Tribal Crash Reporting Toolkit: Self-Assessment Tool

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If you have comments or questions on this document, please direct them to:

Tom Bragan (NHTSA): tom.bragan@dot.gov

Thank you!

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Introduction

Intended to help Tribal governments identify opportunities to improve crash data collection, sharing, and use, the Tribal Self-Assessment Tool includes 21 questions and a selection of responses that describe how the Tribe's crash system operates. Each question in the Tribal Self-Assessment Tool provides recommended actions depending on the Tribe's selected responses. Tribes can use the outputs of the tool to develop a crash data improvement action plan. This Tribal Self-Assessment is also available as an Excel file.

The National Cooperative Highway Research Program (NCHRP) Report 788: *Guide for Effective Tribal Crash Reporting* provided the basic framework for this tool. The Self-Assessment Tool builds on NCHRP 788, adding new information, including references to other Tribal Crash Reporting Toolkit tools. NCHRP 788 can be found at:www.trb.org/Publications/Blurbs/171540.aspx.

Collection Question 1.

What is your current crash data collection method(s)?

Data not collected or Paper form
Establishing a crash data collection system is the first step towards an effective crash reporting system. The benefits of an effective crash reporting system can be summarized as:

- Better documentation of crash records;
- Easier crash data management;
- Better understanding of hot spots and causes of crashes using the accurate and complete crash datasets;
- Basis for safety improvements and reductions in crashes; and
- More opportunities of leveraging funding for addressing traffic safety issues on tribal lands with the collected crash datasets.

The ultimate benefit of tribal crash data collection is identifying and addressing traffic safety issues on tribal lands based on the collected crash data.

More information is available in the Tribal Crash Reporting Toolkit Facts and Fictions Tool as well as NHCRP 788 Part 2: Chapter 2

Computerized—at time of incident with laptop in vehicle
Continue

Computerized—completed later
Continue

Computerized-Using Tribal Crash Reporting Toolkit
The crash form and database in the Tribal Crash Reporting Toolkit can be an effective means of collecting crash data. However, implementation needs to consider how the data will be used and the challenges that may be encountered when attempting to corelate crash data from the state and the Tribe's crash database.

Collection Question 2.

Is there a crash report form used for data collection? If yes, was the form based on state's crash report form?

No

Tribes are encouraged to develop a crash reporting system that uses a standard crash report form such as the state crash report form or a form specifically developed based on the state crash report form. NHTSA's Model Minimum Uniform Crash Criteria (MMUCC) can be consulted during the development of such standard crash report form. A standard crash report form based on the MMUCC standard is included in the Tribal Crash Reporting Toolkit.

States encourage tribes to use the state crash report form to collect crash data on tribal lands. Although it is possible to translate data collected with different forms, uniformity in standardized data elements more readily allows agregating crash data from mulitple law enforcement entities when analysis of the data is being performed. More information is available in NHCRP 788 Part 2: Chapter 2

Yes, not based on state crash form

States encourage tribes to use the state crash report form to collect crash data on tribal lands. Although it is possible to translate data collected with different forms, uniformity in standardized data elements more readily allows agregating crash data from mulitple law enforcement entities when analysis of the data is being performed. More information is available in NHCRP 788 Part 2: Chapter 2

Yes, based on the state crash report form

Continue

Yes, same as the state crash report form

Continue

Yes, using the Tribal Crash Reporting Toolkit

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Collection Question 3.

Does your Tribe have a "mutual aid agreement," providing or receiving emergency services with neighboring law enforcement agencies?

No

One of the concerns of tribes in establishing and maintaining a crash data collection system is the lack of law enforcement resources under emergency conditions on tribal roads. As a solution, some tribes have a mutual aid agreement with neighboring law enforcement agencies to provide or receive emergency service. The neighboring agencies include other tribes, cities, counties, and state agencies. NHTSA GO Teams may be available to provide assistance in establishing mutual aid and data sharing agreements related to crash response. More informatoin on mutual aid agreements can be found in NCHRP 788 Part 2: Chapter 2. More information on NHTSA GO Teams can be found at https://www.tribalsafety.org/data-collection.

Yes

Continue

Collection Question 4.

Is the initiation and completion of a crash report form dependent on who is involved in the crash?

No
Continue

Yes
In some cases, whether the participants of the collision are tribal members or non-tribal members dictates which agency handles the crash reporting. This can be addressed in cross jursidictional mutal aid agreements. Additional information can be found in NCHRP 788 Part 2: Chapter 2

Collection Question 5.

Is there a method documenting the location of the crash? If yes, what is it?

