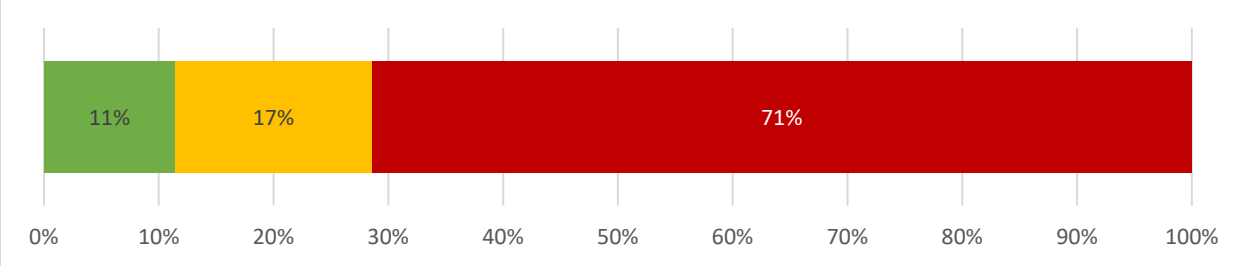
55. Does the crash system interface with the roadway system?

Suggested Evidence: Document the crash and roadway interface that enable on-site verification and validation of the crash location information, to ensure accurate roadway information is retrieved. For example, using smart mapping technology to verify the location, in lieu of relying solely on GPS. If the State has existing documentation (reports, analyses, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



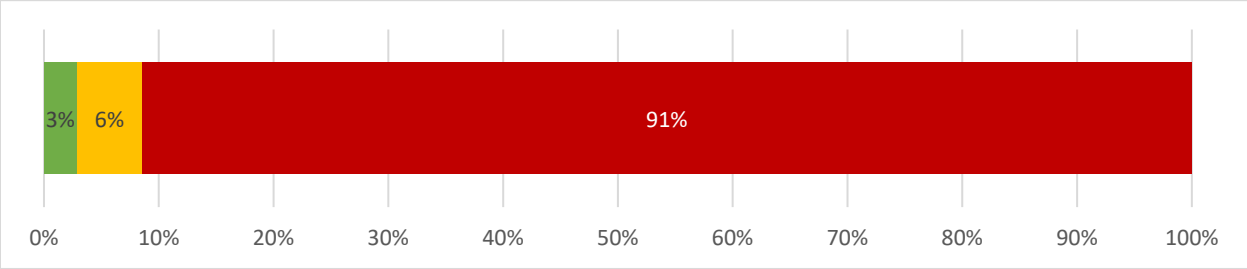
56. Does the crash system interface with the citation and adjudication systems?

Suggested Evidence: Document the crash-to-citation and crash-to-adjudication interfaces that enable: verification and validation of citations and/or alcohol (breathalyzer or BAC results) information in the crash record, access to court records and cross-population of data elements on the crash report and citation to facilitate later integration activities. If the State has existing documentation (reports, analyses, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



57. Does the crash system have an interface with EMS?

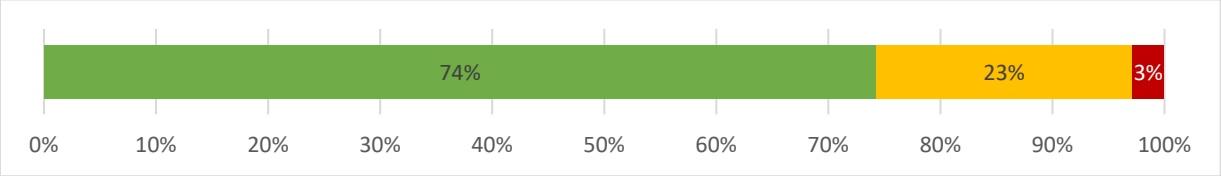
Suggested Evidence: Document the crash-to-EMS interface that allows verification and validation of specific EMS records related to the persons injured as the result of a motor vehicle crash. For example, crash and EMS might interface via a local computer aided dispatch (CAD) system, allowing the report numbers to cross populate and facilitate the inclusion of additional data elements on the respective reports and later integration activities. If the State has existing documentation (reports, analyses, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Data Quality Control Programs for the Crash System

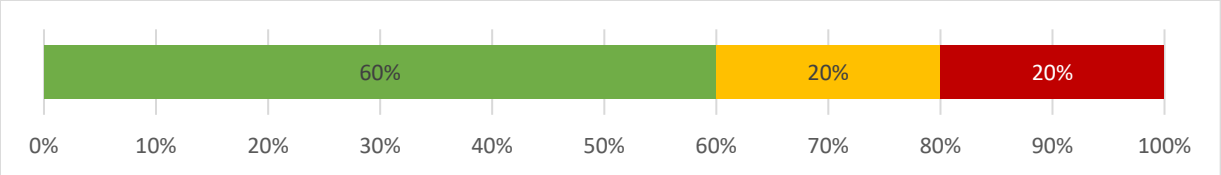
58. Are there automated edit checks and validation rules to ensure that entered data falls within a range of acceptable values and is logically consistent among data elements?

Suggested Evidence: Describe the process by which automated edit checks or validation rules ensure entered data falls within the range of acceptable values and is logically consistent between fields. If the State has existing documentation (formal methodologies, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



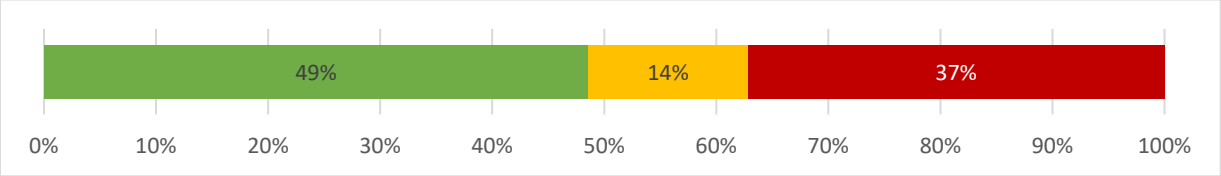
59. Is limited State-level correction authority granted to quality control staff working with the statewide crash database to amend obvious errors and omissions without returning the report to the originating officer?

Suggested Evidence: Describe the process by which limited State-level correction authority is granted to quality control staff working with the statewide crash database. If the State has existing documentation (manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



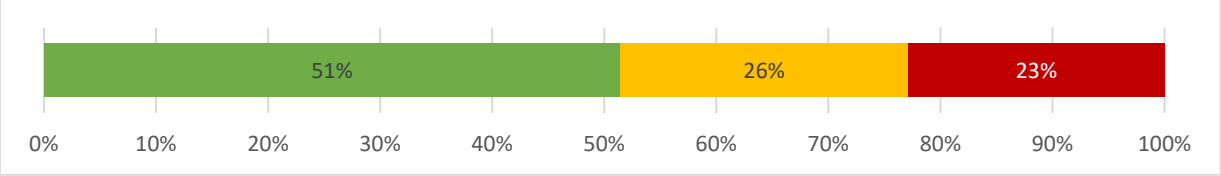
60. Are there formally documented processes for returning rejected crash reports to the originating officer and tracking resubmission of the report in place?

Suggested Evidence: Provide the formal documentation (manuals, etc.) governing the process by which rejected crash reports are returned to the originating officer and then resubmitted to the statewide crash database. If formal documentation does not exist, a brief narrative may be submitted for partial credit.



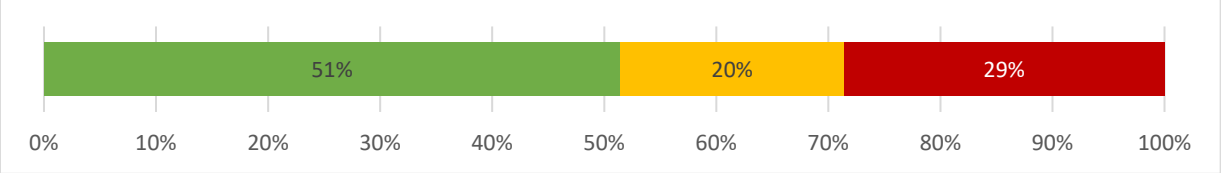
61. Does the State track crash report changes after the original report is submitted by the law enforcement agency?

Suggested Evidence: Describe the process used to track changes once the original crash report is submitted. If the State has existing documentation (reports listing crash report changes, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



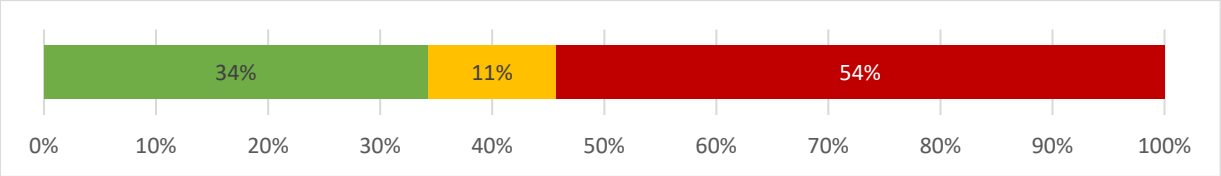
62. Are there timeliness performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of crash system timeliness measures the State uses, including the most current baseline and actual values for each.



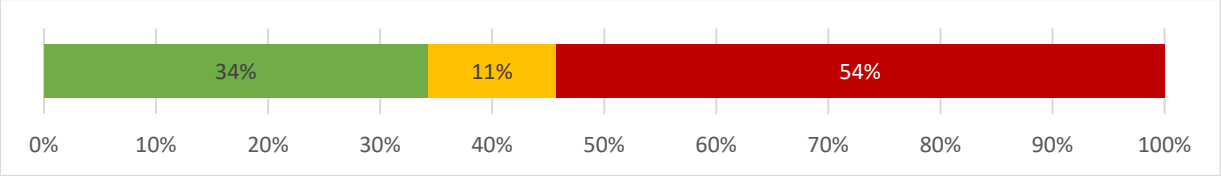
63. Are there accuracy performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of crash system accuracy measures the State uses, including the most current baseline and actual values for each.



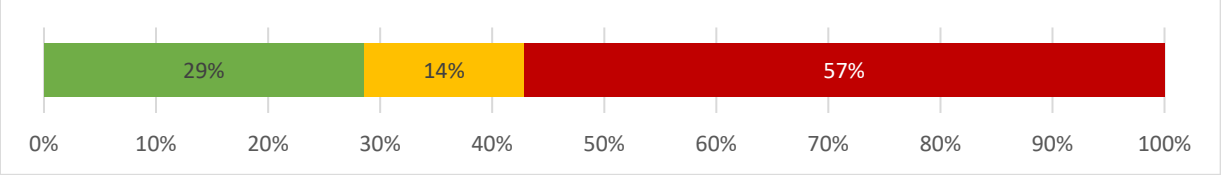
64. Are there completeness performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of crash system completeness measures the State uses, including the most current baseline and actual values for each.



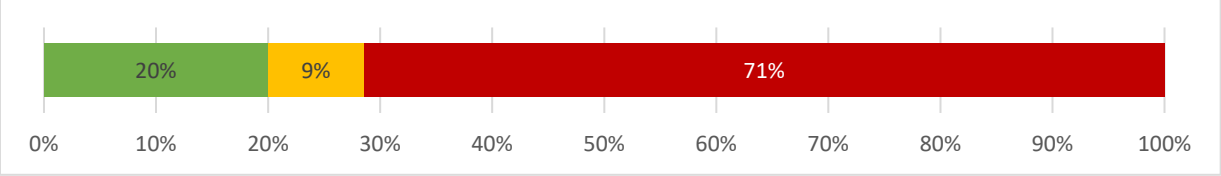
65. Are there uniformity performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of crash system uniformity measures the State uses, including the most current baseline and actual values for each.



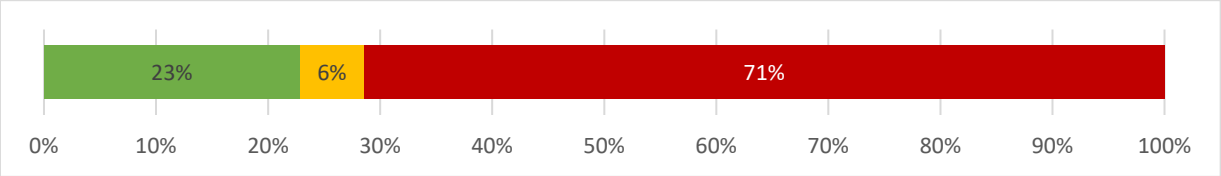
66. Are there integration performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of crash system integration measures the State uses, including the most current baseline and actual values for each.



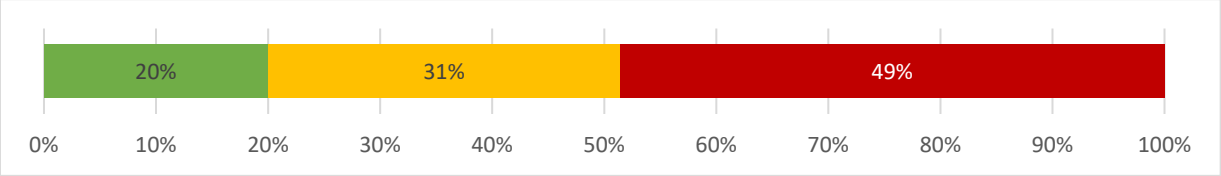
67. Are there accessibility performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of crash system accessibility measures the State uses, including the most current baseline and actual values for each.



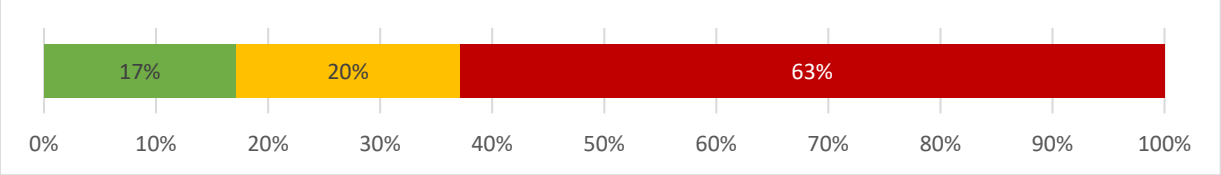
68. Has the State established numeric goals—performance metrics—for each performance measure?

Suggested Evidence: Provide the specific, State-determined numeric goals associated with each performance measure in use.



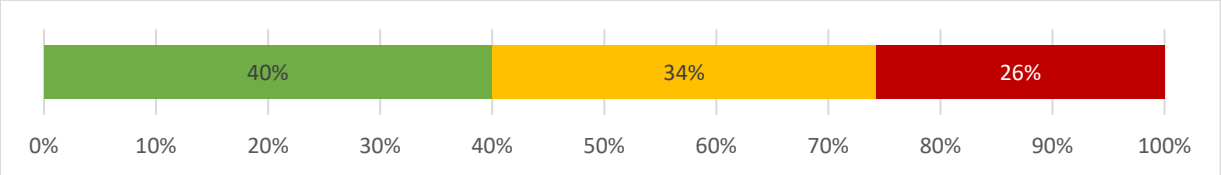
69. Is there performance reporting that provides specific timeliness, accuracy, and completeness feedback to each law enforcement agency?

Suggested Evidence: Document how performance reporting provides specific timeliness, accuracy, and completeness feedback to each law enforcement agency. If the State has existing documentation (sample reports, lists of receiving law enforcement agency, , etc.) that specify the frequency of issuance, please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



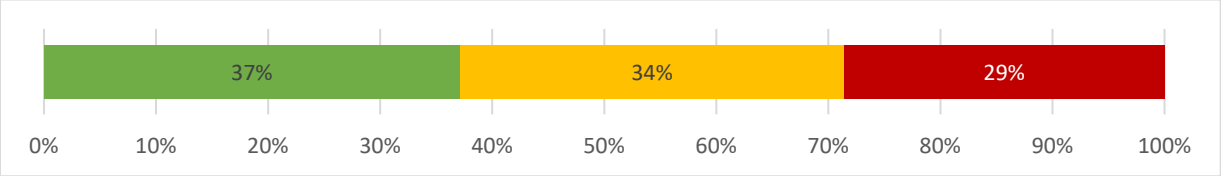
70. Are detected high-frequency errors used to prompt revisions, update the validation rules, and generate updated training content and data collection manuals?

Suggested Evidence: Demonstrate how detected high-frequency errors are used to prompt revisions, update the validation rules, and generate updated training content and data collection manuals. If the State has existing documentation (policies, reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



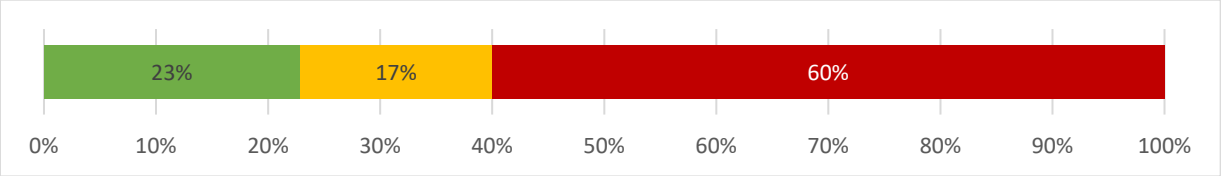
71. Are quality control reviews comparing the narrative, diagram, and coded contents of the report considered part of the statewide crash database's data acceptance process?

Suggested Evidence: Provide the formal methodology describing the process by which quality control reviews comparing the narrative, diagram, and coded contents of the report are considered part of the statewide crash database's data acceptance process. If formal documentation does not exist, a brief narrative may be submitted for partial credit.



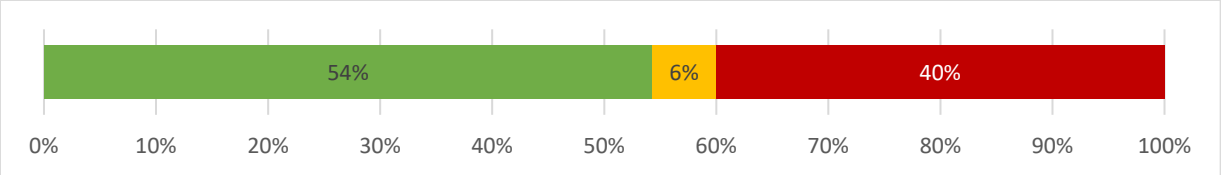
72. Are sample-based audits periodically conducted for crash reports and related database content?

Suggested Evidence: Demonstrate how sample-based audits of crash reports and related database content are conducted periodically by describing the audit methodology, providing a sample report or other output, and specifying the audits' frequency. Audits should be independent of the normal day-to-day review, but not necessarily conducted by parties outside the department or division of State government that normally reviews the data. If the State does not have existing documentation, a brief narrative may be submitted instead.



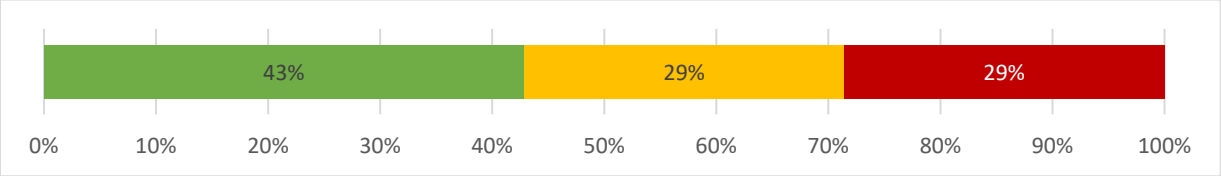
73. Are periodic comparative and trend analyses used to identify unexplained differences in the data across years and jurisdictions?

Suggested Evidence: Demonstrate how periodic comparative and trend analyses are used to identify unexplained differences in the data across years and jurisdictions by describing the analyses, providing a sample report or other output, and specifying the analyses' frequency. An example might include a data quality program that tracks all reports submitted to the statewide crash database to ensure agencies are reporting all State-defined reportable crashes If the State does not have existing documentation, a brief narrative may be submitted instead.



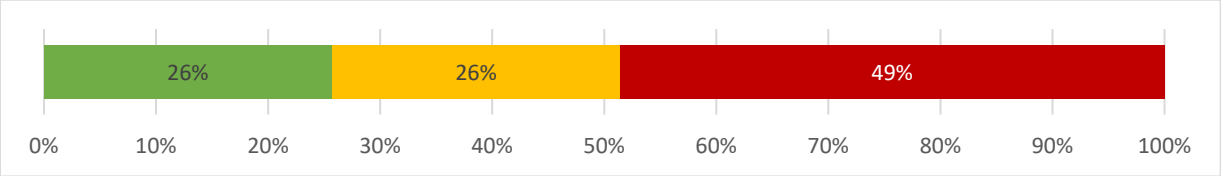
74. Is data quality feedback from key users regularly communicated to data collectors and data managers?

Suggested Evidence: Describe the process for transmitting and using key users' data quality feedback to inform changes. If the State has existing documentation (reports, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



75. Are data quality management reports provided to the TRCC for regular review?

Suggested Evidence: Provide a sample quality management report and specify how frequently they are issued to the TRCC.

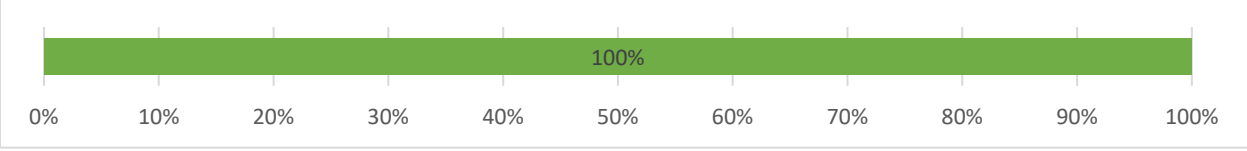


Driver Data System

Description and Contents of the Driver Data System

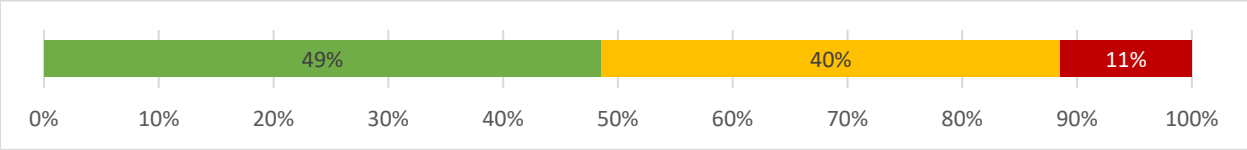
76. Does custodial responsibility for the driver data system—including commercially-licensed drivers—reside in a single location?

Suggested Evidence: Identify the custodial agency.



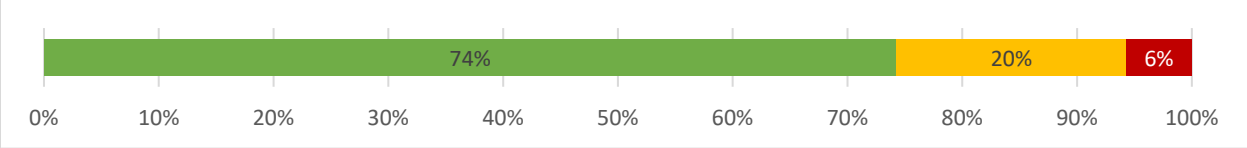
77. Does the driver data system capture details of novice driver, motorcycle, and driver improvement (remedial) training histories?

Suggested Evidence: Document the State's ability to capture novice driver, motorcycle, and driver improvement (remedial) training information (with provider names and the types of training completed) in the driver system. If the State has existing documentation (reports, data dictionaries, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



78. Does the driver data system capture and retain the dates of original issuance for all permits, licensing, and endorsements (e.g., learner's permit, provisional license, commercial driver's license, motorcycle license)?

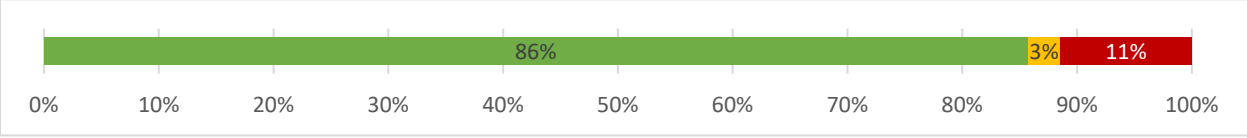
Suggested Evidence: Document the State's ability to include original issuance dates for all permits, licensing, and endorsements in the driver system by specifying the pertinent data fields and audit checks. If the State has existing documentation (reports, data dictionaries, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Applicable Guidelines for the Driver Data System

79. Is driver information maintained in a manner that accommodates interaction with the National Driver Register's PDPS and CDLIS?

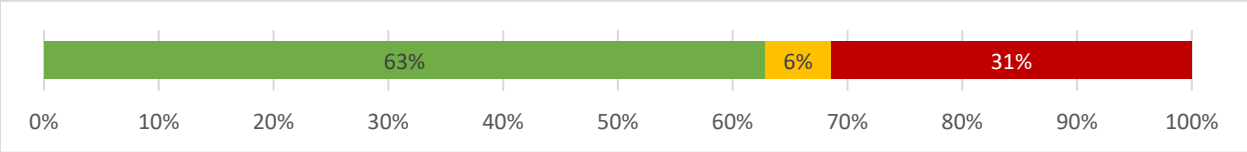
Suggested Evidence: Demonstrate the driver data system's functional integration with the PDPS and CDLIS. If the State has existing documentation (AAMVA audit reports, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Data Dictionary for the Driver Data System

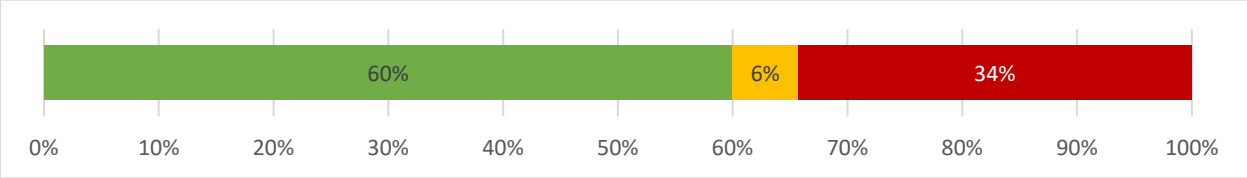
80. Are the contents of the driver data system documented with data definitions for each field?

Suggested Evidence: Demonstrate that the contents of the driver data system are documented with data definitions for each field by providing the data dictionary, or at a minimum, a table of contents and sample elements from the data dictionary or a sample data dictionary report.



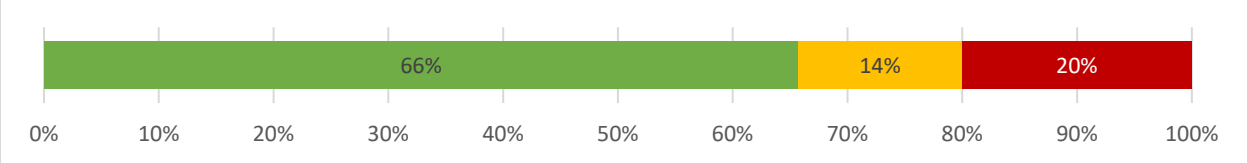
81. Are all valid field values—including null codes—documented in the data dictionary?

Suggested Evidence: Demonstrate that all valid field values-including null codes-are documented in the driver data system data dictionary by providing sample valid data field values from the data dictionary.



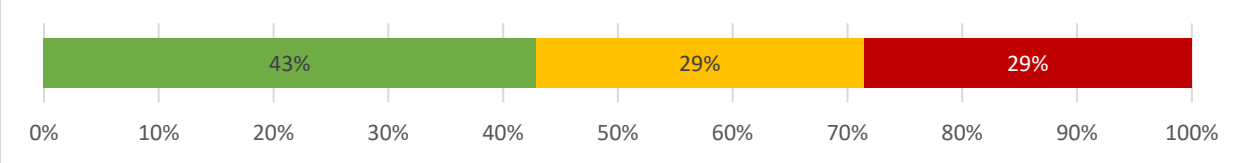
82. Are there edit checks and data collection guidelines for each data element?

Suggested Evidence: Demonstrate that edit checks and data collection guidelines exist for each data element by providing an example edit check and data collection guideline.



83. Is there guidance on how and when to update the data dictionary?

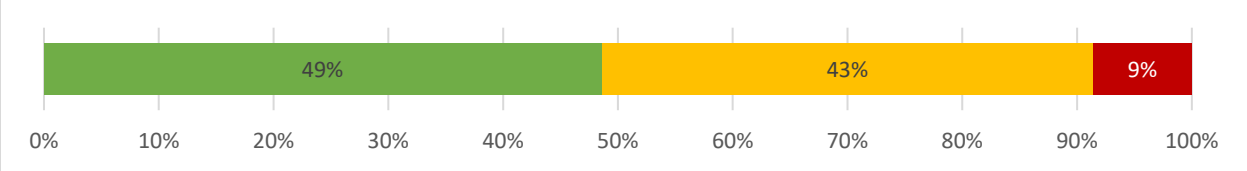
Suggested Evidence: Document the guidance on updating the data dictionary by providing the procedures used to ensure the data dictionary is kept up-to-date (update schedules, reports). If the State does not have existing documentation, a brief narrative may be submitted instead.



Procedures and Process Flows for the Driver Data System

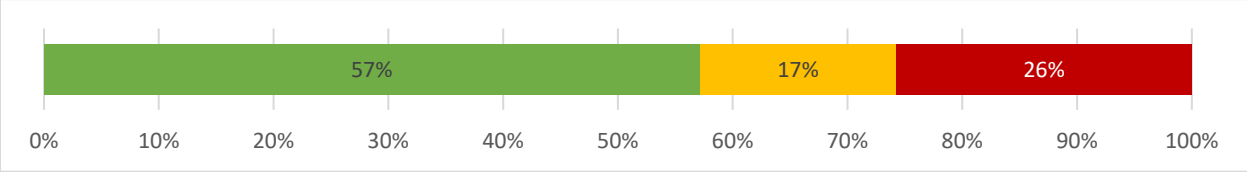
84. Does the custodial agency maintain accurate and up-to-date documentation detailing: the licensing, permitting, and endorsement issuance procedures; reporting and recording of relevant convictions, driver education, driver improvement course; and recording of information that may result in a change of license status (e.g., sanctions, withdrawals, reinstatement, revocations, cancellations and restrictions) including manual or electronic reporting and timelines, where applicable?

Suggested Evidence: Describe how these processes are documented and how that documentation is maintained for each of the listed process areas. Include the percentage of reporting that is accomplished manually and electronically. If the State has existing documentation (diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative description may be submitted instead.



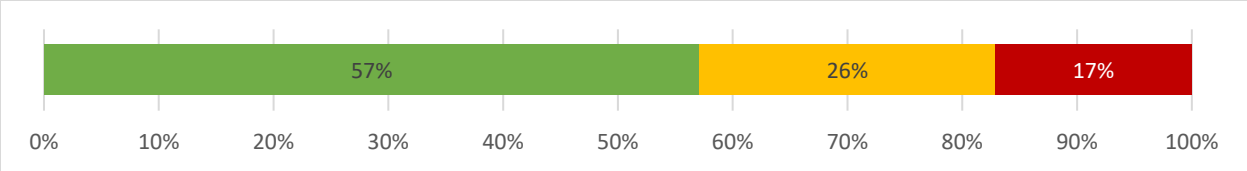
85. Is there a process flow diagram that outlines the driver data system's key data process flows, including inputs from other data systems?

Suggested Evidence: Document the driver data system's key process flows, including inputs from other data systems by providing a process flow diagram. If the State does not have an existing process flow diagram, a brief narrative may be submitted instead.



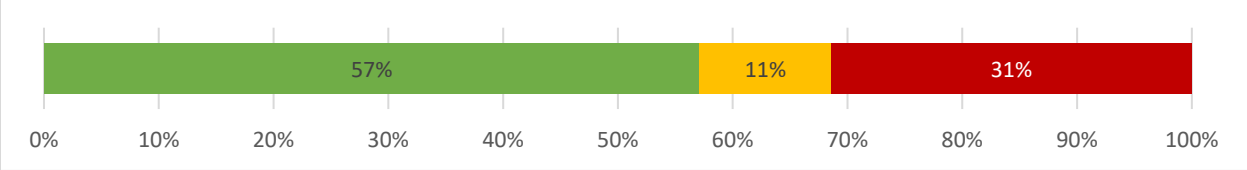
86. Are the processes for error correction and error handling documented for: license, permit, and endorsement issuance; reporting and recording of relevant convictions; reporting and recording of driver education and improvement courses; and reporting and recording of other information that may result in a change of license status?

Suggested Evidence: Document the processes and procedures for error correction and error handling in each of the listed process areas. If the State has existing documentation (diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative description may be submitted instead.



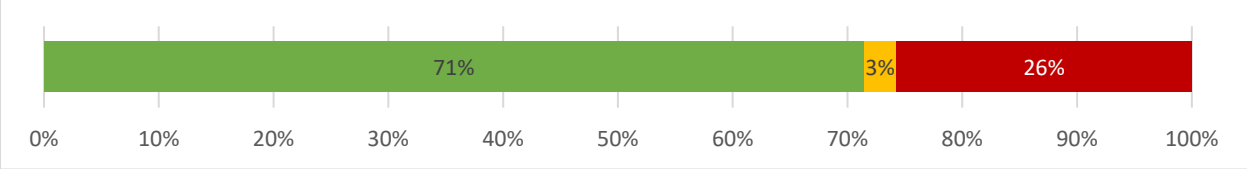
87. Are there processes and procedures for purging data from the driver data system documented?

Suggested Evidence: Document the processes and procedures for purging data from the driver data system If the State has existing documentation (diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative description may be submitted instead. If the State does not purge data from the driver data system, please provide a narrative explanation.



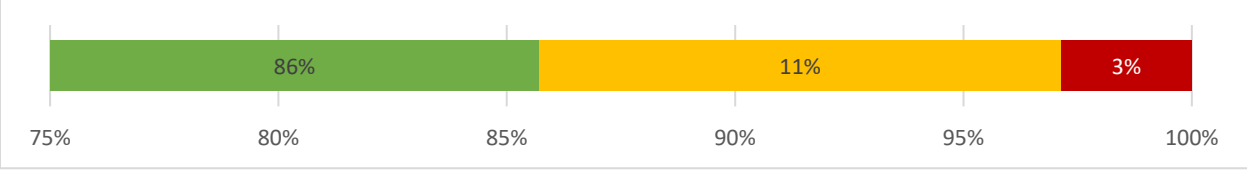
88. In States that have the administrative authority to suspend licenses based on a DUI arrest independent of adjudication, are these processes documented?

Suggested Evidence: Document the processes and procedures for administrative license suspension. If the State has existing documentation (diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative description may be submitted instead.



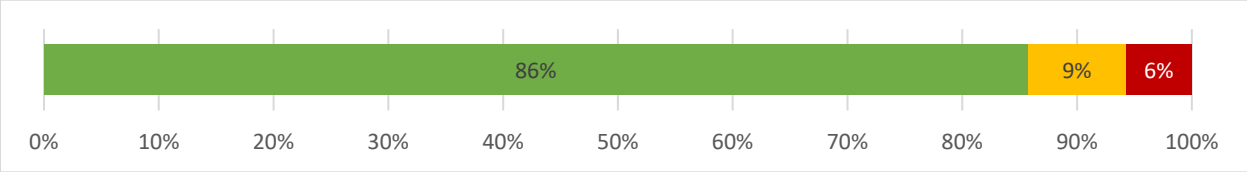
89. Are there established processes to detect false identity licensure fraud?

Suggested Evidence: Document the systems or processes used to detect individuals attempting licensure under a new identity. If the State has existing documentation (guidelines, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



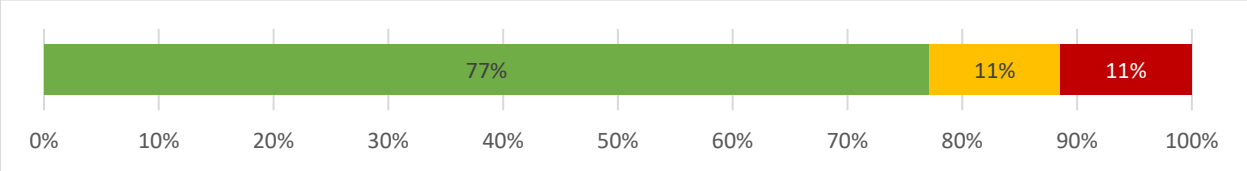
90. Are there established processes to detect internal fraud by individual users or examiners?

