State of Kansas

Traffic Records Assessment

April 23, 2015

National Highway Traffic Safety Administration

Technical Assessment Team

Table of Contents

Index of Figures 2
Executive Summary 2
Recommendations 3
Introduction 6
Background 6
Methodology 7
Results 11
Traffic Records Coordinating Committee Management 12
Strategic Planning 22
Crash 31
Vehicle 54
Driver 71
Roadway 95
Citation / Adjudication 117
EMS / Injury Surveillance 145
Data Use and Integration 203
Appendix A 212
Assessment Participants 212
State and Local Respondents 213
Assessment Facilitator 214
Assessment Team Members 214
Appendix B 215
National Acronyms and Abbreviations 215
State-Specific Acronyms and Abbreviations 218

Index of Figures

Figure 1: Rating Distribution by Module 2
Figure 2: Assessment Section Ratings 3
Figure 3: Traffic Records Assessment Time Table 8
Figure 4: State Schedule for the Traffic Records Assessment 9
Figure 5: State Traffic Records Assessment Process 10

Executive Summary

Out of 391 assessment questions, Kansas met the Advisory ideal for 94 questions, or 24% of the time; partially met the Advisory ideal for 68 questions, or 17.4% of the time, and did not meet the Advisory ideal for 229 questions or 58.6% of the time.

As Figure 1 illustrates, within each assessment module, Kansas met the criteria outlined in the *Traffic Records Program Assessment Advisory* 47.4% of the time for Traffic Records Coordinating Committee Management, 75% of the time for Strategic Planning, 43.2% of the time for Crash, 12.8% of the time for Vehicle, 17.8% of the time for Driver, 2.6% of the time for Roadway, 14.8% of the time for Citation / Adjudication, 23.6% of the time for EMS / Injury Surveillance, and 23.1% of the time for Data Use and Integration.

Figure 1: Rating Distribution by Module

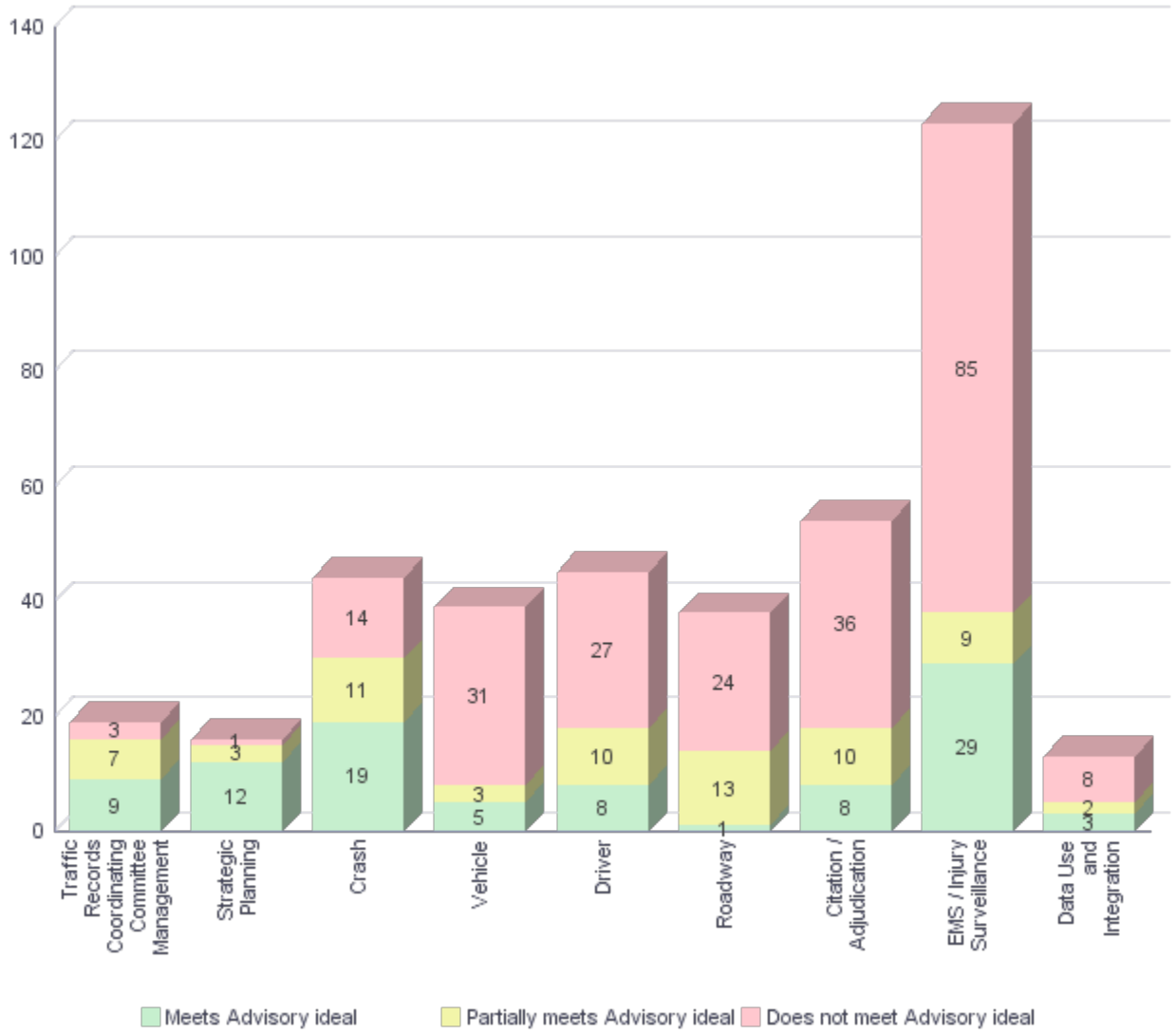


Figure 2: Assessment Section Ratings

	Crash	Vehicle	Driver	Roadway	Citation / Adjudication	EMS / Injury Surveillance
Description and Contents	90.5%	61.1%	73.3%	66.7%	52.6%	64.7%
Applicable Guidelines	100.0%	51.5%	100.0%	50.0%	64.9%	78.9%
Data Dictionaries	76.7%	33.3%	41.7%	66.7%	55.6%	53.3%
Procedures / Process Flow	60.4%	47.0%	57.8%	43.8%	43.2%	55.7%
Interfaces	46.7%	51.5%	66.7%	41.7%	57.1%	71.4%
Data Quality Control Programs	65.9%	39.0%	33.3%	38.0%	35.9%	42.1%
Overall	71.9%	44.6%	52.1%	47.0%	50.0%	51.8%

	Overall
Traffic Records Coordinating Committee Management	77.3%
Strategic Planning for the Traffic Records System	92.1%
Data Use and Integration	52.5%

Recommendations

Figure 2 shows the aggregate ratings by data system and assessment module. Each question's score is derived by multiplying its rank and rating (very important = 3, somewhat important = 2, and less important = 1; meets = 3, partially meets = 2, and does not meet = 1). The sum total for each module section is calculated based upon the individual question scores. Then, the percentage is calculated for each module section as follows:

$$Section\ average\ (\%) = \frac{Section\ sum\ total}{Section\ total\ possible}$$

The cells highlighted in red indicate the module sub-sections that scored below that data system's weighted average. The following priority recommendations are based on improving those module subsections with scores below the overall system score.

According to 23 CFR Part 1200, §1200.22, applicants for State traffic safety information system improvements grants are required to

"Include(s) a list of all recommendations from its most recent highway safety data and traffic records system assessment; identifies which such recommendations the State intends to implement and the performance measures to be used to demonstrate quantifiable and measurable progress; and for recommendations that the State does not intend to implement, provides an explanation."

Kansas can address the recommendations below by implementing changes to improve the ratings for the questions in those section modules with lower than average scores. Kansas can also apply for a NHTSA Traffic Records GO Team, for targeted technical assistance.

Crash Recommendations

Improve the procedures/ process flows for the Crash data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Improve the interfaces with the Crash data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Improve the data quality control program for the Crash data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Vehicle Recommendations

Improve the data dictionary for the Vehicle data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Improve the data quality control program for the Vehicle data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Driver Recommendations

Improve the data dictionary for the Driver data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Improve the data quality control program for the Driver data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Roadway Recommendations

Improve the procedures/ process flows for the Roadway data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Improve the interfaces with the Roadway data system that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Improve the data quality control program for the Roadway data system that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Citation / Adjudication Recommendations

Improve the procedures/ process flows for the Citation and Adjudication systems that reflect best practices identified in the Traffic Records Program Assessment Advisory.

Improve the data quality control program for the Citation and Adjudication systems that reflects best practices identified in the Traffic Records Program Assessment Advisory.

EMS / Injury Surveillance Recommendations

Improve the data quality control program for the Injury Surveillance systems that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Data Use and Integration Recommendations

Improve the traffic records systems capacity to integrate data that reflects best practices identified in the Traffic Records Program Assessment Advisory.

Introduction

A traffic records system consists of data about a State's roadway transportation network and the people and vehicles that use it. The six primary components of a State traffic records system are: Crash, Driver, Vehicle, Roadway, Citation/Adjudication, and Injury Surveillance. These components address driver demographics, licensure, behavior and sanctions; vehicle types, configurations, and usage; engineering, education, enforcement measures; crash-related medical issues and actions; and how they affect highway traffic safety.

Quality traffic records data exhibiting the six primary data quality attributes—timeliness, accuracy, completeness, uniformity, integration, and accessibility—is necessary to improve traffic safety and effectively manage the motor vehicle transportation network, at the Federal, State, and local levels. Such data enables problem identification, countermeasure development and application, and outcome evaluation. Continued application of data-driven, science-based management practices can decrease the frequency of traffic crashes and mitigate their substantial negative effects on individuals and society.

State traffic records systems are the culmination of the combined efforts of collectors, managers, and users of data. Collaboration and cooperation between these groups can improve data and ensure that the data is used in ways that provide the greatest benefit to traffic safety efforts. Thoughtful, comprehensive, and uniform data use and governance policies can improve service delivery, link business processes, maximize return on investments, and improve risk management.

Congress has recognized the benefit of independent peer reviews for State traffic records data systems. These assessments help States identify areas of high performance and areas in need of improvement in addition to fostering greater collaboration among data systems. In order to encourage States to undertake such reviews regularly, Congress' Moving Ahead for Progress in the 21st Century (MAP-21) legislation requires States to conduct or update an assessment of its highway safety data and traffic records system every 5 years in order to qualify for §405(c) grant funding. The State's Governor's Representative must certify that an appropriate assessment has been completed within five years of the application deadline.

Background

In 2012, the National Highway Traffic Safety Administration published an updated *Traffic Records Program Assessment Advisory* (Report No. DOT HS 811 644). This *Advisory* was drafted by a group of traffic safety experts from a variety of backgrounds and affiliations, including: State highway safety offices, the Governors Highway Safety Association (GHSA) and the Association of Transportation Safety Information Professionals (ATSIP), as well as staff from NHTSA, FMCSA, and FHWA. The *Advisory* provides information on the contents, capabilities, and data quality of effective traffic records systems by describing an ideal that supports quality data driven decisions and improves highway safety. In addition, the *Advisory* describes in detail the importance of quality data in the identification of crash causes and outcomes, the development of effective interventions, implementation of countermeasures that prevent crashes and improve crash outcomes, updating traffic safety programs, systems, and policies, and evaluating progress in reducing crash frequency and severity.

The *Advisory* is based upon a uniform set of questions derived from the ideal model traffic records

data system. This model and suite of questions is designed to be used by independent subject matter experts in their assessment of the systems and processes that govern the collection, management, and analysis of traffic records data in a given State.

Methodology

A State initiates the assessment process by submitting a formal request to its NHTSA Regional Administrator. Once that request is passed onto the NHTSA National Center for Statistics and Analysis Traffic Records Team, it appoints an assessment facilitator to work with the State Governor's Representative to identify a State assessment coordinator and appropriate State respondents for each assessment question. Respondents enter the data into NHTSA's State Traffic Records Assessment Program (STRAP), the Web-based application for the assessment. The assessment facilitator works with the State assessment coordinator to plan dates and prepare for the assessment that is consistent with the general schedule outlined in Figure 3. Actual schedules may vary as dates can be altered to accommodate specific State needs.

Figure 3: Traffic Records Assessment Time Table

Upon NHTSA TR Team receipt of request		Initial pre-assessment conference call
1 month prior to kickoff meeting		Facilitator introduction pre-assessment conference call
Between facilitator conference call and kickoff		State Coordinator assigns questions, enters contact information into STRAP, and builds initial document library
Assessment	Monday, Week 1	On-site kickoff meeting
	Tuesday, Week 1 – 12pm EST, Friday, Week 3	**Round 1 Data Collection**: State answers standardized assessment questions
	Friday, Week 3 – Wednesday, Week 5	**Round 1 Analysis**: Assessors review State answers and rate the responses and, if needed, request necessary clarifications
	Thursday, Week 5 – 12pm EST, Friday, Week 7	**Round 2 Data Collection**: State responds to the assessors' initial ratings and requests for more information and clarification
	Friday, Week 7 – Wednesday, Week 9	**Round 2 Analysis**: Assessors review additional information from the State and, if needed, adjust initial ratings
	Thursday, Week 9 – 12pm EST, Friday, Week 11	**Round 3 Data Collection**: State provides final response to the assessors' ratings
	Friday, Week 11 – Monday, Week 13	**Round 3 Analysis**: make final ratings
	Tuesday, Week 13 – Monday, Week 14	Facilitator prepares final report
Week 15		NHTSA delivers final report to State and Region
(After completion of assessment, date set by State)		NHTSA hosts webinar to debrief State participants
(After completion of assessment)		(OPTIONAL) State may request GO Team targeted technical assistance or training

Following a kickoff meeting that explains the assessment process, schedule, and confirms question assignments, each respondent is sent an email with a token enabling them to log onto STRAP and answer assessment questions that had been assigned to them. The respondents may (a) answer a question, (b) answer the question and refer that question to another person to answer it as well, (c) refer the question—decline the question and send the question to someone else to answer—or (d) decline the question.

The traffic records assessment is an iterative process that includes three question-answer cycles. In each, State respondents have the opportunity to answer each question assigned to them before the assessors examine their answers and supporting evidence, at which point the

assessors rate each response. The second and third question and answer cycles are used to clarify responses and provide the most accurate rating for each question. In an attempt to prioritize the capabilities of each system being assessed, each question is ranked as "very important," "somewhat important" or "less important." To assist the State in responding to each question, the *Advisory* also provides State respondents with standards of evidence that identify the specific information necessary to answer each assessment question.

A group of qualified independent assessors rates the responses and determines how closely a State's capabilities match those of the ideal system outlined in the *Advisory*. Each system component is evaluated independently by two or more assessors, who reach a consensus on the ratings. Specifically, the assessors rate each response and determine if a State (a) meets the description of the ideal traffic records system, (b) partially meets the ideal description, or (c) does not meet the ideal description. The assessors write a brief narrative to explain their rating for each question.

In order for NHTSA to accept and approve an assessment each question must have an answer. When appropriate, however, a State may answer questions with "no, we do not have this capability/use this practice" etc. These responses constitute an acceptable answer and will receive a "does not meet" rating. An assessment with unanswered or blank questions will not be acceptable and cannot be used to qualify for §405 grant funds.