No, crash location not documented

It is important that the crash report form and equipment have the ability to accurately capture or document the location of the crash. Location of crash should be documented accurately by street addresses, highway mile markers, or geo-referencing latitudes and longitudes, and be conforming to the state crash locating system. Having accurate locations is significant and can be incorporated into GIS that could be connected to roadway inventories. GIS-based roadway inventories provide more specific information on roadway geometrics, pavement conditions, and many other roadway related information that can be included in the crash analysis. Availability of accurate crash locations is essential for identifying crash hot spots, which helps tribal decision makers prioritize improvements so that limited funds can be used on the problem areas with the highest crash risk. More information can be found in NCHRP 788 Part 2: Chapter 2

Yes, street address/highway mile markers

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Yes, Geo-referencing latitude and longitude

Continue

Collection Question 6.

Is there formal training available for Tribal police officers to fill out crash reports or to use the crash data collection software?

No

The state agency typically provides trainings and technical support on their crash data collection software. Training may also be available through a NHTSA GO Team. More information on this is available in NCHRP 788 Part 2: Chapter 2. More information on NHTSA GO Teams can be found at https://www.tribalsafety.org/data-collection.

Yes

Continue

Collection Question 7.

Does your Tribe have a Tribal crash report database?

No

A crash report database is recommended to be used for archiving and managing all crash records. However, it is not required for all tribes due to varied resource availability by tribes of different sizes. If a crash database is used, methods should be in place to evaluate the completeness and accuracy of the crash records. More information can be found in NHCRP Report 788 Part 2: Chapter 2, Topic 2.6.

A crash database as well as a fillable PDF crash report is available to Tribes as part of the Trbal Crash Reporting Toolkit.

Yes

Continue

Collection Question 8.

Are paper copies of each crash report kept/stored in addition to the Tribal crash database?

No
Continue

Yes
If paper copies of crash reports are stored, procedures should be established which prevent the duplication of data to ensure credibility. Tribes should also consider storage issues and costs. An electronic database is highly recommended as paper records are difficult to process for transportation safety planning and grant applications.

The Tribal Crash Reporting Toolkit contains both a crash form and electronic database for collecting and storing crash data in an electronic format. A case number is assigned to each report when it is entered into the database. The case number can be used to cross reference with any paper records that are also captured.

Collection Question 9.

Are there methods in place to evaluate the accuracy and completeness of crash data in the crash database?

No

The completeness and accuracy of tribal crash data can be improved by training provided to tribal law enforcement officers and via data collection software as well as crash database.

More information is available in NCHRP 788 Part 2: Chapter 2. The Tribal Crash Reporting Toolkit includes a Quality Assurance Guide to assist those Tribes using the database from the toolkit.

Yes

Continue

Collection Question 10.

Is your Tribe involved with the state's Traffic Records Coordinating Committee (TRCC)?

No

Tribes are encouraged to be actively involved in the state Traffic Records Coordinating Committee meetings in order to obtain first-hand information about NHTSA funding opportunities and efforts to improve safety data in the state. More information can be found in NCHRP 788 Part 2: Chapter 2. Contact information for state traffic records managers can be found at https://www.tribalsafety.org/state-contacts.

Yes

Continue

Sharing Question 1.

Does your Tribe share the Tribal crash data with the state agency?

No

An essential component of an effective crash reporting system is tribes' sharing the collected crash data with the state agency, even when certain information on the crash report may be redacted (e.g., removal of names of the tribal members or other identifying information from a crash report). Additional information can be found in NCHRP Report 788 Part 2: Chapter 3 and in the Facts or Fiction tool in the Tribal Crash Reporting Toolkit.

By sharing crash data, tribes can work more closely with state agencies and request the state's assistance in:

• Identifying problem areas;

• Improving tribal road safety;

• Expanding resources including more funding opportunities; and

• Improving data collection.

A companion to this self-assessment tool is a self-assessment for State governments. Tribes and States completing the applicable self-assessments can be a starting point for discussions related to improving crash data collection, sharing, and use. The state self-assessment can be found at https://www.tribalsafety.org/data-collection.

Yes

Continue

Sharing Question 2.

In what format does your Tribe submit the crash data to the state agency?

Paper/Hard Copy
Paper copies of the crash report mailed to the state agency. Clearly, this method is time consuming and inconvenient for querying and analyzing crash patterns and causes. This issue can be addressed by creating the tribe's own localized electronic data management systems. For tribes that use crash data collection software, data sharing is usually implemented by the same software for crash data collection. More information is available in NCHRP Report 788 Part 2: Chapter 3.