Suggested Evidence: Document the systems or processes used to detect internal fraud by individual users or examiners. If the State has existing documentation (guidelines, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



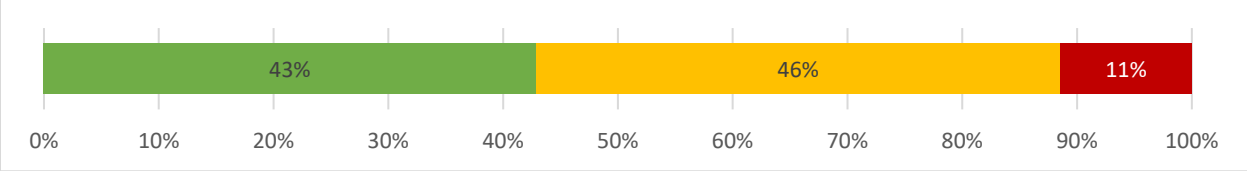
91. Are there established processes to detect CDL fraud?

Suggested Evidence: Document the systems or processes used to detect commercial driver's license fraud. If the State has existing documentation (guidelines, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



92. Does the State transfer the Driver History Record (DHR) electronically to another State when requested due to a change in State of Record?

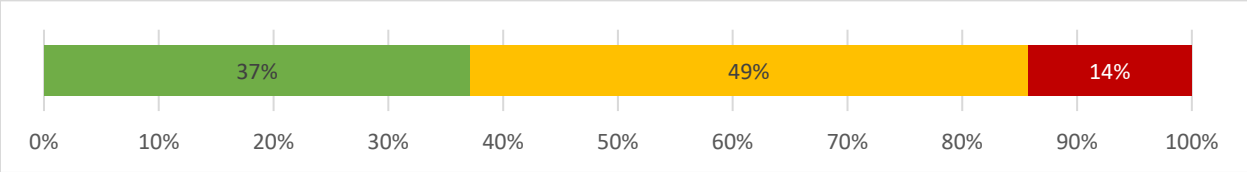
Suggested Evidence: Document the State's DHR transfer process, including the specific contents of the State's DHR (i.e., driver history such as sanctions and convictions, licensing information such as issuance dates, expiration dates, restrictions, etc.). If the transfer is done manually, please describe the process. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



93. Does the State obtain the previous State of Record electronically upon request?

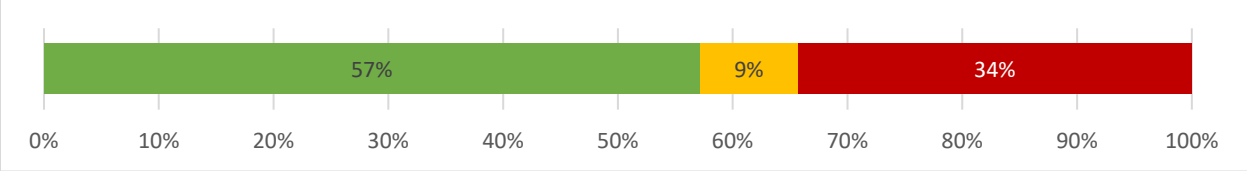
Suggested Evidence: Document the State's records transfer request process, including the specific information transferred from the previous State of Record to the current State of Record. If the transfer is done manually, please describe that process. If the State has existing

documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



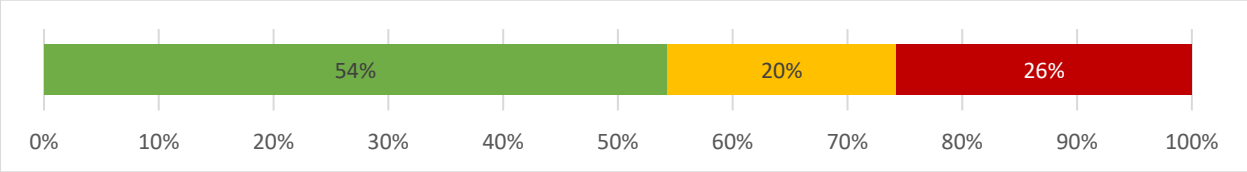
94. Does the State run facial recognition prior to issuing a credential?

Suggested Evidence: Document the State's process for incorporating facial recognition into the credential issuance procedure (i.e., one-to-one, one-to-many), including the specific system or software used. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



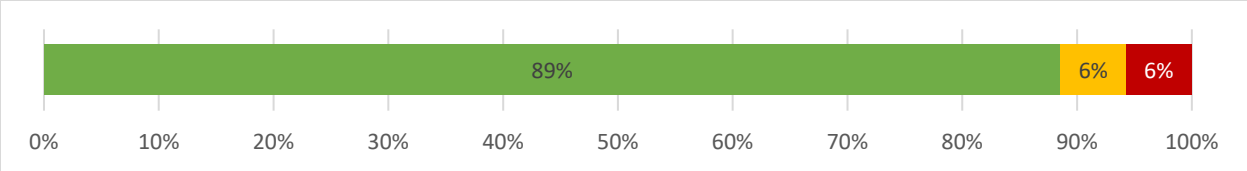
95. Does the State exchange driver photos with other State licensing agencies upon request?

Suggested Evidence: Document the process (electronic and manual, if applicable) for exchanging driver photos with other States. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



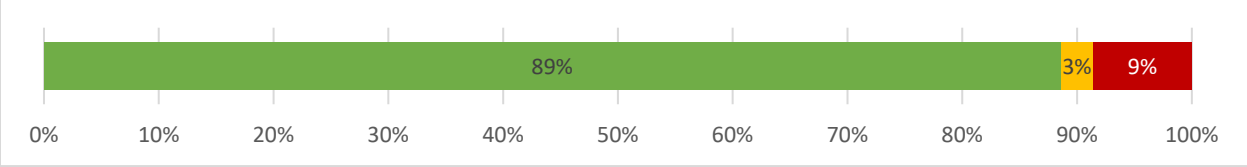
96. Are there policies and procedures for maintaining appropriate system and information security?

Suggested Evidence: Document the State's policies and procedures for maintaining system and information security. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof (table of contents, etc.). If the State does not have existing documentation, a brief narrative may be submitted instead.



97. Are there procedures in place to ensure that driver system custodians track access and release of driver information?

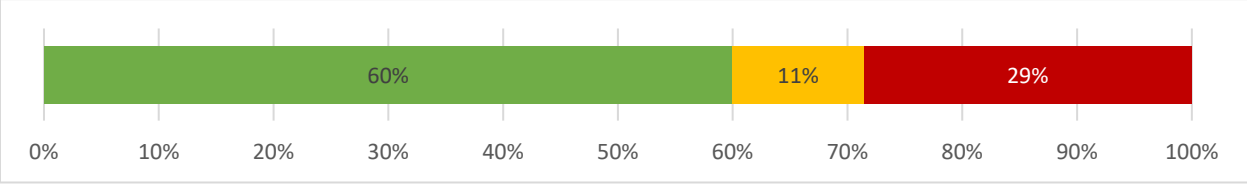
Suggested Evidence: Document the procedures ensuring that driver system custodians track access and release of driver information by providing copies of the relevant procedures or manuals. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Driver System Interface With Other Components

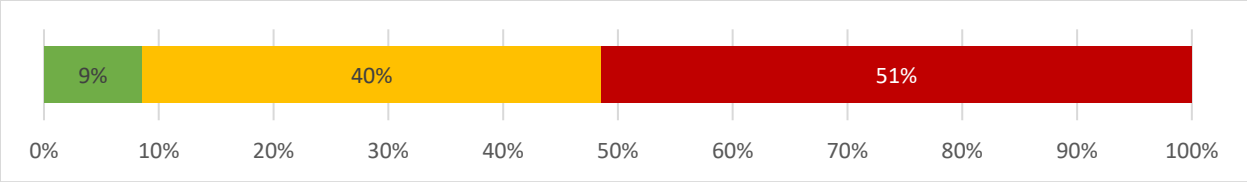
98. Does the State post at-fault crashes to the driver record?

Suggested Evidence: Document the State's process for posting at-fault crashes to the driver record and include whether or not it is electronic. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



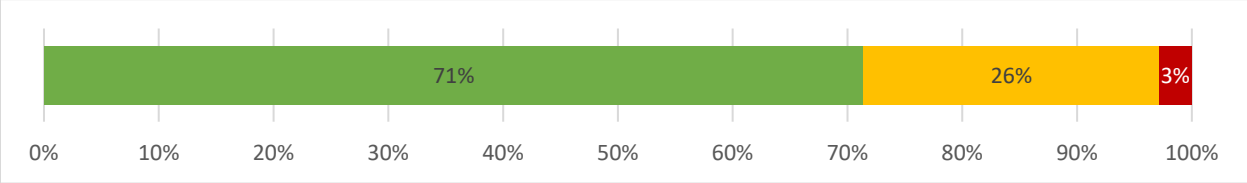
99. Does the State's DUI tracking system interface with the driver data system?

Suggested Evidence: Demonstrate that the State's DUI tracking system interfaces with the driver system. If the State has existing documentation (reports, protocols, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead. Evidence should explain how a citation on the DUI tracking system interfaces with a record on the driver system. Include identification of the interface portal and organizations responsible for maintaining the interface and the fields used.



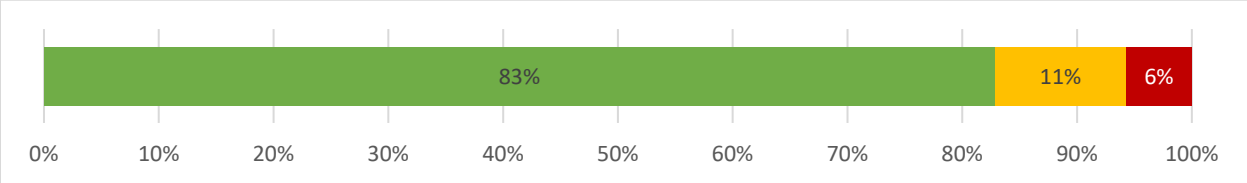
100. Is there an interface between the driver data system and: the Problem Driver Pointer System, the Commercial Driver Licensing System, the Social Security Online Verification system, and the Systematic Alien Verification for Entitlement system?

Suggested Evidence: Document how the driver data system interfaces with the PDPS, CDLIS, SSOLV, and SAVE for licensing commercial and non-commercial drivers on both original issuances and renewals. If the State has existing documentation (reports, protocols, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



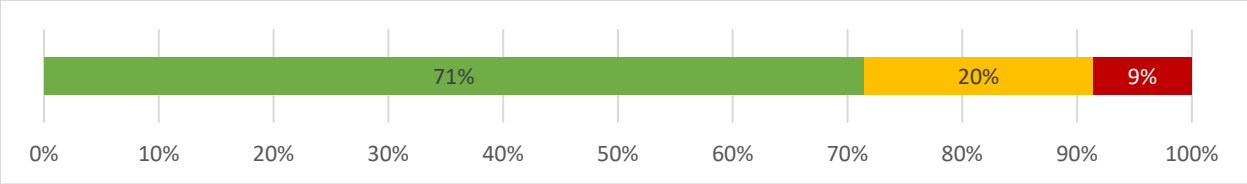
101. Does the custodial agency have the capability to grant authorized law enforcement personnel access to information in the driver system?

Suggested Evidence: Document the protocols granting authorized law enforcement personnel access to information in the driver system. If the State has existing documentation (reports, protocols, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



102. Does the custodial agency have the capability to grant authorized court personnel access to information in the driver system?

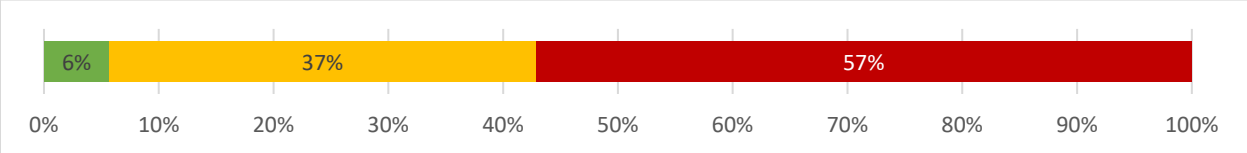
Suggested Evidence: Document the protocols granting authorized court personnel access to information in the driver system. If the State has existing documentation (reports, protocols, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Data Quality Control Programs for the Driver Data System

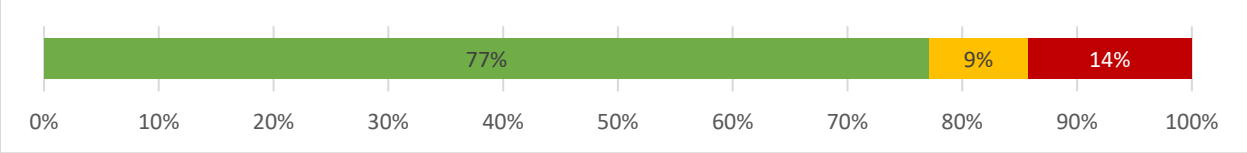
103. Is there a formal, comprehensive data quality management program for the driver system?

Suggested Evidence: Document the formal, comprehensive data quality management program for the driver data system. If the State has existing documentation (the most recent data quality reports issued, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted for partial credit instead.



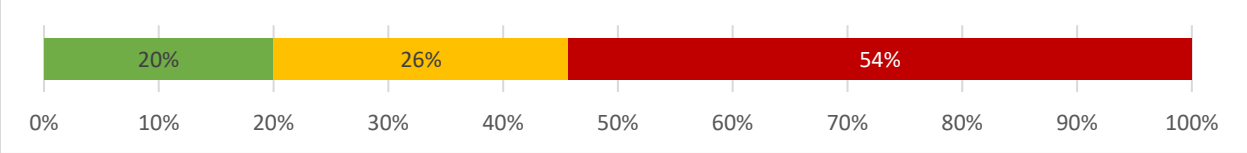
104. Are there automated edit checks and validation rules to ensure entered data falls within a range of acceptable values and is logically consistent among data elements?

Suggested Evidence: Document the methodology or process by which automated edit checks or validation rules ensure entered data falls within the range of acceptable values and is logically consistent between fields. If the State has existing documentation (manuals, data quality reports, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



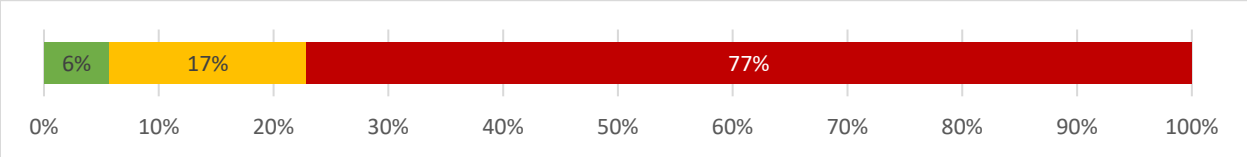
105. Are there timeliness performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of driver system timeliness measures the State uses, including the most current baseline and actual values for each.



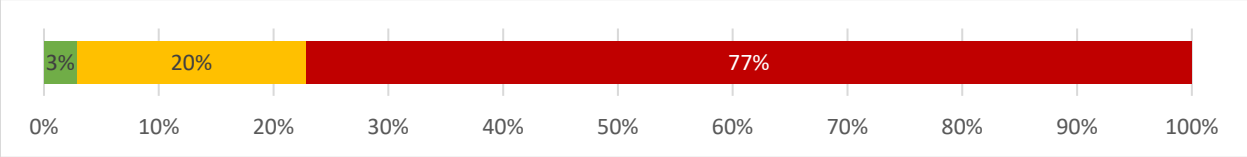
106. Are there accuracy performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of driver system accuracy measures the State uses, including the most current baseline and actual values for each.



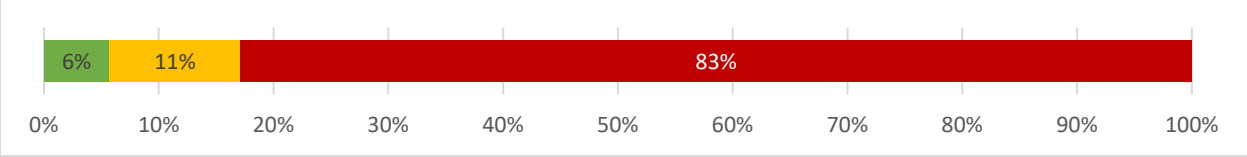
107. Are there completeness performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of driver system completeness measures the State uses, including the most current baseline and actual values for each.



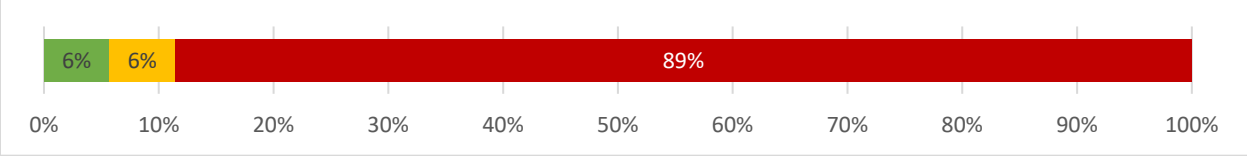
108. Are there uniformity performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of driver system uniformity measures the State uses, including the most current baseline and actual values for each.



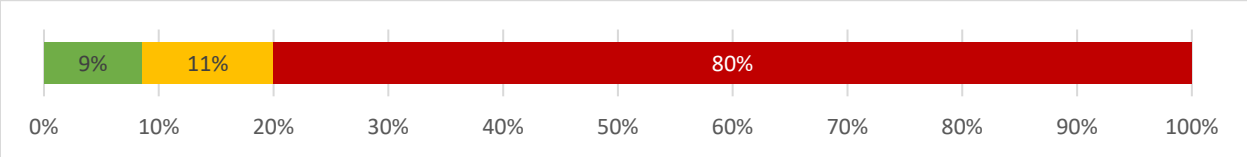
109. Are there integration performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of driver system integration measures the State uses, including the most current baseline and actual values for each.



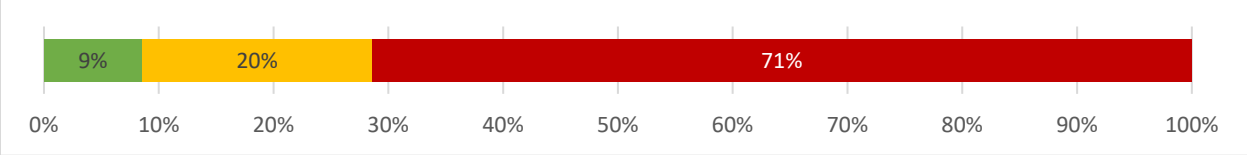
110. Are there accessibility performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of driver system accessibility measures the State uses, including the most current baseline and actual values for each.



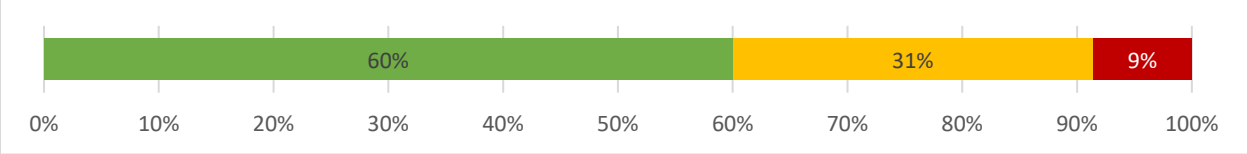
111. Has the State established numeric goals—performance metrics—for each performance measure?

Suggested Evidence: Provide the specific, State-determined numeric goals associated with each performance measure in use.



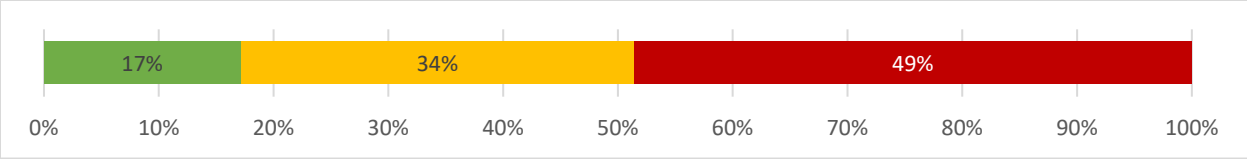
112. Is the detection of high frequency errors used to generate updates to training content and data collection manuals, update the validation rules, and prompt form revisions?

Suggested Evidence: Document the process by which high frequency errors are used to generate new training content and data collection manuals, update the validation rules, and prompt revisions. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



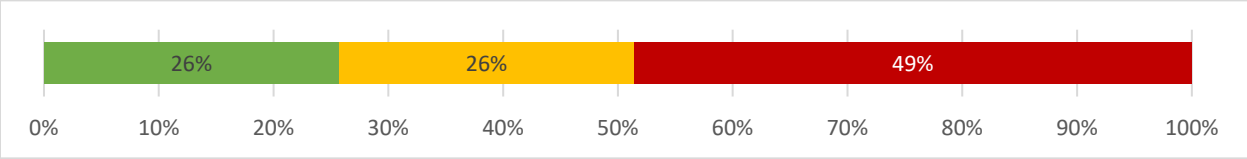
113. Are sample-based audits conducted periodically for the driver reports and related database contents for that record?

Suggested Evidence: Document how sample-based audits are conducted for driver reports and related database contents for that record. If the State has existing documentation (sample report or other output, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead. Evidence should describe the audit methodology, provide a sample, and specify the audits' frequency. Audits should be independent of the normal day-to-day review, but not necessarily conducted by parties outside the department or division of State government that normally reviews the data.



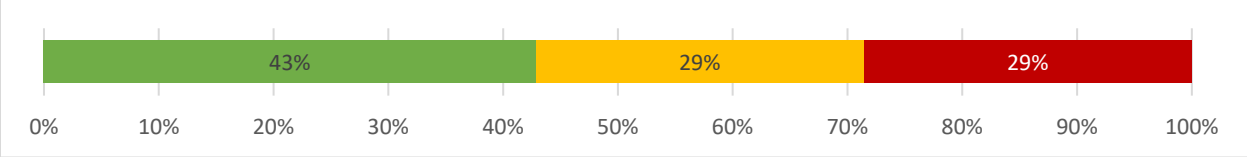
114. Are periodic comparative and trend analyses used to identify unexplained differences in the data across years and jurisdictions?

Suggested Evidence: Document how periodic comparative and trend analyses are used to identify unexplained differences in the data across years and jurisdictions. If the State has existing documentation (sample reports, analyses, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead. Evidence should specify the analyses' frequency.



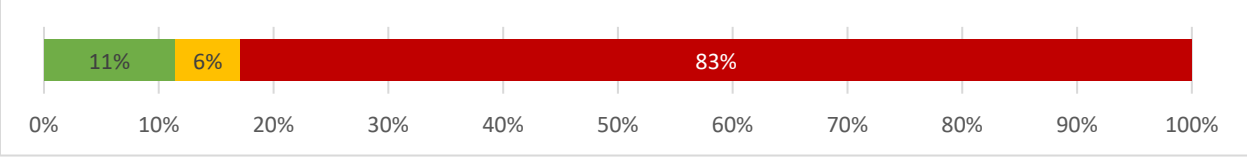
115. Is data quality feedback from key users regularly communicated to data collectors and data managers?

Suggested Evidence: Document the process for transmitting and using key users' data quality feedback to inform changes. If the State has existing documentation (feedback, reports, meeting minutes, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



116. Are data quality management reports provided to the TRCC for regular review?

Suggested Evidence: Document how data quality management reports are provided to the TRCC for regular review. If the State has existing documentation (sample quality management report, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead. Evidence should specify how frequently reports are issued to the TRCC.

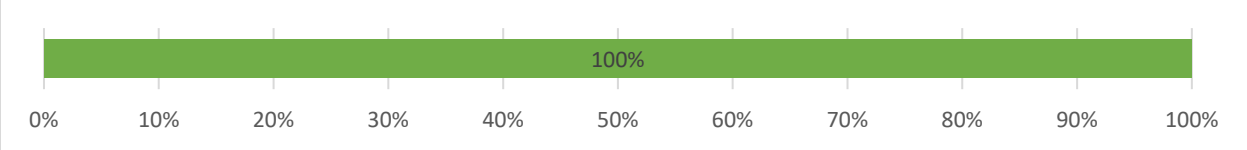


Vehicle Data System

Description and Contents of the Vehicle Data System

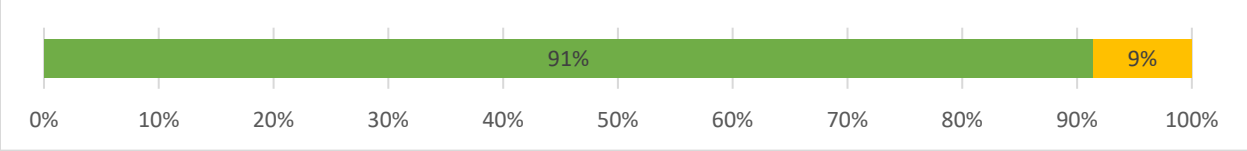
117. Does custodial responsibility of the identification and ownership of vehicles registered in the State—including vehicle make, model, year of manufacture, body type, and adverse vehicle history (title brands)—reside in a single location?

Suggested Evidence: Identify the custodial agency's name.



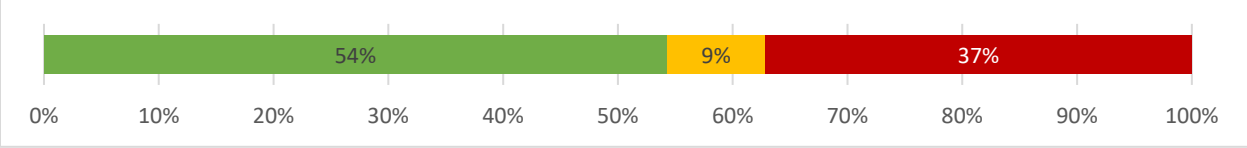
118. Does the State or its agents validate every VIN with a verification software application?

Suggested Evidence: Describe the circumstances in which the VIN is validated and used. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



119. Are vehicle registration documents barcoded—using at a minimum the 2D standard—to allow for rapid, accurate collection of vehicle information by law enforcement officers in the field using barcode readers or scanners?

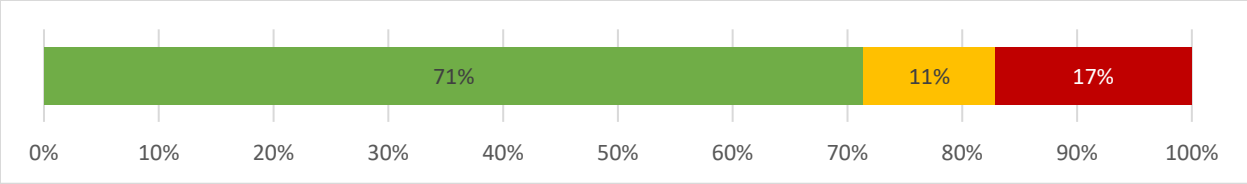
Suggested Evidence: Document how vehicle registration documents are barcoded to allow for the collection of vehicle information in the field. If the State has existing documentation (a sample document identifying information encoded), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Applicable Guidelines for the Vehicle Data System

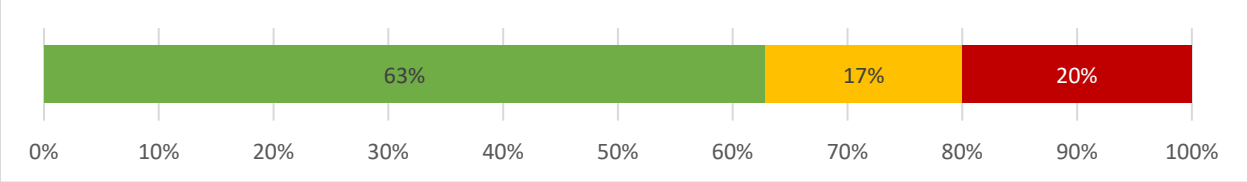
120. Does the vehicle system provide title information data to the National Motor Vehicle Title Information System (NMVTIS) at least daily?

Suggested Evidence: Specify the manner of transmittal to NMVTIS and its frequency (e.g., real-time, nightly, weekly).



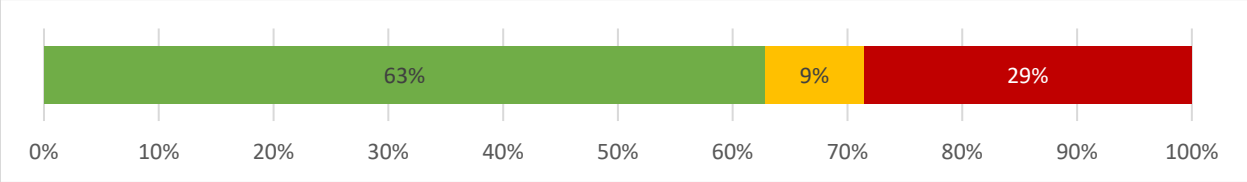
121. Does the vehicle system query NMVTIS before issuing new titles?

Suggested Evidence: Document how the vehicle system queries NMVTIS before issuing new titles by providing the NMVTIS query processing instructions or providing a screen print of the query tool. If the State does not have existing documentation, a brief narrative may be submitted instead.



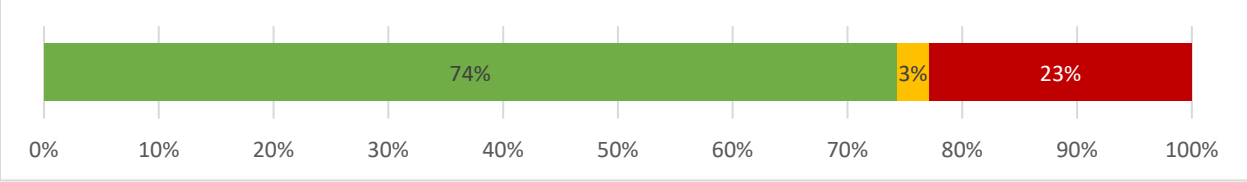
122. Does the State incorporate brand information recommended by AAMVA and/or received via NMVTIS on the vehicle record, whether the brand description matches the State's brand descriptions?

Suggested Evidence: Document the State's title brands and their definitions. If the State has existing documentation (lists, reports, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



123. Does the State participate in the Performance and Registration Information Systems Management (PRISM) program?

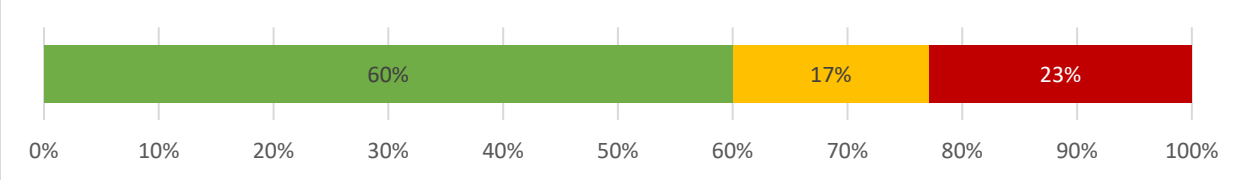
Suggested Evidence: Document the State's participation in PRISM. If the State has existing documentation (PRISM processing instructions, a screen print, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Vehicle System Data Dictionary

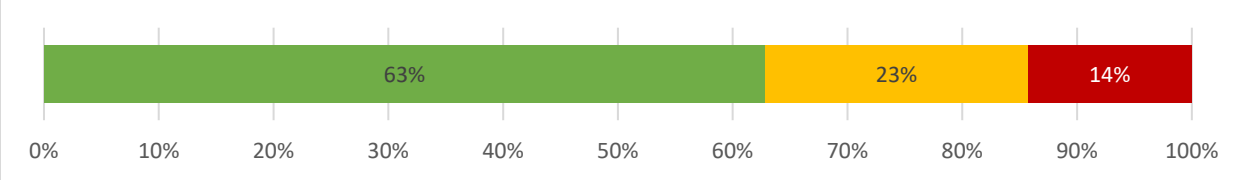
124. Does the vehicle system have a documented definition for each data field?

Suggested Evidence: Document the State's conventions for data field definitions in the data dictionary. If the State has existing formal documentation (data dictionary table of contents, sample elements, reports) please submit the relevant document or an excerpt thereof.



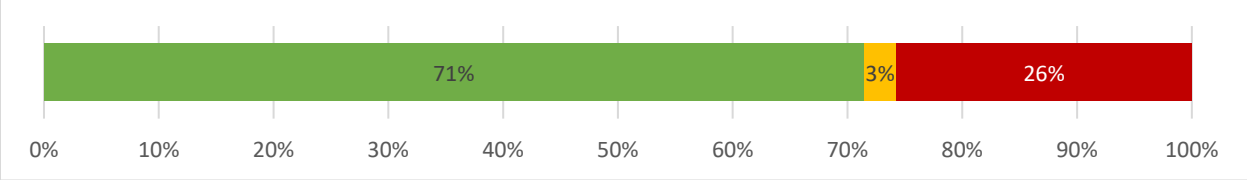
125. Does the vehicle system include edit check and data collection guidelines that correspond to the data definitions?

Suggested Evidence: Document the State's conventions for defining edit checks and data collection in the data dictionary. If the State has existing formal documentation (data dictionary table of contents, sample elements, reports) please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



126. Are the collection, reporting, and posting procedures for registration, title, and title brand information formally documented?

Suggested Evidence: Document the State's guidance for collection, reporting, and posting procedures for registration, title, and title brand information in the data dictionary. If the State has existing formal documentation (data dictionary table of contents, sample elements, reports) please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.

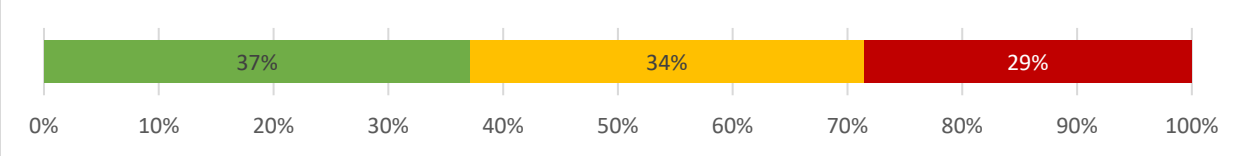


Procedures and Process Flows for the Vehicle Data System

127. Is there a process flow that outlines the vehicle system's key data process flows, including inputs from other data systems?

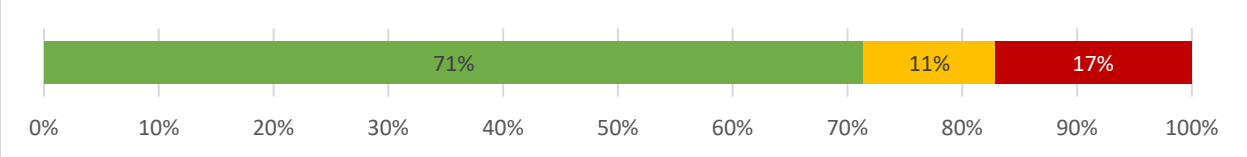
Suggested Evidence: Document the vehicle system's key data process flows, including inputs from other data systems. If the State has existing formal documentation (process flow

documents, etc.) please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



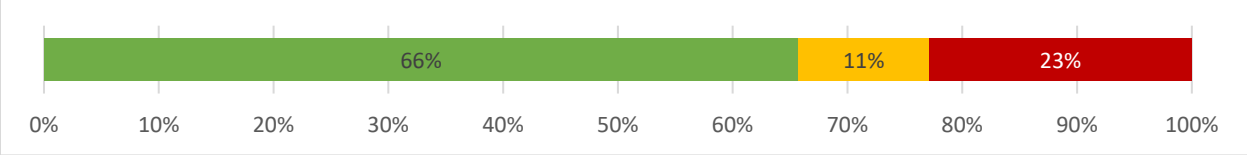
128. Does the vehicle system flag or identify vehicles reported as stolen to law enforcement authorities?