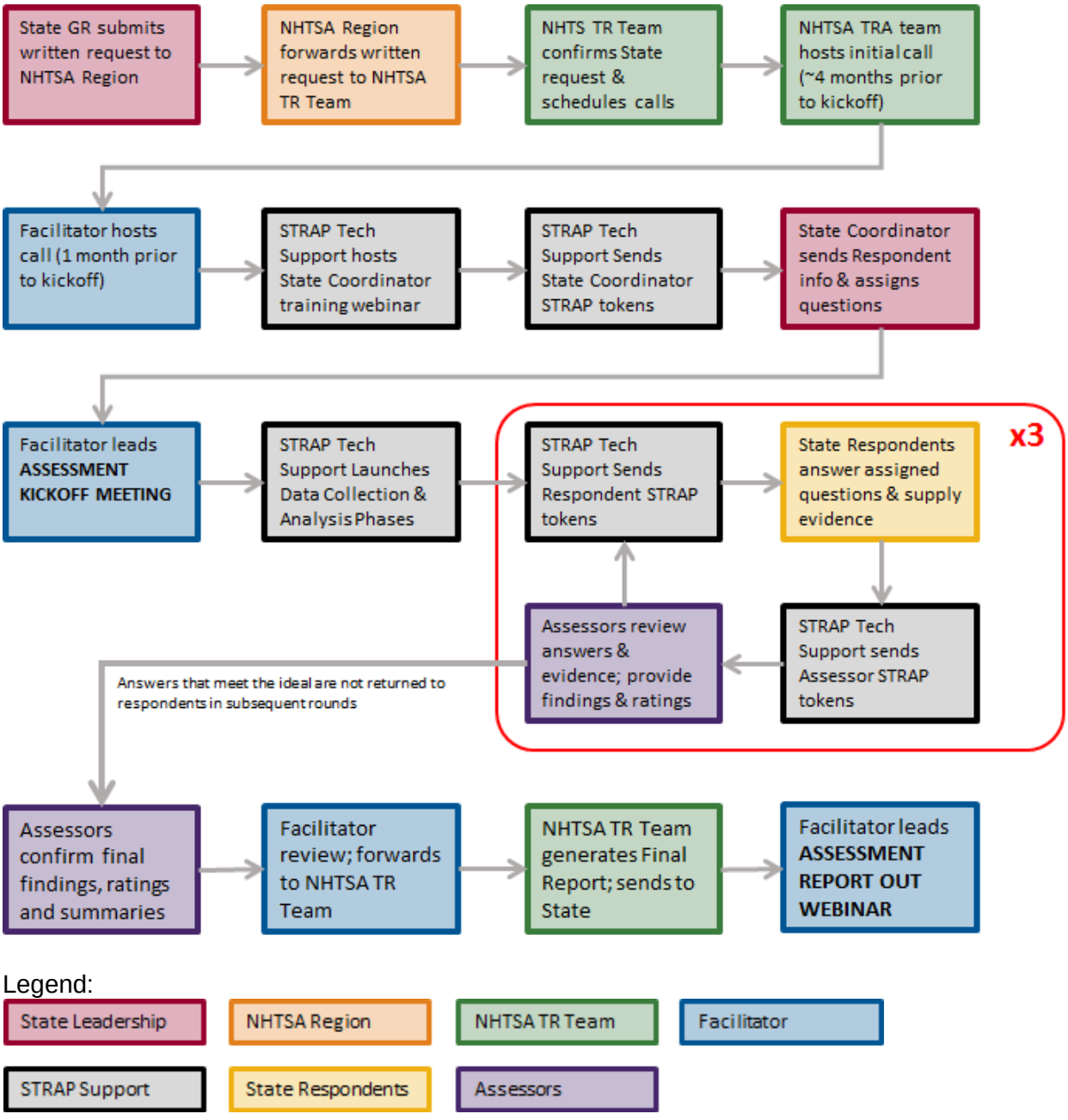
The complete traffic records assessment process is outlined in Figure 5 below.

States are encouraged to use the conclusions of this report as a basis for the State data improvement program strategic planning process, and are encouraged to review the conclusions at least annually to gauge how the State is addressing the items in this report. NHTSA can provide support in addressing these conclusions by means of GO Teams. NHTSA's Traffic Records GO Team program helps States improve their traffic records systems by deploying teams of subject matter experts to deliver tailored technical assistance and training based on States' actual needs.

Figure 4: State Schedule for the Traffic Records Assessment

Kickoff	December 17, 2014
Begin first Q&A Cycle	December 18, 2014
End first Q&A Cycle	January 23, 2015
Begin second Q&A Cycle	February 05, 2015
End second Q&A Cycle	February 20, 2015
Begin third Q&A Cycle	March 05, 2015
End third Q&A Cycle	March 30, 2015
Assessors' Final Results Complete	April 09, 2015
Final Report Due	April 17, 2015
Debrief	April 23, 2015

Figure 5: State Traffic Records Assessment Process



Results

For each question, a rating was assigned based on the answers and supporting documentation provided by the State. The ratings are shown as three icons, depicting ‘meets’, ‘partially meets’, or ‘does not meet’.

Legend:


Meets


Partially meets


Does not meet

Traffic Records Coordinating Committee Management

The Traffic Records Coordinating Committee (TRCC) within Kansas was established in 2006 and is comprised of traffic safety data collectors, managers, and users representing agencies within the six core traffic records components. Meeting at least quarterly, the Kansas TRCC reviews and approves funding requests for projects designed to improve their traffic records data systems.

The strength of Kansas's TRCC resides in its role in developing and implementing the Kansas Traffic Records Strategic Plan. The Kansas TRCC provides strong leadership, appropriately allocates federal funds, and provides meaningful coordination among stakeholders. There also seems to a high regard for technology projects. The TRCC discusses IT challenges at their meetings and consults with the State's IT agency on all IT projects in excess of $250,000.

A potential weakness with Kansas's TRCC is their lack of a two-tier system. It appears as though Kansas has a strong TRCC but does not have a formal technical and executive level TRCC membership. Also, the TRCC currently utilizes the same person as their designated chair and coordinator. As it stands, this means the TRCC may be hampered from fulfilling its role as defined by NHTSA. Kansas should review its current structure and consider forming a two-tier system. It is also strongly recommended to have two different people as chair and coordinator.

Major shortcomings of Kansas's TRCC fall within the area of establishing and monitoring of performance measures, identifying data quality issues, and establishing a traffic records inventory for each of the traffic records system components. While some performance measures were provided, no performance measures are established for the vehicle, driver, roadway, and citation data systems. Strategic plans should be based on data with most decisions being data-driven. The TRCC cannot fulfill its role in implementing their strategic plan without establishing, maintaining, and monitoring performance measures within all core systems. Likewise, strategic decisions should be based on reliable data. Within Kansas, the responsibility for data quality falls within the area of the individual State agencies. The TRCC should discuss data quality issues at each of their meetings and consider establishing an inventory of all Kansas traffic records and data quality projects for each core system area. Establishing a better understanding of the data issues and limitations will help the TRCC identify areas in need of improvement and ensure that management decisions are being made within the appropriate context.

Question 1:

Does the State have both an executive and a technical TRCC?

Standard of Evidence:

Provide a charter and/or MOU. Also provide a roster with all members' names, affiliations, and titles for both the executive and technical TRCC.

Question Rank:
Very Important

Assessor conclusions:

The State provided the MOA outlining the formation and authority of their TRCC. A charter was provided stating the responsibilities of the TRCC and listing the members' names and agencies. However, there was no formal documentation confirming the formation of both an executive and a technical group.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 2:

Do the executive TRCC members have the power to direct the agencies' resources for their respective areas of responsibility?

Standard of Evidence:

Provide a charter and/or memorandum of understanding (MOU). Also provide a roster with all members' names, affiliations, and titles for the executive TRCC.

Question Rank:
Very Important

Assessor conclusions:

The State's TRCC is comprised of high level personnel from a large number of State offices. However, this group seems to be the Technical group, not the Executive committee. Even the respondent states 'the current Technical TRCC comprises people that can allocate resources for their agency'. No listing of the Executive committee was provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 3:

Does the executive TRCC review and approve actions proposed by the technical TRCC?

Standard of Evidence:

Provide a narrative example of recent actions or programs approved by the executive TRCC (e.g., an approved project or funding proposal).

Question Rank:
Very Important

Assessor conclusions:

Any member of the TRCC can bring forth a proposal. Any proposal in excess of $15,000 is brought to a full vote of the TRCC, which is not an executive TRCC. All proposal under $15,000 are not reviewed by the TRCC but are under the discretion of the TRCC Manager.

There is no formal executive TRCC to act on proposals. Moreover, there was no example attached.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 4:

Does the TRCC include representation from the core data systems at both the executive and technical levels?

Standard of Evidence:

Identify the executive and technical TRCC members that represent the core data systems: crash, driver, vehicle, roadway, citation and adjudication, and injury surveillance.

Question Rank:
Very Important

Assessor conclusions:

The TRCC does include representatives from the core data systems. However, the State did not have a formal roster for both an executive and technical level. Only one roster was provided which showed the membership of the TRCC.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 5:

Does the TRCC consult with the appropriate State IT agency or offices when planning and implementing technology projects?

Standard of Evidence:

Provide a narrative example of the TRCC's process of consulting the appropriate IT agency or offices. Identify the appropriate agency or offices and their responsibilities.

Question Rank: Somewhat Important

Assessor conclusions:

For projects in excess of $250,000, the TRCC consults with the Kansas Information Technology Office.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 6:

Is there a formal document authorizing the TRCC?

Standard of Evidence:

Provide the authorizing document (e.g. MOU, charter).

Question Rank: Very Important

Assessor conclusions:

The State's MOA gives the TRCC the authority to review and agree upon a strategic traffic records plan and spending authority of Section 408 funds.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 7:

Does the TRCC provide the leadership and coordination necessary to develop, implement, and monitor the TRCC strategic plan?

Standard of Evidence:

Provide a narrative describing the TRCC's role in developing the TRCC strategic plan as well as implementation of a project detailed in the plan.

Question Rank: Very Important

Assessor conclusions:

The State's MOA give the TRCC the authority to review and agree upon a strategic traffic records plan and spending authority of Section 408 funds.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 8:

Does the TRCC influence policy decisions that impact the State's traffic records system?

Standard of Evidence:

Provide a narrative describing a specific example of how the TRCC is engaged by component agencies in the course of their decision-making processes.

Question Rank: Somewhat Important

Assessor conclusions:

While the TRCC does exchange information with state agencies and tries to influence decisions, polices are established and governed by the state agency which houses the particular core data system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 9:

Does the TRCC allocate federal traffic records improvement grant funds?

Standard of Evidence:

Specify what funds the TRCC is responsible for allocating (e.g., §405(c)) and provide a narrative describing how the TRCC allocated the most recent program year's funding.

Question Rank: Very Important

Assessor conclusions:

NHTSA funding flows through the Kansas Department of Transportation to the TRCC which has direct responsibilities to approve projects tied to the Strategic Plan. The TRCC also has access to Traffic Records Enhancement Funds, represented as percentage of fines that go through the district courts.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 10:

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

Standard of Evidence:

Provide at least one performance measure for each of the six core systems and describe how the TRCC identified it and has tracked its progress over time.

Question Rank: Very Important

Assessor conclusions:

The State updates their performance measures on an annual basis and identifies new performance measure as new projects are approved and implemented. However, the State does not have performance measures for the vehicle, driver, roadway and citation data systems.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 11:

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?

Standard of Evidence:

Provide the charter or MOU and minutes from the two most recent technical TRCC meetings.

Question Rank: Somewhat Important

Assessor conclusions:

The TRCC quarterly meetings are well attended, and members discuss progress on current projects and upcoming IT challenges.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 12:

Does the TRCC have a traffic records inventory?

Standard of Evidence:

Provide the traffic records inventory.

Question Rank: Somewhat Important

Assessor conclusions:

At the present time, the State does not have a traffic records inventor, but does have project plans to begin building one.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 13:

Does the technical TRCC have a designated chair?

Standard of Evidence:

Provide a position description, identify the individual, and describe the chair's responsibilities.

Question Rank: Very Important

Assessor conclusions:

Chris Bortz, with KDOT, is considered the TRCC Chair. Chris administers all contracts, oversees all meetings and performs all Federal reporting.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 14:

Does the TRCC have a designated coordinator?

Standard of Evidence:

Provide a position description, identify the individual, and describe the coordinator's responsibilities.

Question Rank: Very Important

Assessor conclusions:

Chris Bortz with Kansas Department of Transportation serves as the TRCC Coordinator. His responsiblilities involve coordinating the quarterly meetings, preparing the minutes, updating the Strategic Plan, developing contracts for the projects and monitoring progress of all the current projects.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 15:

Does the executive TRCC meet at least once annually?

Standard of Evidence:

Provide a schedule of executive meeting dates from the past two program years.

Question Rank: Somewhat Important

Assessor conclusions:

The (informal) executive TRCC reportedly meets when needed but has not met within the last year.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 16:

Does the technical TRCC meet at least quarterly?

Standard of Evidence:

Provide a schedule of technical TRCC meeting dates for the past program year. If the TRCC has topical sub-committees, identify these groups, their purposes, and meeting dates as well.

Question Rank: Somewhat Important

Assessor conclusions:

The TRCC members are considered the technical TRCC and do meet quarterly.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 17:

Does the TRCC oversee quality control and quality improvement programs impacting the core data systems?

Standard of Evidence:

Provide meeting minutes or reports that document the quality control activities that the TRCC undertakes regularly.

Question Rank: Very Important

Assessor conclusions:

While quality control is under the responsibility of the state agency in charge of the core data system, TRCC projects all have quality control as an objective. However, having quality control at the project level may introduce bias.. The TRCC should evaluate quality control.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 18:

Does the TRCC address technical assistance and training needs?

Standard of Evidence:

Document TRCC discussion of technical assistance and training needs with meeting agendas or minutes.

Question Rank: Somewhat Important

Assessor conclusions:

The State has funded a couple of training opportunities for members. Within each IT project, they also always include a knowledge transfer section and the opportunity to provide training to either agency IT staff or users.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 19:

Does the TRCC use a variety of federal funds to strategically allocate resources for traffic records improvement projects?

Standard of Evidence:

Provide an inventory of federal funds used to support traffic records improvement projects in the last program year.

Question Rank: Very Important

Assessor conclusions:

The State's TRCC does not receive a variety of federal funds, only 405/408 funds, to utilize as project resources.

Respondents assigned	2	Responses received	1	Response rate	50%

Strategic Planning

The Kansas Traffic Records Coordinating Committee (TRCC) developed a robust Strategic Plan for Traffic Records that should serve the TRCC and the stakeholder agencies well in improving the State's traffic records systems. These systems should in turn provide the necessary data for analysis to develop and design countermeasures for the State's most pressing traffic safety problems.

Accompanying the Strategic Plan the TRCC also prepared a Kansas Traffic Records System Performance Measurement Report that outlines the measures necessary to gauge the effectiveness and efficiency of the Strategic Plan. The performance measurements should also provide a holistic view of the strategic plan's progress towards achieving the TRCC's goals and objectives.

The assessment revealed that the TRCC met the guidelines suggested in the Traffic Records Advisory in twelve of the sixteen areas examined. In three of the areas examined the TRCC partially met the guideline Advisory. Although these three audit areas are not considered critical to the Plan's effectiveness, one area in particular, addressing the needs of local safety officials, can greatly enhance the safety environment of Kansas' traveling public.

The one area the TRCC did not meet the advisory guideline is in providing technical assistance and training to the users, managers and developers of the traffic records systems. The TRCC has left this responsibility to the individual stakeholders with no oversight mechanism to assure effectiveness of implementation of technology and training in its use.

Question 20:

Does the TRCC develop the TRCC strategic plan?

Standard of Evidence:

Document the process undertaken by the TRCC in developing the strategic plan.

Question Rank:
Very Important

Assessor conclusions:

The 2015 Strategic Plan indicates that the TRCC is responsible for the development, implementation, and revisions to the Strategic Plan.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 21:

Does the TRCC strategic plan address existing data and data systems deficiencies and document how these deficiencies are identified?

Standard of Evidence:

Identify, with appropriate citations, how the strategic plan addresses existing data and data systems deficiencies and documents how they were identified.

Question Rank:
Very Important

Assessor conclusions:

The 2015 Strategic Plan outlines goals and objectives from which the TRCC defines project priorities. The TRCC included the 2010 Traffic Records Assessment recommendations (called findings) and references those project(s) selected to address the recommendation. All 2010 TRA recommendations have an associated project identified in the Strategic Plan.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 22:

Does the TRCC strategic plan identify strategies that address the timeliness, accuracy, completeness, uniformity, integration, and accessibility of the six core data systems?

Standard of Evidence:

Identify, with appropriate citations, how the strategic plan identifies strategies that address the timeliness, accuracy, completeness, uniformity, integration, and accessibility of the six core data systems.

Question Rank:
Very Important

Assessor conclusions:

The current (2015) Strategic Plan contains a scorecard depicting the six sub-systems of a traffic records system against a matrix of the six quality measures needed to assure effectiveness and viability of a Traffic Records System.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 23:

Does the TRCC strategic plan indicate what funds are used to undertake efforts detailed in the plan and describe how these allocations contribute to the plan's stated goals?

Standard of Evidence:

Identify, with appropriate citations, how efforts detailed in the plan are funded and explain how these allocations address the plan's stated goals as specified in the strategic plan.

Question Rank:
Very Important

Assessor conclusions:

Although the project descriptions include funding sources, there is no indication of how the funding sources are leveraged to contribute to a strategy's objectives.
The 2015 Strategic Plan, Appendix A, outlines anticipated costs as well as anticipated funding sources for all projects. Appendix A also includes a description of the project that details how it will address the goals outlined in the Strategic Plan.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 24:

Does the TRCC have a process for prioritizing traffic records improvement projects in the TRCC strategic plan?

Standard of Evidence:

Identify, with appropriate citations, how the TRCC prioritizes traffic records improvement projects as specified in the strategic plan.

Question Rank:
Very Important

Assessor conclusions:

The Strategic Plan identifies a priority methodology based on a scorecard matrix of the six TRS sub-systems against the six quality measures. The scorecard shows accomplishments to date and selects areas for action that have not been a focus of attention but are necessary projects for a viable TRS.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 25:

Does the TRCC have a process for identifying performance measures and corresponding metrics for the six core data systems in the TRCC strategic plan?

Standard of Evidence:

Identify, with appropriate citations, how the TRCC identifies performance measures and any corresponding metrics for each of the six core data systems as specified in the strategic plan.