Electronic - Database integration
Continue

Electronic - Online
Continue

Electronic Tribal Crash Reporting Toolkit Database Export
The Tribal Crash Reporting Toolkit is designed so that tribes have the ability to provide MMUCC-5 compliant data exports to a state. Tribes may choose to exclude some data elements (such as personal identifiers) from these data exports.

Sharing Question 3.

Is there an established timeframe requirement for submission of crash reports to the state database? If yes, what is the timeframe?

No

It is suggested that tribal crash data be submitted to the state agency semi-annually. This frequency can assure the timely identification of problem areas on tribal roads. These traffic safety issues can in turn be addressed in a timely manner. More information can be found in NCHRP Report 788 Part 2: Chapter 3

Yes, semi-annually or annually

It is suggested that tribal crash data be submitted to the state agency semi-annually. This frequency can assure the timely identification of problem areas on tribal roads. These traffic safety issues can in turn be addressed in a timely manner. More information can be found in NCHRP Report 788 Part 2: Chapter 3

Yes, quarterly

It is suggested that tribal crash data be submitted to the state agency semi-annually. This frequency can assure the timely identification of problem areas on tribal roads. These traffic safety issues can in turn be addressed in a timely manner. More info

Sharing Question 4.

Does your Tribe withhold any data elements from crash reports submitted to state agencies?

No
Continue

Yes
Accurate and complete crash data can be confidently used to develop safety models that can provide specific information on problem areas, causal factors, and behavioral factors involved and how they affect the severity of crashes. A MOU clearly describes both the Tribe's and the state agency's agreement. More information can be found in NCHRP Report 788, Part 2: Chapter 3.

Sharing Question 5.

Is your Tribe able to access the state crash database for purposes of accessing the submitted crash data at a later time?

No

A MOU often include allowance of tribe's accessing the shared crash data; A sample MOU is available from NCHRP Report 788, Part 2: Chapter 3. NHTSA GO Teams are also available to assist with developing MOUs. More information on GO Teams can be found at https://www.tribalsafety.org/data-collection.

Yes, with Request

Continue

Yes, without Request

Continue

Sharing Question 6.

Is there an agreement (e.g., MOU) in place between your Tribe and the state agency for crash data sharing?

No

Detailed information about creating a MOU between a state and Tribe can be found in NCHRP Report 788 Part 3: Chapter 3. Assistance with establishing MOU may be available from a NHTSA GO Team.

Yes

Continue

Sharing Question 7.

Is government-to-government relationship and communication between your Tribe and a state agency prohibiting your Tribe's sharing of crash data?

No
Continue

Yes
The key to an effective crash reporting system lies in the establishment and maintenance of open communication and formal relationship between tribes and the state agency. Information concerning some key elements of establshing these relationships can be found in NCHRP Report 788 Part 2: Chapter 1 and NCHRP Report 690: Chapter 4

Improvement Question 1.

Does your Tribe use crash data to identify the locations with a high number of crashes?

No

Comprehensive tribal crash data allows for crash studies to be completed, such as RSA, systemic safety stuides, and transportation safety plans, to identify tribal traffic safety issues. Safety stakeholders such as state DOTs, FHWA, TTAP, and local technical assistance programs (LTAP) can provide resources and technical expertise to assist tribes in performing traffic safety studies. Contacts at state and federal agencies can be found at https://www.tribalsafety.org/state-contacts. Additional information can be found in NCHRP Report 788, Part 2: Chapter 4, in the Data Analysis Tool of the Tribal Crash Reporting Toolkit, and online at https://www.tribalsafety.org/data-analysis. Information about developing transportation safety plans can be found at https://www.tribalsafety.org/safety-planning-resources.

Yes

Continue

Improvement Question 2.

Does your Tribe work with the state agency or other agencies to evaluate and improve the problem areas?

No

In addition to identifying crash locations, analysis of tribal crash data also helps iden-tify crash causation and improvement alternatives to enhance behavioral safety. Contacts at state and federal agencies can be found at https://www.tribalsafety.org/state-contacts. Additional information can be found in NCHRP Report 788, Part 2: Chapter 4, the Data Analysis Tool in the Tribal Crash Reporting Toolkit, and online at https://www.tribalsafety.org/data-analysis.

Yes

Continue

Improvement Question 3.

Has your Tribe requested federal/BIA/state support for improving the traffic safety issues on Tribal roads?

No

Contacts at state and federal agencies can be found at https://www.tribalsafety.org/state-contacts.
Additional information can be found in NCHRP Report 788, Part 2: Chapter 4 and online at
https://tribalsafety.org/funding

Yes

Continue