Suggested Evidence: Document the vehicle system's procedures for flagging or identifying vehicles reported as stolen to law enforcement authorities. If the State has existing formal documentation (reports, manuals, flow diagrams, etc.) please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



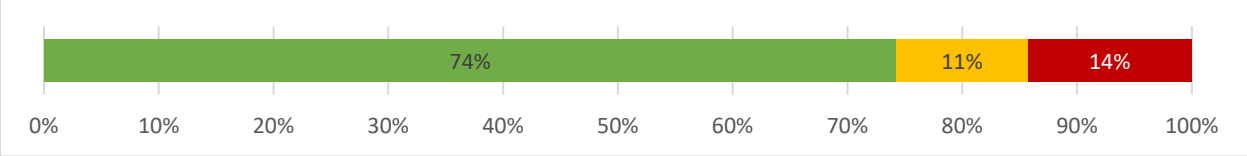
129. If the vehicle system does flag or identify vehicles reported as stolen to law enforcement authorities, are these flags removed when a stolen vehicle has been recovered or junked?

Suggested Evidence: Document how flags are removed when a stolen vehicle has been recovered or junked. If the State has existing formal documentation (reports, instruction or procedure manuals, etc.) please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



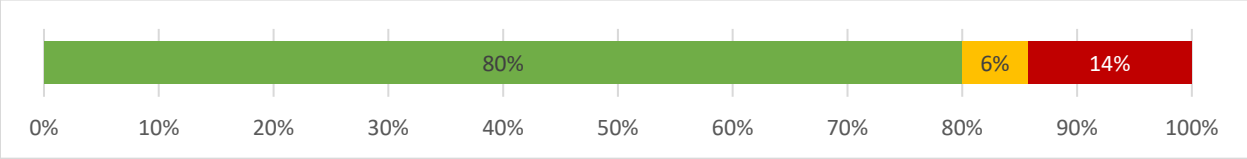
130. Does the State record and maintain the title brand history (previously applied to vehicles by other States)?

Suggested Evidence: Document how title brand information is applied. If the State has existing formal documentation (reports, process flows, etc.) please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



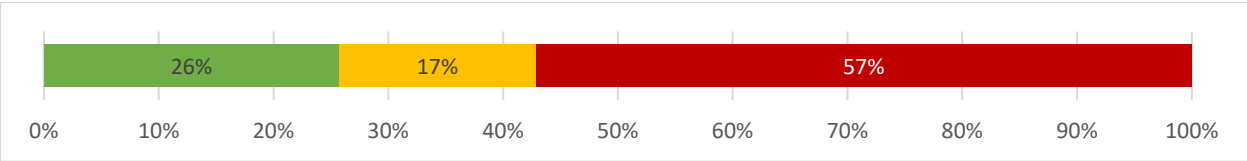
131. Are the steps from initial event (titling, registration) to final entry into the statewide vehicle system documented?

Suggested Evidence: Document the steps from initial event (titling, registration) to final entry into the statewide vehicle system. If the State has existing formal documentation (reports, process flows, etc.) please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



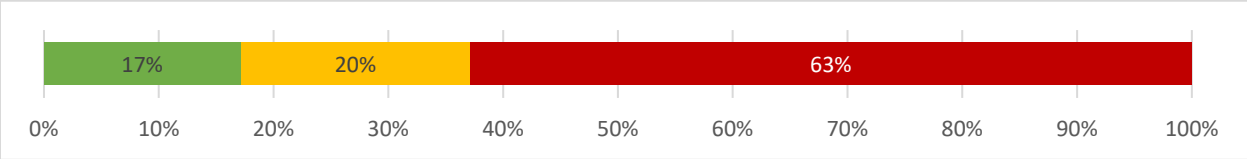
132. Is the process flow annotated to show the time required to complete each step?

Suggested Evidence: Document the time required to complete each step in the process from initial event to final entry into the statewide vehicle system. If the State has existing formal documentation (reports, process flows, etc.) please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



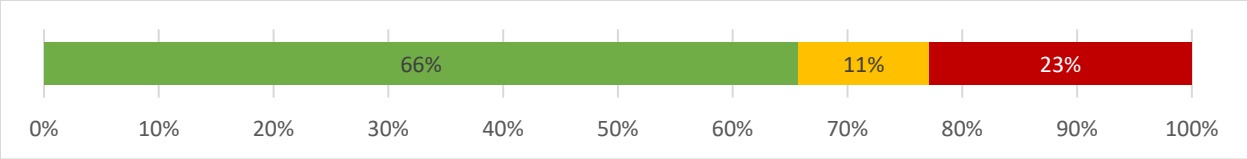
133. Does the process flow show alternative data flows and timelines?

Suggested Evidence: Document the alternative data flows and timelines for the process from initial event to final entry into the statewide vehicle system. If the State has existing formal documentation (reports, process flows, etc.) please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



134. Does the process flow include processes for error correction and error handling?

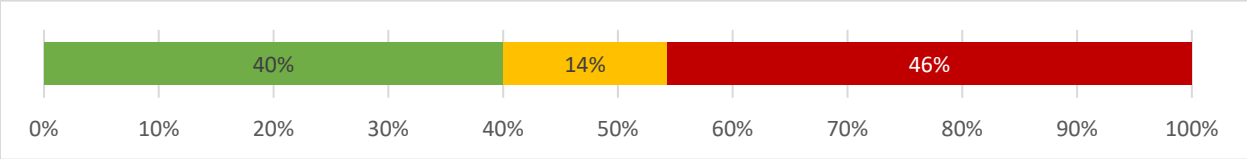
Suggested Evidence: Provide the process flow diagram. Alternatively, provide a narrative description of the processes for error correction and error handling. Please document the processes for error correction and error handling. If the State has existing formal documentation (reports, process flows, etc.) please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Vehicle System Interface With Other Traffic Records System Components

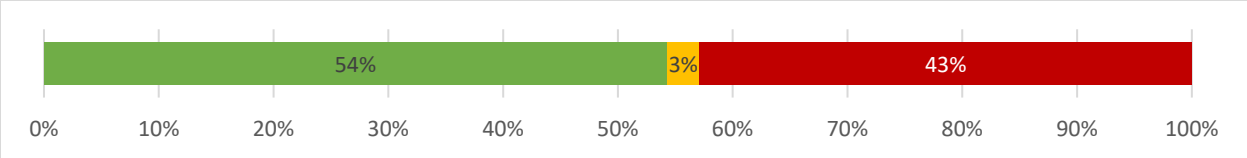
135. Are the driver and vehicle files unified in one system?

Suggested Evidence: Document how the driver and vehicle files are unified in one system. If the State has existing documentation (reports, diagrams, etc.) that identifies the unified system's main components and variables that link the vehicle and driver files, please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



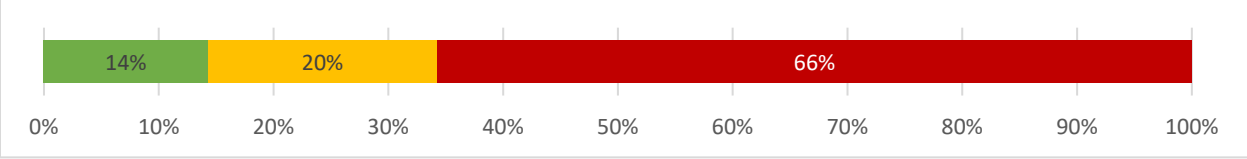
136. Is personal information entered into the vehicle system using the same conventions used in the driver system?

Suggested Evidence: When the driver and vehicle systems are separate, provide extracts from the driver and vehicle system manuals detailing the data entry conventions for each. If the State does not have existing documentation, a brief narrative may be submitted instead. If the driver and vehicle systems are linked, additional evidence is not requested because the same conventions for personal information are automatically used.



137. When discrepancies are identified during data entry in the crash data system, are vehicle records flagged for possible updating?

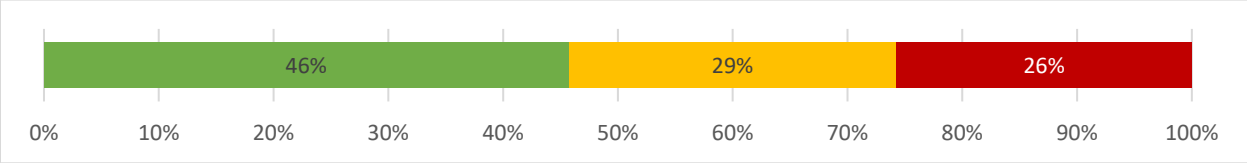
Suggested Evidence: Document how vehicle records are flagged for updating when discrepancies are identified during data entry in the crash data system. If the State has existing documentation (vehicle system manual), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Data Quality Control Programs for the Vehicle Data System

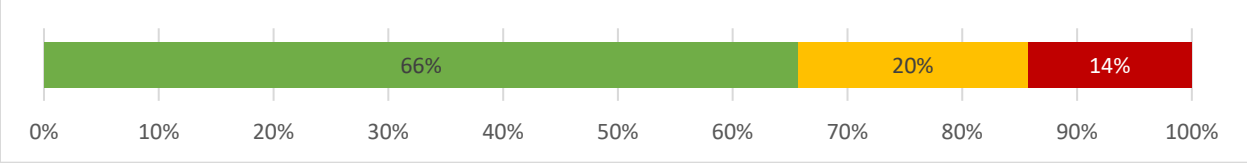
138. Is the vehicle system data processed in real-time?

Suggested Evidence: Document how the State vehicle system processes registrations and titles in a real-time environment, including the timeframes for each process. If the State has existing documentation (reports, diagrams, etc.) that details the processing procedure and how long each part takes, please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



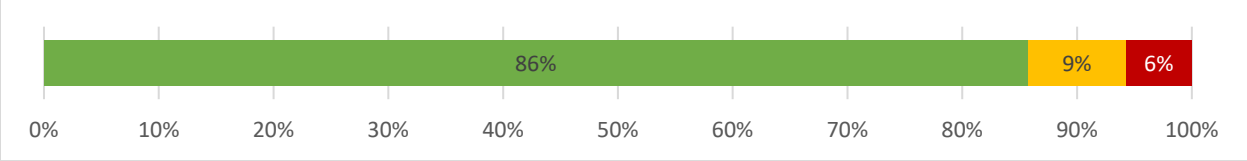
139. Are there automated edit checks and validation rules to ensure that entered data falls within a range of acceptable values and is logically consistent among data elements?

Suggested Evidence: Document the process by which automated edit checks or validation rules ensure entered data falls within the range of acceptable values and is logically consistent between fields. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



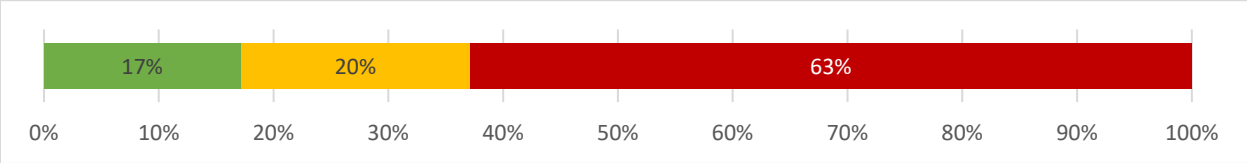
140. Are statewide vehicle system staff able to amend obvious errors and omissions for quality control purposes?

Suggested Evidence: Document who has the ability to amend obvious errors and omissions within the statewide vehicle system and indicate the scope of these abilities. If the State has existing documentation (reports, diagrams, etc.) that details the processing procedure, please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



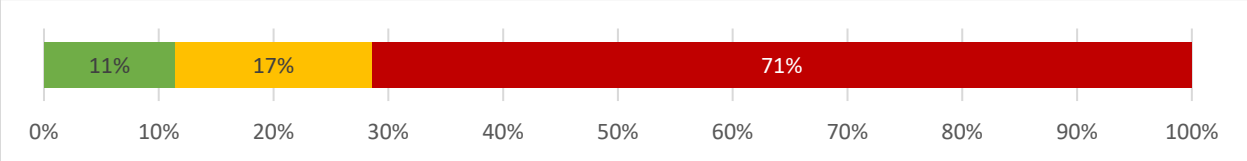
141. Are there timeliness performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of vehicle system timeliness measures the State uses, including the most current baseline and actual values for each.



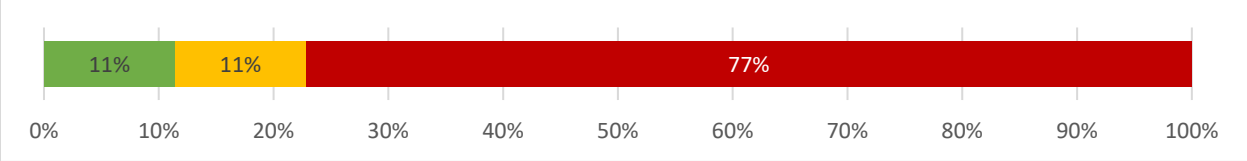
142. Are there accuracy performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of vehicle system accuracy measures the State uses, including the most current baseline and actual values for each.



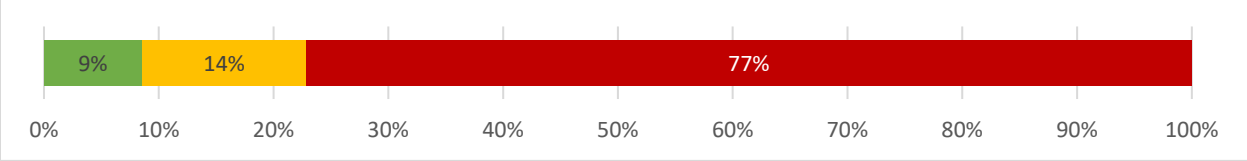
143. Are there completeness performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of vehicle system completeness measures the State uses, including the most current baseline and actual values for each.



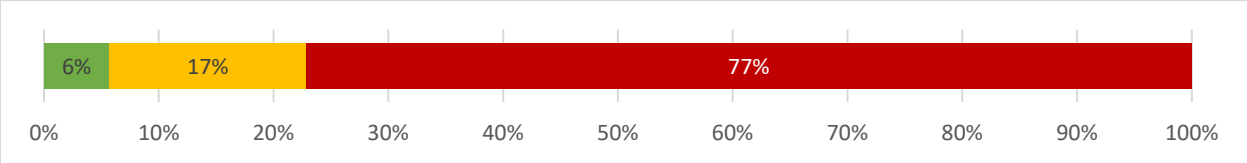
144. Are there uniformity performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of vehicle system uniformity measures the State uses, including the most current baseline and actual values for each.



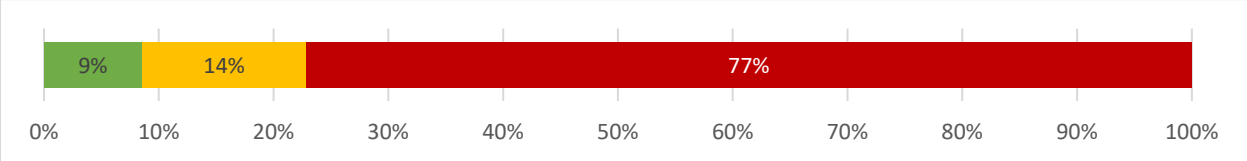
145. Are there integration performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of vehicle system integration measures the State uses, including the most current baseline and actual values for each.



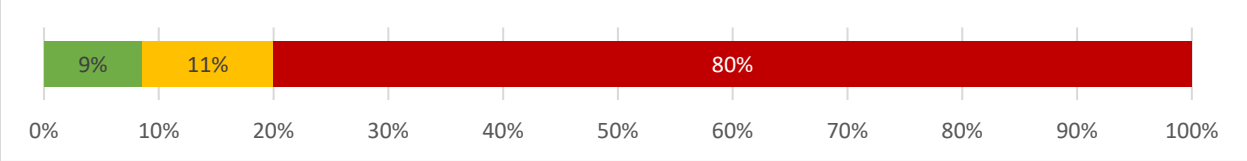
146. Are there accessibility performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of vehicle system accessibility measures the State uses, including the most current baseline and actual values for each.



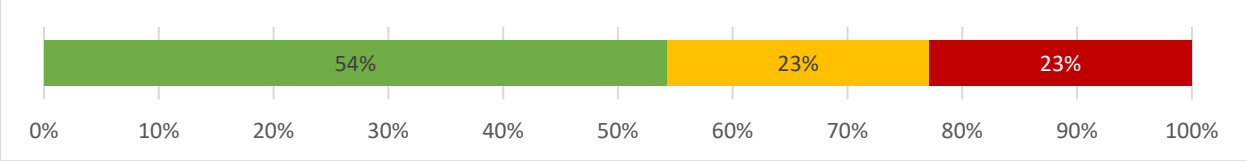
147. Has the State established numeric goals—performance metrics—for each performance measure?

Suggested Evidence: Provide the specific, State-determined numeric goals associated with each performance measure in use.



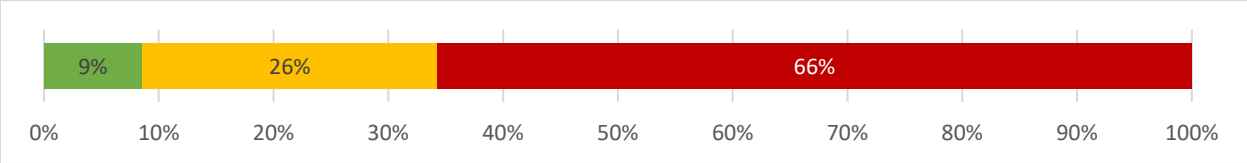
148. Is the detection of high frequency errors used to generate updates to training content and data collection manuals, update the validation rules, and prompt form revisions?

Suggested Evidence: Document the process by which high frequency errors are used to generate new training content and data collection manuals, update the validation rules, and prompt form revisions. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



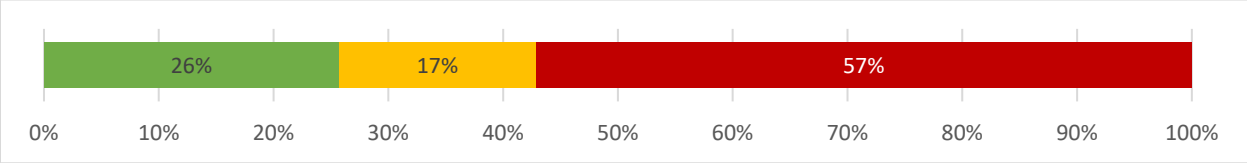
149. Are sample-based audits conducted for vehicle reports and related database contents for that record?

Suggested Evidence: Document how sample-based audits are conducted for vehicle reports and related database contents for that record. If the State has existing documentation (sample report or other output, etc.), please submit the relevant document or an excerpt thereof, specifying their frequency of issue. If the State does not have existing documentation, a brief narrative may be submitted instead. Audits should be independent of the normal day-to-day review, but not necessarily conducted by parties outside the department or division of State government that normally reviews the data.



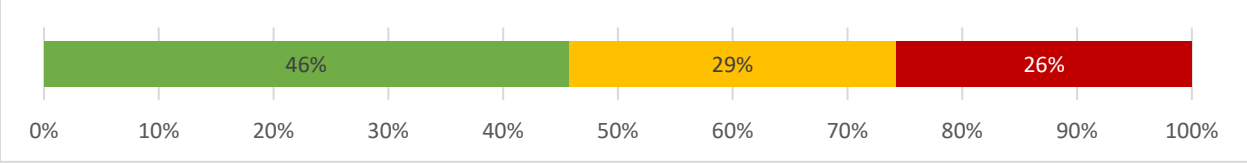
150. Are periodic comparative and trend analyses used to identify unexplained differences in the data across years and jurisdictions within the State?

Suggested Evidence: Document how periodic comparative and trend analyses are used to identify unexplained differences in the data across years within the State. If the State has existing documentation (sample reports, analyses, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead. Evidence should specify the analyses' frequency.



151. Is data quality feedback from key users regularly communicated to data collectors and data managers?

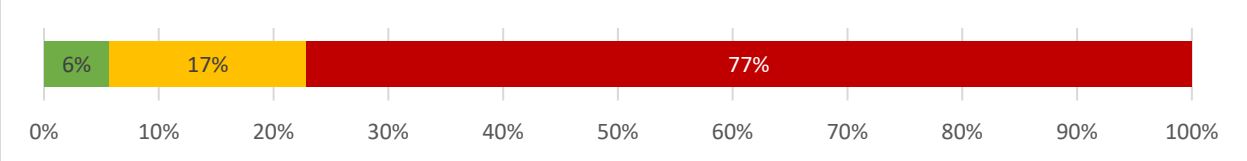
Suggested Evidence: Document the process for transmitting and using key users' data quality feedback to inform changes. If the State has existing documentation (feedback, reports, meeting minutes, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



152. Are data quality management reports provided to the TRCC for regular review?

Suggested Evidence: Document how data quality management reports are provided to the TRCC for regular review. If the State has existing documentation (sample quality management report, etc.), please submit the relevant document or an excerpt thereof. If the State does not have

existing documentation, a brief narrative may be submitted instead. Evidence should specify how frequently reports are issued to the TRCC.

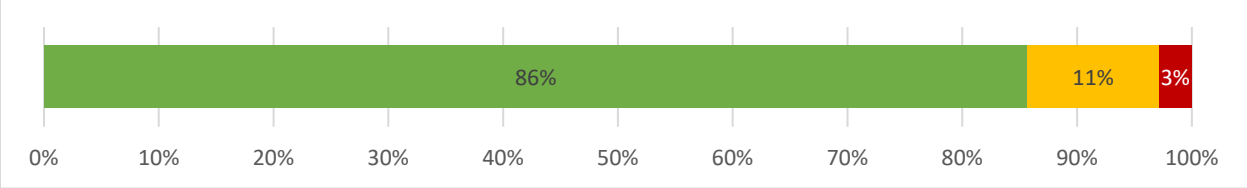


Roadway Data System

Description and Contents of the Roadway Data System

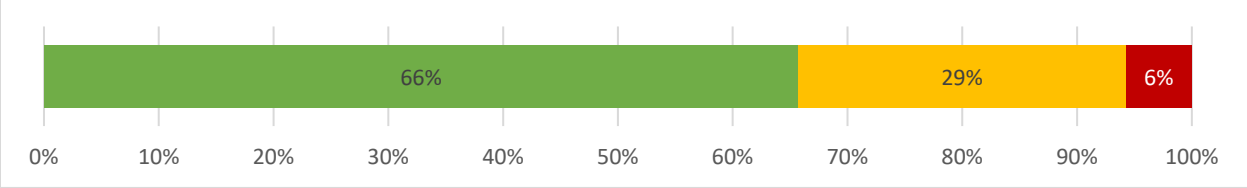
153. Are all public roadways within the State located using a compatible location referencing system?

Suggested Evidence: Provide a sample map, representative of the system's statewide capabilities, displaying all public roads. Identify what percentage of the public road systems is State-owned or maintained. Explain whether the State uses a single compatible location referencing system for all public roads of if it has a set of compatible location referencing systems.



154. Are the collected roadway and traffic data elements located using a compatible location referencing system (e.g., LRS, GIS)?

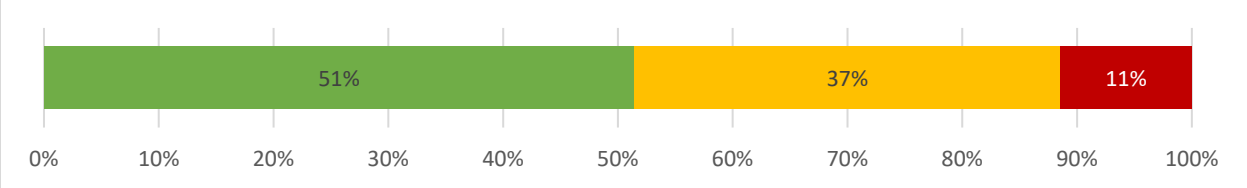
Suggested Evidence: Provide a sample map, representative of the system's statewide capabilities, that displays roadway features and traffic volume (FDEs) for all public roads (State and non-State routes). Explain whether the State uses a single compatible location referencing system for all public roads of if it has a set of compatible location referencing systems. Prior reports are acceptable.



155. Is there an enterprise roadway information system containing roadway and traffic data elements for all public roads?

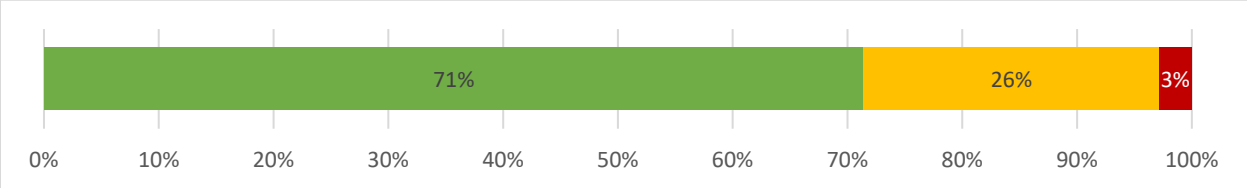
Suggested Evidence: Describe the enterprise roadway information system, which should enable linking between the various roadway information systems including: roadway, traffic, location reference, bridge, and pavement data. If the State has existing documentation (reports, manuals,

etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



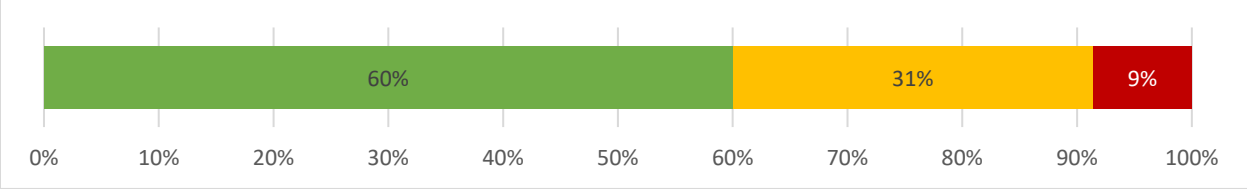
156. Does the State have the ability to identify crash locations using a referencing system compatible with the one(s) used for roadways?

Suggested Evidence: Document the State's ability to identify crash locations using a referencing system compatible with the one(s) used for roadways by providing a sample map, representative of the system's statewide capabilities, that displays crash locations on all public roads. Explain whether the State uses a single compatible location referencing system for crash, roadway features, and traffic volume on all public roads or if it has a set of compatible location referencing systems. Prior reports are acceptable.



157. Is crash data incorporated into the enterprise roadway information system for safety analysis and management use?

Suggested Evidence: Describe how the crash data are incorporated into the enterprise roadway information system and provide an example of how it is used for safety analysis. If the State has existing documentation (reports, analyses, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.

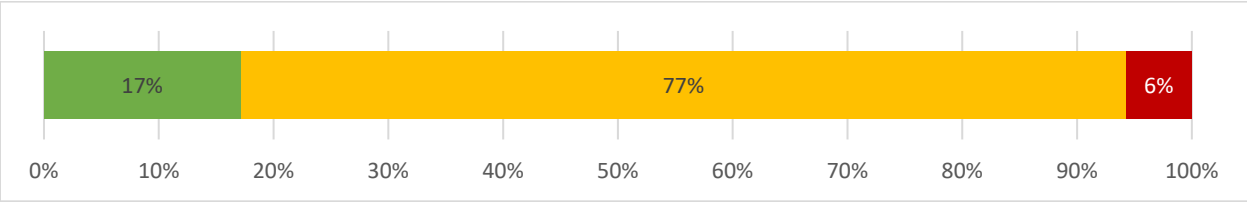


Applicable Guidelines for the Roadway Data System

158. Are all the MIRE Fundamental Data Elements collected for all public roads?

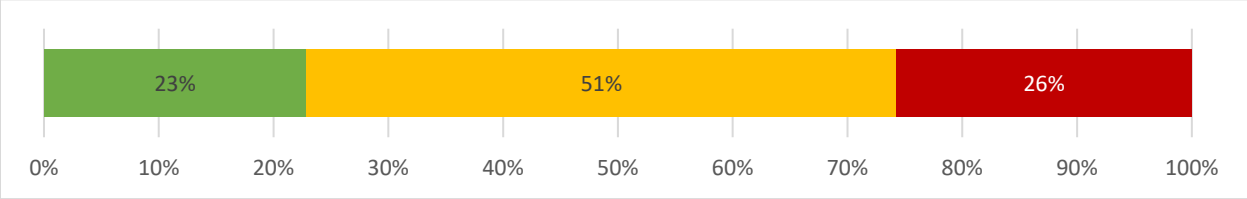
Suggested Evidence: Identify and define all the FDEs the State collects for each public road type (non-local paved, local paved, and unpaved). If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead. If the State

does not collect the FDEs for all public road types, please identify the road types and FDEs that are collected for partial credit.



159. Do all additional collected data elements for any public roads conform to the data elements included in MIRE?

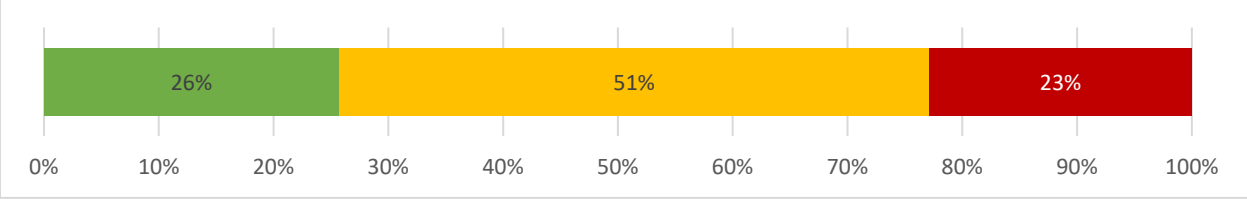
Suggested Evidence: Identify and additional MIRE data elements and their definitions that the State collects beyond the FDEs for each public road type (non-local paved, local paved, and unpaved). Specify if the data elements are collected for all public roads or State roads only.



Data Dictionary for the Roadway System

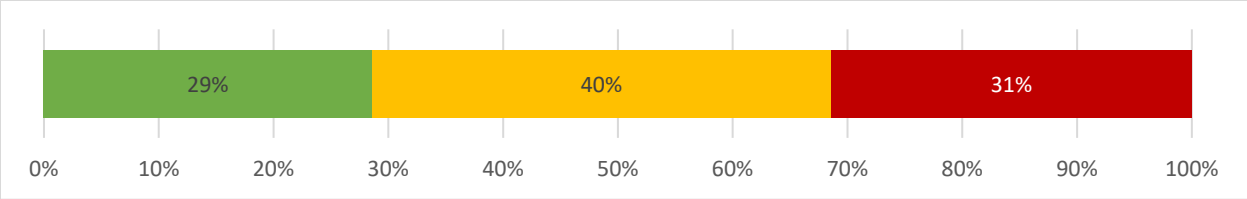
160. Are all the MIRE Fundamental Data Elements for all public roads documented in the enterprise system's data dictionary?

Suggested Evidence: Identify, with appropriate citations, the MIRE FDE-related contents of the enterprise system's data dictionary. Specify if the data dictionary applies to all public roads or to State roads only.



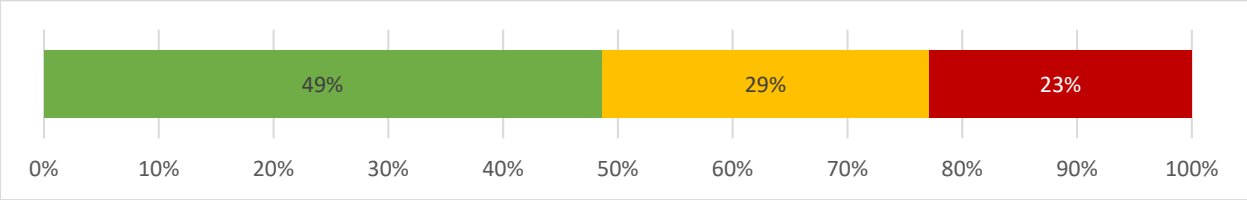
161. Are all additional (non-Fundamental Data Element) MIRE data elements for all public roads documented in the data dictionary?

Suggested Evidence: Identify, with appropriate citations, the additional (non-FDE) MIRE data elements included in the data dictionary. Specify if the data dictionary applies to all public roads or to State roads only.



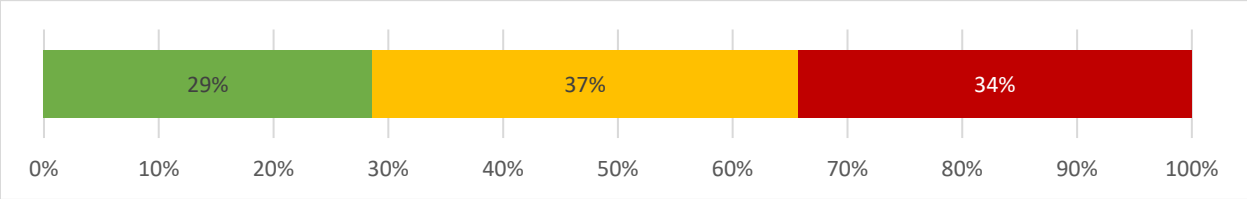
162. Does local, municipal, or tribal (where applicable) roadway data comply with the data dictionary?

Suggested Evidence: Describe if and how local, municipal, or tribal sources of roadway data are accepted and included in the statewide roadway database. Describe if the data from local or municipal sources meet the data dictionary standards. If the State has existing documentation (reports, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



163. Is there guidance on how and when to update the data dictionary?

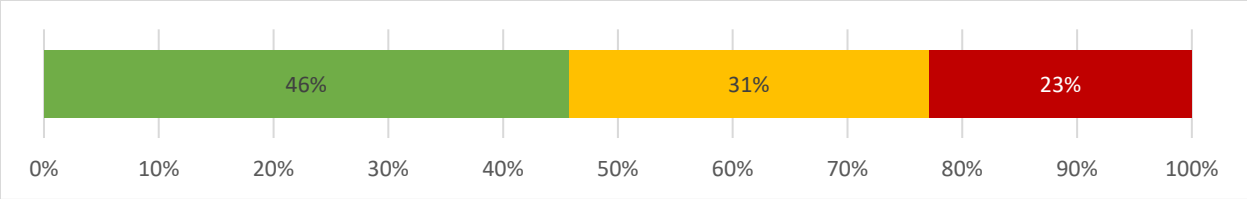
Suggested Evidence: Describe the controls and procedures that ensure the data dictionary is kept up-to-date. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Procedures and Process Flows for the Roadway Data System

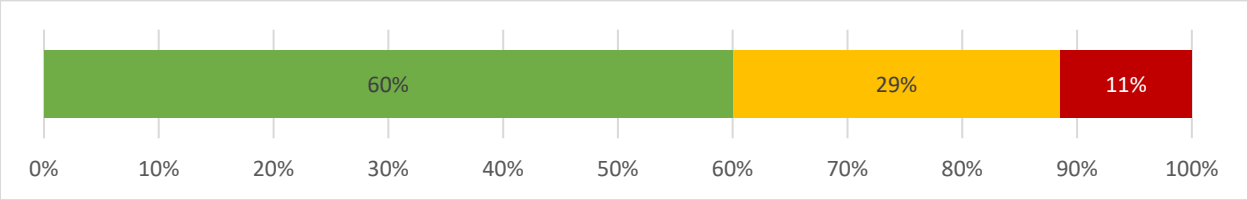
164. Are the steps for incorporating new elements into the roadway information system (e.g., a new MIRE element) documented to show the flow of information?

Suggested Evidence: Document the process for adding new data elements (e.g., a new MIRE element) to the roadway system. Identify who is responsible for each step in the process. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



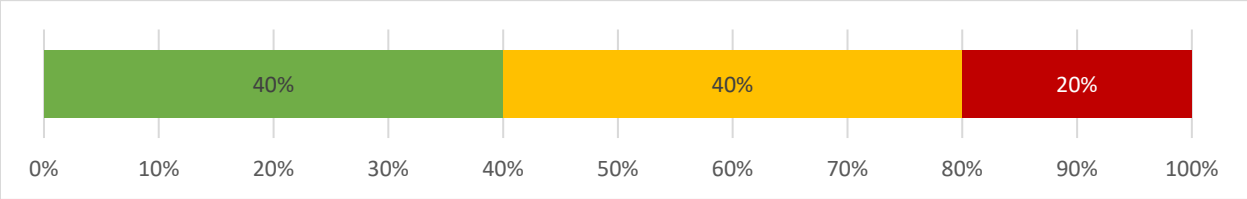
165. Are the steps for updating roadway information documented to show the flow of information?