Question Rank:
Very Important

Assessor conclusions:

The Performance Measurement Report identifies 8+ performance measures. They appear to address the crash and ISS core data systems in five quality categories: timeliness, accuracy, completeness, integration and accessibility. What is unclear is how the performance measures are identified. Some minor clarification would be helpful. While states are only required to show progress in one performance measure, it doesn't appear that performance measures have been established for all projects identified.
The additional information provided and supported by the Kansas Traffic Records System Performance Measurement Report indicates that while not all six core systems are represented or that all quality metrics are not included, it is evident that the framework allows for an all inclusive review can be conducted over time.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 26:

Does the TRCC have a process for identifying and addressing technical assistance and training needs in the TRCC strategic plan?

Standard of Evidence:

Identify, with appropriate citations, how the TRCC identifies and addresses technical assistance and training needs as specified in the strategic plan.

Question Rank:
Somewhat Important

Assessor conclusions:

There is no evidence of a process for identifying and addressing technical assistance and training needs in the TRCC strategic plan.
The information provided indicates that the individual stakeholders are responsible for any follow-up technical assistance or training -- not the TRCC.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 27:

Does the TRCC have a process for leveraging federal funds and assistance programs in the TRCC strategic plan?

Standard of Evidence:

Identify, with appropriate citations, how the TRCC leverages federal funds and assistance programs as specified in the strategic plan.

Question Rank: Somewhat Important

Assessor conclusions:

While leveraging federal funds is not specifically noted in the Strategic Plan, the TRCC did provide details in Appendix A regarding use of funds other than Section 408/405 (c) for project completion.
The TRCC encourages a participating agency to use State funding within their budget control before seeking federal funds. Every project listed in the current Plan is supported by a combination of State and federal funds. Some projects are totally funded by the State.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 28:

Does the TRCC have a process for establishing timelines and responsibilities for projects in the TRCC strategic plan?

Standard of Evidence:

Identify, with appropriate citations, how the TRCC establishes timelines and responsibilities for projects in the plan.

Question Rank: Very Important

Assessor conclusions:

The project plans outlined in the Strategic Plan's Appendix A all provide anticipated schedules and milestones. In addition the project plans include the agency responsible for the implementation of the project. Lastly, the Strategic Plan indicates that detailed project work plans are available upon request should additional information be required.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 29:

Does the TRCC have a process for integrating State and local data needs and goals into the TRCC strategic plan?

Standard of Evidence:

Identify, with appropriate citations, how the TRCC integrates State and local data needs and goals into the TRCC strategic plan.

Question Rank:
Very Important

Assessor conclusions:

Other than local law enforcement's participation in the TRCC there is no evidence of local data needs being addressed in the Plan. Several projects indicate that local law enforcement is involved, and in one instance a municipal court is involved. Local engineering or road agencies are not mentioned.
Additional information provided indicates several activities that support a change in rating. These are:
KDOT is working to provide more crash and roadway data to local public works representatives. It was not identified because KDOT is not requesting any funding from the TRCC for these improvements.
Another new project that has not been added to the Strategic Plan is a project that will pre-populate GIS data into the crash database. Once implemented, this data will be invaluable to the TRCC partners. Probably the biggest partner on the local level will be court personnel. The implementation of RAPID (Record And Police Impaired Drivers) will provide comprehensive data to our court personnel as they adjudicate offenders.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 30:

Does the TRCC consider the use of new technology when developing and managing traffic records projects in the strategic plan?

Standard of Evidence:

Identify, with appropriate citations, a project or projects in the strategic plan whose development included the application or consideration of new technology.

Question Rank: Somewhat Important

Assessor conclusions:

The response indicated that "the TRCC and the individual project managers strive to use the latest technology for the development and long-term support of the projects."
Additional information supports a change in rating. The RAPID project utilized new Sequel servers to update the interaction with many stand-alone mainframe databases. Prior to development, these mainframe systems were not integrated, and research was very challenging.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 31:

Does the TRCC consider lifecycle costs in implementing improvement projects?

Standard of Evidence:

Identify, with appropriate citations, a project or projects in the strategic plan whose development included consideration of lifecycle costs.

Question Rank: Somewhat Important

Assessor conclusions:

While long term costs are a part of lifecycle cost analysis, they include the sum of all recurring and one-time (non-recurring) costs over the full life span or a specified period of a good service, structure, or system. The major concern is to understand the cost commitment of competing projects for inclusion in the Plan. While most traffic records projects may not be impacted by lifecycle costs, acquisition of equipment or redesign of information systems or major road structures or construction will be impacted.
The TRCC considers long term project or program costs but not lifecycle costs.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 32:

Is the strategic plan responsive to the needs of all stakeholders, including local users?

Standard of Evidence:

Identify, with appropriate citations, specific instances demonstrating that local stakeholder needs are incorporated into the TRCC's strategic plan.

Question Rank: Somewhat Important

Assessor conclusions:

There is no evidence that local agencies' needs -- in particular local engineering or road agency needs -- are solicited or considered.
Additional information confirms that local engineering and roadway partners have not been a part of the formal TRCC process, but KDOT is engaging these partners and working to provide the data they need. One project in particular is the GIS locating of all crashes. Once this project is complete, KDOT hopes to provide this information electronically to these stakeholders.
It appears that consideration is given to local law enforcement and engineering needs, but does not appear to be reflected in the TRCC's strategic planning process.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 33:

Does the strategic plan make provisions for coordination with key federal traffic records data systems?

Standard of Evidence:

Provide a narrative demonstrating how the strategic plan coordinates with key federal traffic records data systems. Provide citations from the strategic plan if appropriate.

Question Rank: Somewhat Important

Assessor conclusions:

While the State participates in several joint data initiatives with federal agencies (SAFETYNET, FARS, HPMS, etc.) it is unclear whether federal agency representatives are involved in the Plans preparation or that their needs are solicited in the preparation of the Plan.
The respondent indicated that an interface between the State's crash database and SAFETYNET was developed to address an integration need. T There was no mention of coordination with FARS, PDPS. MCMIS, and CDLIS.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 34:

Does the TRCC have a process for identifying and addressing impediments to coordination with key Federal traffic records data systems?

Standard of Evidence:

Provide a narrative detailing the processes used by the TRCC to identify and address impediments to coordination with key Federal traffic records data systems. Provide citations from the strategic plan if appropriate.

Question Rank:
Very Important

Assessor conclusions:

Most States have instances of coordination and cooperation with federal safety agencies regarding traffic records data systems. What is asked for here is there a process in place by the TRCC in the preparation of the Strategic Plan that assures coordination with federal safety agencies with key federal traffic records data systems.
Additional information indicates that coordination with key Federal traffic records systems is a priority, and provides a reference to same by outlining efforts to provide electronic submission to FARS.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 35:

Is the TRCC's strategic plan reviewed and updated annually?

Standard of Evidence:

Provide a narrative detailing the frequency and depth of strategic plan reviews and updates. Identify the stakeholder agencies represented in the review process. Provide a schedule or cite the plan itself if appropriate.

Question Rank:
Very Important

Assessor conclusions:

The Strategic Plan is reviewed and approved by the TRCC annually.

Respondents assigned	2	Responses received	1	Response rate	50%

Crash

The Kansas Department of Transportation (KDOT) is responsible for collecting crash data and utilizes the Kansas Crash Analysis and Reporting System (KCARS) to store all the crash data for the State. Statutes 8-1601 through 8-1613 specify the requirements for submitting fatal, injury, and PDO (damages to property in excess of $1,000) crashes to the State. However, the State has supplied minimal information pertaining to the investigation of crashes on non-trafficways. Kansas does not currently investigate crashes on non-trafficways, except where a fatality occurs. The State should consider collecting data on crashes occurring on non-trafficways. This could be implemented using a modified crash report that focuses on minimal but necessary data elements.

The State demonstrated the ability to utilize the crash data to identify crash risk factors and evaluate safety countermeasure programs. Within the Strategic Highway Safety Plan (SHSP) Kansas is able to evaluate statistics on distracted driving, alcohol, and unrestrained fatalities. They also produce quarterly dashboards to 'slice and dice' fatal crash information to analyze the effectiveness of their SHSP. However, the State's use of its crash data may fall short of its capabilities when guiding engineering and construction projects and prioritizing law enforcement activities. While a description of a "priority formula" was mentioned, no supporting documentation was provided explaining how it is used to guide engineering and construction projects. Likewise, when prioritizing law enforcement projects, the State's SHSP and traffic data flow map are useful at the local level for concentrated efforts. However, a higher degree of analytics in areas of high crash volumes could be advantageous. The inclusion of local based crash analysis as well as local agency enforcement data on a regular basis would aid prioritizing efforts.

Kansas last updated their crash report form in 2009, during which heavy considerations of MMUCC and ANSI standards were used when creating the crash report form. The data dictionary that was provided does a good job of providing a definition for each data element, defining the element's allowable values, and listing the system edit checks. While the data dictionary is consistent with data collection, coding, and training material, it has not been updated since 2009. The State should re-evaluate their current crash form to ensure it is capturing all the information necessary to make effective data driven decisions. During this process, the State should also review their documentation concerning managing errors, incomplete data, and policies & procedures for key processes. While the State has documentation describing their policies and procures, the documentation lags behind the current processes. Also, the State acknowledges they have "fixes" that are not documented. The inclusions of a specific policy on the documenting of errors and incomplete data would aid in improving data quality. The TRCC should be a starting point for the implementation of a Data Quality Committee to address these areas.

Not all law enforcement agencies submit crash data electronically in Kansas. The Sate currently estimates 90% of records are typed, and 50% of all reports are submitted electronically. It is recommended that the State strive to increase the number of reports collected and submitted electronically. To accomplish this, a survey may be conducted through the TRCC to determine if agencies' submissions are electronic or on paper. The results can aid in determining if an agency is moving toward electronic submission. Identifying and assisting these agencies will pave the way for improved data collection within the areas of timelines, completeness, accuracy, and uniformity. Also, having more agencies utilizing the Kansas Law Enforcement Reporting (KLER) System will help ensure that all crash data is utilizing the same validation rules. Currently, the

State has multiple and separate validation processes. Agencies using KLER are validated using the same process; all other agencies use a separate validation process.

Currently, the State has data linkage only between the crash and roadway data systems. This process locates the accident on the roadway network. This allows the crash data to be integrated with roadway characteristics such as functional class, access control lane class, median type, rumble strips, shoulder width, speed limit, and AADT. This is a good start to data integration and allows more robust data analysis. Continuation of crash data integration with other systems would be beneficial to the State's DOT, DMV, and EMS/ISS agencies. The TRCC can also be an effective resource in pushing data linkage forward.

The inclusion of the Kansas Traffic Records System Performance Measurement Report aids in understanding the State's approach to performance measures. Data users and managers can use this report as a snapshot of the State's movements. Kansas has really good measures for timeliness and completeness. The current timeliness measure evaluates the number of days between the crash and when the data enters the State's database. For completeness, Kansas has multiple measures; number of reports with BAC results, CMV reporting, EMS reporting, and EMS service participation.

Currently, Kansas has not created any integration or accessibility performance measures, and the provided performance measures for accuracy and uniformity should be revised. However, it should be noted that the State understands the importance of data integration and is working to integrate the core data systems. The accuracy measure supplied reflects the percentage of reports with a reported BAC. This seems to be more of a completeness measure than an accuracy measure. Likewise, the uniformity performance provided focuses on completeness of commercial vehicle data. Uniformity applies more to the standardization of reports submitted in a like format, with valid data elements. The development of this measure can be accomplished through all agencies using the same crash report statewide.

It is recommended that the State review the NHTSA proposed performance measures and consider the creation of more applicable accuracy and uniformity measures. They should also strive to create performance measures for integration and accessibility. Without system wide measurements of performance, there is no goal for data custodian to strive for and no means of measuring success/failure.

Data quality is a very important aspect of crash data collecting, evaluating, and reporting. While Kansas does focus on data quality, there is room for improvement. First, quality reviews are only being performed for fatal crashes. This process should be expanded. The State should consider performing random quality review audits on an agency basis. One method would be to randomly select X% of fatal reports, Y% of injury reports, and Z% of PDO reports and review all reports for data quality issues. Second, independent sample-based audits are only being conducted on new employees. The State should consider expanding these audits on a periodical basis. These new procedures should help Kansas increase their data quality and will assist them with training content and manuals.

The State is doing a great job of monitoring common coding errors and sharing the information with data collectors and data managers. This information is provided via newsletters, training to LEAs, websites, and training videos. However, this information is not being provided to the TRCC.

Without sharing this information with the TRCC, there is also no opportunity for the TRCC to fulfill its roles to oversee and advise on data quality improvement and consequently cannot fulfill its role in Strategic Planning.

Question 36:

Is statewide crash data consolidated into one database?

Standard of Evidence:

Provide a description of the statewide database and specify how the data is consolidated.

Question Rank: Somewhat Important

Assessor conclusions:

Within the State, Kansas Crash Analysis & Reporting System (KCARS) houses all crash data collected by all law enforcement agencies.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 37:

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

Standard of 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.

Question Rank: Very Important

Assessor conclusions:

Statute 8-1611 indicates that all law enforcement agencies are to submit State-reportable accident reports to the Kansas Department of Transportation (KDOT) within 10 days of the investigation.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 38:

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

Standard of Evidence:

Provide the fatal crash inclusion criteria for the statewide crash system.

Question Rank: Very Important

Assessor conclusions:

Kansas's Article 16 requires the submission of fatal crashes to the statewide database.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 39:

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

Standard of Evidence:

Provide the injury crash inclusion criteria for the statewide crash system.

Question Rank: Very Important

Assessor conclusions:

Kansas's Article 16 requires the submission of injury crashes to the statewide database.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 40:

Does the State have criteria requiring the submission of PDO crashes to the statewide crash system?

Standard of Evidence:

Provide the PDO crash submission criteria for the statewide crash system.

Question Rank: Very Important

Assessor conclusions:

The State has provided information to support the requirements requested regarding the submission of property damage crash reports in Kansas Statute 18-1611 if the report of total property damage exceeds $1,000.00.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 41:

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

Standard of Evidence:

Provide the non-trafficway reporting criteria for the statewide crash system.

Question Rank: Somewhat Important

Assessor conclusions:

Kansas only collects reports on public trafficways, except for fatal crashes.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 42:

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

Standard of Evidence:

Provide 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.

Question Rank: Very Important

Assessor conclusions:

The State has provided acceptable responses by providing data examples from the Kansas Highway Safety Plan: page 24: Distracted Driving Crash Statistics, page 27: Alcohol Related Crash Statistics, and page 29: Unrestrained Fatality Statistics.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 43:

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

Standard of Evidence:

Describe the State's network screening and countermeasure selection processes. Describe how construction projects are funded based on the analysis of crash data. If referencing large documents like the SHSP, please cite relevant page numbers.

Question Rank:
Very Important

Assessor conclusions:

The State uses a “priority formula” to assess highway project needs that includes accident experience. They also supply crash data and rates for every highway project in the developmental stage and give data to local engineers and related consulting firms.

However, the documentation provided does not provide a concise approach on data from the crash system and how it is used to guide engineering and construction projects.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 44:

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

Standard of Evidence:

Provide a sample location-based analysis and any associated law enforcement activities. If a State DDACTS program exists, provide details.

Question Rank:
Very Important

Assessor conclusions:

The State gathers and submits statewide and county crash statistics and allocates resources based upon this data. The data elements most commonly used include: impaired driving, alcohol-only impaired driving and belt use.

However, a higher degree of analytics in areas of high crash volumes would be advantageous in various areas. The inclusion of the of local based crash analysis as well as local agency enforcement data would aid in meeting the Advisory ideal. Without these elements being provided, and evidence of the information being used on a regular basis, current use partially meets Advisory.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 45:

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

Standard of Evidence:

Describe how crash data is used to evaluate safety countermeasure programs. If referencing large documents like the SHSP, HSP, or Crash Facts, please cite relevant page numbers.

Question Rank:
Very Important

Assessor conclusions:

The State produces a quarterly dashboard report as part of the Strategic Highway Safety Plan. It shows fatal crash information sliced and diced many different ways to help analyze the effectiveness of the State's SHSP.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 46:

Is MMUCC a primary source for identifying what crash data elements and attributes the State collects?

Standard of Evidence:

Provide a narrative description of the process by which MMUCC was used to identify what crash data elements and attributes are included in the crash database and on the Police Accident Report (PAR).

Question Rank:
Very Important

Assessor conclusions:

MMUCC guidelines were heavily considered when Kansas modified their crash form in 2009.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 47:

Are the ANSI D-16 and ANSI D-20 used as sources for the definitions in the crash system data dictionary?

Standard of Evidence:

Provide a narrative description of the process by which ANSI D-16 and ANSI D-20 were used to define data elements in the crash system's data dictionary and user manual.

Question Rank: Somewhat Important

Assessor conclusions:

ANSI D-16 was considered regarding accident coding definitions by the State.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 48:

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

Standard of Evidence:

Provide a copy of the crash system data dictionary.