Suggested Evidence: Document the process for updating data elements in the roadway system, identifying who is responsible for each step in the process. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



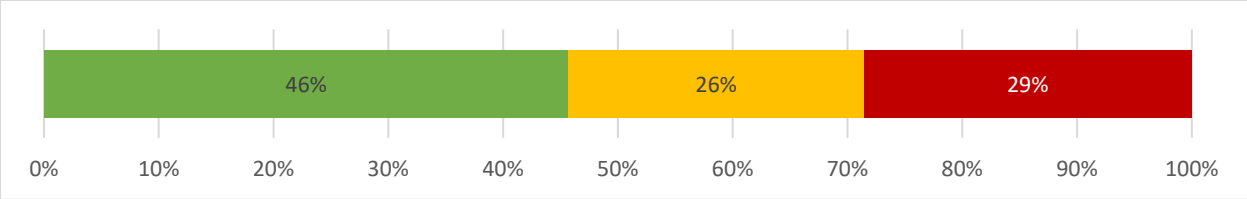
166. Are the steps for archiving and accessing historical roadway inventory documented?

Suggested Evidence: Document the process of archiving and accessing historical roadway data. Identify who is responsible for each step in the process. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



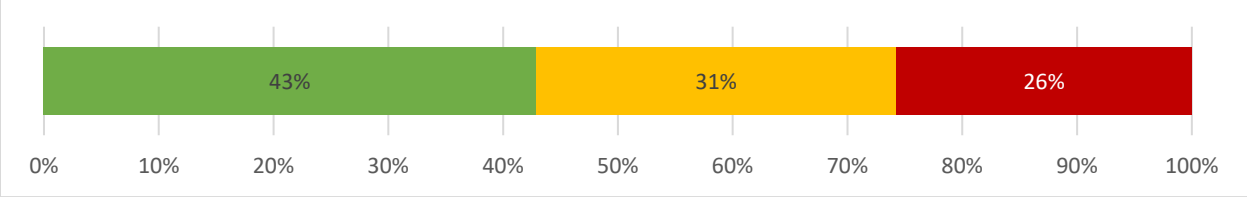
167. Are the procedures used to collect, manage, and submit local agency roadway data (e.g., county, MPO, municipality, tribal) to the statewide inventory documented?

Suggested Evidence: Document the procedures for collecting, managing, and submitting data to the State roadway inventory. Identify who is responsible for each step in the process. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



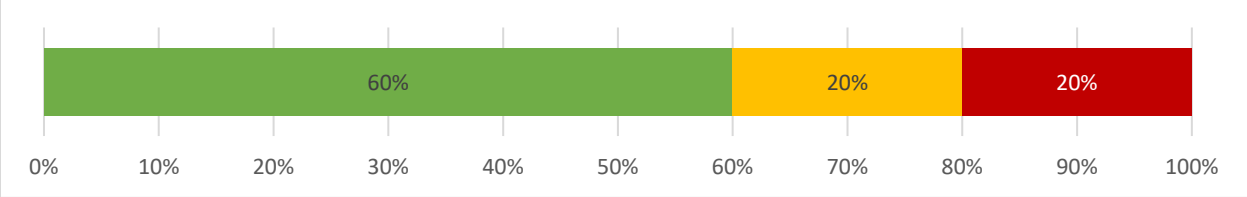
168. Are procedures for collecting and managing the local agency (to include tribal, where applicable) roadway data compatible with the State's enterprise roadway inventory?

Suggested Evidence: Document how compatibility between local data systems and the State roadway inventory is achieved. Identify who is responsible for each step in the process. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



169. Are there guidelines for collection of data elements as they are described in the State roadway inventory data dictionary?

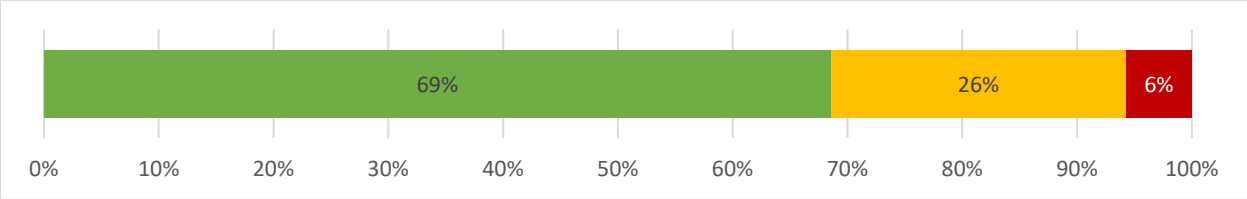
Suggested Evidence: Provide the formal documentation for collection of data elements as they are described in the State roadway inventory data dictionary. If formal documentation does not exist, a brief narrative may be submitted for partial credit.



Intrastate Roadway System Interface

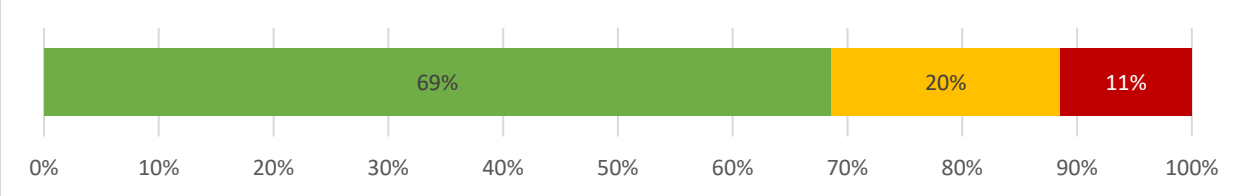
170. Are the location coding methodologies for all State roadway information systems compatible?

Suggested Evidence: Describe the location referencing system and the information systems that use it. If there is more than one location referencing system in use, identify each and their associated systems. If the State has existing documentation (reports, coding manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



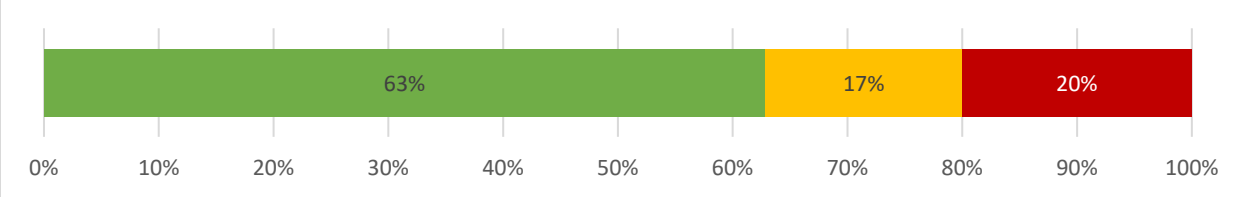
171. Are there interface linkages connecting the State's discrete roadway information systems?

Suggested Evidence: Describe the interface links connecting the State's roadway information systems by providing the result of a single query (e.g., table, view) that includes both roadway features and traffic data for a segment of road. If the State does not have existing documentation, a brief narrative may be submitted instead.



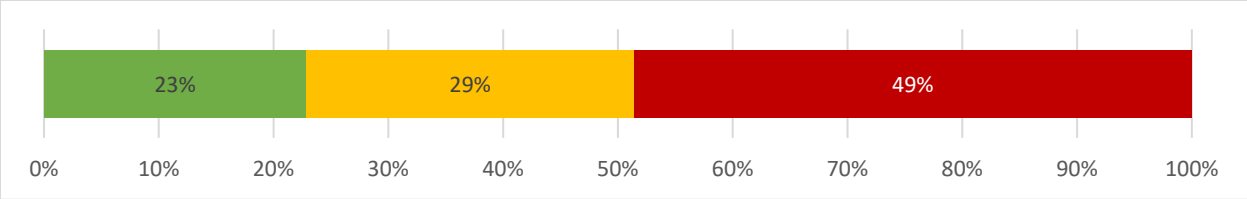
172. Are the location coding methodologies for all regional, local, and tribal roadway systems compatible?

Suggested Evidence: Describe the location referencing system and the associated regional and local roadway systems. If there is more than one location referencing system in use, list each and the associated regional and local systems. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



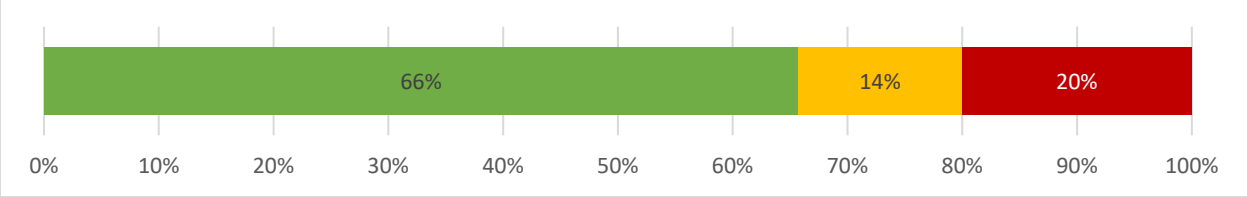
173. Do roadway data systems maintained by regional and local custodians (e.g., MPOs, municipalities, and Federally recognized Indian Tribes) interface with the State enterprise roadway information system?

Suggested Evidence: Describe the interface links connecting the regional or local roadway information systems to the State's enterprise roadway information system by providing the result of a single query (e.g., table, view) that includes both roadway features and traffic data for a local road segment. If the State does not have existing documentation, a brief narrative may be submitted instead.



174. Does the State enterprise roadway information system allow MPOs and local transportation agencies (to include Federally recognized Tribes, where applicable) on-demand access to data?

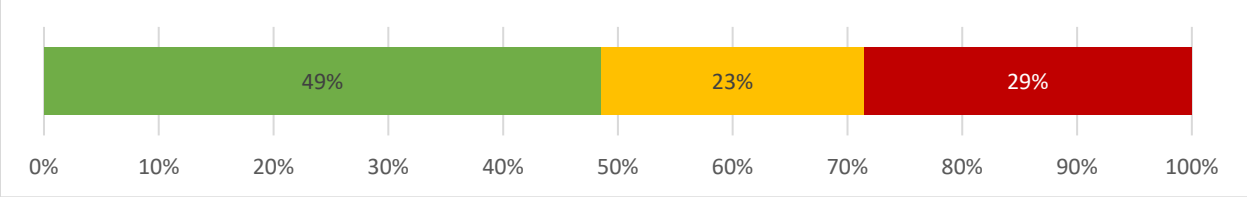
Suggested Evidence: Describe the system or process that enables localities to query the data system. If the State has existing documentation (reports, system outputs, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Quality Control Programs for the Roadway Data System

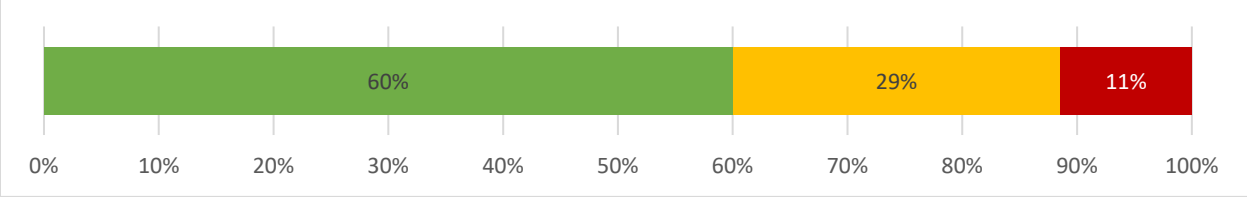
175. Do Roadway system data managers regularly produce and analyze data quality reports?

Suggested Evidence: Provide a sample report and specify the release schedule for the reports.



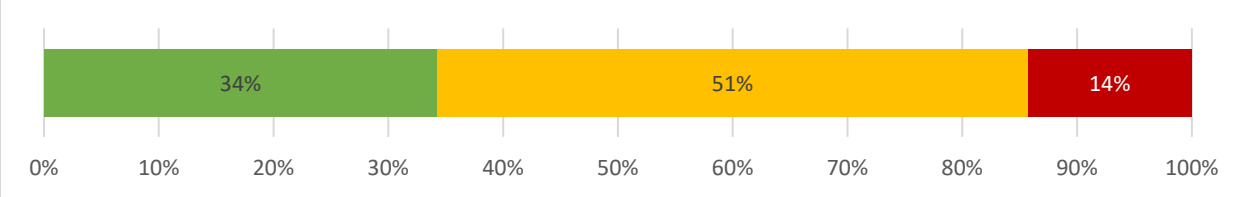
176. Is there a formal program of error/edit checking for data entered into the statewide roadway data system?

Suggested Evidence: Document the State's formal error/edit checking processes for data entered into the statewide roadway system. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing form documentation, a brief narrative may be submitted for partial credit.



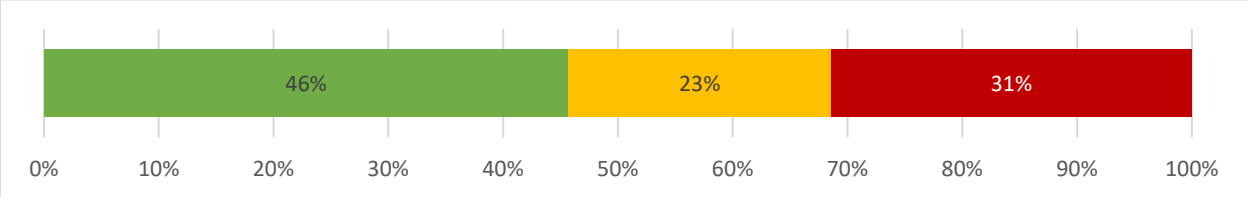
177. Are there procedures for prioritizing and addressing detected errors?

Suggested Evidence: Document for prioritizing and addressing detected errors in both automated and manual processes. If the State has existing documentation (reports, manuals, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



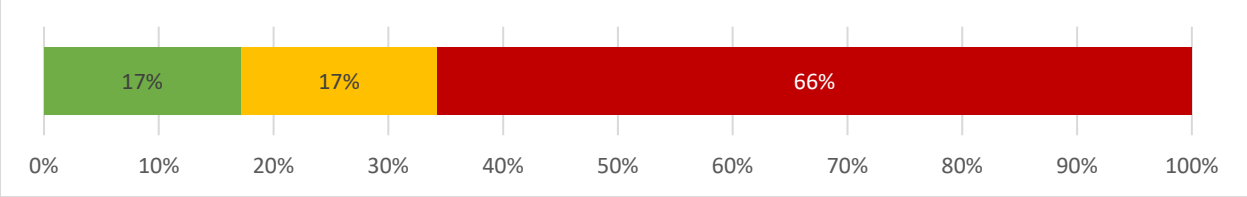
178. Are there procedures for sharing quality control information with data collectors through individual and agency-level feedback and training?

Suggested Evidence: Document the procedures governing the sharing of quality control information with data collectors. If the State has existing documentation (reports, policy statements, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



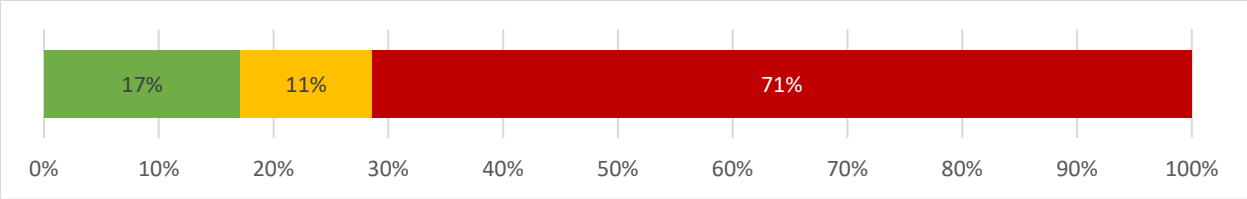
179. Are there timeliness performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of State enterprise roadway information system timeliness measures the State uses, including the most current baseline and actual values for each.



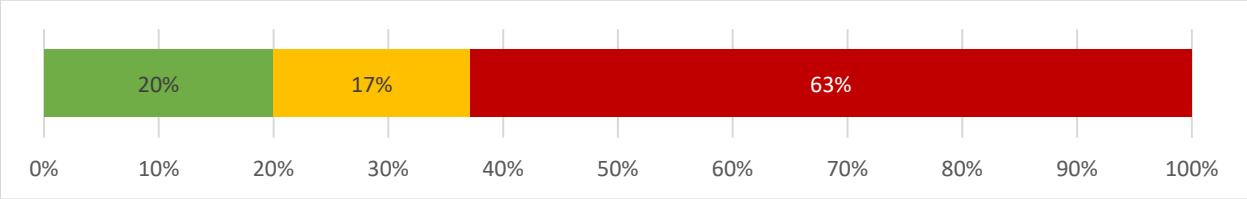
180. Are there accuracy performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of State enterprise roadway information system accuracy measures the State uses, including the most current baseline and actual values for each.



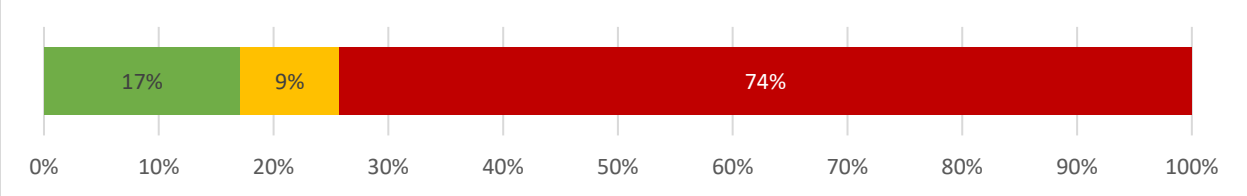
181. Are there completeness performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of State enterprise roadway information system completeness measures the State uses, including the most current baseline and actual values for each.



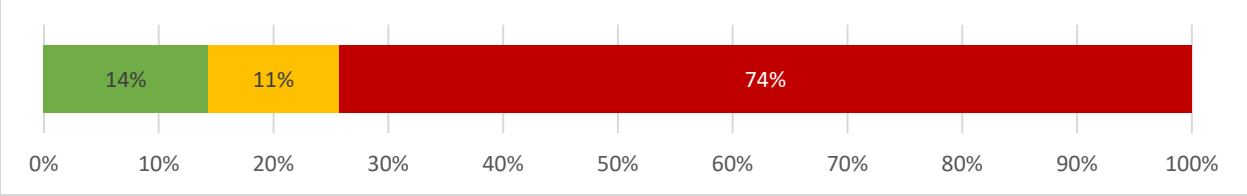
182. Are there uniformity performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of State enterprise roadway information system uniformity measures the State uses, including the most current baseline and actual values for each.



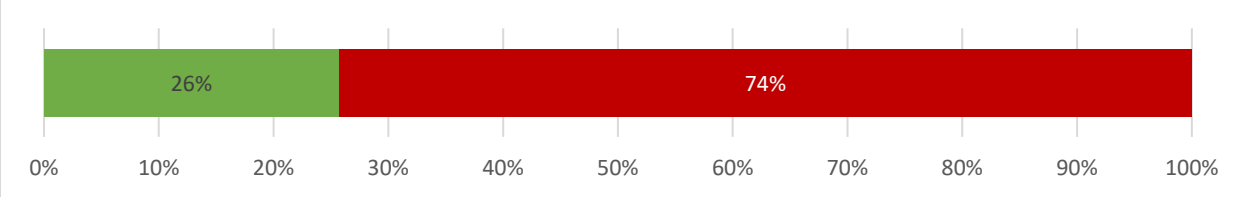
183. Are there accessibility performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of State enterprise roadway information system accessibility measures the State uses, including the most current baseline and actual values for each.



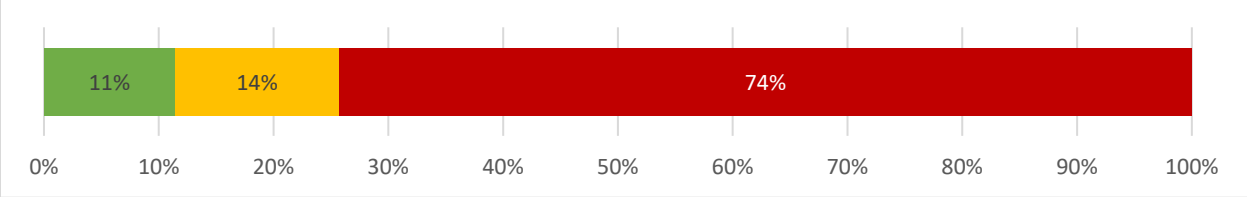
184. Are there integration performance measures tailored to the needs of data managers and data users?

Suggested Evidence: Provide a complete list of State enterprise roadway information system integration measures the State uses, including the most current baseline and actual values for each.



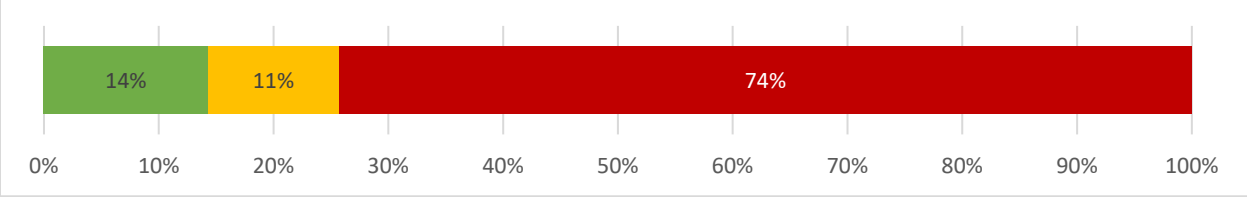
185. Has the State established numeric goals—performance metrics—for each performance measure?

Suggested Evidence: Provide the specific, State-determined numeric goals associated with each performance measure in use.



186. Are data quality management reports provided to the TRCC for regular review?

Suggested Evidence: Document how data quality management reports are provided to the TRCC for regular review. If the State has existing documentation (sample quality management report, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead. Evidence should specify how frequently reports are issued to the TRCC.



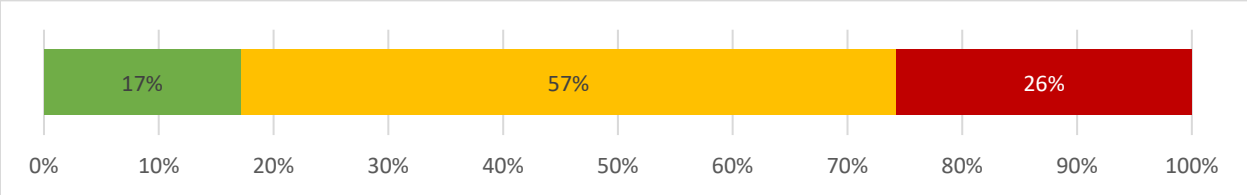
Citation and Adjudication Systems

Description and Contents of the Citation and Adjudication Systems

187. Is citation and adjudication data used for the prosecution of offenders; adjudication of cases; traffic safety analysis to identify problem locations, problem drivers, and issues related to the issuance of citations; and for traffic safety program planning purposes?

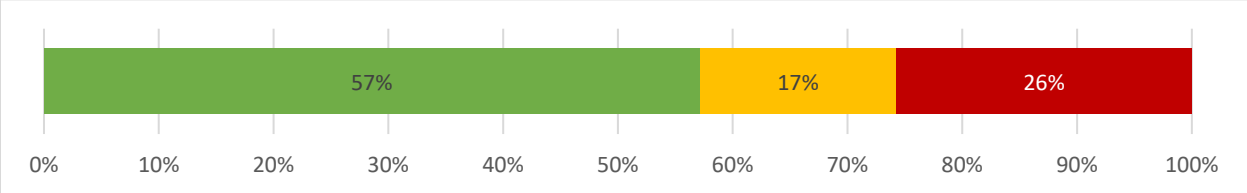
Suggested Evidence: Demonstrate how citation and adjudication data are used for the prosecution of offenders; adjudication of cases; traffic safety analysis to identify problem

locations, problem drivers, and issues related to the issuance of citations; and for traffic safety program planning purposes by providing an example analysis and describing the policy or enforcement actions taken as a result.



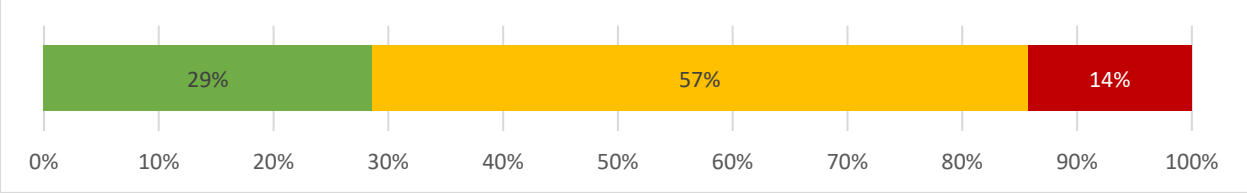
188. Is there a statewide authority that assigns unique citation numbers?

Suggested Evidence: Identify the agency responsible for assigning unique citation numbers and describe the protocols used to generate and assign unique citation numbers. Provide a copy of the relevant statute or gubernatorial order.



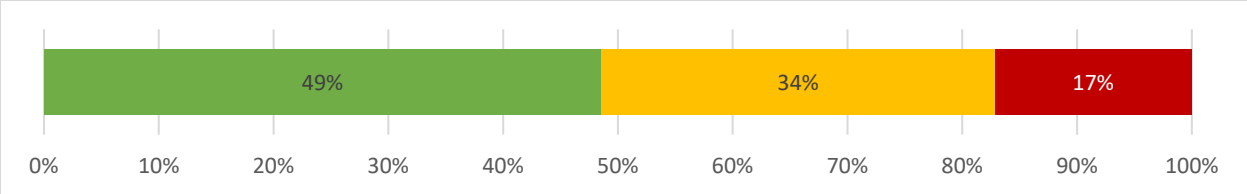
189. Are all citation dispositions—both within and outside the judicial branch—tracked by a statewide citation tracking system?

Suggested Evidence: Document how citation dispositions are tracked by a statewide citation tracking system. If a statewide data tracking system exists, describe how citation dispositions are transmitted and posted. If the system is the driver history file, note if deferrals or dismissals are posted. If the statewide system is managed through the courts, indicate whether all courts that handle traffic violations report to the same tracking system. If the State has existing documentation, please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



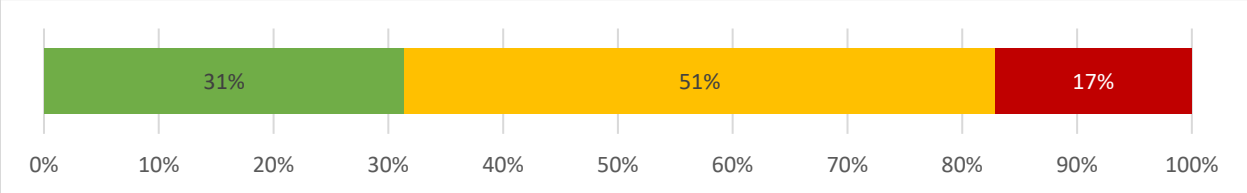
190. Are final dispositions (up to and including the resolution of any appeals) posted to the driver data system?

Suggested Evidence: Document how dispositions are posted to the driver file, including the percentage manually entered as well as the percentage electronically updated to the driver file. If the State has existing documentation (process flow, audit report, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



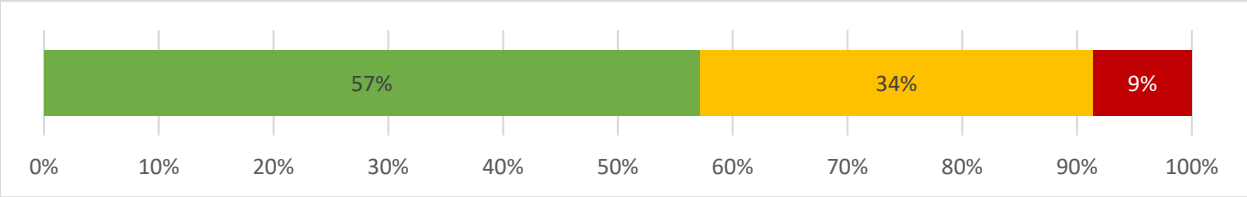
191. Are the courts' case management systems interoperable among all jurisdictions within the State (including tribal, local, municipal, and State)?

Suggested Evidence: Demonstrate how the courts' case management systems are interoperable among all jurisdictions within the State by documenting the protocols governing the interoperability and communications capabilities of the court case management systems. Provide a sample query, noting if all courts use the same court case management system. Include information about local courts. If the State does not have a unified court system, please provide information for sample State, county, and local courts.



192. Is there a statewide system that provides real-time information on individuals' driving and criminal histories?

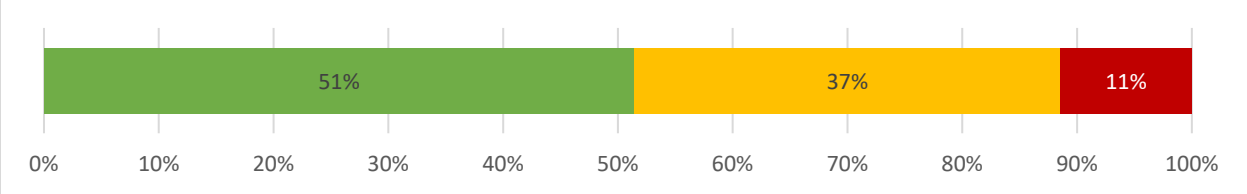
Suggested Evidence: Describe the statewide system that provides real-time information on individuals' driver and criminal histories. If the State has existing documentation (reports, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted.



193. Do all law enforcement agencies, parole agencies, probation agencies, and courts within the State participate in and have access to a system providing real-time information on individuals driving and criminal histories?

Suggested Evidence: Document how all law enforcement agencies, parole agencies, probation agencies, and courts within the State participate in and have access to a system providing real-time information on individuals driving and criminal histories. Identify the groups that have real time access and describe the system that these agencies use to access driver or criminal histories, i.e., police dispatch, direct system access, telephone help desk. If the State has existing

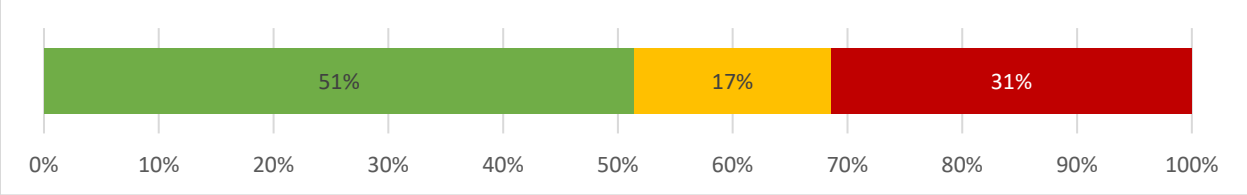
documentation (reports, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted.



Applicable Guidelines and Participation in the National Data Exchange Systems for the Citation and Adjudication Systems

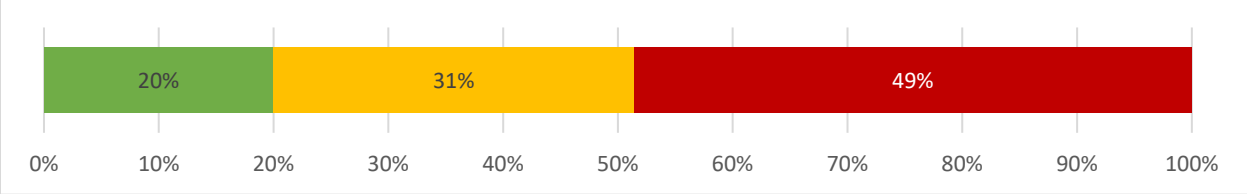
194. Are DUI convictions and traffic-related felonies reported according to Uniform Crime Reporting (UCR) guidelines?

Suggested Evidence: Document how DUI convictions and traffic-related felonies are reported according to UCR guidelines by detailing the system's adherence to the UCR program guidelines. If the State has existing documentation, please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



195. Do the appropriate portions of the citation and adjudication systems adhere to the NIEM Justice domain guidelines?

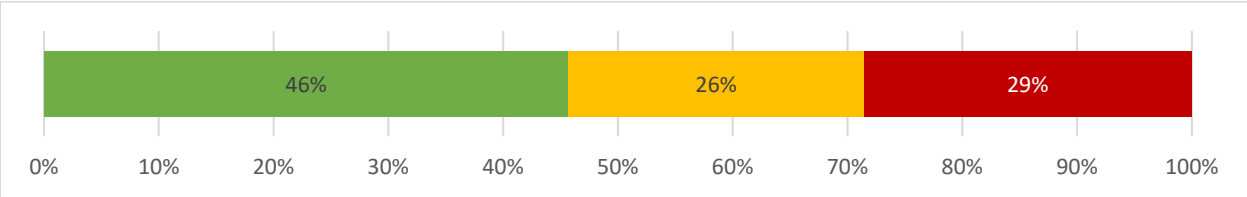
Suggested Evidence: Demonstrate how the appropriate portions of the citation and adjudication systems adhere to the NIEM Justice domain guidelines. If they do not, specify if a comparable guideline is being used. If the State has existing documentation, please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



196. Does the State use any National Center for State Courts (NCSC) guidelines for court records?

Suggested Evidence: Document if the State uses any NCSC guidelines for court records by providing a statement detailing the systems and their adherence to NCSC guidelines. If not, specify if comparable guidelines are being used. If the State has existing documentation, please

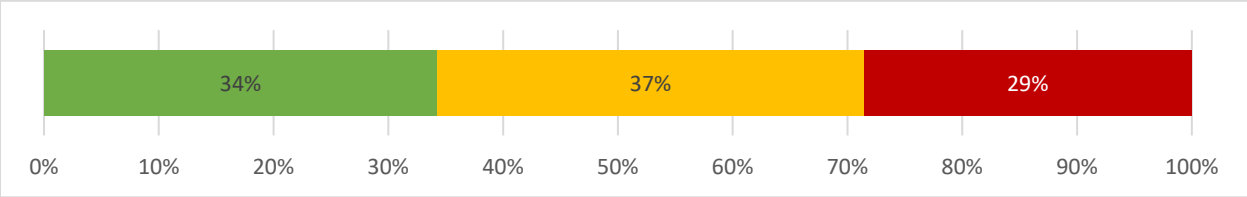
submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Data Dictionary for the Citation and Adjudication Systems

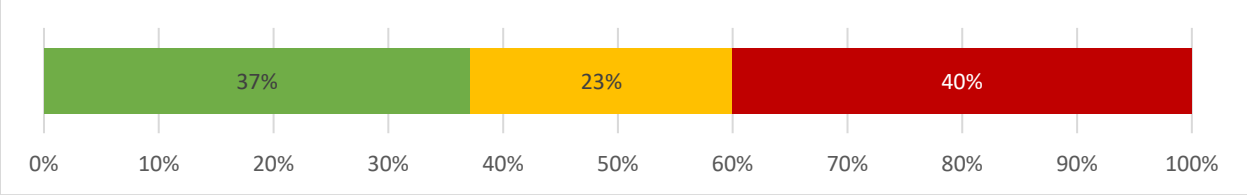
197. Does the statewide citation tracking system have a data dictionary?

Suggested Evidence: Provide the statewide citation tracking system data dictionary or, at a minimum, an excerpt thereof.



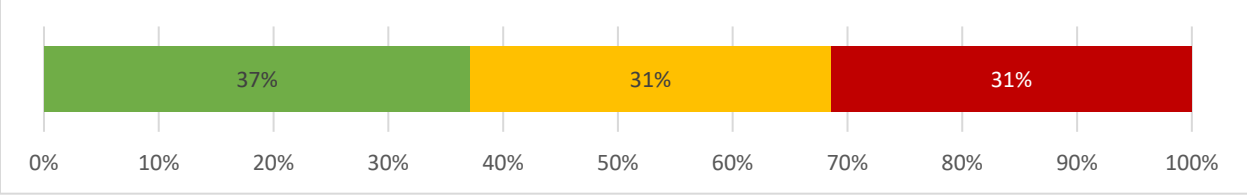
198. Do the courts' case management system data dictionaries provide a definition for each data field?

Suggested Evidence: Provide the data dictionary for the court case management system that is most commonly used within the State or, at a minimum, an excerpt thereof. Specify if the system that is described is a statewide system or a locally-operated court case management system.



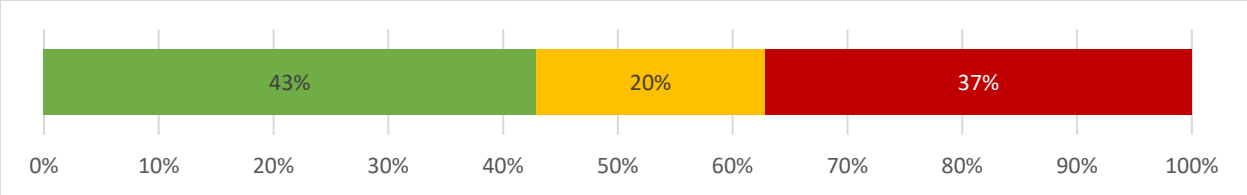
199. Do the citation data dictionaries clearly define all data fields?

Suggested Evidence: If a statewide citation tracking system exists, provide the data dictionary or, at a minimum, an excerpt thereof. If there are two or more repositories of citation data, please provide data dictionaries for the two largest or, at a minimum, an excerpt thereof. (This response does not require data dictionaries from individual law enforcement agencies that track their own citations--it refers to a statewide system or one used by agencies.)



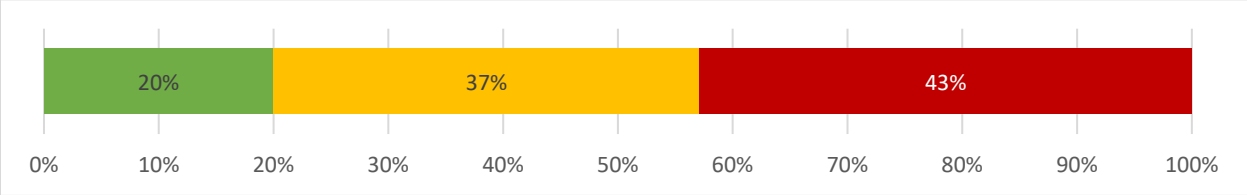
200. Do the courts' case management system data dictionaries clearly define all data fields?

Suggested Evidence: Provide the data dictionary for the court case management system that is most commonly used within the State or, at a minimum, an excerpt thereof. Specify if the system that is described is a statewide system or a locally-operated court case management system.



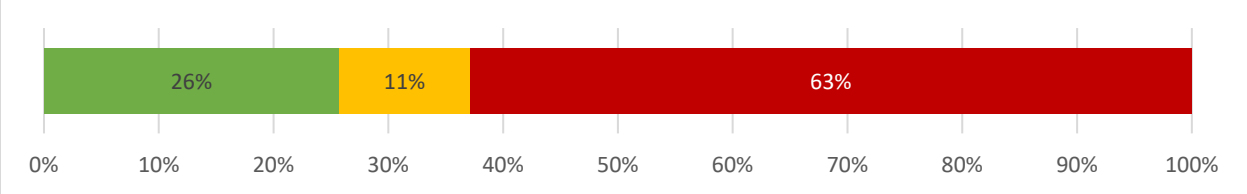
201. Are the citation system data dictionaries up-to-date and consistent with the field data collection manual, training materials, coding manuals, and corresponding reports?

Suggested Evidence: Identify when the citation system's data dictionary, field data collection manual, coding manuals, corresponding reports were last updated and describe the processes used to ensure they remain consistent with each other. If the State has existing documentation (manual update schedules, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



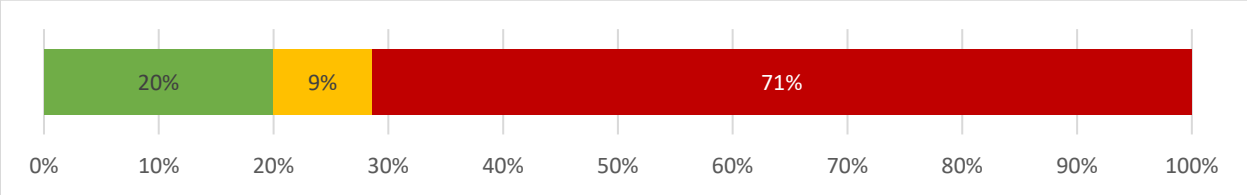
202. Do the citation data dictionaries indicate the data fields that are populated through interfaces with other traffic records system components?

Suggested Evidence: Document how the data dictionaries indicate which fields are populated through interfaces with other traffic records system components, including a list of data fields from populated through interfaces with other traffic records system components. Alternatively, provide a brief narrative describing how the data dictionaries indicate which fields are populated through interfaces with other traffic records system components.



203. Do the courts' case management system data dictionaries indicate the data fields populated through interface linkages with other traffic records system components?

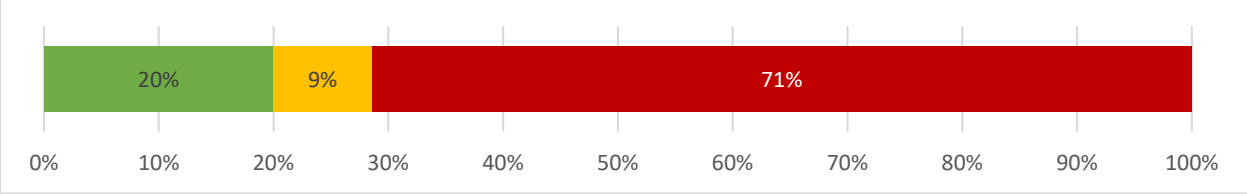
Suggested Evidence: Document where the data dictionary indicates which fields are populated through interface linkages with other traffic records system components. Alternatively, provide a brief narrative describing how the data dictionary indicates which fields are populated through interface linkages with other traffic records system components.



Procedures and Process Flows for the Citation and Adjudication Systems

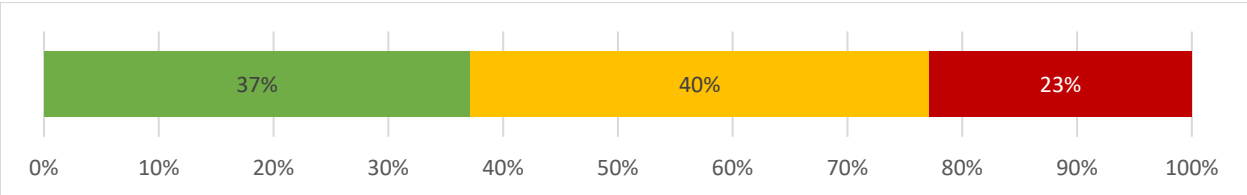
204. Does the State track citations from point of issuance to posting on the driver file?

Suggested Evidence: Demonstrate the State's ability to track citations from the point of issuance to posting on the driver file by documenting the citation lifecycle process that identifies key stakeholders. Ensure that alternative flows are included (e.g., manual and electronic submission). Include any official guidance documents or statutes that apply (i.e., requirement for courts to send dispositions to DMV within 10 days.) If the State has existing documentation (process flows, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted.



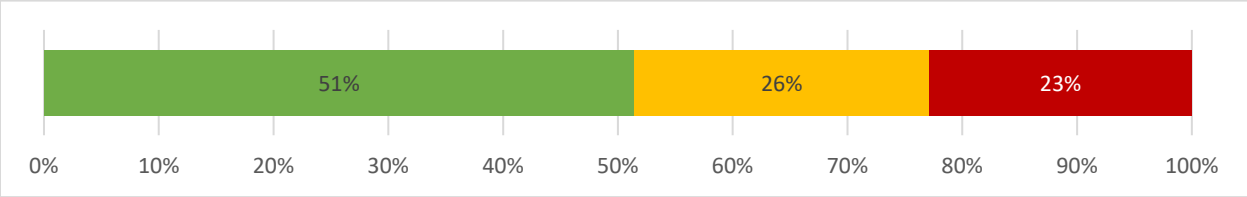
205. Does the State distinguish between the administrative handling of court payments in lieu of court appearances (mail-ins) and court appearances?

Suggested Evidence: Demonstrate the State's ability to distinguish between the administrative handling of court payments in lieu of court appearances (mail-ins) and court appearances by describing the types of handling, the appropriate statutory cites if applicable and noting whether the two are distinguishable on the DHR once adjudicated. If the State has existing documentation (process flows, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted.



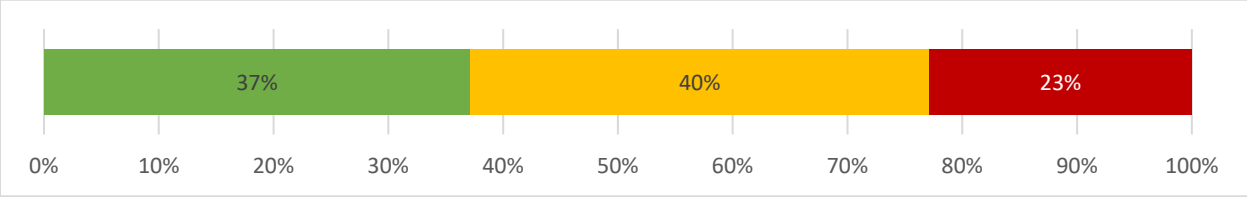
206. Does the State have a system for tracking administrative driver penalties and sanctions?

Suggested Evidence: Document the State's system for tracking administrative driver penalties and sanctions, demonstrating how administrative actions are filed and how the required penalties or sanctions are processed and tracked by the DMV and/or the courts. If the State has existing documentation (process flows, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted.



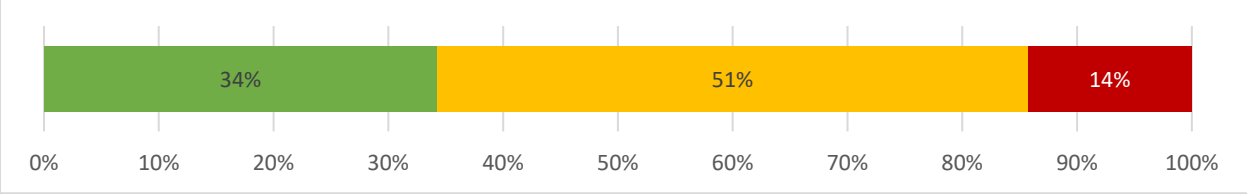
207. Does the State track the number and types of traffic citations for juvenile offenders?

Suggested Evidence: Provide one annual list of the numbers and types of citations issued to juvenile offenders.



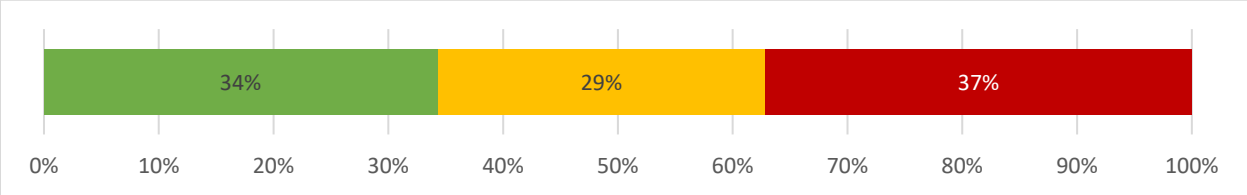
208. Are deferrals and dismissals tracked by the court case management systems or on the driver history record (DHR) to ensure subsequent repeat offenses are not viewed as first offenses?

Suggested Evidence: Provide the process flow diagram. Alternatively, provide a narrative description detailing the handling of deferrals and dismissals. Please document how the court case management systems or on the DHR tracks deferrals and dismissals to insure subsequent repeat offenses are not viewed as first offenses. If the State has existing documentation (process flows, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted.



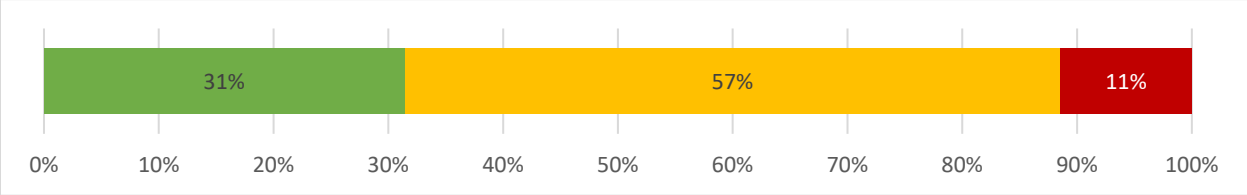
209. Are there State and/or local criteria for deferring or dismissing traffic citations and charges?

Suggested Evidence: Document the State and/or local criteria for deferring or dismissing traffic citations and charges. If the State has existing documentation, please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted.



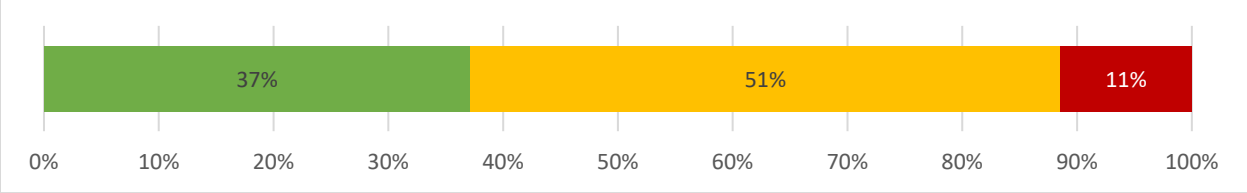
210. Are the processes for retaining, archiving, or purging citation records defined and documented?

Suggested Evidence: Identify the formal processes for retaining, archiving or purging citation records by providing the applicable State laws, policies, documented business processes, or written standards that support the State processes, specifying if they are applied manually or electronically. If formal documentation does not exist, a brief narrative may be submitted for partial credit.



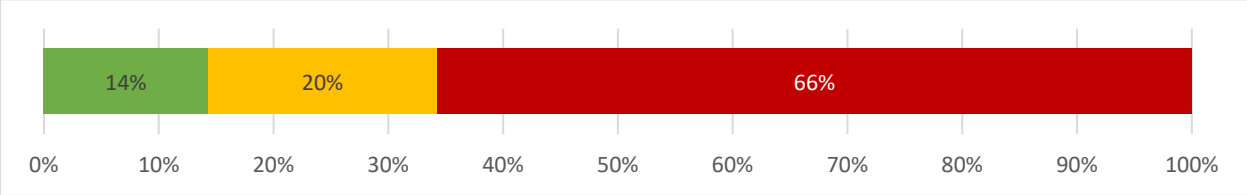
211. Are there security protocols governing data access, modification, and release in the adjudication system?

Suggested Evidence: Document the adjudication system's security protocols governing data access, modification, and release. If the State has official documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation or is unable secure release of the appropriate excerpts, a brief narrative may be submitted instead.



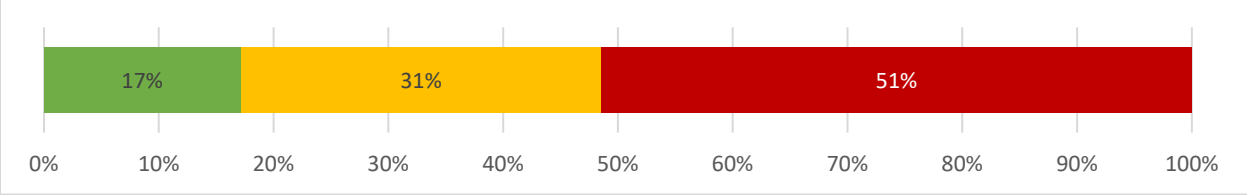
212. Does the State have an impaired driving data tracking system that uses some or all the data elements or guidelines of NHTSA's Model Impaired Driving Records Information System (MIDRIS), which provides a central point of access for DUI Driver information from the time of the stop/arrest through adjudication, sanctions, rehabilitation, prosecution and posting to the driver history file?

Suggested Evidence: Provide a narrative statement detailing the systems and their adherence to MIDRIS guidelines. If they do not adhere to MIDRIS, specify if a comparable guideline is being used.



213. Does the DUI tracking system include BAC and any drug testing results?

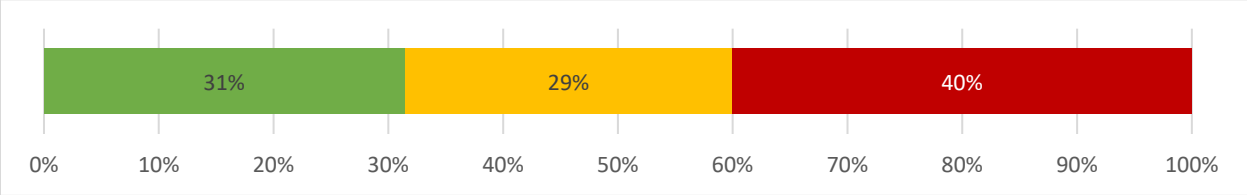
Suggested Evidence: Document the DUI system's inclusion of BAC and any drug testing results. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead. If no statewide DUI tracking system is in place, indicate whether the driver history record contains the BAC test results.



Citation and Adjudication Systems Interface With Other Components

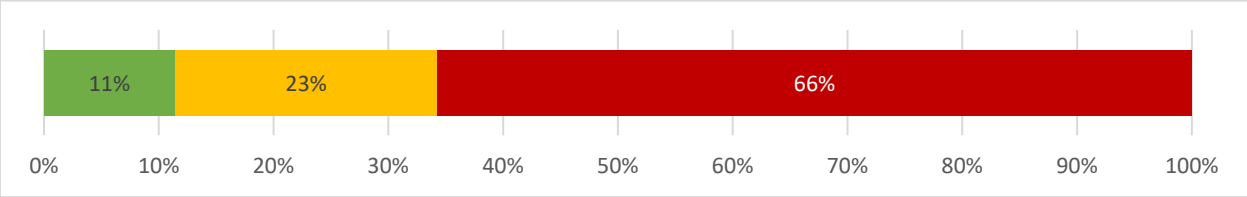
214. Does the citation system interface with the driver system to collect driver information to help determine the applicable charges?

Suggested Evidence: Demonstrate how the citation system interfaces with the driver system by providing the results of a sample query and describing how the interfaced information is used to help determine the applicable charges. Include identification of the portal, the data elements used and the organization responsible for maintaining the interface. If the State does not have existing documentation, a brief narrative may be submitted instead.



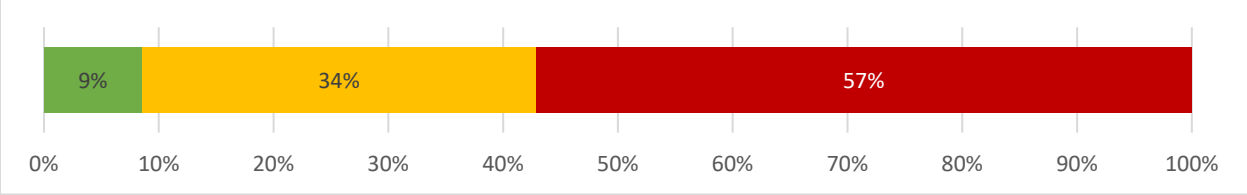
215. Does the citation system interface with the vehicle system to collect vehicle information and carry out administrative actions (e.g., vehicle seizure, forfeiture, interlock)?

Suggested Evidence: Demonstrate how the citation system interfaces with the vehicle system by providing the results of a sample query and describing how the interfaced information is used to collect vehicle information and carry out administrative actions. Include identification of the portal, the data elements used and the organization responsible for maintaining the interface. If the State does not have existing documentation, a brief narrative may be submitted instead.



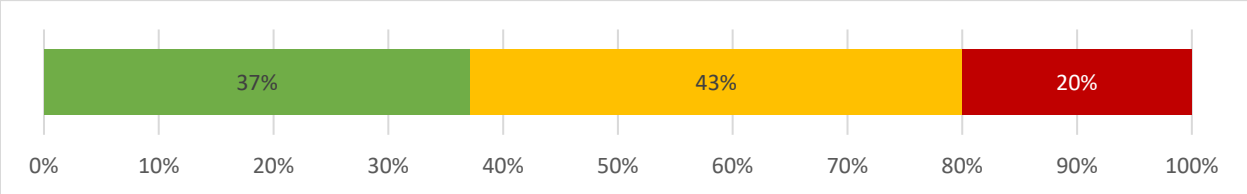
216. Does the citation system interface with the crash system to document violations and charges related to the crash?

Suggested Evidence: Demonstrate how the citation system interfaces with the crash system by providing the results of a sample query and describing how the interfaced information is used to document violations and charges related to the crash. Include identification of the portal, the data elements used, and the organization responsible for maintaining the interface. If the State does not have existing documentation, a brief narrative may be submitted instead.



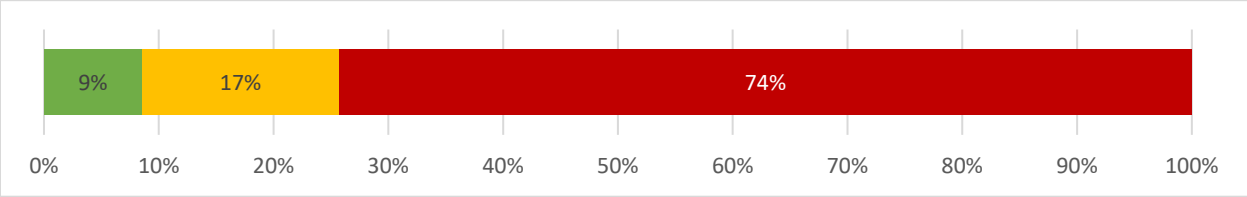
217. Does the adjudication system interface with the driver system to post dispositions to the driver file?

Suggested Evidence: Demonstrate how the adjudication system interfaces with the driver system by providing the results of a sample query and describing how the interfaced information is used to post dispositions to the driver file and initiate any other administrative actions if applicable. Include identification of the portal, the data elements used, and the organization responsible for maintaining the interface. If the State does not have existing documentation, a brief narrative may be submitted instead.



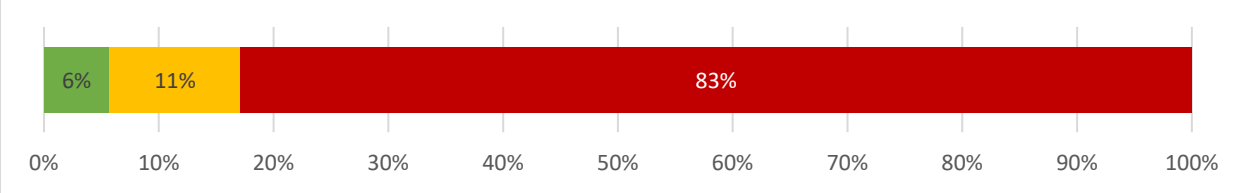
218. Does the adjudication system interface with the vehicle system to collect vehicle information and carry out administrative actions (e.g., vehicle seizure, forfeiture, interlock mandates, and supervision)?

Suggested Evidence: Demonstrate how the adjudication system interfaces with the vehicle system by providing the results of a sample query and describing how the interfaced information is used to collect vehicle information and carry out administrative actions (e.g., vehicle seizure, forfeiture, interlock mandates, and supervision). Include identification of the portal, the data elements used, and the organization responsible for maintaining the interface. If the State does not have existing documentation, a brief narrative may be submitted instead.



219. Does the adjudication system interface with the crash system to document violations and charges related to the crash?

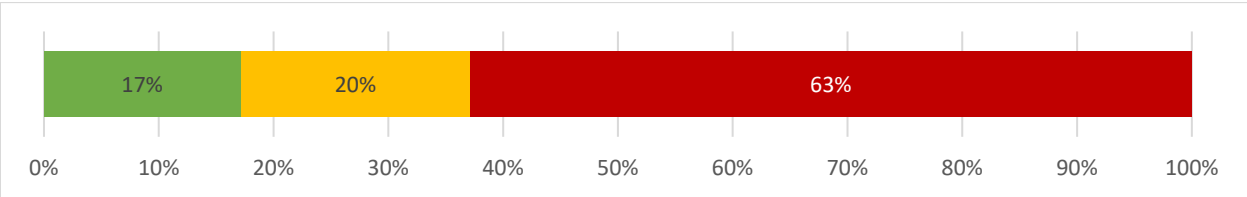
Suggested Evidence: Demonstrate how the adjudication system interfaces with the crash system by providing the results of a sample query and describing how the interfaced information is used to document violations and charges related to the crash. Include identification of the portal, the data elements used, and the organization responsible for maintaining the interface. If the State does not have existing documentation, a brief narrative may be submitted instead.



Quality Control Programs for the Citation and Adjudication Systems

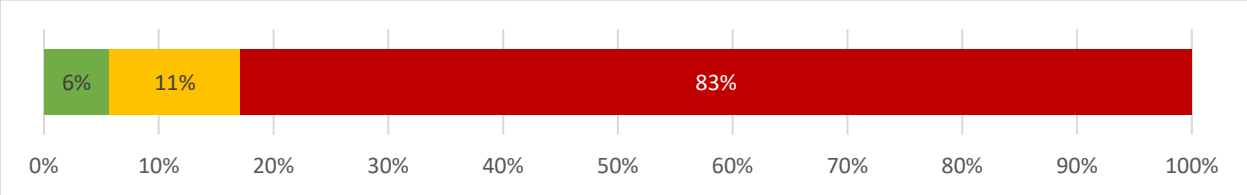
220. Are there timeliness performance measures tailored to the needs of citation systems managers and data users?

Suggested Evidence: If there is a statewide citation tracking system, specify the timeliness measures used, including the most current baseline and actual values for each. If there is not a statewide system, identify a representative system within the State and specify the timeliness measures used, including the most current baseline and actual values for each.



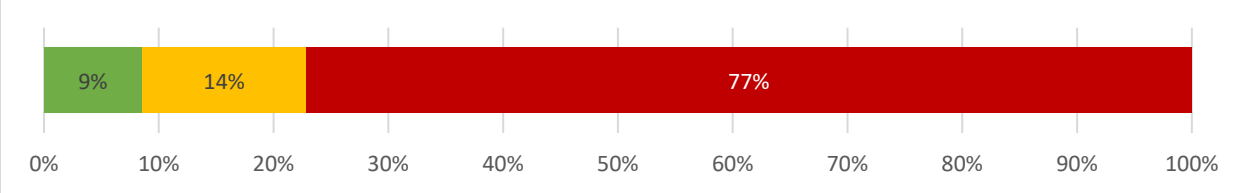
221. Are there accuracy performance measures tailored to the needs of citation systems managers and data users?

Suggested Evidence: If there is a statewide citation tracking system, specify the accuracy measures used, including the most current baseline and actual values for each. If there is not a statewide system, identify a representative system within the State and specify the accuracy measures used, including the most current baseline and actual values for each.



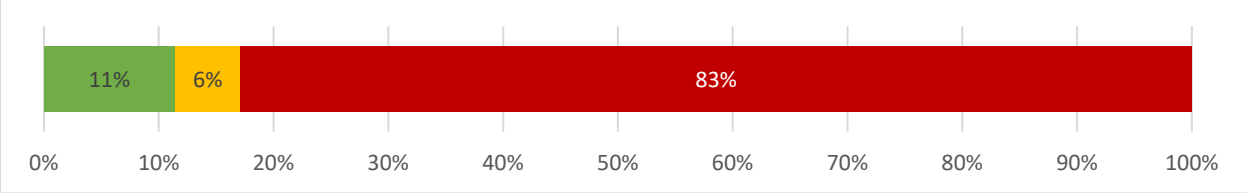
222. Are there completeness performance measures tailored to the needs of citation systems managers and data users?

Suggested Evidence: If there is a statewide citation tracking system, specify the completeness measures used, including the most current baseline and actual values for each. If there is not a statewide system, identify a representative system within the State and specify the completeness measures used, including the most current baseline and actual values for each.



223. Are there uniformity performance measures tailored to the needs of citation systems managers and data users?

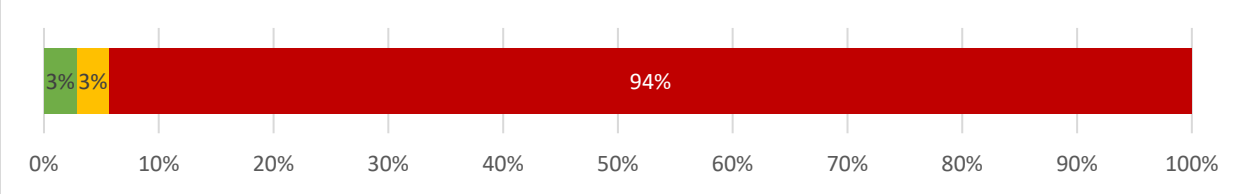
Suggested Evidence: If there is a statewide citation tracking system, specify the uniformity measures used, including the most current baseline and actual values for each. If there is not a statewide system, identify a representative system within the State and specify the uniformity measures used, including the most current baseline and actual values for each.



224. Are there integration performance measures tailored to the needs of citation systems managers and data users?

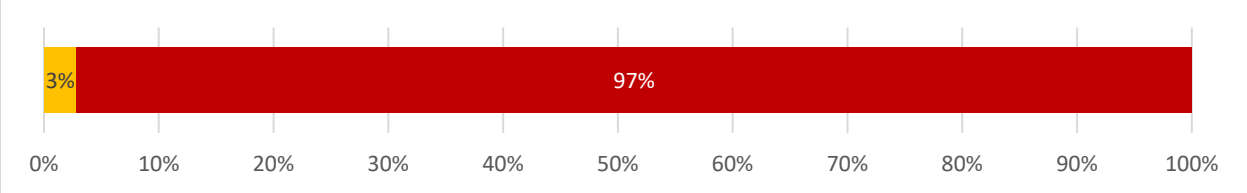
Suggested Evidence: If there is a statewide citation tracking system, specify the integration measures used, including the most current baseline and actual values for each. If there is not a

statewide system, identify a representative system within the State and specify the integration measures used, including the most current baseline and actual values for each.



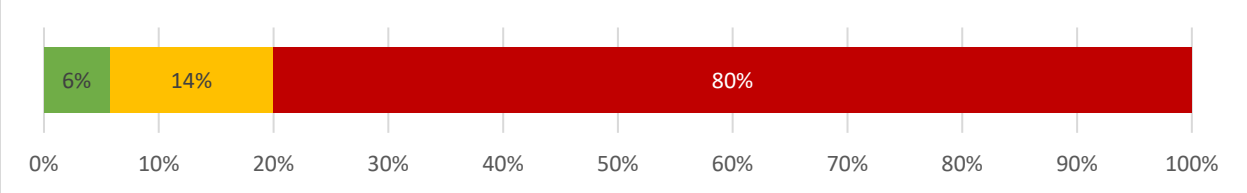
225. Are there accessibility performance measures tailored to the needs of citation systems managers and data users?

Suggested Evidence: If there is a statewide citation tracking system, specify the accessibility measures used, including the most current baseline and actual values for each. If there is not a statewide system, identify a representative system within the State and specify the accessibility measures used, including the most current baseline and actual values for each.



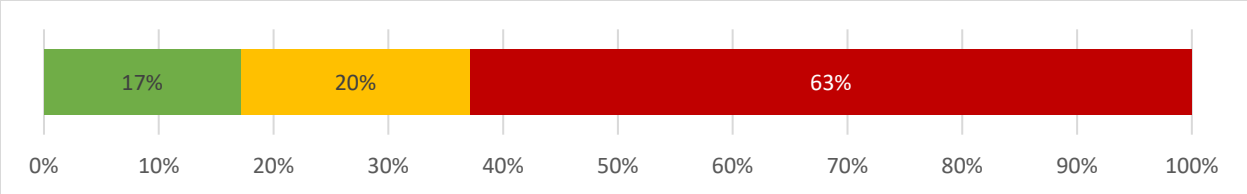
226. Has the State established numeric goals—performance metrics—for each citation system performance measure?

Suggested Evidence: Provide the specific, State-determined numeric goals associated with each performance measure in use.



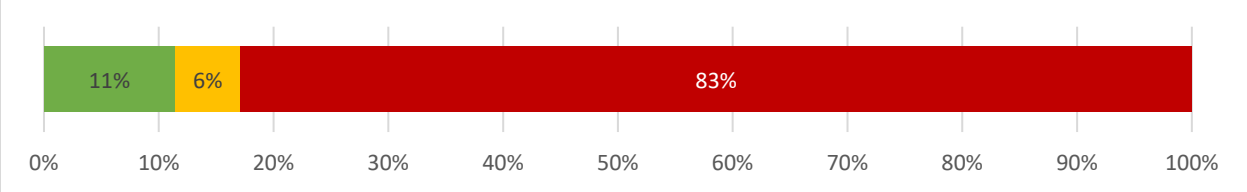
227. Are there timeliness performance measures tailored to the needs of adjudication systems managers and data users?

Suggested Evidence: If there is a unified court system or a single court case management system statewide, specify the timeliness measures used, including the most current baseline and actual values for each. If there is not a statewide system, identify a representative system within the State and specify the timeliness measures used, including the most current baseline and actual values for each.



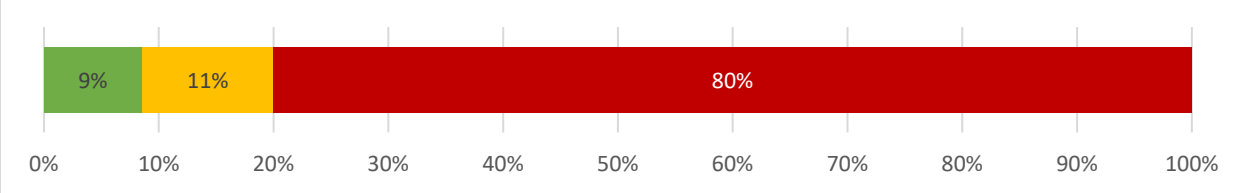
228. Are there accuracy performance measures tailored to the needs of adjudication systems managers and data users?

Suggested Evidence: If there is a unified court system or a single court case management system statewide, specify the accuracy measures used, including the most current baseline and actual values for each. If there is not a statewide system, identify a representative system within the State and specify the accuracy measures used, including the most current baseline and actual values for each.



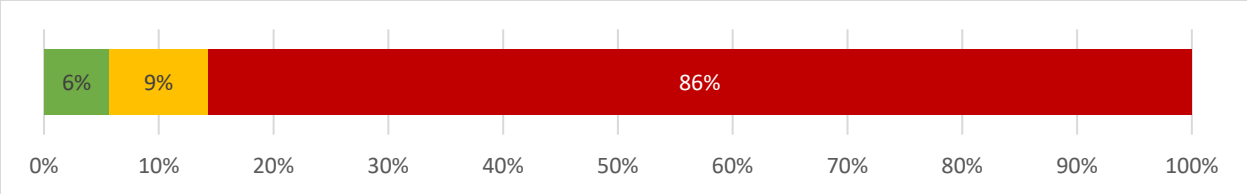
229. Are there completeness performance measures tailored to the needs of adjudication systems managers and data users?

Suggested Evidence: If there is a unified court system or a single court case management system statewide, specify the completeness measures used, including the most current baseline and actual values for each. If there is not a statewide system, identify a representative system within the State and specify the completeness measures used, including the most current baseline and actual values for each.



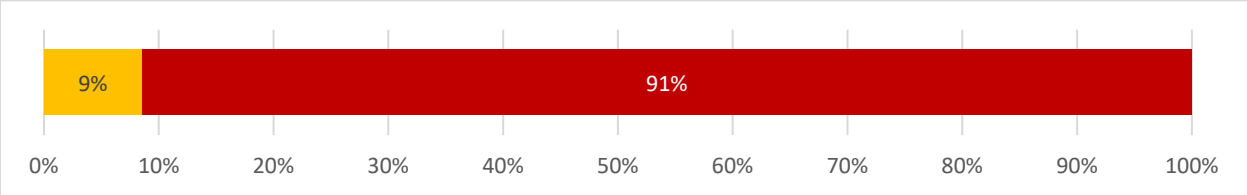
230. Are there uniformity performance measures tailored to the needs of adjudication systems managers and data users?

Suggested Evidence: If there is a unified court system or a single court case management system statewide, specify the uniformity measures used, including the most current baseline and actual values for each. If there is not a statewide system, identify a representative system within the State and specify the uniformity measures used, including the most current baseline and actual values for each.