Question Rank: Very Important

Assessor conclusions:

The State has met the standards for the data dictionary requirements. The data dictionary on-hand reflects tables, fields, constraints, and data types.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 49:

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

Standard of Evidence:

Provide a copy of the crash system data dictionary. If the crash system edit checks and validation rules are documented elsewhere, provide the appropriate document.

Question Rank: Somewhat Important

Assessor conclusions:

Submission of the data dictionary and the validation rules satisfy the functionality aspects of the data dictionary. The Kansas Law Enforcement Reporting (KLER) system validations are applied to every accident that is submitted to KDOT.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 50:

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

Standard of Evidence:

Describe the processes to update the crash system's data dictionary, field data collection manual, coding manual, crash report, and training manuals. Specify which of the documents exist and describe processes to keep them consistent with each other.

Question Rank: Very Important

Assessor conclusions:

While the data dictionary is consistent with data collection, coding, and training material, they were last updated in 2009.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 51:

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

Standard of Evidence:

Provide a list of data elements that are populated in the crash system through linkages to other traffic records system components (e.g., the driver file, the vehicle file, the roadway inventory, or statewide mapping system).

Question Rank: Somewhat Important

Assessor conclusions:

No data linkage is being performed at this time.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 52:

Do all law enforcement agencies collect crash data electronically?

Standard of Evidence:

Provide a list of all reporting agencies and specify their data collection methods. Specify any State plans for achieving 100% electronic in-field data collection.

Question Rank: Somewhat Important

Assessor conclusions:

Not all law enforcement agencies collect crash data electronically. The State estimates that 90% of records are typed.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 53:

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

Standard of Evidence:

Describe—using a narrative or flow diagram—all data submission processes used to transmit data from collecting agencies to the statewide crash data system. Include the percentage of total data submitted for each specified method.

Question Rank:
Very Important

Assessor conclusions:

Not all law enforcement agencies submit crash data electronically to the State. The State estimates that 50% of law enforcement agencies submit crash data electronically .

Respondents assigned	2	Responses received	1	Response rate	50%

Question 54:

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

Standard of 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.

Question Rank:
Very Important

Assessor conclusions:

Not all records are validated using the same rules that are consistent with those in the statewide crash system prior to submission.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 55:

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?

Standard of Evidence:

Provide a process flow diagram (preferred) or narrative description documenting 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.

Question Rank:
Very Important

Assessor conclusions:

While the State does have documentation describing their policies and processes, the documentation lags behind current processes which have been modified.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 56:

Are the processes for managing errors and incomplete data documented?

Standard of Evidence:

Provide a process flow diagram (preferred) or narrative description documenting the processes for managing errors and incomplete data.

Question Rank:
Very Important

Assessor conclusions:

The State does not have complete documentation for managing errors and incomplete data. The validation rules are documented, but on-going report evaluation and data maintenance for random issues are not.

The inclusions of a specific policy on the documenting of errors and incomplete data would aid in improving data quality. The TRCC could be the starting point for the implementation of a Data Quality Committee to address this area.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 57:

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?

Standard of Evidence:

Provide a copy of the retention policy.

Question Rank: Somewhat Important

Assessor conclusions:

The State archives the crash forms (fatal since 1961 and non-fatal since 1990); no official retention policy is in place. There is no mention as to whether this meets the needs of end users.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 58:

Does the crash system interface with the driver system?

Standard of Evidence:

Provide narrative description of the crash-to-driver system 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?

Question Rank: Somewhat Important

Assessor conclusions:

There are no crash system interfaces with the driver system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 59:

Does the crash system interface with the vehicle system?

Standard of Evidence:

Provide narrative descriptions of 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.

Question Rank: Somewhat Important

Assessor conclusions:

There are no crash system interfaces with the vehicle system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 60:

Does the crash system interface with the roadway system?

Standard of Evidence:

Provide narrative descriptions of the crash-to-roadway interfaces that enable: verification and validation of the roadway information, and/or identification of inconsistencies between the crash and roadway records.

Question Rank: Somewhat Important

Assessor conclusions:

The State has provided the narrative description on how interface is accomplished. There is a CANSYS (State Highway System)-to-KCARS interface that adds accidents to CANSYS and pushes roadway data to KCARS.

The crash and roadway systems are integrated on the back-end. However, the State should work to have the data integration help populate and/or validate roadway information on the crash report while the report is being generated by the law enforcement officer.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 61:

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

Standard of Evidence:

Provide narrative descriptions of the crash-to-citation and -adjudication interfaces that enable: verification and validation of citations and/or alcohol or drug test information in the crash record; identification of any inconsistencies between crash and citation records; and access to criminal history, contact history, and location history.

Question Rank: Somewhat Important

Assessor conclusions:

There are no crash system interfaces with the citation and adjudication system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 62:

Does the crash system interface with the injury surveillance system?

Standard of Evidence:

Provide narrative descriptions of the crash-to-injury surveillance interfaces that enable: verification and validation of EMS information, and identification of inconsistencies between crash and EMS records.

Question Rank: Somewhat Important

Assessor conclusions:

There are no crash system interfaces with the injury surveillance system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 63:

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?

Standard of Evidence:

Provide the formal methodology or 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.

Question Rank: Very Important

Assessor conclusions:

Documentation was provided to describe the processes for edit checks and validation rules that are in place to ensure that crash data element attributes falls within an acceptable range for each element.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 64:

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?

Standard of Evidence:

Provide the formal methodology or describe the process by which limited state-level correction authority is granted to quality control staff working with the statewide crash database.

Question Rank: Somewhat Important

Assessor conclusions:

While it seems that lead staff can make changes to the forms when deemed necessary before submitting into the database, no formal methodology or description of the process was provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 65:

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

Standard of Evidence:

Provide the formal methodology or describe the process by which rejected crash reports are returned to the originating officer and then resubmitted to the statewide crash database.

Question Rank:
Very Important

Assessor conclusions:

The State has a defined process in place for returning rejected reports for correction. The State reports, "a staff member manages the process and tracks each report called an 'RO' (return to Reporting Officer) in our RO database. We return the report along with a cover letter indicating what needs to be corrected. We then monitor whether we receive the amended report."

Respondents assigned	2	Responses received	1	Response rate	50%

Question 66:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The timeliness performance measure evaluates the number of days between the crash date and the date the data enters the State's database.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 67:

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

Standard of Evidence:

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

Question Rank: Very Important

Assessor conclusions:

The accuracy measure provided reflects the percentage of reports with a reported BAC. This seems to be more of a completeness measure than an accuracy measure. In addition, the State did not address if the current measure is tailored to the needs of data managers and data users.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 68:

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

Standard of Evidence:

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

Question Rank: Very Important

Assessor conclusions:

A completeness measure was discussed concerning the percentage of reports with a BAC result given. The State also measures CMV reporting, EMS reporting, and EMS Service participation.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 69:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's response does not support uniformity performance measures tailored to the needs of data managers and data users. Uniformity applies to the standardization of reports submitted in a like format, with valid data elements. The development of this measure can be accomplished through all agencies using the same crash report statewide. If this is presently being done, the uniformity can be measured through paper and electronic means.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 70:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

While the State understands the importance of data integration and is working to integrate the core data systems, no integration performance measure was given.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 71:

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

Standard of Evidence:

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

Question Rank: Somewhat Important

Assessor conclusions:

No accessibility performance measure was given.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 72:

Has the state established numeric goals—performance metrics—for each performance measure?

Standard of Evidence:

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

Question Rank: Very Important

Assessor conclusions:

The State has provided established numeric goals—performance metrics—for each of the performance measures.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 73:

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

Standard of Evidence:

Provide a sample report, list of receiving law enforcement agencies, and specify the frequency of issuance.

Question Rank:
Very Important

Assessor conclusions:

The State has supplied reports to law enforcement agencies in regards to timeliness but covers accuracy and completeness feedback in a different way. Evaluation of reports and coding problem reports are sent back to be corrected and resubmitted. Those using KLER receive immediate feedback using the validation check which ensures accuracy and completeness.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 74:

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?

Standard of Evidence:

Provide the formal methodology or describe 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.

Question Rank:
Very Important

Assessor conclusions:

The State monitors common coding issues and follows up with statewide feedback addressing the issues via newsletters and coding manual updates. In July 2014, Kansas DOT provided training to LEAs to address common coding issues and produced a training video.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 75:

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?

Standard of Evidence:

Provide the formal methodology or describe 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.

Question Rank: Somewhat Important

Assessor conclusions:

Quality control reviews comparing the crash diagram and narrative to the crash data are performed only for fatal crashes.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 76:

Are independent sample-based audits periodically conducted for crash reports and related database contents?

Standard of Evidence:

Describe the formal audit methodology, provide a sample report or other output, and specify the audits' frequency.

Question Rank: Somewhat Important

Assessor conclusions:

While data quality is examined for the work of new employees, no independent sample-based auditing is conducted on a periodical basis.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 77:

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

Standard of Evidence:

Describe the analyses, provide a sample report or other output, and specify the analyses' frequency.

Question Rank: Very Important

Assessor conclusions:

No regular processes are is place to monitor trend analyses.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 78:

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

Standard of Evidence:

Describe the process for transmitting and utilizing key users' data quality feedback to inform changes.

Question Rank: Somewhat Important

Assessor conclusions:

The State provides feedback through a website, videos, and newsletters.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 79:

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

Standard of Evidence:

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

Question Rank: Very Important

Assessor conclusions:

Data quality reports are not provided to the TRCC.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Vehicle

The Kansas Division of Vehicles is the custodial agency of the Kansas vehicle data system that maintains critical information related to ownership and identification of vehicles, such as vehicle make, model, year of manufacture, body type, and title brands.

Kansas conducts internal VIN verification but does not validate every VIN through the National Motor Vehicle Title Information System (NMVTIS). The State does not use a barcode on their vehicle registration documents.

The Kansas vehicle system does not provide title information to the NMVTIS, and the State's vehicle system does not query NMVTIS before issuing new titles. The State uses brand information on the vehicle record as recommended by the American Association of Motor Vehicle Administrators (AAMVA). Kansas is not participating in the Performance and Registration Information Systems Management (PRISM) program.

The State vehicle system data dictionary does not have a documented definition for each data field. The State plans to accomplish this in the future. Also, edit checks and data collection guidelines are not incorporated in the vehicle data system.

Kansas does not have a process flow diagram related to the key data processes such as the collection, reporting, posting of titling, registrations, and other transactions. Additionally, the vehicle data system does not flag or identify vehicles reported as stolen to law enforcement authorities. The State maintains the title brand history previously applied to vehicles by other States. Vehicle records are never purged from the vehicle system.

The State's vehicle data system is not linked with the driver data system. Personal information entered into the vehicle system does not use the same conventions used in the driver system. Vehicle data cannot be used to validate the vehicle information during the initial creation of the citation or crash report. Also, if discrepancies are identified during data entry in the crash data system, vehicle records are not flagged.

The Kansas vehicle system data is processed in real-time. Limited State-level correction authority is granted to the appropriate staff who work with vehicle records and who can correct obvious errors and omissions. Kansas does not have a formal, comprehensive data quality management program related to the vehicle data system, and it does not have established performance measures for timeliness, accuracy, completeness, uniformity, integration, and accessibility of this system.

Considerations

Kansas may consider making improvements in several different areas of their vehicle data system. Specifically, the vehicle registration documents should be barcoded (at least using the 2D standard) to allow law enforcement in the field to obtain fast and accurate access to the vehicle information using barcode scanners, as needed. The State should also start to work on sharing title brand information with other States via the NMVTIS. Next, the procedures to flag or identify vehicles reported as stolen to law enforcement authorities could be established. Furthermore, the State may consider creating a process flow diagram that describes the vehicle system's key data

processes, including the information on the time required to complete each step from the initial event to final entry into the vehicle system.

In addition to the above, one of the major areas of the improvement of the Kansas vehicle data system is within data quality control programs. The State could consider beginning to develop a concept for a data quality management program for the vehicle data system that will give the State a greater ability to fully understand the quality of their vehicle data system in terms of the timeliness, accuracy, completeness, uniformity, integration, and accessibility. Eventually, for each of these attributes, the State should establish performance measures. Once formed, such a data quality control program will be a great tool for data managers and data users to quickly and easily recognize areas that need improvement. Also, the State should consider performing periodical independent sample-based audits to examine vehicle reports and conducting periodic comparative and trend analyses to identify unexplained differences in data across years and jurisdictions. Finally, data quality feedback from key users should be regularly communicated to data collectors and managers and data quality reports should be created and provided to the State's TRCC committee for regular review.

Question 80:

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?

Standard of Evidence:

Provide the custodial agency's name.

Question Rank: Somewhat Important

Assessor conclusions:

The Kansas Division of Vehicles is the custodial agency of the State's vehicle data system that maintains all vehicle title and registration records.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 81:

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

Standard of Evidence:

Describe the circumstances in which the VIN is validated and used.

Question Rank: Less Important

Assessor conclusions:

The State does not validate VIN's through NMVTIS. The State conducts internal VIN verification. For the foreign titles, the State checks the VIN through the National Crime Information Center to determine whether the vehicle is stolen. More specific details related to these procedures would be helpful.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 82:

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?

Standard of Evidence:

Provide a sample document, and identify the information encoded.

Question Rank: Very Important

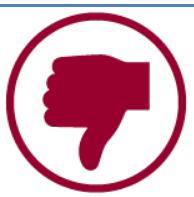
Assessor conclusions:

Vehicle registration documents are not barcoded. Barcodes would allow law enforcement officers in the field to collect accurate information rapidly by using barcode readers or scanners.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 83:

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



Standard of Evidence:

Explain how and how often the State uploads data to NMVTIS, specifying the manner of transmittal and its frequency (e.g., real-time, nightly, weekly).

Question Rank: Somewhat Important

Assessor conclusions:

Kansas does not provide title information to the National Motor Vehicle Title Information System (NMVTIS) at this time.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 84:

Does the vehicle system query the National Motor Vehicle Title Information System (NMVTIS) before issuing new titles?

Standard of Evidence:

Provide the NMVTIS query processing instructions or provide a screen print of the query tool.

Question Rank: Very Important

Assessor conclusions:

The State's vehicle system does not query the National Motor Vehicle Title Information System (NMVTIS) before issuing new titles. -

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 85:

Does the State incorporate brand information on the vehicle record that are recommended by AAMVA and/or received through NMVTIS, whether or not the brand description matches the State's brand descriptions?

Standard of Evidence:

Provide the list of the State's title brands and their definitions.

Question Rank: Very Important

Assessor conclusions:

The State uses brand information on the vehicle record as recommended by AAMVA. A list of the State's title brands and definitions was provided as evidence.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 86:

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

Standard of Evidence:

Provide the PRISM processing instructions or a screen print.

Question Rank: Very Important

Assessor conclusions:

The State does not participate in the Performance and Registration Information Systems Management (PRISM) program.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 87:

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

Standard of Evidence:

Provide a narrative description of the data dictionary and provide an extract.

Question Rank: Somewhat Important

Assessor conclusions:

The State's vehicle system does not have a documented definition for each data field. The State plans to accomplish this in the future.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 88:

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

Standard of Evidence:

Provide a narrative description of the data dictionary's edit check and data collection guidelines and provide an extract.

Question Rank: Somewhat Important

Assessor conclusions:

The State's vehicle system does not include edit check and data collection guidelines that correspond to the data definitions.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 89:

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

Standard of Evidence:

Provide a narrative description of the data dictionary's procedure for applying title brands and provide a copy of the brands applied.

Question Rank: Very Important

Assessor conclusions:

It is not evident that the State maintains formal documentation related to the collection, reporting, and posting procedures for registration, title, and title brand information.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 90:

Is there a process flow diagram describing the vehicle data system?

Standard of Evidence:

Provide the process flow diagram.

Question Rank: Somewhat Important

Assessor conclusions:

The State does not have a process flow diagram describing the vehicle data system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 91:

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

Standard of Evidence:

Provide a narrative description of the procedures for flagging and identifying vehicles reported as stolen. Provide the appropriate excerpt from the instruction manual.

Question Rank: Very Important

Assessor conclusions:

The vehicle system does not flag or identify vehicles reported as stolen to law enforcement authorities.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 92:

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?

Standard of Evidence:

Provide a narrative description of how the flags are removed. Provide the appropriate excerpt from the instruction or procedures manual.

Question Rank: Very Important

Assessor conclusions:

The vehicle system does not flag or identify stolen vehicles.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 93:

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

Standard of Evidence:

Provide a narrative description of how title brand information is applied.

Question Rank:
Very Important

Assessor conclusions:

The State records and maintains the title brand history previously applied to vehicles by other States. This information is entered at the time of titling and registration based on the out of State title information. The State's county stakeholders submit the information to the State's vehicle identification and registration system (MOVRS) used to title and register vehicles.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 94:

Are the steps from initial event (titling, registration) to final entry into the statewide vehicle system documented in a process flow diagram?