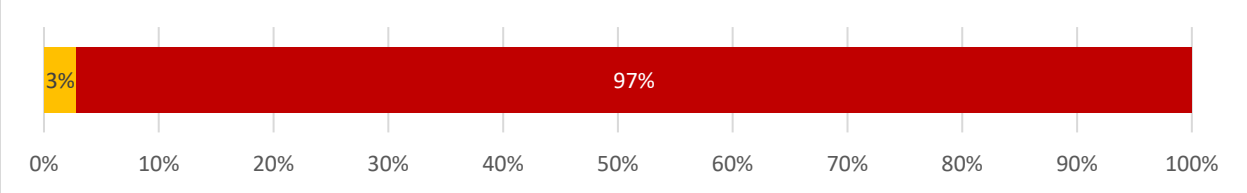
231. Are there integration performance measures tailored to the needs of adjudication systems managers and data users?

Suggested Evidence: If there is a unified court system or a single court case management system statewide, specify the integration measures used, including the most current baseline and actual values for each. If there is not a statewide system, identify a representative system within the State and specify the integration measures used, including the most current baseline and actual values for each.



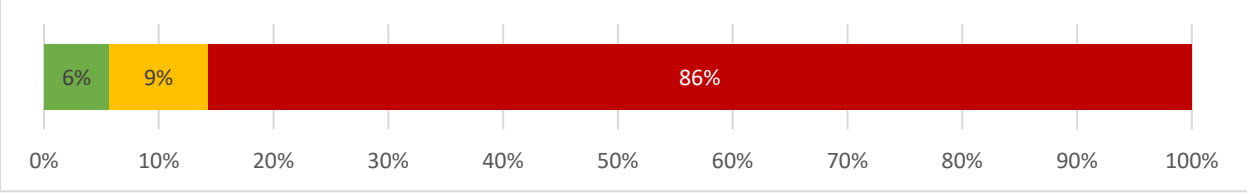
232. Are there accessibility performance measures tailored to the needs of adjudication systems managers and data users?

Suggested Evidence: If there is a unified court system or a single court case management system statewide, specify the accessibility measures used, including the most current baseline and actual values for each. If there is not a statewide system, identify a representative system within the State and specify the accessibility measures used, including the most current baseline and actual values for each.



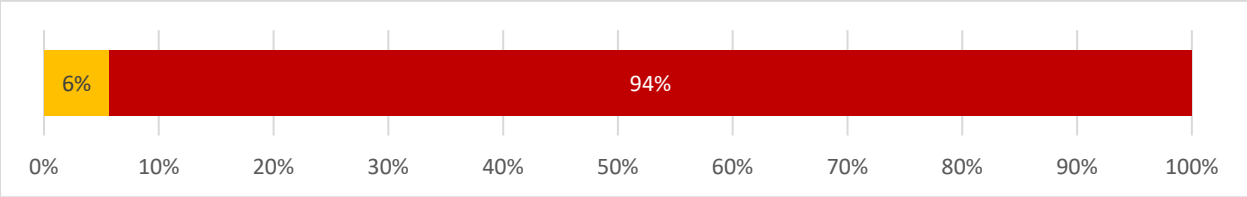
233. Has the State established numeric goals—performance metrics—for each adjudication system performance measure?

Suggested Evidence: Provide the specific, State-determined numeric goals associated with each performance measure in use.



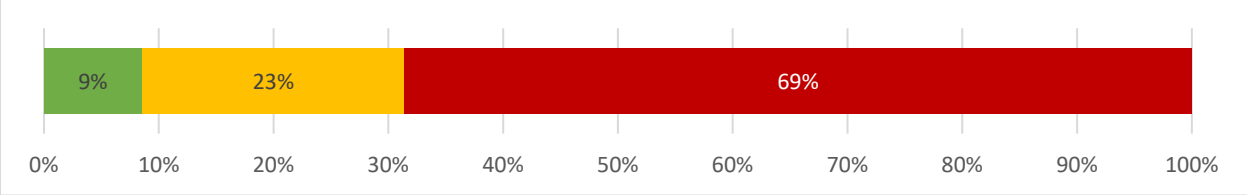
234. Does the State have performance measures for its DUI Tracking system?

Suggested Evidence: Provide a list of the performance measures used to track data quality in the DUI Tracking system. If the State has existing documentation (reports, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



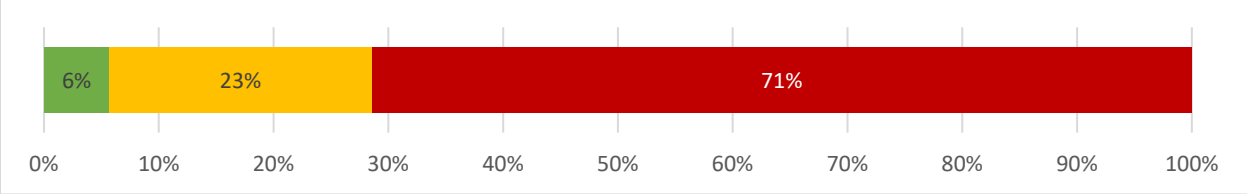
235. Are sample-based audits conducted periodically for citations and related database content for that record?

Suggested Evidence: Demonstrate how sample-based audits of citations and related database contents are conducted periodically by describing the audit methodology, providing a sample report or other output, and specifying the audits' frequency. Audits should be independent of the normal day-to-day review, but not necessarily conducted by parties outside the department or division of State government that normally reviews the data. If the State does not have existing documentation, a brief narrative may be submitted instead.



236. Are data quality management reports provided to the TRCC for regular review?

Suggested Evidence: Document how data quality management reports are provided to the TRCC for regular review by providing a sample quality management report and specifying how frequently they are issued to the TRCC.

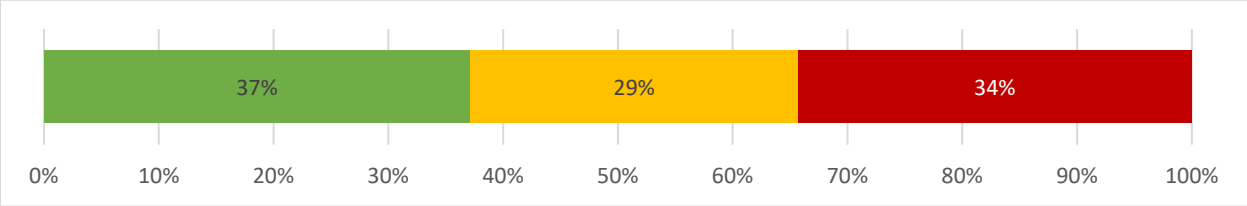


Injury Surveillance System

Injury Severity System

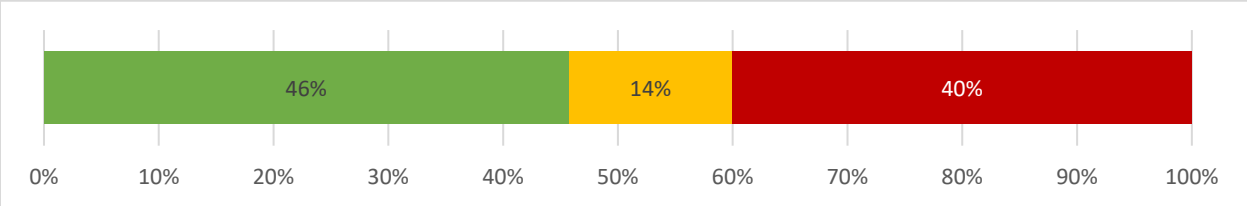
237. Is there an entity in the State that quantifies the burden of motor vehicle injury using EMS, emergency department, hospital discharge, trauma registry and vital records data?

Suggested Evidence: Identify the entity that quantifies the burden of motor vehicle injury using EMS, emergency department, hospital discharge, trauma registry, and vital records data. If the State has existing documentation (reports, lists, etc.) that demonstrates the use of data from each system in the quantification of statewide motor vehicle injury burden, please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



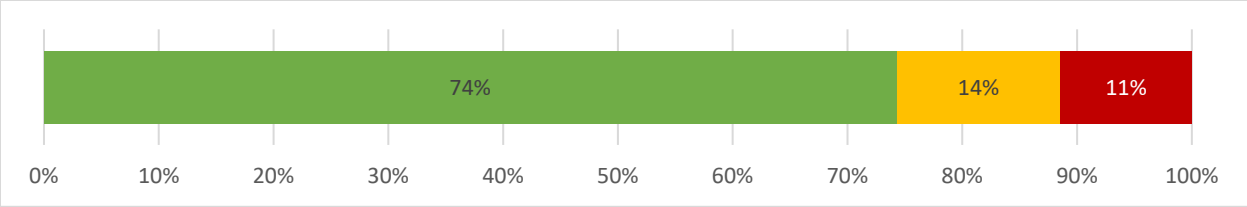
238. Are there any other statewide databases that are used to quantify the burden of motor vehicle injury?

Suggested Evidence: Identify any other databases or sources included in the injury surveillance system that quantify the burden of motor vehicle injury. Additional data resources may include medical examiner reports, payer-related databases, traumatic brain injury registries, rehabilitation data, and spinal cord injury registries. If the State has existing documentation (sample reports, lists, etc.) that demonstrates the use of other databases or sources, please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



239. Do the State's privacy laws allow for the use of protected health information to support data analysis activities?

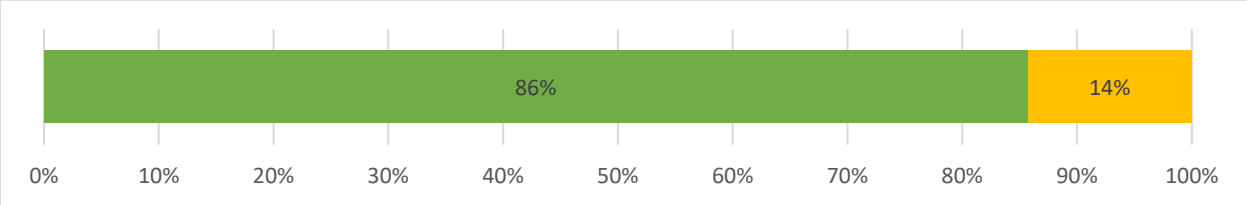
Suggested Evidence: Document the applicable State laws-including the identification of situations that may impede data sharing within the State and among public health authorities. If the State has existing documentation, please submit the relevant document or excerpt thereof. If the State does not have existing documentation, a brief narrative may be substituted instead.



Emergency Medical Systems (EMS) – Description and Contents

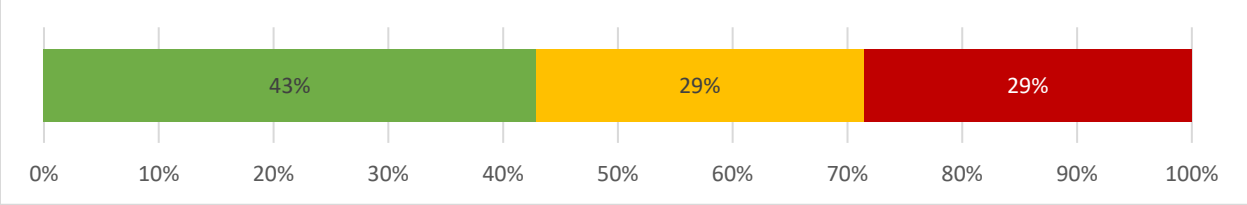
240. Is there a statewide EMS database?

Suggested Evidence: Identify and describe the statewide EMS database. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



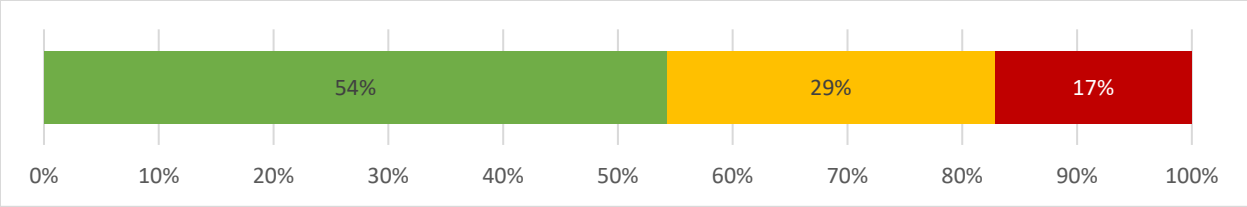
241. Does the EMS data track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?

Suggested Evidence: Describe how the statewide EMS data are used to track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State. If the State has existing documentation (motor vehicle-related incident counts, reports including injury severity categorizations [Abbreviated Injury Score, Injury Severity Scale] and primary impressions, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



242. Is the EMS data available for analysis and used to identify problems, evaluate programs, and allocate resources?

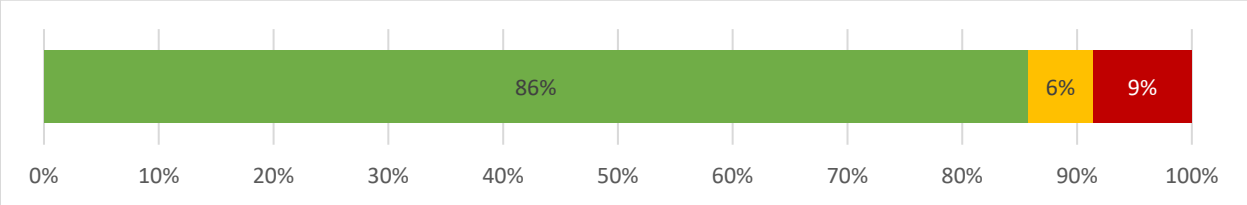
Suggested Evidence: Describe how the EMS data ares used identify a problem, evaluate a program or allocate resources. If the State has existing documentation (sample report, highway safety project, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative describing the project may be submitted instead.



EMS – Guidelines

243. Does the State have a NEMSIS-compliant statewide database?

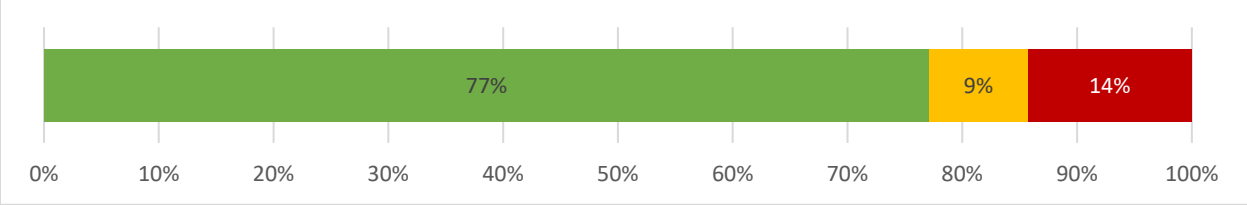
Suggested Evidence: Demonstrate how the State submits data to the nationwide NEMSIS database and provide any relevant State statutes or regulations. If the State has existing documentation, please submit the relevant document or an excerpt thereof. If the State is not compliant, provide a narrative detailing the State's efforts to achieve NEMSIS compliance.



EMS – Data Dictionary

244. Does the EMS system have a formal data dictionary?

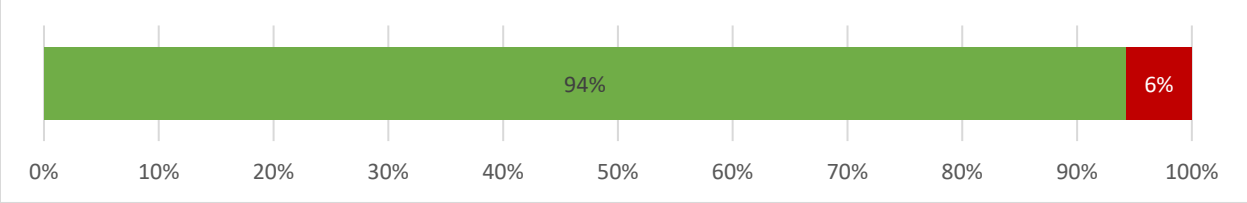
Suggested Evidence: Provide the EMS data dictionary or, at a minimum, an excerpt thereof. Include at least the variable names and definitions.



EMS – Procedures and Processes

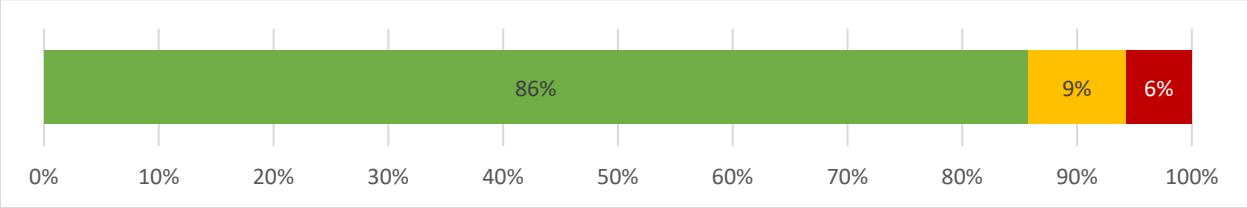
245. Is there a single entity that collects and compiles data from the local EMS agencies?

Suggested Evidence: Identify the State agency or third party to which the EMS data are initially submitted.



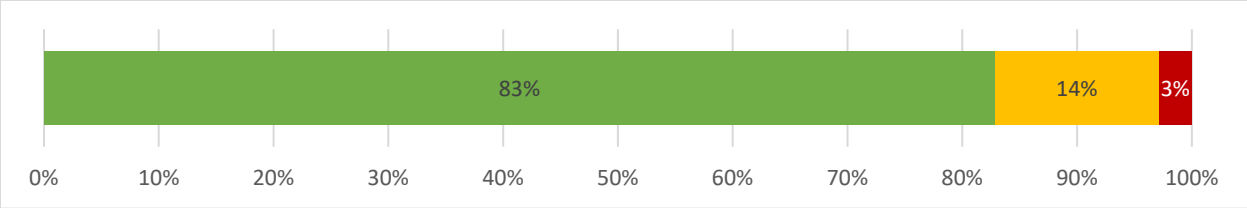
246. Is aggregate EMS data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?

Suggested Evidence: Document the availability of aggregate EMS data to outside parties (e.g., universities, traffic safety professionals) for analytical purposes. If the state has existing documentation (data access policy, data use agreement, or screenshot of the appropriate data access website, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative describing how outside parties may obtain access to the EMS data for analytical purposes may be submitted instead.



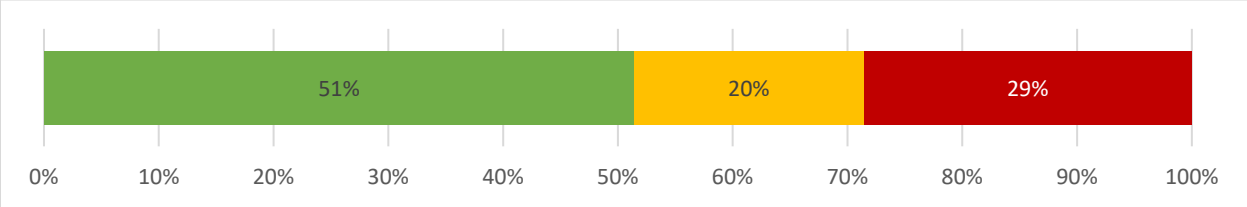
247. Are there procedures in place for the submission of all EMS patient care reports to the Statewide EMS database?

Suggested Evidence: Document the procedures for electronic (and paper, if applicable) EMS patient care reports to the State EMS database. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



248. Are there procedures for returning data to the reporting EMS agencies for quality assurance and improvement (e.g., correction and resubmission)?

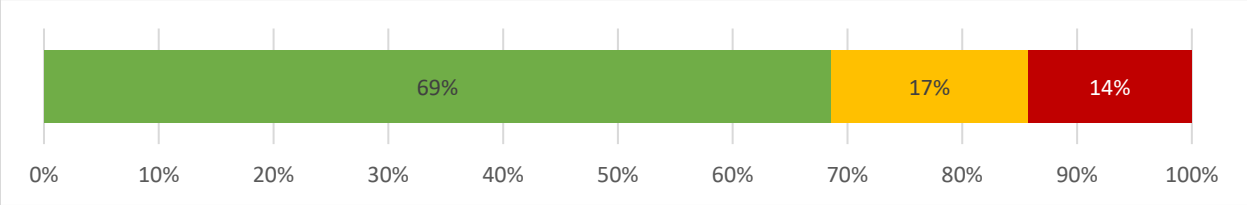
Suggested Evidence: Document the procedures for returning data to the reporting EMS agencies for correction and resubmission. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



EMS – Quality Control

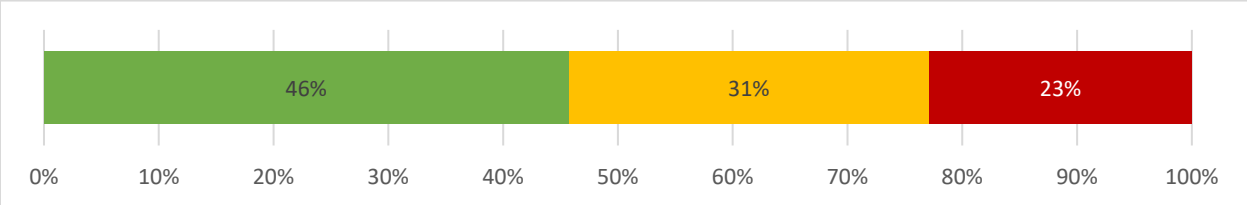
249. Are there automated edit checks and validation rules to ensure that entered EMS data falls within a range of acceptable values and is logically consistent among data elements?

Suggested Evidence: Document the process by which automated edit checks and validation rules ensure EMS data entered into the system falls within the range of acceptable values and is logically consistent among fields. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



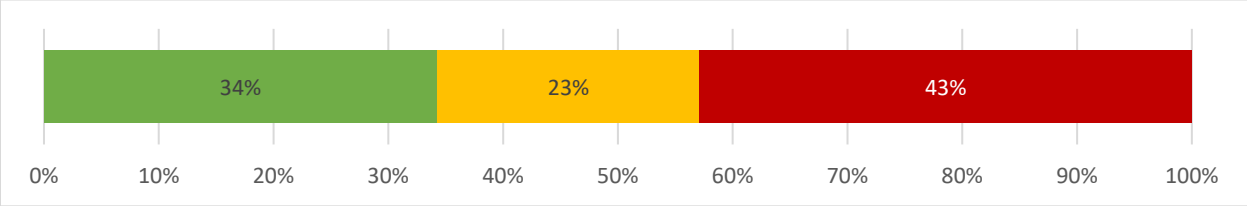
250. Are there processes for returning rejected EMS patient care reports to the collecting entity and tracking resubmission to the statewide EMS database?

Suggested Evidence: Document the process by which rejected EMS patient care reports are returned to the collecting agency and tracked through resubmission to the statewide EMS database. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



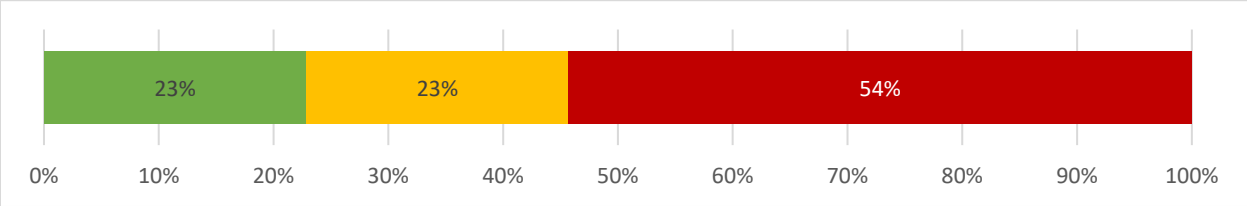
251. Are there timeliness performance measures tailored to the needs of EMS system managers and data users?

Suggested Evidence: Provide a complete list of EMS system timeliness measures the State uses, including the most current baseline and actual values for each.



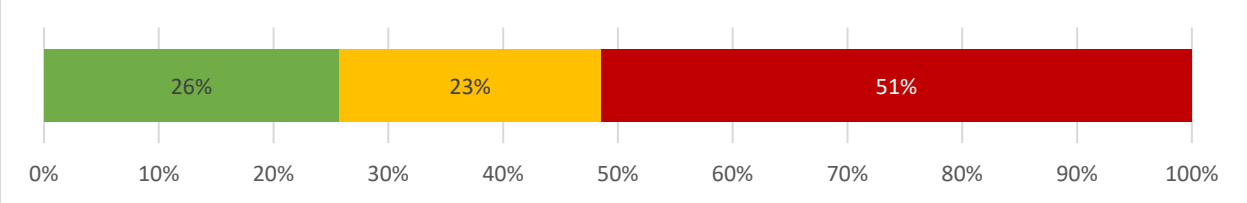
252. Are there accuracy performance measures tailored to the needs of EMS system managers and data users?

Suggested Evidence: Provide a complete list of EMS system accuracy measures the State uses, including the most current baseline and actual values for each.



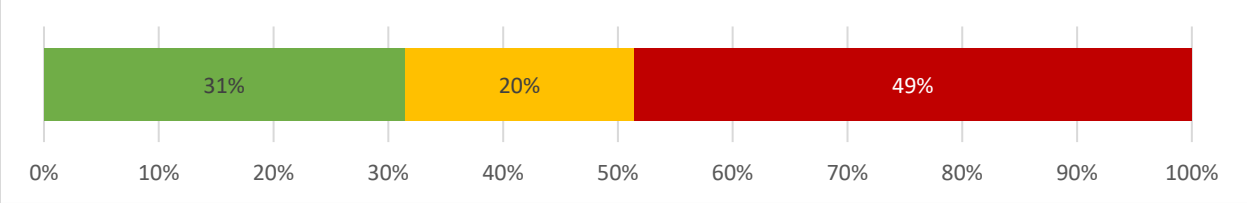
253. Are there completeness performance measures tailored to the needs of EMS system managers and data users?

Suggested Evidence: Provide a complete list of EMS system completeness measures the State uses, including the most current baseline and actual values for each.



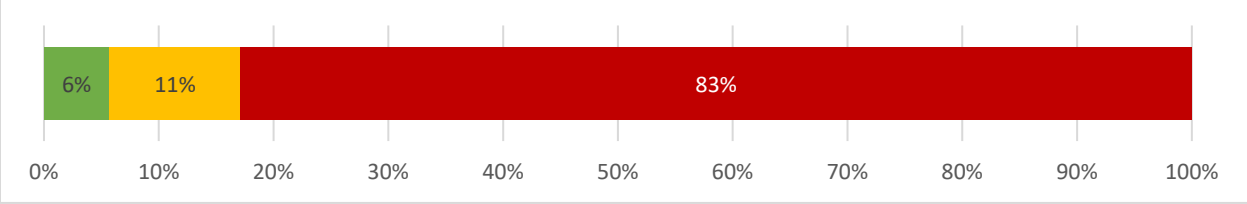
254. Are there uniformity performance measures tailored to the needs of EMS system managers and data users?

Suggested Evidence: Provide a complete list of EMS system uniformity measures the State uses, including the most current baseline and actual values for each.



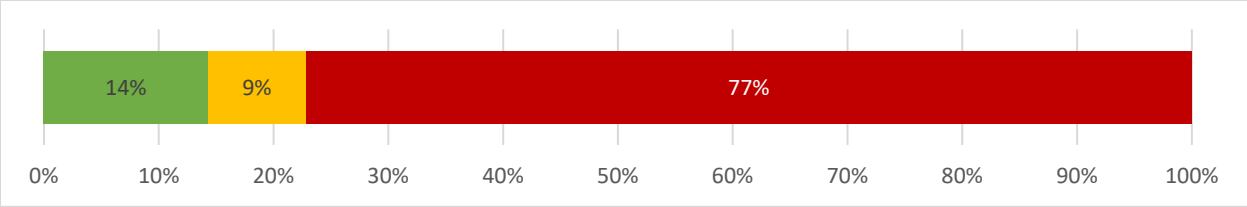
255. Are there integration performance measures tailored to the needs of EMS system managers and data users?

Suggested Evidence: Provide a complete list of EMS system integration measures the State uses, including the most current baseline and actual values for each.



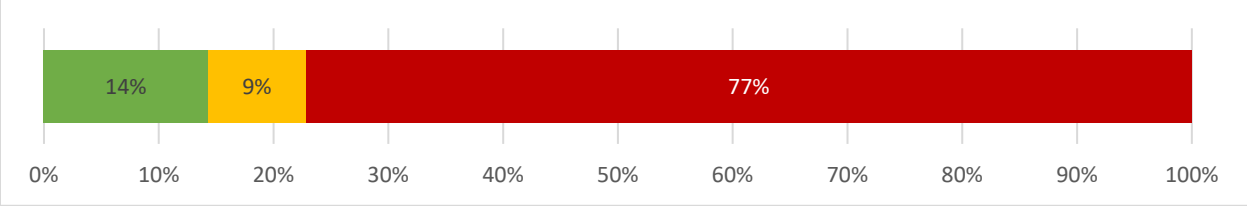
256. Are there accessibility performance measures tailored to the needs of EMS system managers and data users?

Suggested Evidence: Provide a complete list of EMS system accessibility measures the State uses, including the most current baseline and actual values for each.



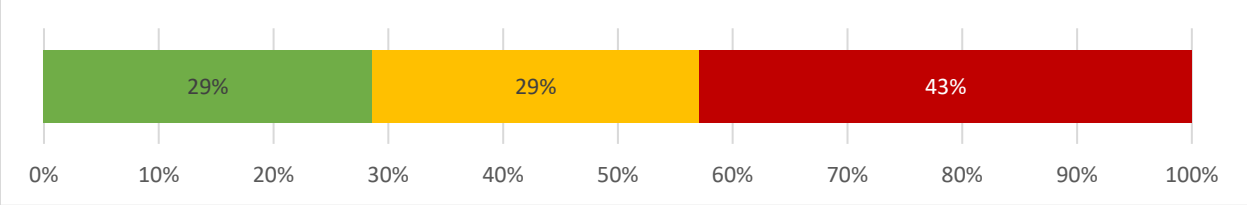
257. Has the State established numeric goals—performance metrics—for each EMS system performance measure?

Suggested Evidence: Provide specific numeric goals and related performance measures for each attribute as determined by the State.



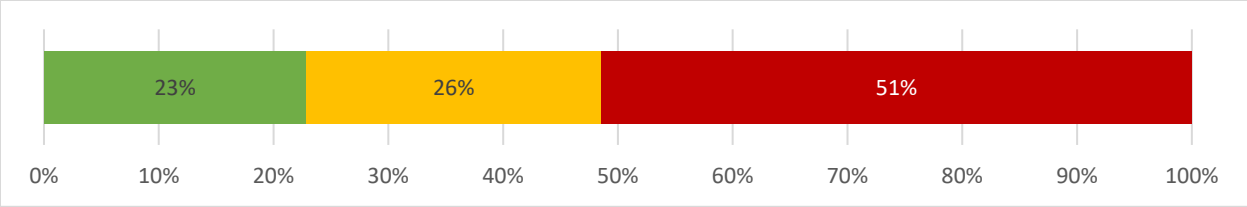
258. Are quality control reviews conducted to ensure the completeness, accuracy, and uniformity of injury data in the EMS system?

Suggested Evidence: Provide a sample quality control review of injury records that details the system's data completeness, accuracy and uniformity.



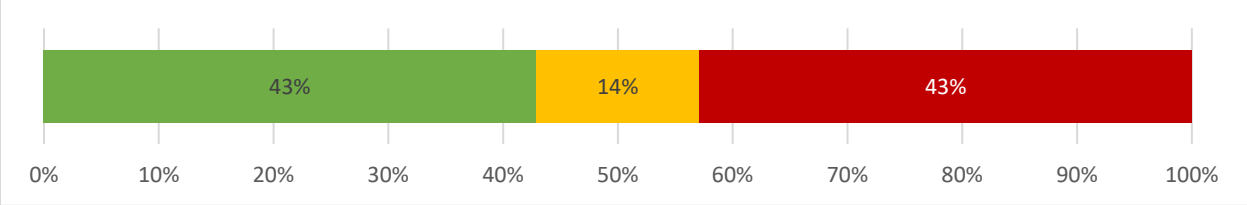
259. Are periodic comparative and trend analyses used to identify unexplained differences in the EMS data across years and agencies?

Suggested Evidence: Please describe the analyses, provide a sample record or output, and specify their frequency.



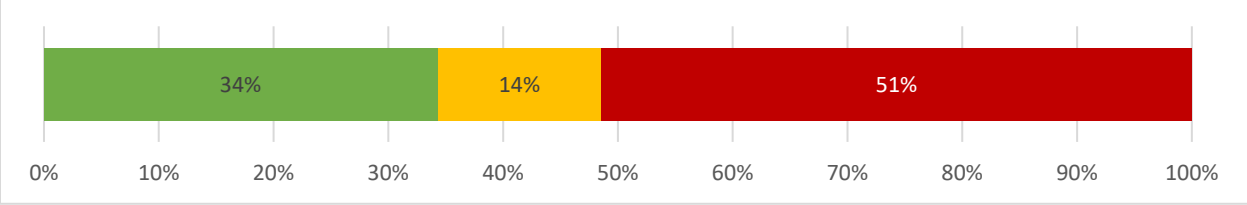
260. Is data quality feedback from key users regularly communicated to EMS data collectors and data managers?

Suggested Evidence: Please describe the process for transmitting and using key users' data quality feedback to inform program changes.



261. Are EMS data quality management reports produced regularly and made available to the State TRCC?

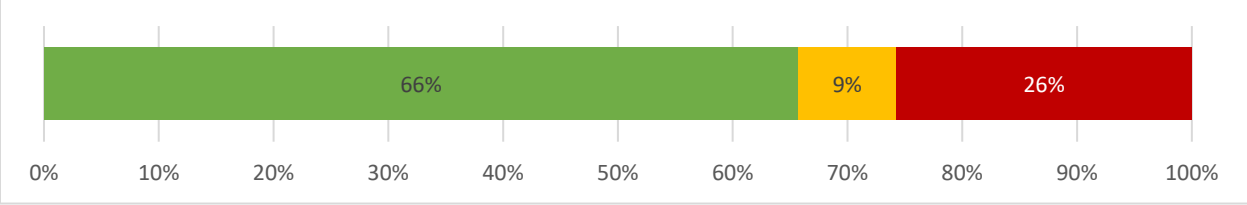
Suggested Evidence: Provide a sample quality management report and specify the frequency of transmission to the State TRCC.



Emergency Department (ED) – System Description

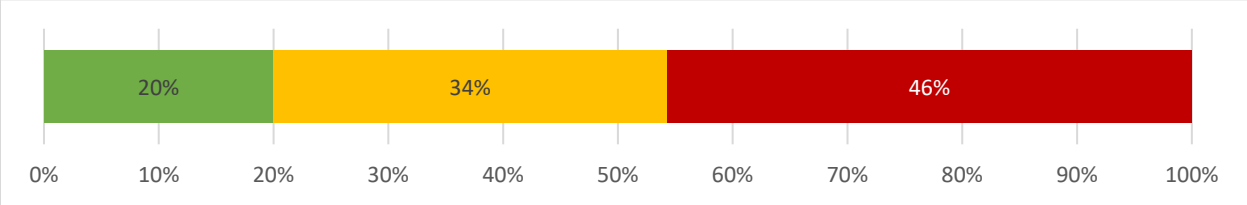
262. Is there a statewide emergency department (ED) database?

Suggested Evidence: Identify and describe the statewide emergency department (ED) database. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



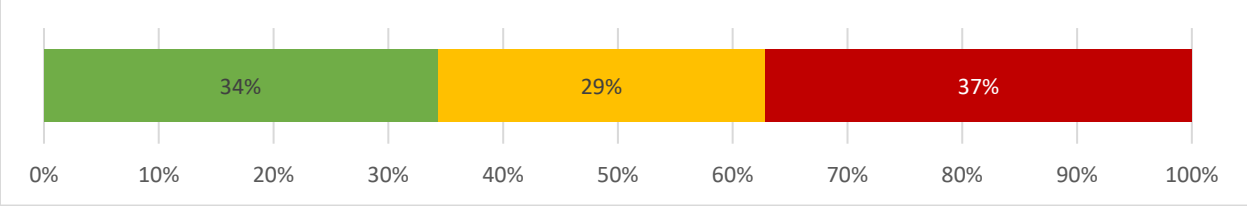
263. Does the emergency department data track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?

Suggested Evidence: Describe how the emergency department data are used to track the frequency severity, and nature of injuries sustained in motor vehicle crashes in the State. If the State has existing documentation (motor vehicle-related incident counts, reports including injury severity categorizations [Abbreviated Injury Score, Injury Severity Scale], etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



264. Is the emergency department data available for analysis and used to identify problems, evaluate programs, and allocate resources?

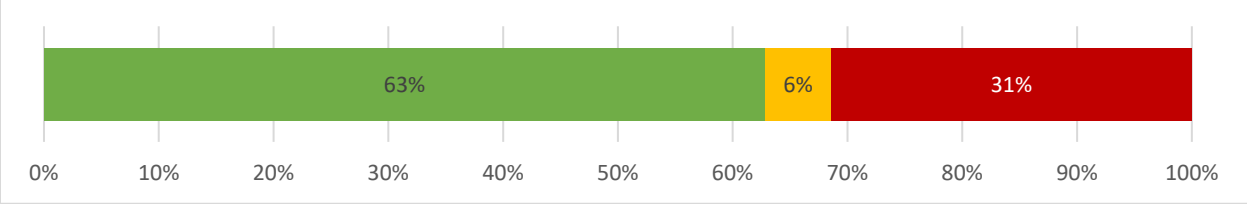
Suggested Evidence: Describe how the emergency department data are used identify a problem, evaluate a program, or allocate resources. If the State has existing documentation (sample report, highway safety project, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative describing the project may be submitted instead.



ED – Data Dictionary

265. Does the emergency department dataset have a formal data dictionary?

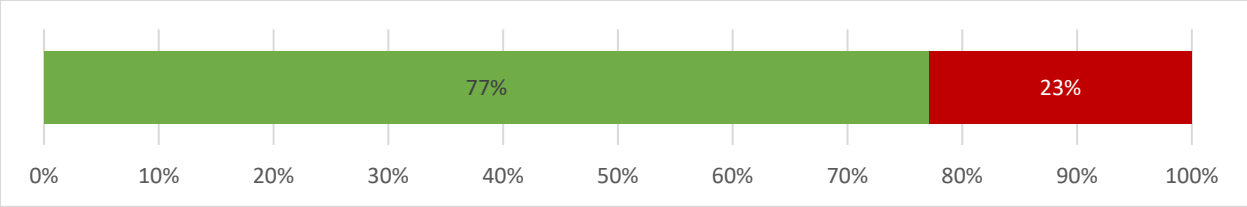
Suggested Evidence: Provide the emergency department data dictionary or, at a minimum, an excerpt thereof. Include at least the variable names and definitions.



ED – Procedures and Processes

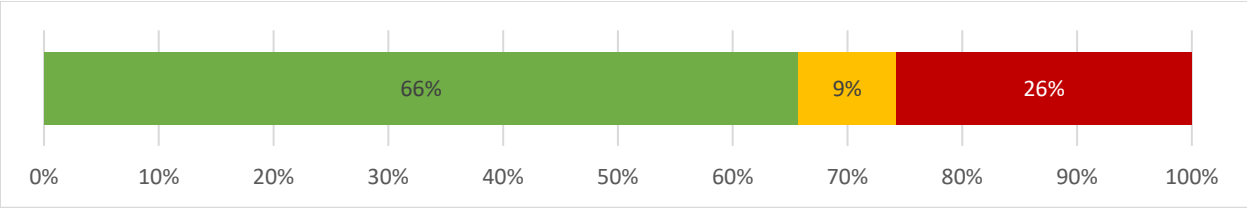
266. Is there a single entity that collects and compiles data on emergency department visits from individual hospitals?

Suggested Evidence: Identify the State agency or third party to which the data on emergency department visits is initially submitted.



267. Is aggregate emergency department data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?

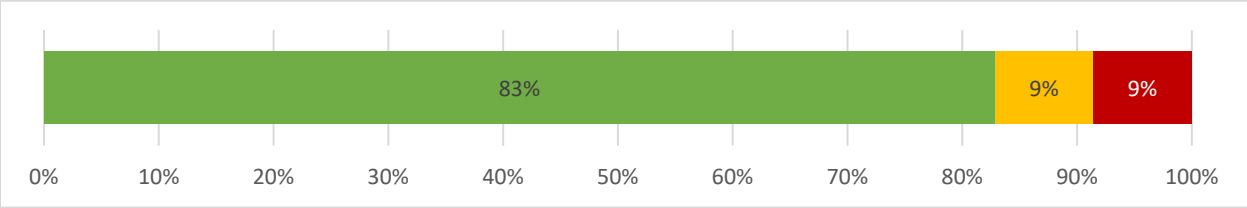
Suggested Evidence: Document the availability of aggregate emergency department data to outside parties (e.g., universities, traffic safety professionals) for analytical purposes. If the State has existing documentation (data access policy, data use agreement, or screenshot of the appropriate data access website, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative describing how outside parties may obtain access to the emergency department data for analytical purposes may be submitted instead.



Hospital Discharge (HD) – System Description

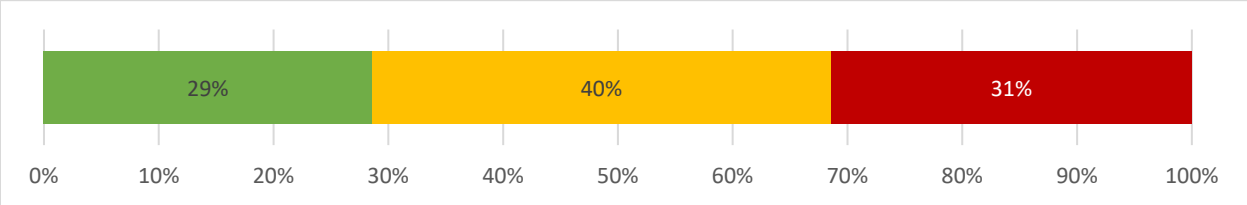
268. Is there a statewide hospital discharge database?

Suggested Evidence: Identify and describe the statewide hospital discharge database. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. I f the State does not have existing documentation, a brief narrative may be submitted instead.



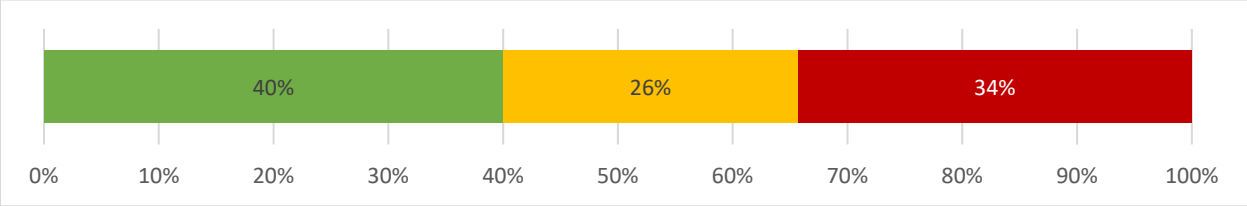
269. Does the hospital discharge data track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?

Suggested Evidence: Describe how the hospital discharge data are used to track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State. If the State has existing documentation (motor vehicle-related incident counts, reports including injury severity categorizations [Abbreviated Injury Score, Injury Severity Scale] and principal diagnoses, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



270. Is the hospital discharge data available for analysis and used to identify problems, evaluate programs, and allocate resources?

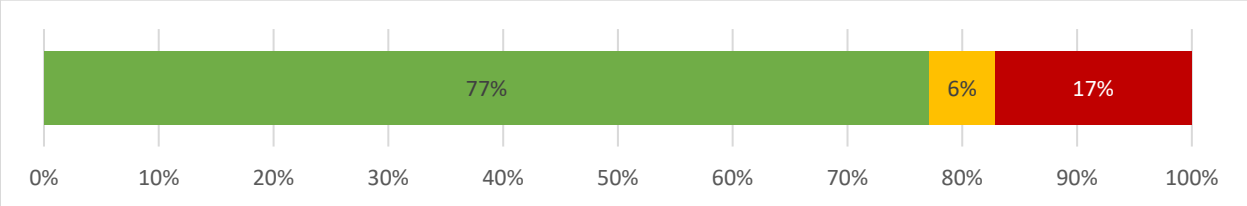
Suggested Evidence: Describe how the hospital discharge data ares used identify a problem, evaluate a program, or allocate resources. If the State has existing documentation (sample report, highway safety project, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative describing the project may be submitted instead.



HD – Data Dictionary

271. Does the hospital discharge dataset have a formal data dictionary?

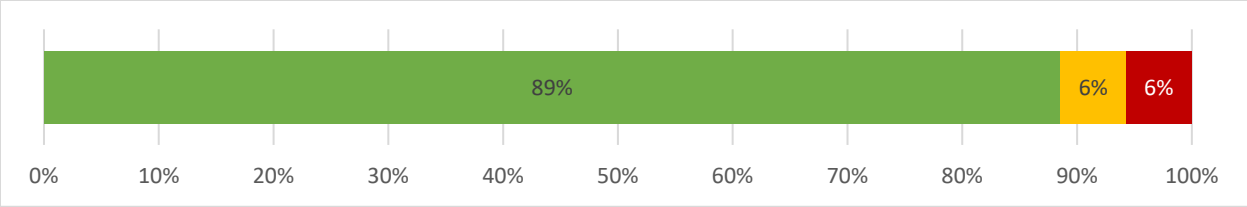
Suggested Evidence: Provide the hospital discharge data dictionary or, at a minimum, an excerpt thereof. Include at least the variable names and definitions.



HD – Procedures and Processes

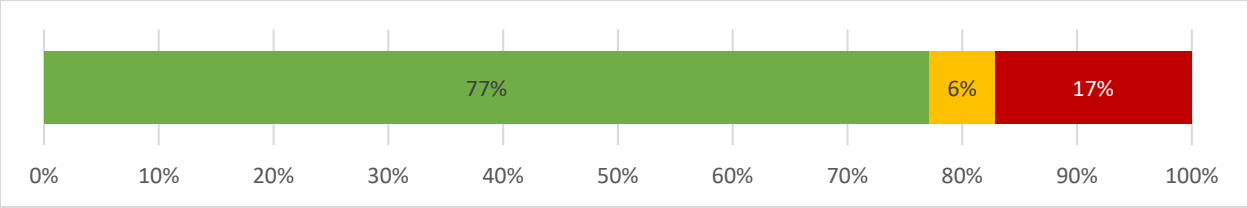
272. Is there a single entity that collects and compiles data on hospital discharges from individual hospitals?

Suggested Evidence: Identify the State agency or third party to which the data on hospital discharges is initially submitted.



273. Is aggregate hospital discharge data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?

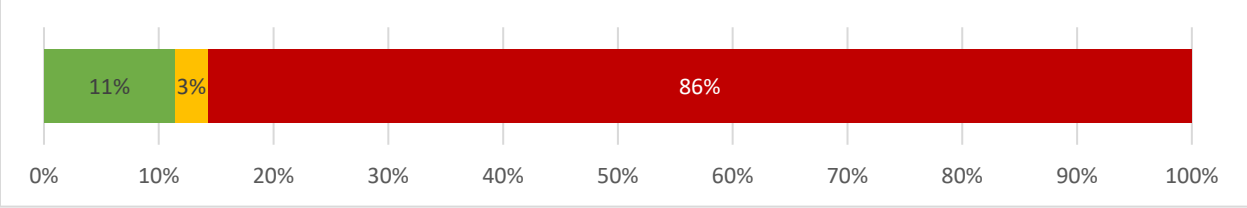
Suggested Evidence: Document the availability of aggregate hospital discharge data to outside parties (e.g., universities, traffic safety professionals) for analytical purposes. If the state has existing documentation (data access policy, data use agreement, or screenshot of the appropriate data access website, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative describing how outside parties may obtain access to the hospital discharge data for analytical purposes may be submitted instead.



ED & HD – Guidelines

274. Are Abbreviated Injury Scale (AIS) and Injury Severity Score (ISS) derived from the State emergency department and hospital discharge data for motor vehicle crash patients?

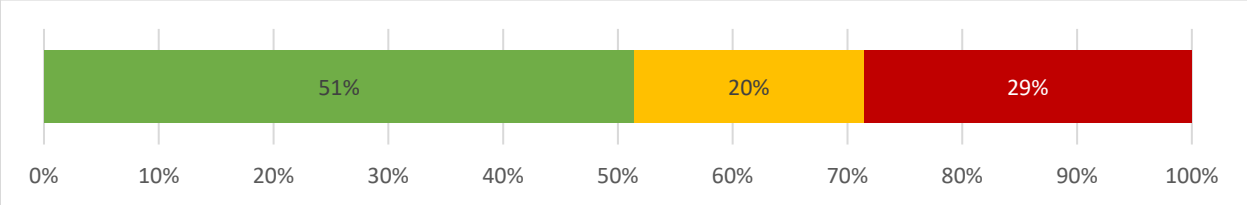
Suggested Evidence: Provide a distribution of AIS and ISS scores for the most recent year available.



ED & HD – Procedures and Processes

275. Are there procedures for collecting, editing, error-checking, and submitting emergency department and/or hospital discharge data to the statewide repository?

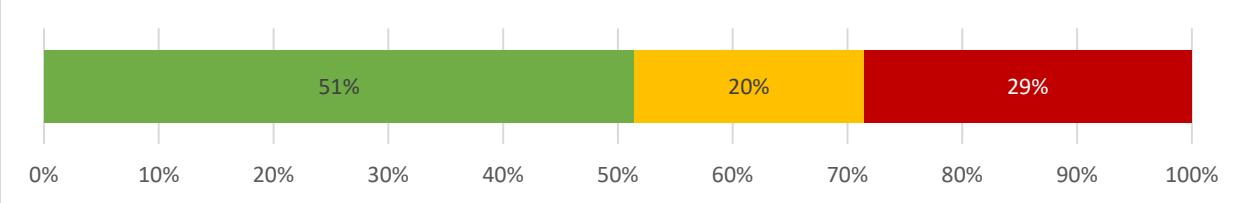
Suggested Evidence: Document the process for collecting, editing and submitting emergency department and/or hospital discharge data to the statewide repository. If the State has existing documentation (procedures, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



ED & HD – Quality Control

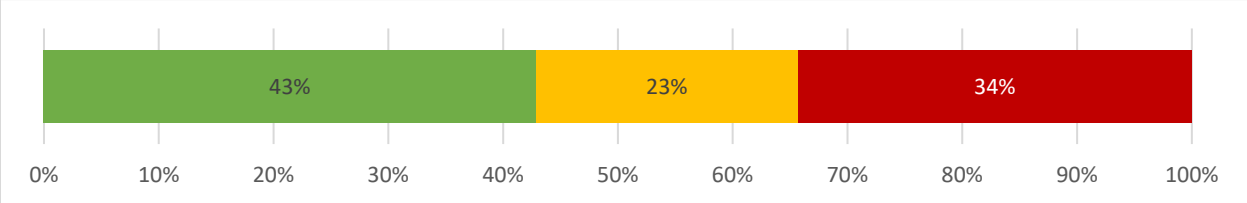
276. Are there automated edit checks and validation rules to ensure that entered data falls within a range of acceptable values and is logically consistent among data elements?

Suggested Evidence: Document the process by which automated edit checks and validation rules ensure entered data falls within the range of acceptable values and is logically consistent among fields. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



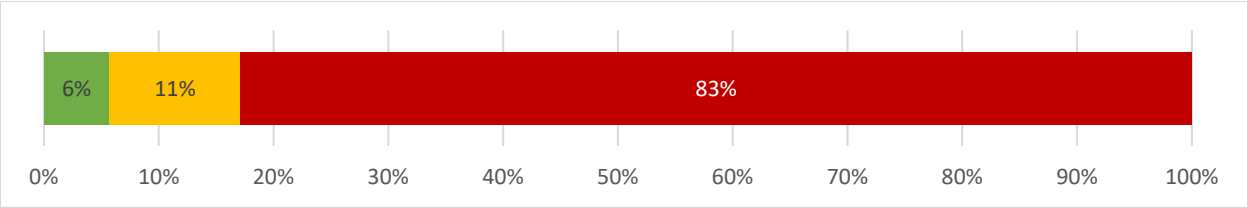
277. Are there processes for returning rejected emergency department and/or hospital discharge records to the collecting entity and tracking resubmission to the statewide emergency department and hospital discharge databases?

Suggested Evidence: Describe how records are returned to the collecting agency and tracked through resubmission to the statewide emergency department and hospital discharge databases. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



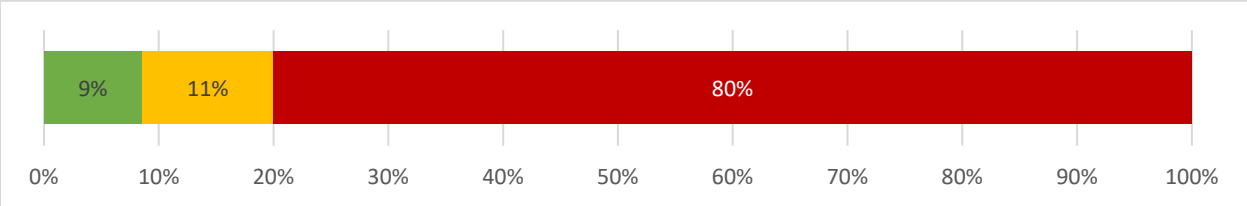
278. Are there timeliness performance measures tailored to the needs of emergency department and/or hospital discharge database managers and data users?

Suggested Evidence: Provide a complete list of the emergency department and/or hospital discharge database timeliness measures the State uses, including the most current baseline and actual values for each.



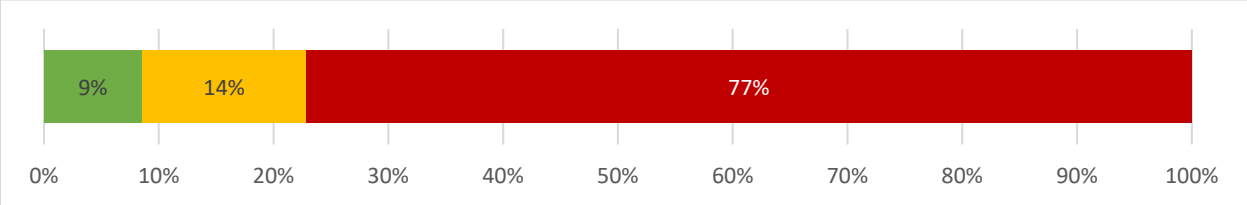
279. Are there accuracy performance measures tailored to the needs of emergency department and/or hospital discharge database managers and data users?

Suggested Evidence: Provide a complete list of the emergency department and/or hospital discharge database accuracy measures the State uses, including the most current baseline and actual values for each.



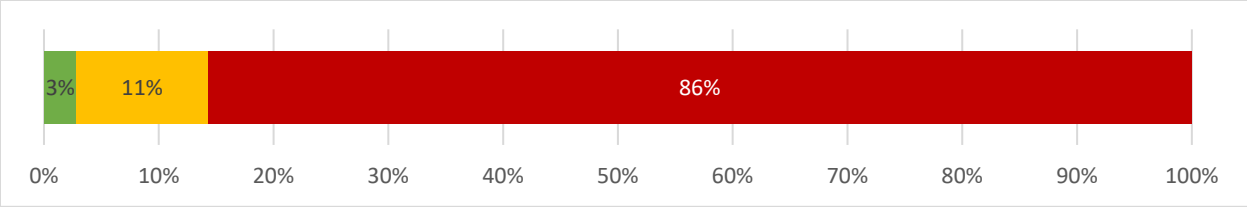
280. Are there completeness performance measures tailored to the needs of emergency department and/or hospital discharge database managers and data users?

Suggested Evidence: Provide a complete list of the emergency department and/or hospital discharge database completeness measures the State uses, including the most current baseline and actual values for each.



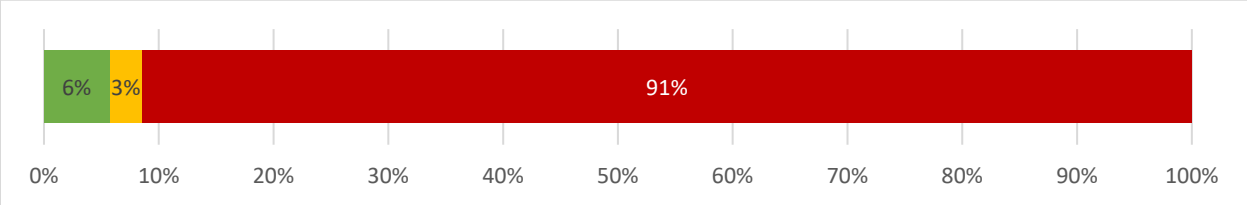
281. Are there uniformity performance measures tailored to the needs of emergency department and/or hospital discharge database managers and data users?

Suggested Evidence: Provide a complete list of the emergency department and/or hospital discharge database uniformity measures the State uses, including the most current baseline and actual values for each.



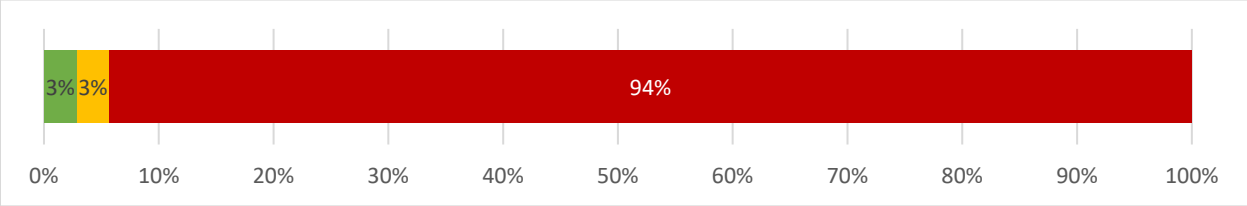
282. Are there integration performance measures tailored to the needs of emergency department and/or hospital discharge database managers and data users?

Suggested Evidence: Provide a complete list of the emergency department and/or hospital discharge database integration measures the State uses, including the most current baseline and actual values for each.



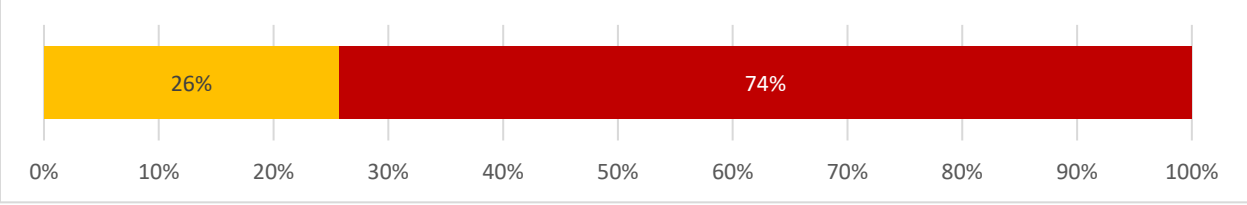
283. Are there accessibility performance measures tailored to the needs of emergency department and/or hospital discharge database managers and data users?

Suggested Evidence: Provide a complete list of the emergency department and/or hospital discharge database accessibility measures the State uses, including the most current baseline and actual values for each.



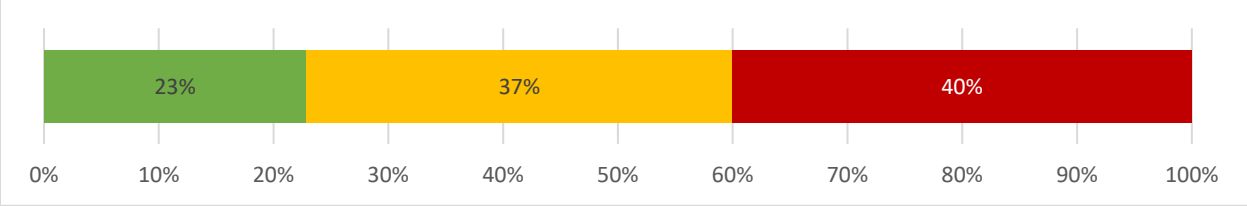
284. Has the State established numeric goals—performance metrics—for each emergency department and/or hospital discharge database performance measure?

Suggested Evidence: Provide specific numeric goals and related performance measures for each attribute as determined by the State.



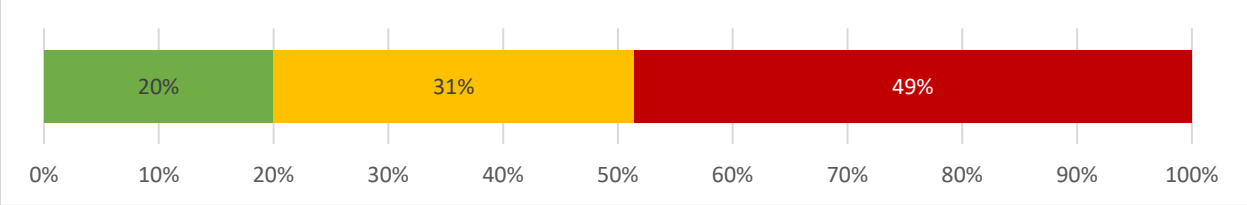
285. Are quality control reviews conducted to ensure the completeness, accuracy, and uniformity of injury data in the emergency department and/or hospital discharge databases?

Suggested Evidence: Provide a sample quality control review of injury records that details the system's data completeness, accuracy, and uniformity.



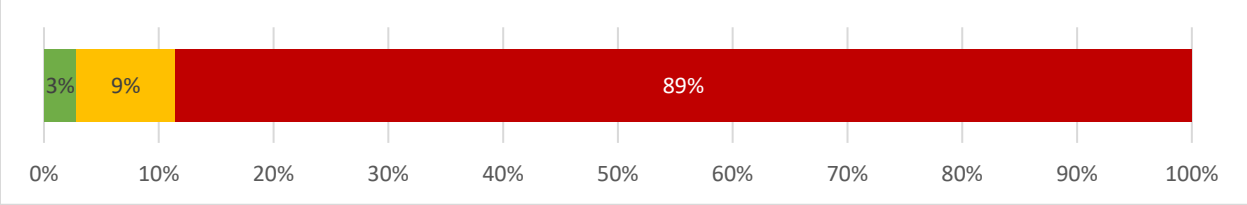
286. Is data quality feedback from key users regularly communicated to emergency department and/or hospital discharge data collectors and data managers?

Suggested Evidence: Describe the process for transmitting and using key users' data quality feedback to inform program changes.



287. Are emergency department and/or hospital discharge data quality management reports produced regularly and made available to the State TRCC?

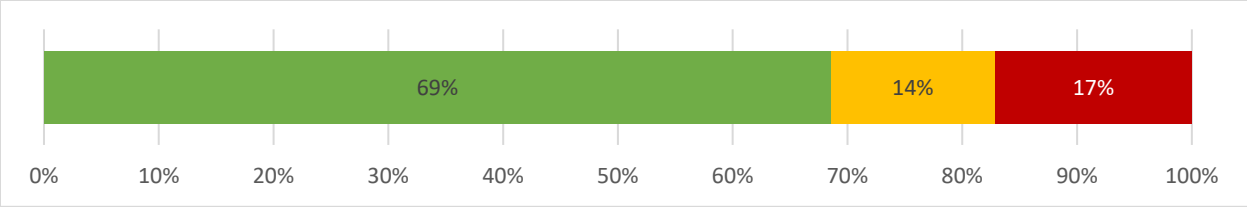
Suggested Evidence: Provide a sample quality management report and specify frequency of transmission to the State TRCC.



Trauma Registry – System Description

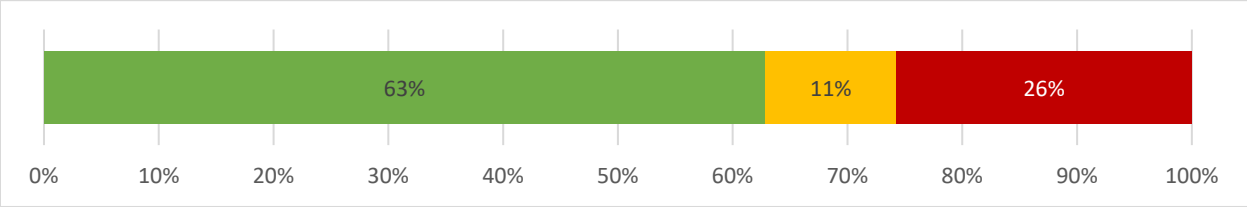
288. Is there a statewide trauma registry database?

Suggested Evidence: Identify and describe the statewide trauma registry database. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



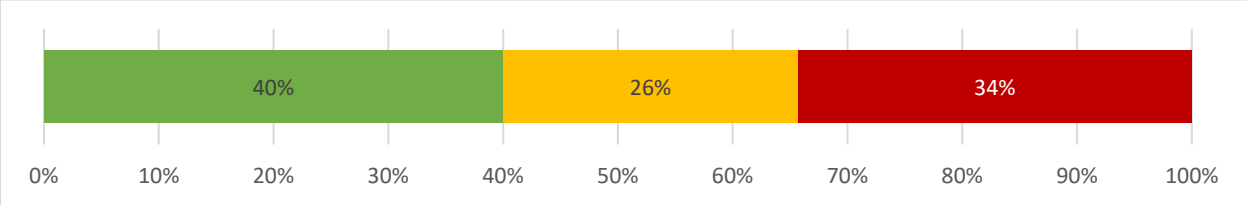
289. Does the trauma registry data track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?

Suggested Evidence: Describe how the trauma registry data are used to track the frequency severity, and nature of injuries sustained in motor vehicle crashes in the State. If the State has existing documentation (motor vehicle-related incident counts, reports including injury severity categorizations [Abbreviated Injury Score, Injury Severity Scale] and principal diagnosis, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



290. Is the trauma registry data available for analysis and used to identify problems, evaluate programs, and allocate resources?

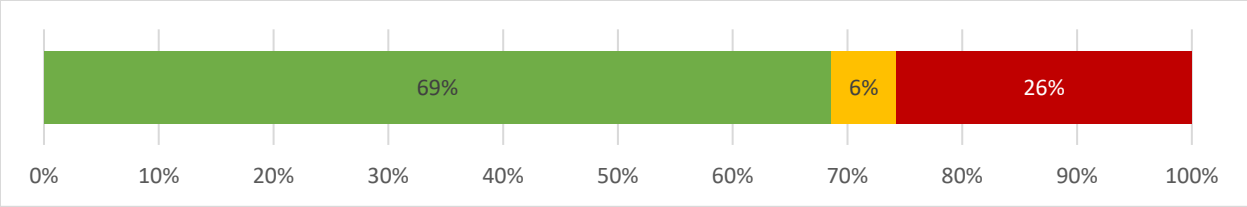
Suggested Evidence: Describe how the trauma registry data are used identify a problem, evaluate a program, or allocate resources. If the State has existing documentation (sample report, highway safety project, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative describing the project may be submitted instead.



Trauma Registry – Guidelines

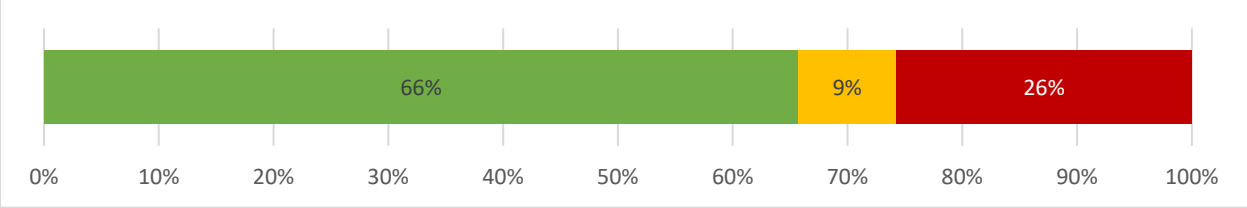
291. Does the State's trauma registry database adhere to the National Trauma Data Standards?

Suggested Evidence: Provide the trauma registry data dictionary and any relevant State statutes or regulations.



292. Are AIS and ISS derived from the State trauma registry for motor vehicle crash patients?

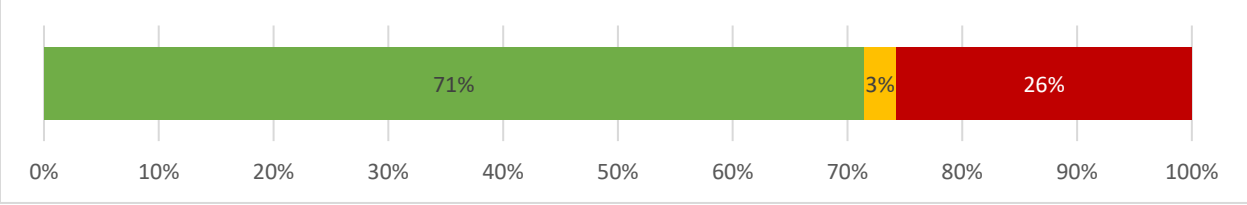
Suggested Evidence: Provide a distribution of AIS and ISS scores for the most recent year available.



Trauma Registry – Data Dictionary

293. Does the trauma registry have a formal data dictionary?

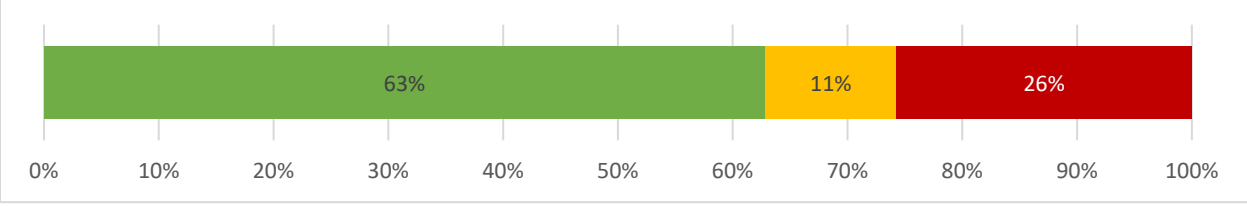
Suggested Evidence: Provide the trauma registry data dictionary or, at a minimum, an excerpt thereof. Include at least the variable names and definitions.



Trauma Registry – Procedures and Processes

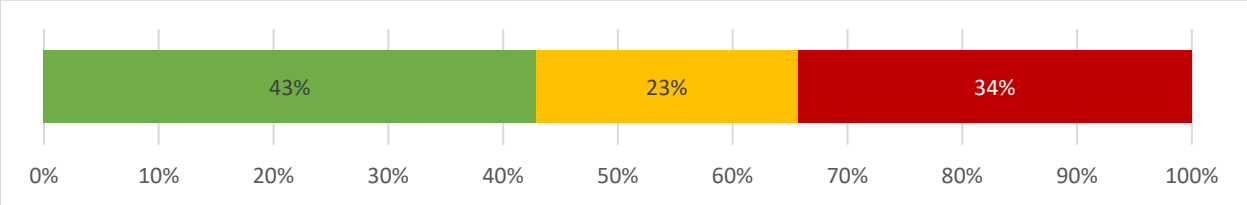
294. Is aggregate trauma registry data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?

Suggested Evidence: Document the availability of aggregate trauma registry data to outside parties (e.g., universities, traffic safety professionals) for analytical purposes. If the state has existing documentation (data access policy, data use agreement, or screenshot of the appropriate data access website, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative describing how outside parties may obtain access to the trauma registry data for analytical purposes may be submitted instead



295. Are there procedures for returning trauma data to the reporting trauma center for quality assurance and improvement (e.g., correction and resubmission)?