Standard of Evidence:

Provide the process flow diagram. If diagram does not exist, provide a narrative describing the process in detail.

Question Rank:
Very Important

Assessor conclusions:

The State documents a process for titling and registration from initial event to final entry into the vehicle data system. The county user enters the information via the MOVRS system, which is captured and maintained in the State's vehicle data system. More specific details would enable a clearer understanding of the procedures.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 95:

Is the process flow diagram or narrative annotated to show the time required to complete each step?

Standard of Evidence:

Provide the process flow diagram. If diagram does not exist, provide a narrative describing the process in detail.

Question Rank: Somewhat Important

Assessor conclusions:

The State does not maintain the process flow diagram showing the time required to complete each step.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 96:

Does the process flow diagram or narrative show alternative data flows and timelines?

Standard of Evidence:

Provide the process flow diagram that specifies alternative data flows and timelines. If diagram does not exist, provide a narrative describing the process in detail.

Question Rank: Somewhat Important

Assessor conclusions:

The State does not have a process flow diagram and did not provide a narrative describing alternate data flows and timelines.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 97:

Does the process flow diagram or narrative include processes for error correction and error handling?

Standard of Evidence:

Provide the process flow diagram that specified the processes for error correction and error handling. If diagram does not exist, provide a narrative describing the process in detail.

Question Rank: Somewhat Important

Assessor conclusions:

The State does not have a process flow diagram related to processes for error correction and error handling.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 98:

Does the process flow diagram or narrative explain the timing, conditions, and procedures for purging records from the vehicle system?

Standard of Evidence:

Provide the process flow diagram that specifies the schedule and process for purging records. If diagram does not exist, provide a narrative describing the process in detail.

Question Rank: Somewhat Important

Assessor conclusions:

The State does not purge vehicle records. All vehicle records are kept in the State's vehicle data system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 99:

Are the driver and vehicle files unified in one system?

Standard of Evidence:

Provide a narrative description of the unified system's main components and identify the variables that link the vehicle and driver files.

Question Rank: Somewhat Important

Assessor conclusions:

The vehicle data system is not linked with the driver data system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 100:

If the driver and vehicle files are separate, is personal information entered into the vehicle system using the same conventions used in the driver system?

Standard of 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.

Question Rank: Very Important

Assessor conclusions:

Personal information entered into the vehicle system does not use the same conventions used in the driver system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 101:

Can vehicle system data be used to verify and validate the vehicle information during initial creation of a citation or crash report?

Standard of Evidence:

Provide a narrative description of the procedures governing the use of vehicle system data to verify and validate vehicle information during initial creation of a citation or crash report. ALTERNATIVE EVIDENCE: Describe how the vehicle system is accessed, if it is, to validate and verify vehicle information during crash report creation.

Question Rank: Somewhat Important

Assessor conclusions:

The State's vehicle system data cannot be used to verify or validate the vehicle information during initial creation of a citation or crash report.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 102:

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

Standard of Evidence:

Provide an appropriate extract from the vehicle system manual that details the process for addressing a record flagged by the crash system.

Question Rank: Less Important

Assessor conclusions:

Vehicle records are not flagged for updates if discrepancies are identified during data entry in the crash data system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 103:

Are VIN, title number, and license plate number the key variables used to retrieve vehicle records?

Standard of Evidence:

Identify the key variables used to retrieve vehicle records.

Question Rank: Very Important

Assessor conclusions:

The VIN, title number, and license plate number are the key variables used to retrieve vehicle records.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 104:

Is the vehicle system data processed in real-time?

Standard of Evidence:

Provide a narrative statement explaining the answer.

Question Rank: Very Important

Assessor conclusions:

The State's vehicle system data is processed in real-time. A narrative with specific details would have clarified the extent of real-time processing.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 105:

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?

Standard of Evidence:

Provide the formal methodology or 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.

Question Rank: Very Important

Assessor conclusions:

It is not evident that there are 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.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 106:

Is limited state-level correction authority granted to quality control staff working with the statewide vehicle system to amend obvious errors and omissions?

Standard of Evidence:

Name the authority that allows quality control staff to correct the statewide vehicle database.

Question Rank: Somewhat Important

Assessor conclusions:

The Kansas Division of Vehicles allows for limited state-level correction authority staff to amend errors and omissions in the vehicle system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 107:

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

Standard of Evidence:

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

Question Rank: Very Important

Assessor conclusions:

The State does not have any timeliness performance measures tailored to the needs of data managers and data users.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 108:

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

Standard of Evidence:

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

Question Rank: Very Important

Assessor conclusions:

The State does not have any accuracy performance measures tailored to the needs of data managers and data users.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 109:

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

Standard of Evidence:

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

Question Rank: Very Important

Assessor conclusions:

The State does not have any completeness performance measures tailored to the needs of data managers and data users.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 110:

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

Standard of Evidence:

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

Question Rank: Very Important

Assessor conclusions:

The State does not have any uniformity performance measures tailored to the needs of data managers and data users.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 111:

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

Standard of Evidence:

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

Question Rank: Very Important

Assessor conclusions:

The State does not have any integration performance measures tailored to the needs of data managers and data users.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 112:

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

Standard of Evidence:

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

Question Rank: Somewhat Important

Assessor conclusions:

The State does not have any accessibility performance measures tailored to the needs of data managers and data users.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 113:

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

Standard of Evidence:

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

Question Rank: Very Important

Assessor conclusions:

The State does not have established numeric goals for each performance measure.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 114:

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?

Standard of Evidence:

Provide the formal methodology or describe 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.

Question Rank: Very Important

Assessor conclusions:

The detection of high frequency errors is not used to generate updates to training content and data collection manuals or to update validation rules and to prompt form revisions.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 115:

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

Standard of Evidence:

Describe the formal audit methodology, provide a sample report or other output, and specify the audits' frequency.

Question Rank: Somewhat Important

Assessor conclusions:

Independent sample-based audits are not conducted periodically for vehicle records and related database contents.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 116:

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

Standard of Evidence:

Describe the analyses, provide a sample report or other output, and specify the analyses' frequency.

Question Rank: Very Important

Assessor conclusions:

The State does not use periodic comparative and trend analyses to identify unexplained differences in the data across years and jurisdictions.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 117:

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

Standard of Evidence:

Describe the process for transmitting and utilizing key users' data quality feedback to inform changes.

Question Rank: Somewhat Important

Assessor conclusions:

Data quality feedback from key users is not regularly communicated to data collectors and data managers.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 118:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not provide any data quality management reports to the TRCC for regular review.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Driver

The custodial agency, the Kansas Department of Revenue, Division of Vehicles has the responsibility for the Kansas Driver License system (KDLS) where both the commercial and non-commercial driver records are maintained.

The State's driving under the influence (DUI) system is not electronically linked to the driver data system. DUI convictions are sent electronically from the Kansas courts and manually processed and placed on the appropriate driver record.

The KDLS collects some information on driver training for novice drivers through a manual process that requires the examiner to enter school completion information as notes in the system. Driver's training history is not maintained in the driver system. The KDLS captures traffic violations but does not capture driver improvement training history because there is no driver improvement training in Kansas.

The KDLS captures and maintains original issue dates for all license, permits, and endorsements that have been issued. The State does not have audit checks. Driver information is maintained in a manner that accommodates interaction with Commercial Driver's License Information System (CDLIS) and Problem Driver Pointer System (PDPS) system before issuance of any license. The State is CDLIS 5.3 compliant.

The contents of the driver data system are not well documented. Only CDLIS data definitions are documented in the data dictionary. Valid field values with null codes are not documented in the data dictionary. The driver data system does not have edit checks and data collection guidelines for each data element. There are no established procedures for updating the data dictionary whenever there is a change or a program compiled.

The State maintains documentation and follows Federal Motor Carrier Safety Administration (FMCSA) guidelines pertaining to all commercial licensing, permitting and endorsement issuance procedures. This documentation is available to driver license issuance and support staff through a web-based guide. There is also accurate and up to date documentation and a flow chart detailing the reporting and recording of citations and convictions. All convictions in Kansas are submitted electronically and updated to the driving record within 24-48 hours.

The State maintains 100% of all scanned documentation for each individual driving record that results in a change of license status. Convictions that require action to a driver license status are manually entered. License status changes are updated automatically on a nightly basis, unless manually entered. The State did not provide any specific information as to how the driver license status change is documented or a process flow diagram that shows key data process flows including inputs from other data systems. There are no error correction processes for license, permit, endorsement issuance, or driver training. The State appears to have established error correction processes for recording and reporting relevant citations and convictions even though requested evidence was not provided. The State has well documented business rules regarding the purging of data from the driver system.

Kansas law gives the Kansas Department of Revenue administrative authority to suspend the driving privilege based on a DUI arrest independent of adjudication. Specific information

regarding this process was not provided.

The State has placed into practice both electronic and manual screening processes to detect, deter, and identify potential license fraud. All employees must complete a two-day fraud recognition training annually. All photos are run through a facial recognition process, and suspected fraud cases are sent to the fraud unit. The fraud unit is in the process of hiring an auditor to assist with the detection of internal fraud. All CDL hazmat issuances must have Transportation Security Administration (TSA) approval. Social Security On-line Verification (SSOLV) and Systematic Alien Verification for Entitlements (SAVE) verification processes are utilized.

The State's policies and procedures for maintaining appropriate system and information security are handled by IT Security; however, there was no information provided as to exactly how this is accomplished. The State tracks release of driver information though their phone system that is QA'd through a program called Cacti. It is unclear if release of other driver license information is tracked by the system custodian.

The State's crash, citation, and adjudication systems are not linked to the driver system electronically. Citations are sent in electronically and added to the citation system by an assigned unique identifier number. Adjudications are sent in electronically and manually and are linked to the driver system by an assigned unique identifier number either through a batch process or the driver solutions group that is responsible for maintaining and linking the fields.

The Driver Licensing System is linked to the Problem Driver Pointer System (PDPS), the Commercial Driver License Information System (CDLIS), and the Social Security Online Verification (SSOLV) system. The Systematic Alien Verification for Entitlements SAVE) system in used manually through web service.

The State has the capability to grant authorized court and law enforcement personnel access to information in the driver system. The Kansas Department of Revenue has created an on-line Certified Driving Record portal that allows authorized personnel to access complete driving record information including issuance, driving record, conviction data, and withdrawal information. All documents attached to the driving record are also available. The portal is updated nightly during the weekdays and has over 800 registered users. Authorized personnel from other States may access driver licensing information available through the American Motor Vehicle Administrators network that administers PDPS and CDLIS.

The State does not have a data quality management program for the driver system. There are automated edit checks and validation rules built into the driver system that only accept certain values; however, there was not specific information provided to fully evaluate. There are no comparative trend analyses used to identify unexplained differences in data across the years and jurisdictions.

The State does not have any established quality control measurements for the driver data system such as timeliness, accuracy, completeness, uniformity, integration, or accessibility measures.

The State has training manuals and courses available to driver license examiners and driver solutions staff. Managers perform auditing of applications and errors are noted so information can

be provided to staff to reduce frequent errors. However, there are no procedures by which high frequency errors are used to generate new training content, update the validation rules, and prompt manual revisions.

Independent sample-based audits on driver reports and related database contents for that record are not conducted. Feedback regarding data quality is not regularly communicated from key to data collectors and data managers. There is no data quality management reports provided to TRCC.

The Kansas Department of Revenue, Division of Vehicles has established a good foundation on which to continue to build and enhance their driver record system. There may be areas that were identified as not meeting the ideal system due to the lack of evidence that was provided.

Considerations:

Driver data system edit checks and a documented data dictionary are a fundamental part of having accurate driver data system. Effort for improvement in this area is critical.

Error correction processes should be established for license, permit, and endorsement issuance.

System and security procedures and processes should be documented and accessible by all employees.

Data quality feedback from data users should be encouraged and provided to data collectors and managers for consideration in data quality management program.

Novice driver training that includes provider name, type of class completed and date of completion should be provided on the driver history.

Driver improvement courses should be considered to assist with rehabilitation efforts of problem drivers.

Efforts to link the State's DUI, Crash, and Citation systems to the driver system should be explored and encouraged.

Timeliness, accuracy, completeness, uniformity, integration, and accessibility performance measures along with the numeric goals (performance metrics) for each measure are the basis of quality determinations for driver data system.

Question 119:

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

Standard of Evidence:

Provide a narrative identifying the custodial agency.

Question Rank:
Very Important

Assessor conclusions:

The Division of Vehicles of the Kansas Department of Revenue is the custodial agency of the Kansas Driver License System (KDLS).

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 120:

Can the State's DUI s data system be linked electronically to the driver system?

Standard of Evidence:

Provide a narrative explanation of a State's linking protocols that demonstrated how a citation on the DUI data system is linked to a record on the driver system. Include identification of the linkage portal and organizations responsible for maintaining the link and the linking fields used.

Question Rank:
Very Important

Assessor conclusions:

The State responded that their DUI data system and driver system are one in the same; however, DUI convictions are sent electronically from the Kansas courts and processed onto the driver record. There is not specific evidence for a separate DUI system that would track the processing of offender information and status prior to the posting of convictions on the driver record.

Respondents assigned	4	Responses received	3	Response rate	75%

Question 121:

Does the driver system capture novice drivers' training histories, including provider names and types of education (classroom or behind-the-wheel)?

Standard of Evidence:

Provide a narrative documenting the availability of novice driver training history (including motorcycle and commercial license training), and specify the pertinent data fields and audit checks in the data dictionary or provide a sample system report.

Question Rank:
Less Important

Assessor conclusions:

The driver system system maintains only notes that the examiner enters regarding novice driver school completion. Driver training is not maintained in the driver history.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 122:

Does the driver system capture drivers' traffic violation and/or driver improvement training histories, including provider names and types of education (classroom or behind-the-wheel)?

Standard of Evidence:

Provide a narrative documenting the availability of traffic violation and/or driver improvement training history, including motorcycle and commercial license training, by specifying the pertinent data fields and audit checks in the data dictionary or provide a sample report.

Question Rank:
Less Important

Assessor conclusions:

The driver system captures traffic violations but does not capture driver improvement training information. There is no
indication of driver improvement training being offered in Kansas. The State did not provide specific data fields and audit checks in the data dictionary regarding the capture of traffic violations. Nor was a sample report provided.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 123:

Does the driver 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)?

Standard of Evidence:

Provide a narrative documenting the availability of original issuance dates for all permits, licensing, and endorsements by specifying the pertinent data fields and audit checks in the data dictionary or provide a sample report.

Question Rank: Somewhat Important

Assessor conclusions:

The State driver system captures and retains the dates of original issuance for all permits, licensing, and endorsements; however, they did not specify the pertinent data fields and audit checks in the data dictionary or provide a sample report.

Respondents assigned	4	Responses received	3	Response rate	75%

Question 124:

Is driver information maintained in a manner that accommodates interaction with the National Driver Register's Problem Driver Pointer System (PDPS) and the Commercial Driver's License Information System (CDLIS)?

Standard of Evidence:

Demonstrate functional integration with the PDPS and CDLIS. AAMVA audit reports can be provided as supporting documentation.

Question Rank: Very Important

Assessor conclusions:

The State's driver information is maintained in a manner that accommodates interaction with the National Driver Register's Problem Driver Pointer System (PDPS) and the Commercial Driver's License Information System (CDLIS). Kansas is CDLIS 5.3 compliant.

Respondents assigned	4	Responses received	3	Response rate	75%

Question 125:

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

Standard of Evidence:

Provide, at a minimum, a table of contents and sample elements from the data dictionary or a sample data dictionary report.

Question Rank:
Very Important

Assessor conclusions:

The State's driver system has documented data definitions, but not for all data fields. There are only documented CDLIS data definitions. The State provided a sample of data fields definitions.

Respondents assigned	4	Responses received	3	Response rate	75%

Question 126:

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

Standard of Evidence:

Provide sample valid data field values from the data dictionary.

Question Rank:
Very Important

Assessor conclusions:

It is not evident that all valid field values - including null codes - are documented in the data dictionary.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 127:

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

Standard of Evidence:

Provide an example edit check and data collection guideline.

Question Rank:
Very Important

Assessor conclusions:

The State driver data system does not have edit checks and data collection guidelines for each data element.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 128:

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

Standard of Evidence:

Provide a narrative explanation of the controls and procedures that ensure the data dictionary is kept up to date.

Question Rank: Very Important

Assessor conclusions:

The State does not have established guidance or procedures related to update of the data dictionary.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 129:

Does the custodial agency maintain accurate and up to date documentation detailing the licensing, permitting, and endorsement issuance procedures (manual and electronic, where applicable)?

Standard of Evidence:

Provide a process flow document for this specific process area, or provide a narrative explaining how these processes are documented and how that documentation is maintained. Include the percentage of reporting that is accomplished manually and electronically.

Question Rank: Somewhat Important

Assessor conclusions:

The State maintains up to date documentation and follows FMCSA guidelines pertaining to all licensing, permitting, and endorsement issuance procedures. Driver license issuance and support staff have access to this documentation through a web based guide. It is unknown what percentages of reporting are accomplished manually and electronically.

Respondents assigned	4	Responses received	3	Response rate	75%

Question 130:

Does the custodial agency maintain accurate and up to date documentation detailing the reporting and recording of relevant citations and convictions (manual and electronic, where applicable)?

Standard of Evidence:

Provide a process flow document for this specific process area, or provide a narrative explaining how these processes are documented and how that documentation is maintained. Include the percentage of reporting that is accomplished manually and electronically.

Question Rank: Somewhat Important

Assessor conclusions:

All convictions in Kansas are submitted electronically and updated onto the driving record within 24-48 hours depending on the conviction type. The State maintains accurate and up-to-date documentation detailing the reporting and recording of relevant citations and convictions which is evident from the provided flow charts to update minor and major tickets.

Respondents assigned	4	Responses received	3	Response rate	75%

Question 131:

Does the custodial agency maintain accurate and up to date documentation detailing the reporting and recording of driver education and improvement course (manual and electronic, where applicable)?

Standard of Evidence:

Provide a process flow document for this specific process area, or provide a narrative explaining how these processes are documented and how that documentation is maintained. Include the percentage of reporting that is accomplished manually and electronically.

Question Rank: Somewhat Important

Assessor conclusions:

The State maintains driver education completion information in the notes section of the application. No indication showed that driver improvement courses are used Kansas.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 132:

Does the custodial agency maintain accurate and up to date documentation detailing the reporting and recording of other information that may result in a change of license status (manual and electronic, where applicable)?

Standard of Evidence:

Provide a process flow document for this specific process area, or provide a narrative explaining how these processes are documented and how that documentation is maintained. Include the percentage of reporting that is accomplished manually and electronically.

Question Rank: Somewhat Important

Assessor conclusions:

The State maintains 100% of all scanned documentation for each individual driving record that results in a change of license status. Convictions that require action to a driver status are manually entered. Status changes are updated automatically on a nightly basis, unless manually changed. However, evidence was not provided as to the specific documentation for this process and how it is maintained.

Respondents assigned	5	Responses received	3	Response rate	60%

Question 133:

Does the custodial agency maintain accurate and up to date documentation detailing any change in license status (e.g., sanctions, withdrawals, reinstatement, revocations, and restrictions)?

Standard of Evidence:

Provide a narrative or flow diagram describing the processes and procedures governing the actual change to the license status, including timelines for each type of change.

Question Rank: Somewhat Important

Assessor conclusions:

The State maintains accurate and up to date documentation detailing any change in license status regarding sanctions, withdrawals, reinstatement, revocations, and restrictions; however, there was no specific information provided as to how the status change is documented.

Respondents assigned	5	Responses received	3	Response rate	60%

Question 134:

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

Standard of Evidence:

Provide the process flow diagram.

Question Rank: Very Important

Assessor conclusions:

The State does not have a process flow diagram that outlines the driver data system's key data process flows or inputs from other data systems.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 135:

Are the processes for error correction and error handling documented for: license, permit, and endorsement issuance; reporting and recording of relevant citations and 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?

Standard of Evidence:

Provide the documentation or flow diagram that describes the processes and procedures for error correction and error handling in each of the listed process areas.

Question Rank: Somewhat Important

Assessor conclusions:

The State has established error correction processes only for recording and reporting relevant citations and convictions. Error correction procedures do not exist for license, permit, and endorsement issuance, reporting and recording of driver education etc. The requested evidence pertaining to error correction processes for reporting and recording of citations and convictions was not provided.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 136:

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

Standard of Evidence:

Provide the documentation or flow diagram that describes the processes and procedures for purging data and the timelines for these actions.

Question Rank: Somewhat Important

Assessor conclusions:

The State has documented business rules regarding the purging of data from the driver system. Records of the following types are purged after seven years: cancelled driver records and inactive driver records that are not suspended or revoked and do not have violations.

Respondents assigned	4	Responses received	3	Response rate	75%

Question 137:

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

Standard of Evidence:

Provide the documentation or flow diagram that describes the processes and procedures for administrative license suspension.

Question Rank: Somewhat Important

Assessor conclusions:

Kansas law gives the Kansas Department of Revenue authority to impose administrative action as a result of a DUI. A narrative with specific details or a flow diagram related to State's processes and procedures to impose administrative license suspension upon a DUI arrest was not provided.

Respondents assigned	5	Responses received	3	Response rate	60%

Question 138:

Are there established processes to detect false identity licensure fraud?

Standard of Evidence:

Provide a narrative describing the systems or processes used to detect individuals attempting licensure under a new identity.

Question Rank:
Very Important

Assessor conclusions:

The State has established procedures to detect false identity licensure fraud. All driver license issuance employees receive a 2-day fraud recognition training that is also offered as an annual refresher course. In addition, all photos are run through a facial recognition program to prevent fraudulent attempts. All suspected fraud cases are reported to the fraud unit.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 139:

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

Standard of Evidence:

Provide a narrative describing the systems or processes used to detect internal fraud by individual users or examiners.

Question Rank:
Very Important

Assessor conclusions:

The State has a fraud unit that detects internal fraud by individual users or examiners. In addition, an auditor will be hired to assist the fraud unit. A narrative describing specific activities of the fraud unit and processes to detect internal fraud was not provided.

Respondents assigned	5	Responses received	2	Response rate	40%

Question 140:

Are the established processes to detect CDL fraud (including hazmat endorsements)?

Standard of Evidence:

Provide a narrative describing the systems or processes used to detect commercial driver's license fraud, including for hazmat endorsements.

Question Rank:
Very Important

Assessor conclusions:

There are established procedures to detect commercial driver license fraud that include hazmat endorsements. All hazmat endorsements must have prior TSA approval. However, there were no other processes to detect CDL fraud included.

Respondents assigned	4	Responses received	3	Response rate	75%

Question 141:

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

Standard of Evidence:

Provide copies of the relevant policies and procedure manuals.

Question Rank:
Very Important

Assessor conclusions:

It is not evident that the State has policies and procedures for maintaining appropriate system and information security.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 142:

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

Standard of Evidence:

Provide copies of the relevant procedures or manuals.

Question Rank:
Very Important

Assessor conclusions:

The State tracks release of driver information through their phone system which is QA'd through a program called Cacti. There were not any copies of procedures or manuals for this attached. IT security also tracks usage by employees. However, there were no procedures presented to ensure that driver system custodians track access and release of driver information provided through other methods than telephone calls.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 143:

Can the State's crash system be linked to the driver system electronically?

Standard of Evidence:

Provide a narrative explanation of a State's linkage protocols that demonstrates how records in the crash system are linked to the driver record. Include identification of the linkage portal and the organization responsible for maintaining the link and the linking fields used.

Question Rank:
Very Important

Assessor conclusions:

The State's crash system cannot be linked to the driver system electronically.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 144:

Can the State's citation system be linked to the driver system electronically?

Standard of Evidence:

Provide a narrative explanation of a State's linkage protocols that demonstrates how records in the citation system are linked to the driver record. Include identification of the linkage portal and the organization responsible for maintaining the link and the linking fields used.

Question Rank:
Very Important

Assessor conclusions:

The State does not have a citation system that is linked to the driver system electronically. Citation dispositions are submitted electronically to the State; however, there was no evidence provided of a specific citation system that links to the driver system.

Respondents assigned	5	Responses received	3	Response rate	60%

Question 145:

Can the State's adjudication system be linked to the driver system electronically?

Standard of Evidence:

Provide a narrative explanation of a State's linkage protocols that demonstrates how records in the adjudication system are linked to the driver record. Include identification of the linkage portal and the organization responsible for maintaining the link and the linking fields used.

Question Rank:
Very Important

Assessor conclusions:

The State's adjudication system is not linked electronically to the driver data system.

Respondents assigned	5	Responses received	3	Response rate	60%

Question 146:

Is there an interface link between the driver 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?

Standard of Evidence:

Provide a narrative description of the policy for checking the PDPS, CDLIS, SSOLV, and SAVE for licensing commercial and non-commercial drivers (both original issuances and renewals).

Question Rank:
Very Important

Assessor conclusions:

There is an interface between the State's driver system and the Problem Driver Pointer System (PDPS), the Commercial Driver Licensing System (CDLIS), the Social Security Online Verification System (SSOLV), and the Systematic Alien Verification for Entitlement System (SAVE). The SAVE system is manually done for customer who presents foreign documents. All driver license issuers are required to verify customers' eligibility through the interfaces, by reviewing responses. The State uses the American Association of Motor Vehicle Administrators's UNI software with PDPS, CDLIS, and SSOLV.

Respondents assigned	4	Responses received	3	Response rate	75%

Question 147:

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

Standard of Evidence:

Provide a narrative description of the protocols granting authorized law enforcement personnel access to information in the driver system.

Question Rank:
Very Important

Assessor conclusions:

The Kansas Department of Revenue has created an on-line Certified Driving Record portal where courts, law enforcement, and other authorized personnel can access complete driving record information including, address information, issuance history, driving record history, conviction data, withdrawal information, and copies of all documents attached to the driving record. This portal is updated nightly during the weekdays. Currently, there are over 800 registered users with over 100,000 searches performed since the go-live date in August of 2013. The State is currently looking to expand this access to more users.

Respondents assigned	5	Responses received	3	Response rate	60%

Question 148:

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

Standard of Evidence:

Provide a narrative description of the protocols granting authorized law enforcement personnel access to information in the driver system.

Question Rank:
Very Important

Assessor conclusions:

The State has the capability to grant authorized court personnel access to information in the driver data system. As stated above, the Kansas Department of Revenue has created an on-line Certified Driving Record portal where courts, law enforcement, and other authorized personnel can access complete driving record.

Respondents assigned	4	Responses received	3	Response rate	75%

Question 149:

Does the custodial agency have the capability to grant authorized personnel from other States access to information in the driver system?

Standard of Evidence:

Provide a narrative description of the protocols granting authorized law enforcement personnel access to information in the driver system.

Question Rank:
Very Important

Assessor conclusions:

The authorized personnel from other States have access to information in the driver system through American Association Motor Vehicle Administration (AAMVA) PDPS and CDLIS systems. In addition, if personnel from other States know the individual driver personal information, they can send the information request to the State and the State will provide them with that driver information.

Respondents assigned	4	Responses received	3	Response rate	75%

Question 150:

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

Standard of Evidence:

Provide a narrative description of the driver system's data quality management programs and the most recent data quality reports issued.

Question Rank:
Very Important

Assessor conclusions:

The State does not have a formal, comprehensive data quality management program for the driver system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 151:

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?

Standard of Evidence:

Provide the formal methodology or 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.

Question Rank:
Very Important

Assessor conclusions:

The KDLS system will only accept certain values; however, the formal methodology or process was not described regarding automated edit checks and validation rules to ensure that data falls within a range of acceptable values.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 152:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not have timeliness performance measures tailored to the needs of data managers and data users. Timeliness performance measures are currently being developed with management.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 153:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There are not any accuracy performance measures tailored to the needs of data managers and data users.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 154:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There are not any completeness performance measures tailored to the needs of data managers and data users.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 155:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There are not any uniformity performance measures tailored to the needs of data managers and data users.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 156:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There are not any integration performance measures tailored to the needs of data managers and data users.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 157:

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

Standard of Evidence:

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

Question Rank: Somewhat Important

Assessor conclusions:

There are not any accessibility performance measures tailored to the needs of data managers and data users.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 158:

Has the state established numeric goals—performance metrics—for each performance measure?

Standard of Evidence:

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

Question Rank: Very Important

Assessor conclusions:

The State has not established numeric goals - performance metrics - for each performance measure.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 159:

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?

Standard of Evidence:

Provide the formal methodology or describe 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.

Question Rank: Very Important

Assessor conclusions:

The State has training manuals and courses that are provided to driver license examiners and driver solutions staff. Managers perform auditing of applications, and errors are noted so additional information can be provided to staff to reduce frequent errors. However, there is no process by which high frequency errors are used to generate new training content and data collection manuals, update the validation rules, and prompt revisions.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 160:

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

Standard of Evidence:

Describe the formal audit methodology, provide a sample report or other output, and specify the audits' frequency.

Question Rank: Somewhat Important

Assessor conclusions:

Independent sample-based audits are not conducted periodically for the driver reports and related database contents.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 161:

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

Standard of Evidence:

Describe the analyses, provide a sample report or other output, and specify the analyses' frequency.

Question Rank: Very Important

Assessor conclusions:

There are no comparative and trend analyses used to identify unexplained differences in the data across years and jurisdictions.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 162:

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

Standard of Evidence:

Describe the process for transmitting and utilizing key users' data quality feedback to inform changes.

Question Rank: Somewhat Important

Assessor conclusions:

There is no data quality feedback regularly communicated from key users to data collectors and data managers.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 163:

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

Standard of Evidence:

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

Question Rank: Very Important

Assessor conclusions:

Data quality management reports are not provided to the TRCC.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Roadway

The Kansas Department of Transportation (KDOT) has a legacy roadway information system (CANSYS) and linear referencing system (LRS) that does include basic functioning linear referencing methods. However this system is mainly limited to the State route system in Kansas that consists on only (approximately) 7% of the roadway mileage in the State.

The Kansas DOT has indicated that it is possible to locate traffic date elements such as roadway feature and traffic volume, on the LRS that exists for State maintained roadways, generally. A map was provided as evidence of this ability. The responses to the assessment questions also indicated that crash data is incorporated into the enterprise roadway data information system but only for crashes that occur on the State maintained roadway system. Crash data is being incorporated as a GIS layer as the ability to locate crashes is developed. Crash data is incorporated into the enterprise roadway information system for analysis and management use if the crash occurred on the State highway system.

However, Kansas DOT does not have a single location referencing system for all public roads. The map provided indicates that many non-system roads are not compatible with the LRS for State system roadways. The responses to the assessment also indicate that the LRS for non-State maintained roadways is completely separate than the LRS for State maintained roadways and that it is less accurate and not actively maintained. It appears that the line work for the non-system routes was developed from aerial image data compiled in 2002.

Based on the assessment responses provided and the Kansas Roadway Data Improvement Program (RDIP) Draft Final Report RDIP report from October 2014, other than establishing line work for local roads and importing some traffic volume data, Kansas DOT imports little data from local or municipal roadway owners. It is not clear if Kansas has assessed the local governments to see what data is available and what standards are in place, if any. However, Kansas DOT has indicated that local roadway data does not comply with State or Federal standards.

The existing Kansas DOT enterprise system does not allow for simple or easy modification such as adding new roadway data elements. The existing enterprise roadway and LRS system presents challenges to KDOT staff for updating and maintaining data, and it was described as a difficult process. Little to no official or formal process documentation exists.

However, the State appears to have thoroughly assessed the existing legacy system deficiencies and is very aware of the difficulties in having major system incompatibilities for all public roads, and they should be commended for taking steps toward developing new and adequate systems that can ultimately enhance data, functionality, and analysis, if a new system can be implemented. The Kansas DOT recently participated in both the Crash Data Improvement Program (CDIP) and the Roadway Data Improvement Program (RDIP) and made those reports available for this assessment. Kansas DOT is evaluating requirements and developing an RFP to address inconsistencies for all public road systems with common linear referencing capabilities. It is paramount for Kansas to develop a singular linear referencing system (LRS) and base map for all public roads and have a standard liner referencing method that allows for all roadway data to be referenced accordingly.

As part of the effort to develop a new system, the opportunity exists for KDOT to collaborate with

local agencies for the purpose of determining what data is available, to standardize processes and data flows, and to ultimately collect and integrate local system data into the State system to allow for more complete and robust strategic safety analysis.

Kansas DOT has indicated an awareness of the Model Inventory of Roadway Elements (MIRE). Due to the size of MIRE and the resources it would take to collect the all the roadway data elements in MIRE, FHWA developed a much smaller list of data elements identified as the Fundamental Data Elements (FDEs). A guidance document, the “Fundamental Roadway and Traffic Data Elements to Improve the Highway Safety Improvement Program”, was also developed for State DOTs. The focus has been placed on the collection of the FDEs to ensure that roadway and crash data can be linked to identify and analyze safety issues for the development of data driven safety projects and programs. Kansas DOT collects many of the Fundamental Data Elements; however, this is limited to State maintained roadways and, perhaps, HPMS segments on non-system roadways. The assessment responses indicated that no formal effort is made for the roadway data collected to conform to the data elements in MIRE. As Kansas DOT moves toward a new roadway enterprise system, referencing the MIRE guidance and looking for reasonable opportunities to conform to MIRE data elements is recommended. Kansas DOT should also consider expanding the collection of FDEs onto more non-system roadways, especially since those make up the bulk of the roadway system. This would allow KDOT to build on the foundation that is currently in place.

Kansas DOT does not currently support a formal data quality control program. Data errors are identified primarily through routine use. The KDOT should consider developing a formal data quality control program that includes both edit checks and validation rules, performed as data is added or modified to individual roadway files. The findings from this program, once established, could be shared with the data collectors and used to develop training programs.