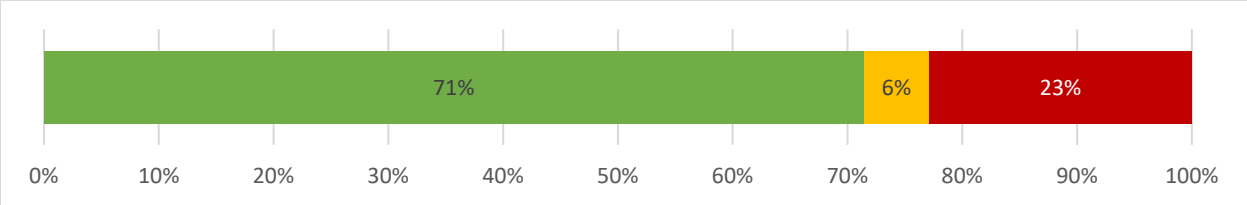
Suggested Evidence: Document the process for returning data to the reporting trauma center for correction and resubmission. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



Trauma Registry – Quality Control

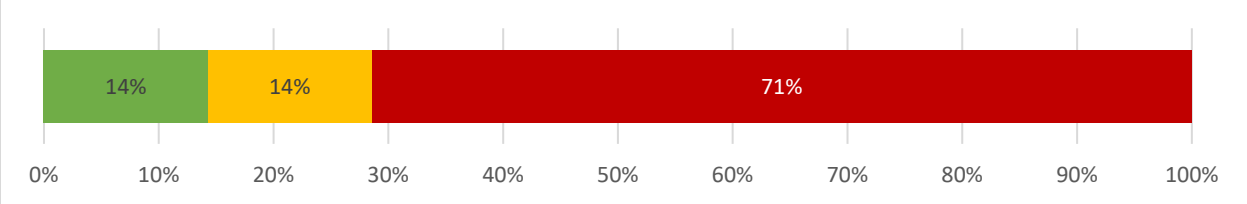
296. Are there automated edit checks and validation rules to ensure that entered trauma registry data falls within a range of acceptable values and is logically consistent among data elements?

Suggested Evidence: Document the process by which automated edit checks and validation rules ensure entered data falls within the range of acceptable values and is logically consistent among fields. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



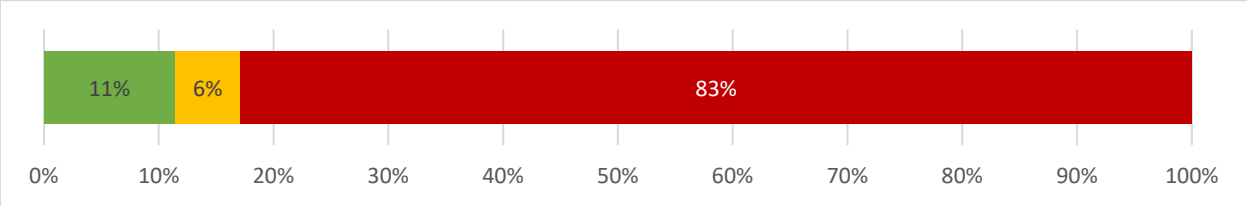
297. Are there timeliness performance measures tailored to the needs of trauma registry managers and data users?

Suggested Evidence: Provide a complete list of trauma registry timeliness measures the State uses, including the most current baseline and actual values for each.



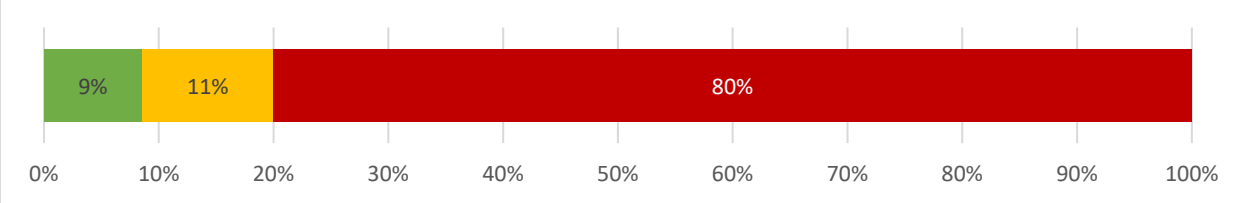
298. Are there accuracy performance measures tailored to the needs of trauma registry managers and data users?

Suggested Evidence: Provide a complete list of trauma registry accuracy measures the State uses, including the most current baseline and actual values for each.



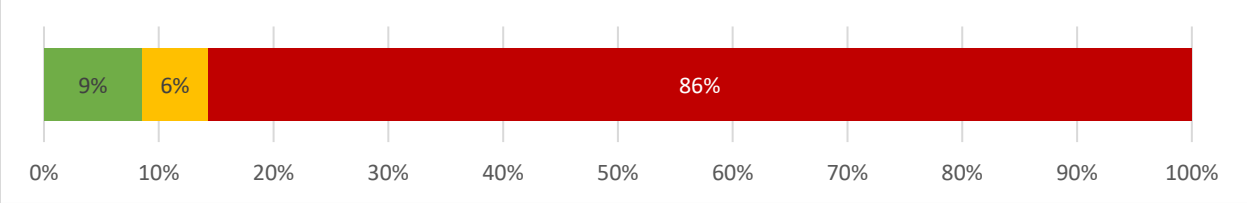
299. Are there completeness performance measures tailored to the needs of trauma registry managers and data users?

Suggested Evidence: Provide a complete list of trauma registry completeness measures the State uses, including the most current baseline and actual values for each.



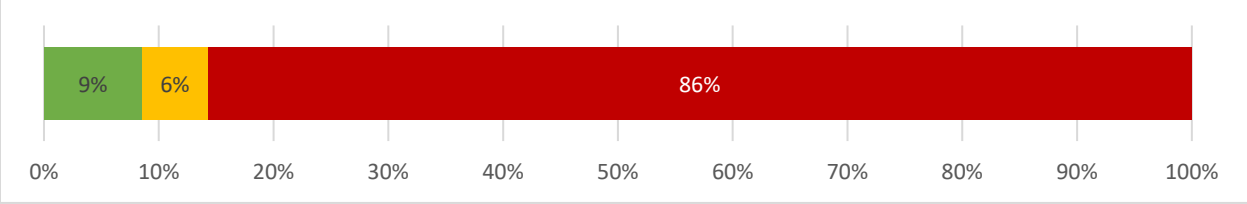
300. Are there uniformity performance measures tailored to the needs of trauma registry managers and data users?

Suggested Evidence: Provide a complete list of trauma registry uniformity measures the State uses, including the most current baseline and actual values for each.



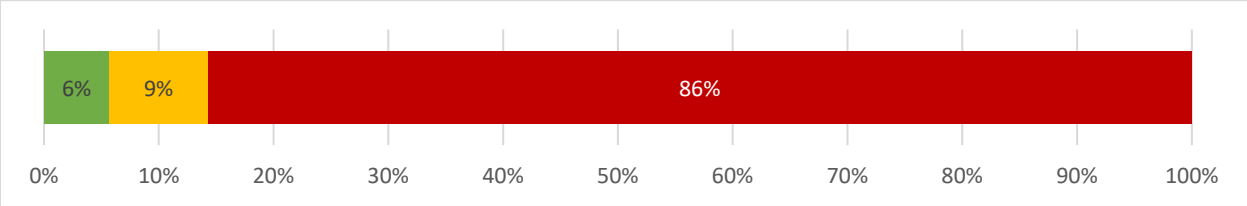
301. Are there integration performance measures tailored to the needs of trauma registry managers and data users?

Suggested Evidence: Provide a complete list of trauma registry integration measures the State uses, including the most current baseline and actual values for each.



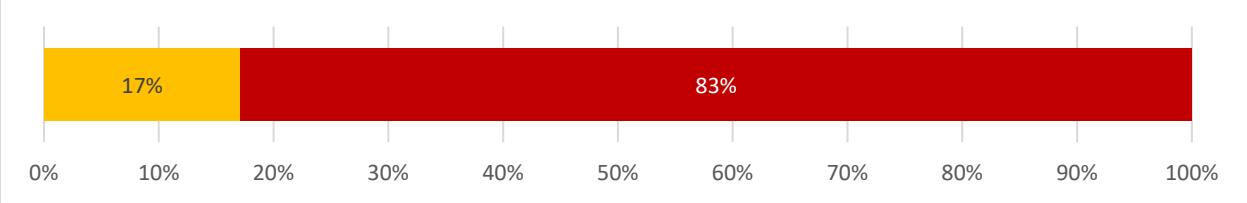
302. Are there accessibility performance measures tailored to the needs of trauma registry managers and data users?

Suggested Evidence: Provide a complete list of trauma registry accessibility measures the State uses, including the most current baseline and actual values for each.



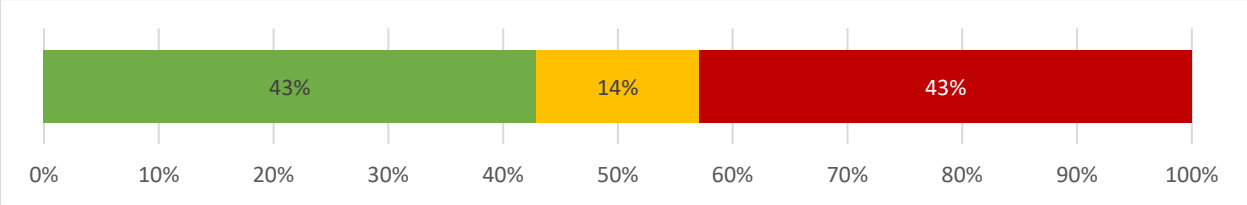
303. Has the State established numeric goals—performance metrics—for each trauma registry performance measure?

Suggested Evidence: Provide specific numeric goals and related performance measures for each attribute as determined by the State.



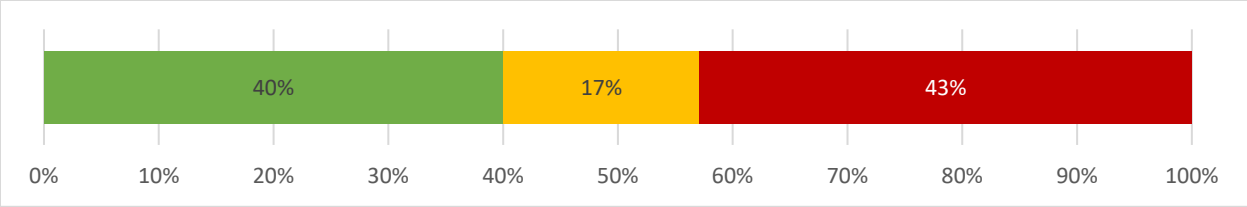
304. Are quality control reviews conducted to ensure the completeness, accuracy, and uniformity of injury data in the trauma registry?

Suggested Evidence: Provide a sample quality control review of injury records that details the system's data completeness, accuracy, and uniformity.



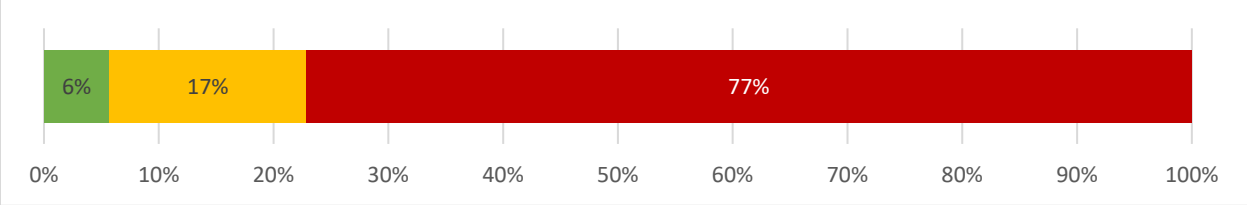
305. Is data quality feedback from key users regularly communicated to trauma registry data collectors and data managers?

Suggested Evidence: Describe the process for transmitting and using key users' data quality feedback to inform program changes.



306. Are trauma registry data quality management reports produced regularly and made available to the State TRCC?

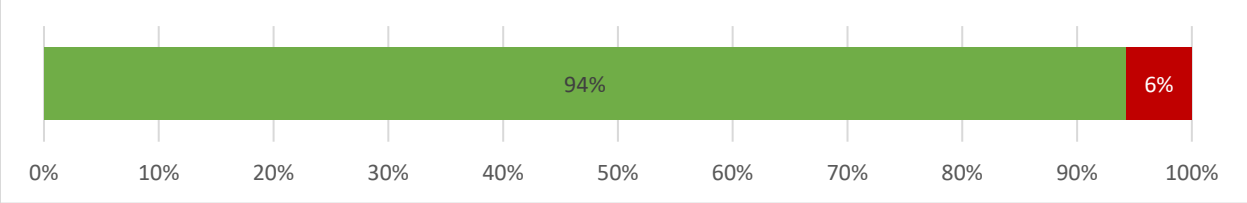
Suggested Evidence: Provide a sample quality management report and specify frequency of transmission to the State TRCC.



Vital Records – System Description

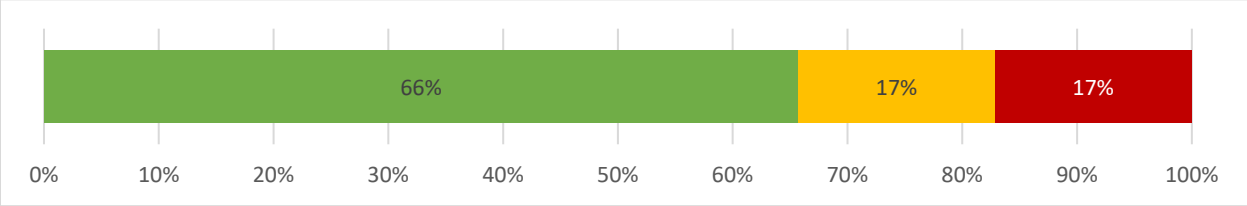
307. Is there a statewide vital records database?

Suggested Evidence: Identify and describe the statewide vital records database. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



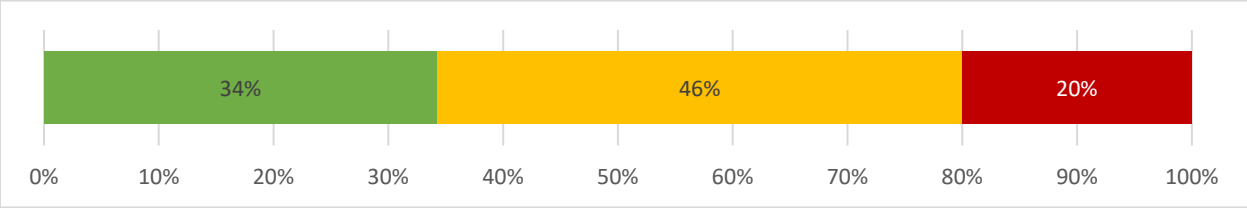
308. Does the vital records data track the occurrence of motor vehicle fatalities in the State?

Suggested Evidence: Describe how the vital records data are used to track the frequency of fatalities occurring in motor vehicle crashes in the State. If the State has existing documentation (motor vehicle-related incident counts, reports, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



309. Is the vital records data available for analysis and used to identify problems, evaluate programs, and allocate resources?

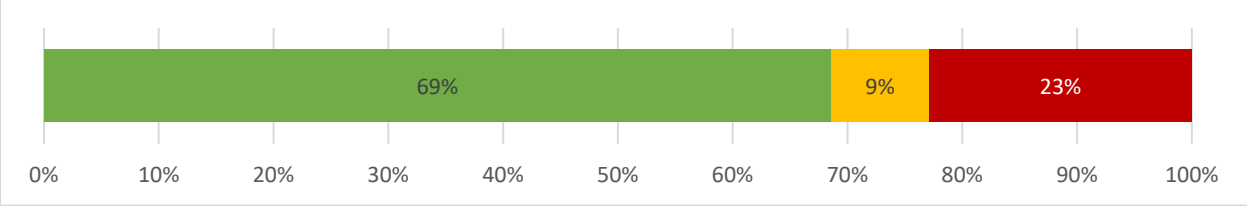
Suggested Evidence: Describe how the vital records data ares used identify a problem, evaluate a program or allocate resources (e.g., research in support of helmet or GDL legislation). If the State has existing documentation (sample report, highway safety project, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative describing the project may be submitted instead.



Vital Records – Data Dictionary

310. Does the vital records system have a formal data dictionary?

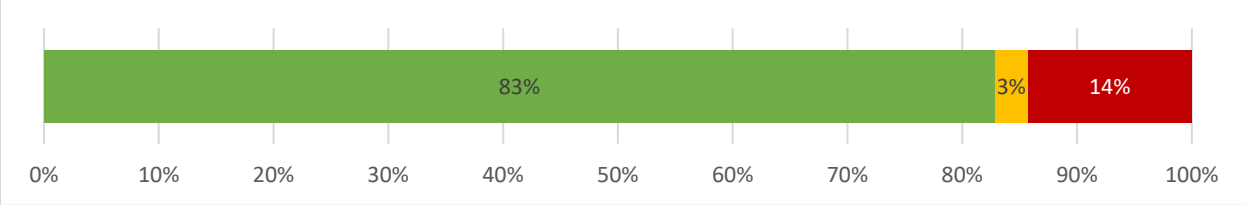
Suggested Evidence: Provide the vital records data dictionary or, at a minimum, an excerpt thereof. Include at least the variable names and definitions.



Vital Records – Procedures and Processes

311. Is aggregate vital records data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?

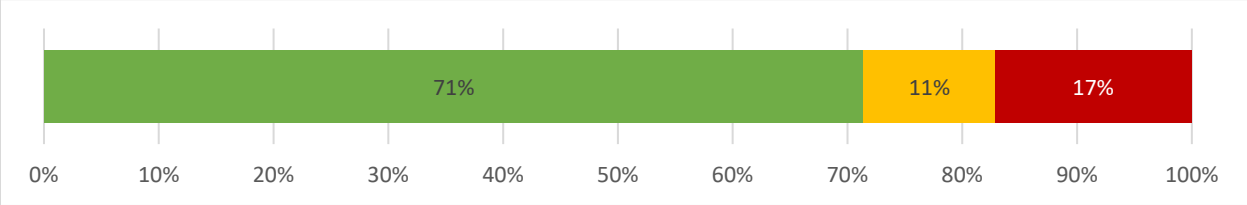
Suggested Evidence: Document the availability of aggregate vital records data to outside parties (e.g., universities, traffic safety professionals) for analytical purposes. If the state has existing documentation (data access policy, data use agreement, or screenshot of the appropriate data access website, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative describing how outside parties may obtain access to the vital records data for analytical purposes may be submitted instead.



Vital Records – Quality Control

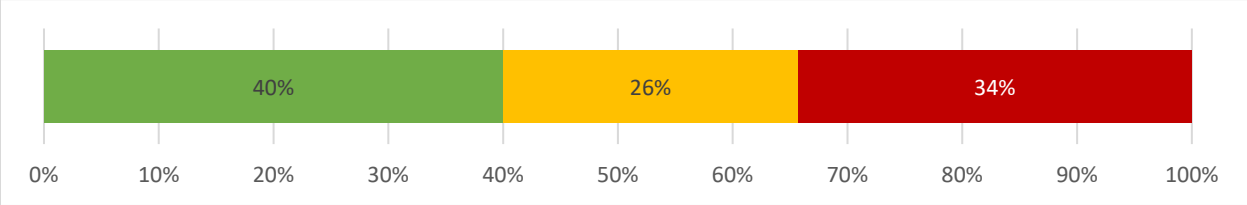
312. Are there automated edit checks and validation rules to ensure that entered vital records data falls within a range of acceptable values and is logically consistent among data elements?

Suggested Evidence: Describe how edit checks and validation rules ensure data entered into the system falls within the range of acceptable values and is logically consistent among fields. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



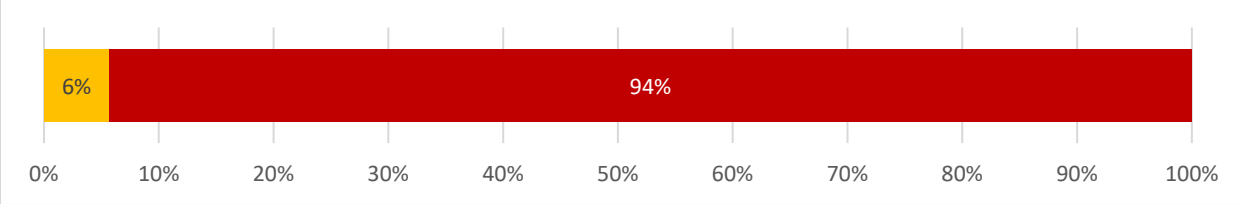
313. Are quality control reviews conducted to ensure the completeness, accuracy, and uniformity of injury data in the vital records?

Suggested Evidence: Provide a sample quality control review of injury records that details the system's data completeness, accuracy, and uniformity.



314. Are vital records data quality management reports produced regularly and made available to the State TRCC?

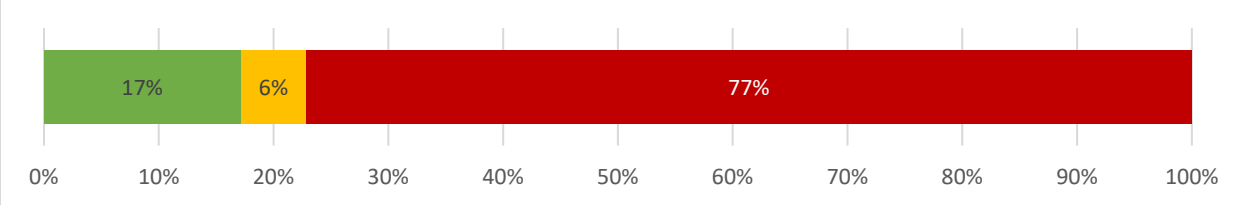
Suggested Evidence: Provide a sample quality management report and specify frequency of transmission to the State TRCC.



Injury Surveillance Data Interfaces

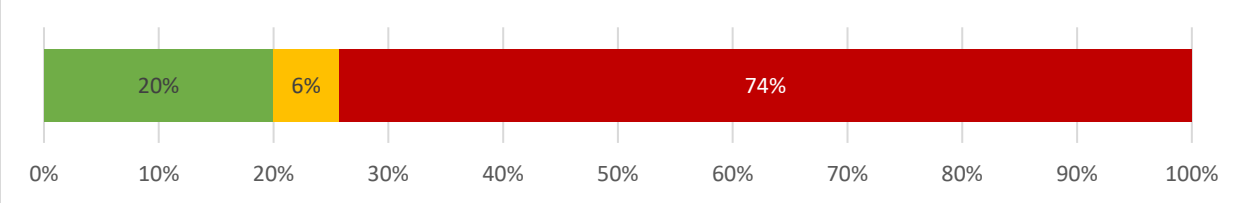
315. Is there an interface among the EMS data and emergency department and hospital discharge data?

Suggested Evidence: Provide a narrative description of the interface link between the EMS data and the emergency department and hospital discharge data. If available provide the applicable data exchange agreement.



316. Is there an interface between the EMS data and the trauma registry data?

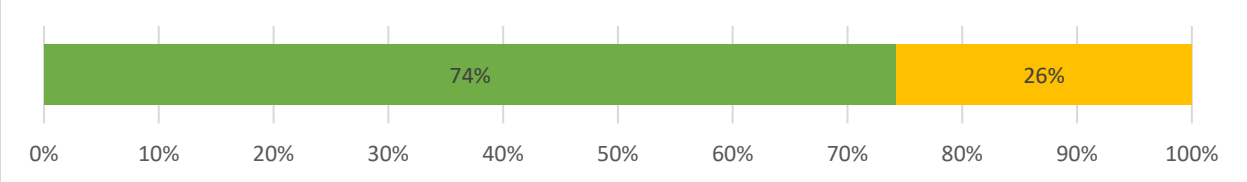
Suggested Evidence: Provide a narrative description of the interface link between the EMS data and the trauma registry data. If available provide the applicable data exchange agreement.



Data Use and Integration

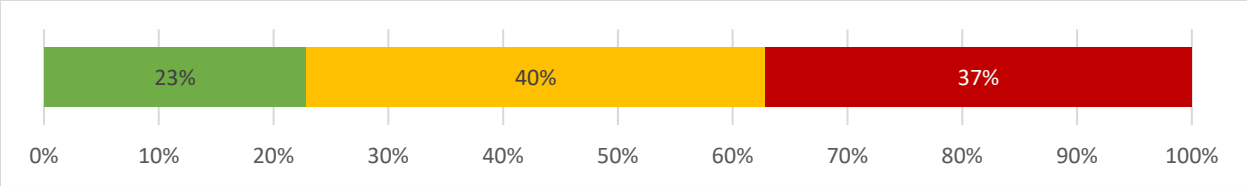
317. Do behavioral program managers have access to traffic records data and analytic resources for problem identification, priority setting, and program evaluation?

Suggested Evidence: Document behavioral program mangers access to traffic records data and analytic resources. Identify the data source(s), (crash, roadway, driver, vehicle, citation adjudication, injury surveillance), discuss and provide examples of program specific analysis (e.g., reports, fact sheets, webpage screenshot, ad hoc analyses).



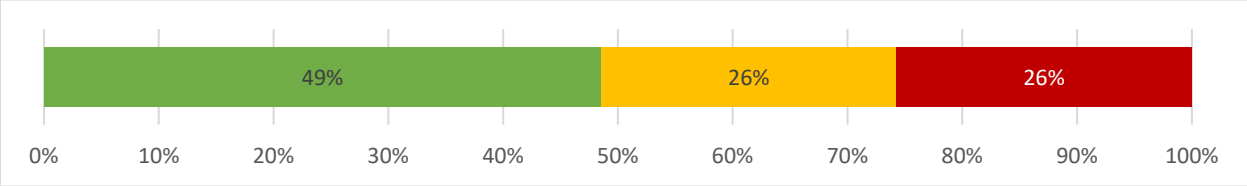
318. Does the State have a data governance process?

Suggested Evidence: Document the State's data governance process, identifying the personnel involved and describing how it supports traffic safety data integration and formal data quality management. If the State has existing documentation (reports, diagrams, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



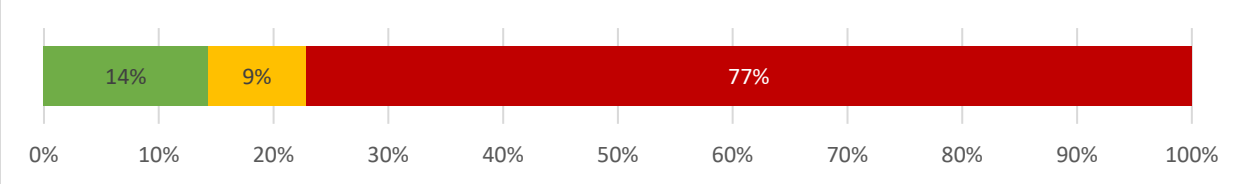
319. Does the TRCC promote data integration by aiding in the development of data governance, access, and security policies for integrated data?

Suggested Evidence: Document the TRCC's promotion of data integration. If the State has existing documentation (strategic plan, etc.), please submit the relevant document or an excerpt thereof. If the State does not have existing documentation, a brief narrative may be submitted instead.



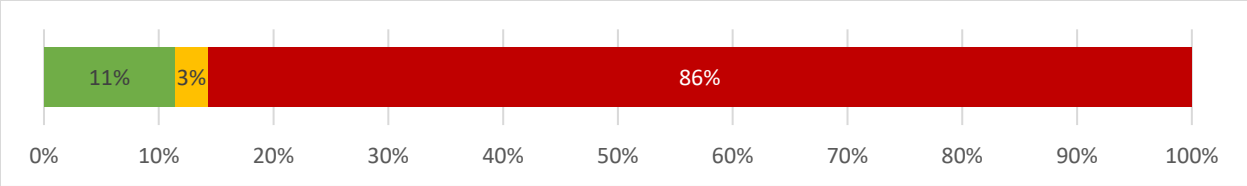
320. Is driver data integrated with crash data for specific analytical purposes?

Suggested Evidence: Document an integrative crash-driver linkage, the variables used, example analysis, and the frequency with which the integrations are performed. Integration pulls in additional information not already included in the stand-alone system that enables analyses of the combined datasets. Driver information included on the crash report does not represent integration with driver data. Example analyses could include an assessment of graduated drivers' license (GDL) law effectiveness or of crash risk associated with motorcycle rider training, licensing, and behavior.



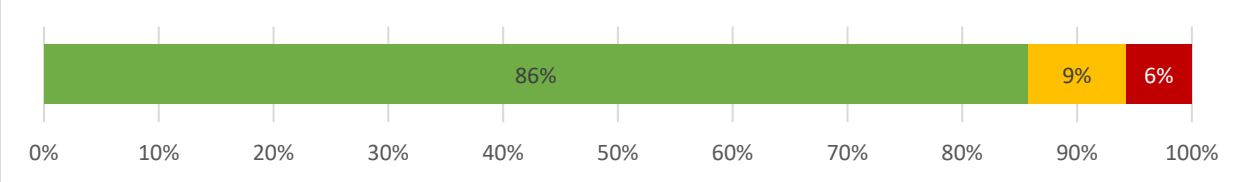
321. Is vehicle data integrated with crash data for specific analytical purposes?

Suggested Evidence: Document an integrative crash-vehicle link, the variables used, example analysis, and the frequency with which the integrations are performed. Integration pulls in additional information not already included in the stand-alone system that enables analyses of the combined datasets. Capturing the VIN on the crash report does not represent integration with vehicle data. Example analyses could include crash trends among vehicle types or vehicle weight restriction by road classification.



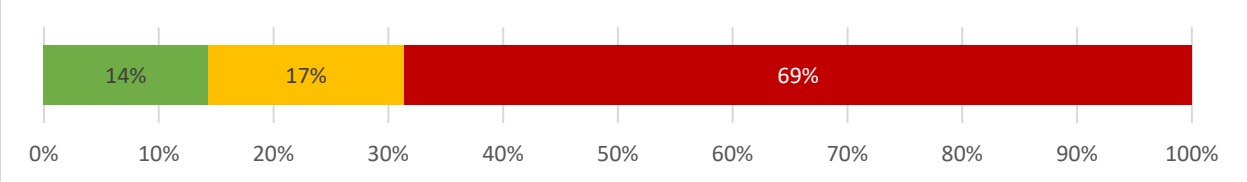
322. Is roadway data integrated with crash data for specific analytical purposes?

Suggested Evidence: Document an integrative crash-roadway link, the variables used, example analysis, and the frequency with which the integrations are performed. Integration pulls in additional information not already included in the stand-alone system that enables analyses of the combined datasets. Capturing GPS coordinates on the crash report to map crash locations does not represent integration with roadway data. Example analyses could include the identification of high crash locations and locations with similar roadway attributes or an assessment of engineering countermeasures' effectiveness.



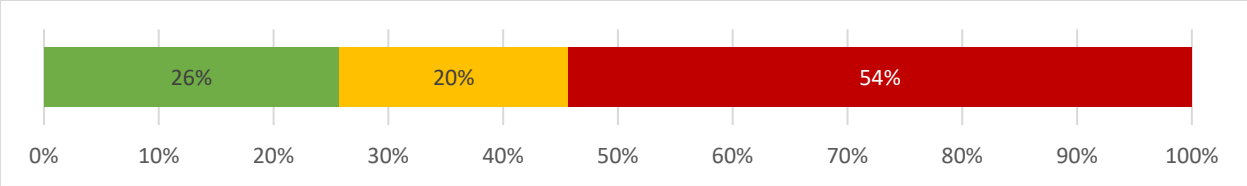
323. Is citation and adjudication data integrated with crash data for specific analytical purposes?

Suggested Evidence: Document an integrative crash-citation or adjudication link, the variables used, example analysis, and the frequency with which the integrations are performed. Integration pulls in additional information not already included in the stand-alone system that enables analyses of the combined datasets. Analyzing conviction tables from the DMV or using citation codes listed on the crash report does not represent integration with citation or adjudication data. Example analyses could include an assessment of the relationship between illegal actions and crashes for specific driver subpopulations (e.g., older drivers) or of crash-involved DUI offenders' adjudications.



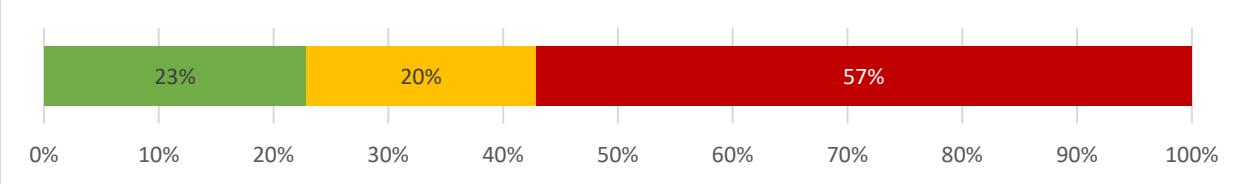
324. Is injury surveillance data integrated with crash data for specific analytical purposes?

Suggested Evidence: Document an integrative crash-injury surveillance link, the variables used, example analysis, and the frequency with which the integrations are performed. Integration pulls in additional information not already included in the stand-alone system that enables analyses of the combined datasets. The use of KABCO scores from the crash report alone does not represent integration with injury data. Example analyses could include injury outcomes by specific crash type or injuries associated with occupant protection.



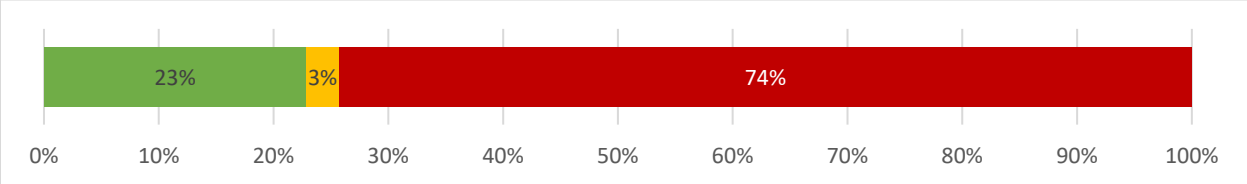
325. Are there examples of data integration among crash and two or more of the other component systems?

Suggested Evidence: Document an integrative link among crash and data systems, the variables used, example analysis, and the frequency with which integrations are performed. Integration pulls in additional information not already included in the stand-alone system that enables analyses of the combined datasets. Example analyses could include an assessment of the safety impact of different speed limits for different vehicle types.



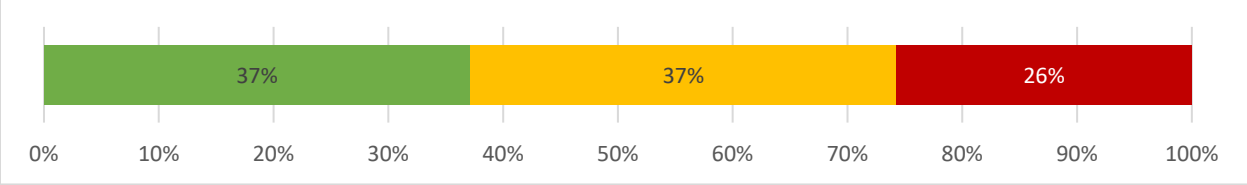
326. Is data from traffic records component systems—other than crash—integrated for specific analytical purposes?

Suggested Evidence: Document an integrative link using at least two traffic record component systems other than the crash system. Include the systems, variables used, example analysis, and the frequency with which the integrations are performed. Integration pulls in additional information not already included in the stand-alone system that enables analyses of the combined datasets. Example analyses could include an analysis of citations issued to motorcycle operators who don't have a motorcycle endorsement on their license.



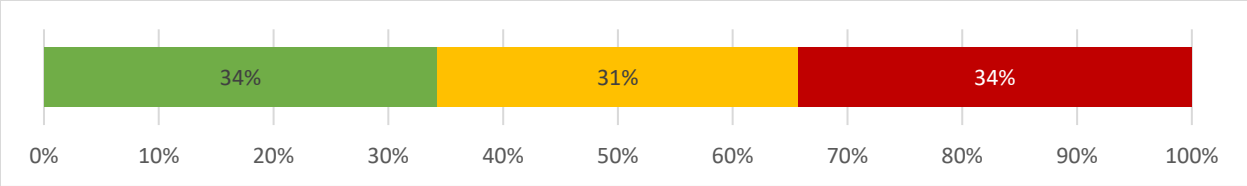
327. For integrated datasets, do decision-makers have access to resources—skilled personnel and user-friendly access tools—for use and analysis?

Suggested Evidence: Identify the analytical resources available to decision makers for integrated datasets.



328. For integrated datasets, does the public have access to resources—skilled personnel and user-friendly access tools—for use and analysis?

Suggested Evidence: Identify the analytical resources available to the public for integrated datasets.



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U.S. Department
of Transportation

**National Highway
Traffic Safety
Administration**

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