Kansas DOT has not established many formal performance measures for their roadway system. Performance measures are useful for establishing goals for data improvement and measuring successes as data improvement projects are implemented. NHTSA has published the Model Performance Measures for State Traffic Records Systems document that provides guidance in developing performance measures and formal quality control programs. FHWA has also published a guidance document titled, Performance Measures for Roadway Inventory Data. All of these programs could assist Program Managers at KDOT In their data improvement efforts.

Question 164:

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

Standard of Evidence:

Provide a map displaying all public roads that represents the system's statewide capabilities. Identify what percentage of the public road system is State owned or maintained. Explain whether the State uses a single compatible location referencing system for all public roads or if it has a set of compatible location referencing systems. Prior reports are acceptable.

Question Rank:
Very Important

Assessor conclusions:

The Kansas Department of Transportation (KDOT) does not have a single location referencing system for all public roads. The map provided indicates that many non-system roads are not compatible with the LRS for State system roadways. However, the State appears to have thoroughly assessed the system incompatibilities. The Kansas Roadway Data Improvement Program (RDIP) Draft Final Report indicates that approximately 93% of roadways in Kansas are non-system and the remaining 7% are State-system routes. Currently, KDOT has 100% of State-owned routes identified in their LRS. The RDIP report also indicates that the LRS for non-State maintained roadways is completely separate from the LRS for State-maintained roadways and that it is less accurate and not actively maintained. It appears that the line work for the non-system routes was developed from aerial image data compiled in 2002. KDOT indicates some level of compatibility among the department's functional data files. KDOT is evaluating requirements and developing an RFP to address inconsistencies for all public road systems with common linear referencing capabilities.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 165:

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

Standard of Evidence:

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

Question Rank: Very Important

Assessor conclusions:

KDOT has indicated that it is possible to locate traffic data elements such as roadway features and traffic volume, on the LRS that exists for State-maintained roadways, generally. A map was provided as evidence of this ability. Recommendations in the Crash Data Improvement Program (CDIP) conducted in January of 2014, if implemented, would assure that this issue would meet the Traffic Records Advisory ideal. KDOT is evaluating requirements and developing an RFP to address inconsistencies for all public road systems with common linear referencing capabilities.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 166:

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

Standard of 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.

Question Rank: Very Important

Assessor conclusions:

Based on the response provided by KDOT, the current enterprise roadway information system does not contain roadway or traffic data elements for all public roads. Not all linear referencing systems in Kansas are compatible. Therefore, any data that is collected of the State network would be challenging to show spatially or to include in an enterprise system. The different systems in place each have different capabilities for linking roadway and traffic data elements to public roads.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 167:

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

Standard of Evidence:

Provide a map displaying crash locations on all public roads that is representative of the system's statewide capabilities. 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.

Question Rank:
Very Important

Assessor conclusions:

The Kansas DOT has indicated that they locate crashes differently depending on whether the crash is on a State system or non-system roadway. This indicates that multiple referencing systems are necessary to locate crashes on a map due to having multiple LRS systems across the State. The State has indicated that work is underway to improve crash referencing to include the intersection and offset, distance, and direction information.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 168:

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

Standard of Evidence:

Describe how the crash data is incorporated into the enterprise roadway information system and provide an example of how it is used for safety analysis.

Question Rank:
Very Important

Assessor conclusions:

The Kansas DOT has indicated that crash data is incorporated into the enterprise roadway data information system only for crashes that occur on the state-maintained roadway system.

Crash data is being incorporated as a GIS layer while the ability to locate crashes is developed. Crash data is incorporated into the enterprise roadway information system for analysis and management use if the crash occurred on the State highway system.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 169:

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

Standard of Evidence:

Provide a list of FDEs collected and their definitions. Specify if the data collected is for all public roads or State roads only. If the State wishes to cite the data dictionary directly, please identify the FDEs.

Question Rank: Somewhat Important

Assessor conclusions:

The respondent has indicated that while many MIRE elements are collected for the State highway system, very few are collected for non-system roadways. A list was provided of what elements are collected for state-maintained roadways. Approximately 93% of roadways mileage in Kansas is non-state-maintained. Therefore, a significant amount of roadway data is not available for analysis or reporting purposes.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 170:

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

Standard of Evidence:

Provide a list of additional MIRE data elements collected beyond the FDEs. Specify if the data elements are collected for all public roads or State roads only.

Question Rank: Somewhat Important

Assessor conclusions:

The respondent has indicated that no formal effort is made for the roadway data collected to conform to the data elements in MIRE. A list of elements provided does indicate that many MIRE type elements are collected, beyond the Fundamental Data Elements, for State-maintained roadways but not for non-system roads. The recent Kansas RDIP report (October 2014) confirms that Kansas does not collect all of the FDE's on the State-maintained roadways. Any data collected on the local road system is not currently integrated into the Kansas roadway data enterprise system.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 171:

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

Standard of 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.

Question Rank: Somewhat Important

Assessor conclusions:

Based on the response provided and reviewing the recent RDIP report, Kansas does have a list separate from the data dictionary that indicates that an assessment has been completed and can indicate the relationship between the MIRE and the data elements collected by Kansas DOT for state-maintained roadways. KDOT documents the MIRE elements in a spreadsheet showing FDE's according to State system vs non-state system and does not include all MIRE elements.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 172:

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

Standard of 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.

Question Rank: Somewhat Important

Assessor conclusions:

From the response and the RDIP report, Kansas does have a list separate from the data dictionary that indicates that an assessment has been completed and can indicate the relationship between the MIRE and the data elements collected by KDOT for state-maintained roadways. For all State road elements KDOT maintains data elements in the data dictionary for the State system and in metadata for the non-state system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 173:

Does roadway data imported from local or municipal sources comply with the data dictionary?

Standard of Evidence:

Provide a narrative statement explaining, how and if any roadway data are accepted and included in the statewide roadway database from local or municipal sources. Describe if the data from local or municipal sources meet the data dictionary standards.

Question Rank:
Very Important

Assessor conclusions:

Based on the response and the RDIP report, other than establishing line work for local roads and importing some traffic volume data, KDOT imports little data from local or municipal roadway owners. It is not clear if Kansas has assessed the local governments to see what data is available and what standards are in place, if any. However, Kansas DOT has indicated that local roadway data does not comply with State or Federal standards.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 174:

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

Standard of Evidence:

Provide a narrative explanation of the controls and procedures that ensure the data dictionary is kept up to date.

Question Rank:
Very Important

Assessor conclusions:

Based on the response, it would appear that an informal system is in place that would allow for the data dictionary, or meta data, to be updated if the enterprise LRS is altered. Any time the Enterprise LRS system is altered, the data dictionary is updated. Any time the GIS data is altered, the metadata is also updated. KDOT has developed, maintained and generally follow data governance processes and guidance on these subjects.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 175:

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?

Standard of Evidence:

Provide documentation or a narrative explaining 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.

Question Rank:
Very Important

Assessor conclusions:

The Kansas DOT enterprise system does not allow for simple or easy modification such as adding new roadway data elements. As such, limited or no formal documentation exists describing the process or how responsibility would be determined. This would mean that deciding to collect additional data elements would likely be met with resistance due to complexity and cost. Kansas is developing a new enterprise roadway system that is described as being more flexible. It is important for an enterprise system to have relatively simple and documented processes in place to allow for elements to be added if needed. Data analysis methodologies and best practices change over time, such as those identified in the Highway Safety Manual, and new data elements may need to be needed and having them housed in an enterprise system can be valuable.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 176:

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

Standard of Evidence:

Provide documentation or a narrative explaining the process for updating data elements in the roadway system. Identify who is responsible for each step in the process.

Question Rank: Very Important

Assessor conclusions:

The existing enterprise roadway and LRS system presents challenges to KDOT staff for updating and maintaining data. It has been described as a difficult process and so while little to no official or formal documentation exists, the staff that enter data have develop informal documentation to aid in their own processes. One purpose of developing and having system documentation is to help system staff "perform their duties". In addition it also provides a blueprint of the system's functionality. This will be necessary for future system revisions or redesigns. The documentation provided to support the information is an Exor Corporation Limited Asset Manager V 4.0 User Guide and not a document that describes the Kansas DOT LRS enterprise system. Hopefully, once a new enterprise system is developed and implemented, documentation and process charts can be developed as part of the project.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 177:

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

Standard of Evidence:

Provide documentation or a narrative explaining the process of archiving and accessing historical roadway data. Identify who is responsible for each step in the process.

Question Rank: Somewhat Important

Assessor conclusions:

The State does archive roadway data and the LRS digitally back to 2006 and does appear to have a documented process. No archival information is available for the non-state system, primarily because little data exists for this system and what does exist is housed separately due to incompatibility.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 178:

Are the procedures that local agencies (e.g., county, MPO, municipality) use to collect, manage, and submit roadway data to the statewide inventory documented?

Standard of Evidence:

Provide documentation or a narrative explaining the local agency procedures for collecting, managing, and submitting data to the State roadway inventory. Identify who is responsible for each step in the process.

Question Rank: Somewhat Important

Assessor conclusions:

At this time no procedures exist for local agencies to interact with the KDOT enterprise roadway system. KDOT is in the planning stage of a new enterprise system and will consider providing functionality that facilitates interaction with local governments.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 179:

Are local agency procedures for collecting and managing the roadway data compatible with the State's enterprise roadway inventory?

Standard of Evidence:

Provide official documentation or a narrative explanation of how compatibility between local data systems and the State roadway inventory is achieved. Identify who is responsible for each step in the process.

Question Rank: Very Important

Assessor conclusions:

At this time local agencies do not interact with the KDOT enterprise roadway data enterprise system. Local agencies appear to have their own standards, and no expectation has been placed on them to meet federal or State standards. However, as KDOT develops and implements a new enterprise system, they will look at achieving or improving compatibility with local governments.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 180:

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

Standard of Evidence:

Provide the guidelines and cite an example of data collection pursuant to the data dictionary.

Question Rank:
Very Important

Assessor conclusions:

KDOT has not established formal data collection guidelines, and the data collection appears to follow a legacy approach. However, this approach, which is based primarily on entering data from design plans or photologs, has been well entrenched for some time. As the new system is developed KDOT is considering developing guidelines. In many cases, as States move from legacy systems, utilize the private sector to collect data, or have to explain to local governments how to collect data consistent with a State system, opportunities exist to develop guidance that explains how to collect or enter data.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 181:

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

Standard of Evidence:

Describe the location referencing system and the information systems that use it. If there is more than one location referencing system in use, list each and the associated systems.

Question Rank:
Very Important

Assessor conclusions:

Incompatibilities exist between the system and non-system Liner Referencing Systems. Documented standards for location referencing systems are not followed. It is not clear whether discrete roadway data systems within KDOT all use the same location referencing methodology.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 182:

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

Standard of Evidence:

Provide a narrative that describes the interface links connecting the State's roadway information systems. Provide the result of a single query (e.g., table, view) that includes both roadway features and traffic data for a segment of road.

Question Rank:
Very Important

Assessor conclusions:

KDOT has web based GIS systems that allow for the discrete roadway information systems to interface with each other. Furthermore, the Enterprise LRS also allows for the roadway systems to interface in a more robust way. The web-based GIS systems lack the analysis capabilities of the Enterprise LRS system. Annually, the HPMS submittal is processed manually to achieve interface with the discrete systems.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 183:

Are the location coding methodologies for all regional and local roadway systems compatible?

Standard of Evidence:

Provide a narrative describing 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.

Question Rank:
Somewhat Important

Assessor conclusions:

Location Referencing Systems and the subsequent roadway inventories for local roadways systems are not coded with the conventions of KDOT and are not likely to be compatible with each other. It could benefit safety analysis and other purposes if Kansas developed partnerships with the local roadway owners to work toward data sharing and compatible coding methodologies.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 184:

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

Standard of Evidence:

Provide a narrative that describes the interface links connecting the regional or local roadway information systems to the State's enterprise roadway information system. Provide the result of a single query (e.g., table, view) that includes both roadway features and traffic data for a local road segment.

Question Rank: Somewhat Important

Assessor conclusions:

Location Referencing Systems and roadway data vary among regional and local systems, and interfaces with KDOT are not yet developed. A partnership with the regional and local custodians would enhance the migration into developing interfaces.
It is likely that important and useful data exists for local roadways, and its use by KDOT should enable a more complete understanding of all of the roadway systems in Kansas.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 185:

Does the State enterprise roadway information system allow MPOs and local transportation agencies on-demand access to data?

Standard of Evidence:

Provide a narrative that describes the system or process that enables localities to query the data system.

Question Rank: Somewhat Important

Assessor conclusions:

Based on a review of the Kansas RDIP draft report from October, 2014, the KDOT roadway data enterprise system does not allow for access to external agencies such as MPO's or local roadway owners and agencies. Due to the State and local systems being incompatible, it reduces the ability or ease of data sharing and access partnerships.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 186:

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

Standard of Evidence:

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

Question Rank: Very Important

Assessor conclusions:

Data system managers have the ability to produce and analyze data quality reports, and errors can be identified when the reports are generated. However the reports are described as basic and infrequently generated. There does not appear to be a routine quality control process for the roadway information system. The routine would include a scheduled review and analysis of quality metrics pertaining to timeliness, completeness, uniformity (consistency), accuracy, accessibility, and integration of the data included in the roadway information system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 187:

Is the overall quality of information in the Roadway system dependent on a formal program of error/edit checking as data is entered into the statewide system?

Standard of Evidence:

Describe the formal program of error/edit checking, to include specific procedures for both automated and manual processes.

Question Rank: Very Important

Assessor conclusions:

The KDOT roadway data system does not have a formal program in place. Data is entered into the systems without automated error or edit checking. As a result, data quality errors are identified by users as they run across them and not through a program designed to reduce the errors in the data. Information provided indicates that there are some validation routines on certain items, such as checking for gaps in information that should be identified on all features. However, the overall quality of information suffers from not having formal validation checks and corrections. There is certainly an opportunity for Kansas to develop a robust and largely automated data quality program as they design and implement a new enterprise roadway data system. If accomplished, it could result in an improvement in data quality and credibility of the system. In turn, analysis using the data can also improve.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 188:

Are there procedures for prioritizing and addressing detected errors?

Standard of Evidence:

Describe the procedures for prioritizing and addressing detected errors in both automated and manual processes. Please specify where these procedures are formally documented.

Question Rank:
Very Important

Assessor conclusions:

Data errors are identified by users of the data system. Once these errors are reported to appropriate data maintenance staff it appears the are addressed in some manner.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 189:

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

Standard of Evidence:

Describe all the procedures used for sharing quality control information with data collectors.

Question Rank:
Very Important

Assessor conclusions:

The Kansas DOT has developed and implemented training programs for staff that perform field data collection related to HPMS samples. As part of this training program quality control and data error reports are used and shared.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 190:

Is there a set of established performance measures for the timeliness of the State enterprise roadway information system?

Standard of Evidence:

Provide the metrics used.

Question Rank: Very Important

Assessor conclusions:

Kansas DOT has established a performance measure for the timeliness of roadway data to be incorporated into the enterprise roadway system. This performance metric is for 100% of completed projects to be entered into the system before HPMS and certified mileage is reported annually. A completed project is defined as a project on the State highway system that is at least 95% complete by the first of the year.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 191:

Is there a set of established performance measures for the timeliness of the roadway data maintained by regional and local custodians (municipalities, MPOs, etc.)?

Standard of Evidence:

Provide the metrics used.

Question Rank: Somewhat Important

Assessor conclusions:

Performance measures do not exist for roadway data maintained by local or municipal roadway owners. Currently, the State system and local systems are incompatible. Partnerships and data sharing do not exist on any large scale and little if any analysis is performed on non-system roadways. As those items are addressed and growth occurs, performance measures could be established as the systems become more inclusive and robust. KDOT has indicated that a new enterprise system will establish procedures for roadway data collection and submission to a State enterprise system. At that time, Kansas could also set performance measures for the timeliness of data.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 192:

Is there a set of established performance measures for the accuracy of the State enterprise roadway information system?

Standard of Evidence:

Provide the metrics used.

Question Rank: Very Important

Assessor conclusions:

KDOT has not established performance measures for the accuracy of the State enterprise roadway system. When a formal data quality program is established for data entry, collection and editing, a performance measure for accuracy could be established and tracked over time. KDOT is aware of standards related to development of NG-911 roadway data and would need to evaluate if these standards are applicable for the enterprise data based on the users and analysis that need to be supported.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 193:

Is there a set of established performance measures for the accuracy of the roadway data maintained by regional and local custodians (municipalities, MPOs, etc.)?

Standard of Evidence:

Provide the metrics used.

Question Rank: Somewhat Important

Assessor conclusions:

Performance measures for the accuracy of the roadway system(s) maintained by local and municipal roadway owners have not been established.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 194:

Is there a set of established performance measures for the completeness of the State enterprise roadway information system?

Standard of Evidence:

Provide the metrics used.

Question Rank: Very Important

Assessor conclusions:

The Kansas DOT has established a performance measure for having a complete State enterprise roadway system. The metric of not having any gaps in the line work has been established and applied to the base map for State roads. However, no evidence was provided of being able to report against the performance metric. No evidence was provided to address procedures to assure that all newly constructed, reconstructed ,or acquired road segments with accompanying data are included in the roadway information system and to report that as a performance metric.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 195:

Is there a set of established performance measures for the completeness of the roadway data maintained by regional and local custodians (municipalities, MPOs, etc.)?

Standard of Evidence:

Provide the metrics used.

Question Rank: Somewhat Important

Assessor conclusions:

Performance measures do not exist for roadway data maintained by local or municipal roadway owners. Currently, the State system and local systems are incompatible. Partnerships and data sharing do not exist on any large scale and little if any analysis is performed on non-systems roadways. As those items are addressed and growth occurs, performance measures could be established as the systems become more inclusive and robust. KDOT has indicated that a new enterprise system will establish procedures for roadway data collection and submission to a State enterprise system. At that time, Kansas could also set performance measures for the completeness of data.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 196:

Is there a set of established performance measures for the uniformity of the State enterprise roadway information system?

Standard of Evidence:

Provide the metrics used.

Question Rank: Very Important

Assessor conclusions:

Kansas DOT has established performance metrics for the uniformity of the State roadway system and other sample segments as it relates to meeting expectations for the annual HPMS submission. It does not appear that broader metrics are necessarily in place for the enterprise system as a whole. When HPMS data corrections are made, they may not be applied back to the enterprise business systems. KDOT could take what has been developed as it relates to the HPMS submission and apply it to the enterprise system, with adjustments as needed.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 197:

Is there a set of established performance measures for the uniformity of the roadway data maintained by regional and local custodians (municipalities, MPOs, etc.)?

Standard of Evidence:

Provide the metrics used.

Question Rank: Somewhat Important

Assessor conclusions:

Performance measures do not exist for roadway data maintained by local or municipal roadway owners. Currently, the State system and local systems are incompatible. Partnerships and data sharing do not exist on any large scale and little if any analysis is performed on non systems roadways. As those items are addressed and growth occurs, performance measures could be established as the systems become more inclusive and robust. KDOT has indicated that a new enterprise system will establish procedures for roadway data collection and submission to a State enterprise system. At that time, Kansas DOT in conjunction with local partners could also establish performance measures for the uniformity of data.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 198:

Is there a set of established performance measures for the accessibility of State enterprise roadway information systems?

Standard of Evidence:

Provide the metrics used.

Question Rank: Very Important

Assessor conclusions:

Kansas DOT has the framework in place for having performance measures for the accessibility of State enterprise roadway systems. The response has indicated that a governance committee exists and applies policies to web-based GIS applications that allow for roadway data to be accessible to the public. While a performance metric has not been formally established, this could be the framework for establishing one that could help drive further interaction and interfacing with non-system roadway owners.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 199:

Is there a set of established performance measures for the accessibility of the roadway data maintained by regional and local custodians (municipalities, MPOs, etc.)?

Standard of Evidence:

Provide the metrics used.

Question Rank: Somewhat Important

Assessor conclusions:

Performance measures do not exist for roadway data maintained by local or municipal roadway owners. Currently, the State system and local systems are incompatible. Partnerships and data sharing do not exist on any large scale and little if any analysis is performed on non systems roadways. As those items are addressed and growth occurs, performance measures could be established as the systems become more inclusive and robust. KDOT has indicated that a new enterprise system will establish procedures for roadway data collection and submission to a State enterprise system. At that time, Kansas DOT in conjunction with local partners could also establish performance measures for the accessibility of data.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 200:

Is there a set of established performance measures for the integration of State enterprise roadway information systems and other critical data systems?

Standard of Evidence:

Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

Kansas DOT has not developed performance measures that could establish the level of success in integrating State roadway business systems and other critical systems. However, work that is being accomplished with the NG-911 project could help establish such performance measures.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 201:

Is there a set of established performance measures for the integration of the roadway data maintained by regional and local custodians (municipalities, MPOs, etc.) and other critical data systems?

Standard of Evidence:

Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

KDOT has not developed performance measures that could establish the level of success in integrating roadway data that may be contained in roadway business systems maintained by local governments or MPO's. However, work that is being accomplished with the NG-911 project may could help establish such performance measures.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Citation / Adjudication

Kansas has demonstrated effective compliance with guidelines for its citation and adjudication systems, and is bringing older systems into compliance with guidelines as new software is developed or current software is upgraded. One area that is currently in need of attention is the data dictionaries and other documentation for each system. These appear to need updating and review to insure that all are current, correct and all data fields are defined. A system design document for the new Impaired Driving system was provided to show that this is being done for new systems. Once this system is implemented, it makes sense to review all data dictionaries for traffic records system components to ensure that they are current and available to users of the system and of the data alike.

The State is now in the final stages of its development of the Report and Prosecute Impaired Drivers (RAPID) system, due to be complete by this summer. The system will provide broader value than merely impaired driving information, in that it will facilitate access to certified driver history records for all users. The implementation of RAPID should be seen as a means to enlarge the use and usefulness of citation and adjudication data in Kansas. The problem identification process is not now using citation and adjudication data. This is such a rich source of information for traffic safety professionals, its use should be encouraged and enabled to the extent possible.

Electronic citations and the RAPID system provide an avenue to enhance the data that emerges from enforcement of traffic laws within the State. Besides its use in Problem Identification, citation data and adjudication data should be monitored to assess the success of enforcement countermeasures. New electronic systems have the capacity to enrich the information provided by this data. If crash and citation databases use the same location reference system, layering of enforcement activity and crashes can indicate whether directed enforcement is having the desired effect of reducing crashes and crash severity in the areas in which it is applied.

If RAPID can be used as the infrastructure for a citation tracking system, electronic citations can provide additional critical data for countermeasure analysis. A citation tracking system should identify each citation written in the State by any law enforcement officer. The system should include the officer, agency, charges filed, location and disposition of charges, including any plea bargains, deferrals, or dismissals of charges. The system will allow the State to determine whether enforcement is appropriately applied to problem areas and will show how violations are treated by various courts and geographical regions within the State. Impaired driving arrests, particularly, are time intensive for law enforcement officers. If it is ascertained that those charges are either not being accepted by prosecutors, or not being upheld by adjudicators, the reasons should be analyzed and addressed. If prosecutors are declining to file cases, it should be determined whether better officer training would improve the acceptance of such cases based on the increased likelihood of conviction.

If some types of violations are regularly deferred, then dismissed, it is important that those deferrals be noted on the driver history file. Since certified driver histories will be available with the RAPID system, the courts will be able to determine if a violator before them is, indeed, a first offender or if there are one or more prior violations that have been dealt with through plea bargains or deferrals of sentence or adjudication. This is particularly important when the State uses a variety of Case Management Systems within its courts and it is impossible for the adjudicative staff to see pending cases or dispositions from other courts.

Finally, performance measures to ascertain and track the health of traffic safety data systems should be developed. As this new system rolls out, baseline data should be captured in order to demonstrate the positive impact of the new system. Any improvements that result in officer safety, citizen safety and save time for either of them are valuable and should be noted. The costs of new systems are not always viewed in the light of the improvements that they provide for both the State and its citizens but more often in light of the hard cost of development. With a new system around the corner, it is time to develop performance measures to demonstrate the impact of the system on the entire traffic safety community, including road users.

E-citation systems serve to reduce time to write citations, and can eliminate data entry into the case management system at the court. If the court develops appropriate law tables to harmonize State and local charges, e-citations can also allow dispositions to be sent and posted electronically to the driver history file, saving time at the Motor Vehicle Division as well. Performance measures serve to capture data on all these savings, and can be reported to the legislature to justify the expense of the new system.
Kansas is to be commended for its efforts to improve its systems; it should ensure that those efforts and the improvements that result are measured and shared.

Question 202:

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

Standard of Evidence:

Provide a narrative description of the statewide system that provides realtime information on individuals' driving and criminal histories.

Question Rank:
Very Important

Assessor conclusions:

The RAPID system, soon to be added to the Kansas Criminal Justice Information System (KCJIS), will allow all users of the system access to a certified driving record. This system development is due to be completed within five months of this assessment report.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 203:

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?

Standard of Evidence:

Name 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.

Question Rank:
Very Important

Assessor conclusions:

As noted in the rating for the previous question, a new addition to KCJIS will provide all users access to driving records. This system is projected to be completed by August 2015.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 204:

Is there a statewide authority that assigns unique citation numbers?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Having a single authority to provide citation numbers prevents duplicate citation numbers and the potential for errors on the driver history files and within court case management systems. Kansas does not have such an authority. The electronic citation system under development can potentially be the source of unique citation numbers in the State.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 205:

Are all citation dispositions—both within and outside the judicial branch—tracked by the statewide data system?

Standard of Evidence:

If a statewide data tracking system exists, describe the means by which 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.

Question Rank: Somewhat Important

Assessor conclusions:

The value of a citation tracking system involves being able to ascertain at a statewide level, which citations resulted in dismissals, deferrals, or plea bargains. This allows for understanding what original charges were filed versus what the violators were actually convicted of or if they were convicted at all. It will indicate if different courts or different geographical areas of the State routinely treat some charges differently, or if dismissals or failure to file charges submitted by officers are issues in any court or jurisdiction. Thus, the system provides the potential to highlight situations where officer training or court bias might be impacting the adjudication of charges. A description of the system was not provided, nor information about the treatment of deferrals and dismissals. Later this year (2015) a new system will be completed which will collect all dispositions in the Kansas Criminal Justice Information System.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 206:

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

Standard of Evidence:

Provide a flow chart or audit report documenting how all types of dispositions are posted to the driver file.

Question Rank: Somewhat Important

Assessor conclusions:

While it is reported that dispositions are sent to the Department of Motor Vehicles, it is unclear if all dispositions are posted to the driver history file, particularly those involving deferrals. No process flow diagram or narrative was provided.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 207:

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

Standard of Evidence:

Provide the number of case management systems in use in the State and detail which are interoperable. Indicate if the State has a unified judicial system and if municipal or other local level courts share the same case management system.

Question Rank:
Very Important

Assessor conclusions:

Some case management systems are interoperable, but State courts and local courts are not interoperable. This means that a judge might not be aware of pending cases in other jurisdictions when adjudicating a serious traffic violation. Certainly this lack of information can impact any potential sentence enhancement that is related to multiple violations.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 208:

Is citation and adjudication data used for traffic safety analysis to identify problem locations, areas, problem drivers, and issues related to the issuance of citations, prosecution of offenders, and adjudication of cases by courts?

Standard of Evidence:

Provide an example analysis and describe the policy or enforcement actions taken as a result.

Question Rank:
Very Important

Assessor conclusions:

Citation and adjudication data are not available for use in problem ID. Use of this data is imperative for determination of the effectiveness of countermeasures in terms of crash reduction. The State notes a current TRCC project that seeks to develop a statewide citation database is underway. This information will be invaluable in helping Kansas address issues, like impaired drivers and speeding, through directed enforcement.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 209:

Do the appropriate components of the citation and adjudication systems adhere to the National Crime Information Center (NCIC) data guidelines?

Standard of Evidence:

Provide a narrative statement detailing the systems and their adherence to the NCIC guidelines. If not, specify if a comparable guideline is being used.

Question Rank: Less Important

Assessor conclusions:

It has been my experience that any data elements that do not meet NCIC standards will be brought to the attention of the State by NCIC Staff. However, responses indicate that the age of the State systems make it likely that there are some aspects of case management systems that are non-compliant. No evidence was provided by the State related to NCIC compliance.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 210:

Do the appropriate portions of the citation and adjudication systems adhere to the Uniform Crime Reporting (UCR) Program guidelines?

Standard of Evidence:

Provide a narrative statement detailing the systems and their adherence to the UCR program guidelines. If not, specify if a comparable guideline is being used.

Question Rank: Somewhat Important

Assessor conclusions:

Appropriate violations are reported to the FBI for the UCR system. A narrative description was provided.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 211:

Do the appropriate portions of the citation and adjudication systems adhere to the National Incident-Based Reporting System (NIBRS) guidelines?

Standard of Evidence:

Provide a narrative statement detailing the systems and their adherence to the NIBRS guidelines. If not, specify if a comparable guideline is being used.

Question Rank: Somewhat Important

Assessor conclusions:

NIBRS-required traffic-related data is reported by Kansas.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 212:

Do the appropriate portions of the citation and adjudication systems adhere to the National Law Enforcement Telecommunications System (NLETS) guidelines?

Standard of Evidence:

Provide a narrative statement detailing the systems and their adherence to the NLETS guidelines. If not, specify if a comparable guideline is being used.

Question Rank: Somewhat Important

Assessor conclusions:

The State has indicated that KCJIS uses and adheres to NLETS.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 213:

Do the appropriate portions of the citation and adjudication systems adhere to the National Law Enforcement Information Network (LEIN) guidelines?

Standard of Evidence:

Provide a narrative statement detailing the systems and their adherence to the LEIN guidelines. If not, specify if a comparable guideline is being used.

Question Rank: Somewhat Important

Assessor conclusions:

The State's citation and adjudication systems do not adhere to the National Law Enforcement Information Network (LEIN).

Respondents assigned	2	Responses received	1	Response rate	50%

Question 214:

Do the appropriate portions of the citation and adjudication systems adhere to the Functional Requirement Standards for Traffic Court Case Management?

Standard of Evidence:

Provide a narrative statement detailing the systems and their adherence to the Functional Requirement Standards for Traffic Court Case Management. If not, specify if a comparable guideline is being used.

Question Rank: Somewhat Important

Assessor conclusions:

Although the courts use various case management systems, most use FullCourt, which is reportedly compliant with the Functional Requirement Standards for Traffic Court Case Management.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 215:

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

Standard of Evidence:

Provide a narrative statement detailing the systems and their adherence to the NIEM Justice domain guidelines. If not, specify if a comparable guideline is being used.

Question Rank: Somewhat Important

Assessor conclusions:

The State's newer systems are NEIM compliant while some older systems may not meet standards at this time.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 216:

Does the State use the National Center for State Courts guidelines for court records?

Standard of Evidence:

Provide a narrative statement detailing the systems and their adherence to NCSC guidelines for court records. If not, specify if a comparable guideline is being used.

Question Rank: Somewhat Important

Assessor conclusions:

The respondent indicates lack of familiarity with National Center for State Court guidelines.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 217:

Does the State use the Global Justice Reference Architecture (GRA)?

Standard of Evidence:

Provide a narrative statement detailing the systems and their adherence to GRA guidelines. If not, specify if a comparable guideline is being used.

Question Rank: Somewhat Important

Assessor conclusions:

GRA is currently being used by the State as a system development tool, and it is the guiding architecture of new systems, as they are upgraded and updated. However, not all systems have been affected at this time.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 218:

Does the State have an impaired driving data tracking system that meets the specifications of NHTSA's Model Impaired Driving Records Information System (MIDRIS)?

Standard of Evidence:

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

Question Rank: Somewhat Important

Assessor conclusions:

The State has an impaired driving system under development, which should be completed later in 2015 and which will move the State to an improved rating in terms of the Advisory ideal in this area in the future.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 219:

Does the citation system have a data dictionary?

Standard of Evidence:

Provide the data dictionary for the Statewide citation tracking system if one exists. If not, provide the data dictionary for the most widely used court case management system.

Question Rank: Very Important

Assessor conclusions:

In lieu of the data dictionary, planning documents including proposed data fields were submitted.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 220:

Do the citation data dictionaries clearly define all data fields?

Standard of Evidence:

If a statewide citation tracking system exists, does its data dictionary clearly define all data fields. If there are two or more repositories of citation data, provide data dictionaries for the two largest. NOTE: 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 multiple agencies.

Question Rank:
Very Important

Assessor conclusions:

The system design document provides data field definitions.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 221:

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

Standard of Evidence:

Provide a narrative describing the process—including timelines and the summary of changes—used to ensure uniformity in the field data collection manuals, training materials, coding manuals, and corresponding reports.

Question Rank:
Very Important

Assessor conclusions:

The State does not currently have up-to-date data dictionaries for its citation and adjudication systems. Once the new systems are complete and the data dictionaries for them have been reviewed, the entire traffic records system should have data dictionaries reviewed, completed, up-dated and made readily available to all users.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 222:

Do the citation data dictionaries indicate the data fields that are populated through interface linkages with other traffic records system components?

Standard of Evidence:

Provide a list of data fields populated through interface linkages with other traffic records system components.

Question Rank:
Very Important

Assessor conclusions:

The State's data dictionaries in general, need review, updating and improvement.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 223:

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

Standard of Evidence:

Provide a list of Case Management Systems used by both State and local level courts and note if a data dictionary is available for each one. Provide a data dictionary for one State, one county/district, and one local (municipal) court if they do not use the same case management systems.

Question Rank:
Very Important

Assessor conclusions:

No data dictionaries were provided, but responses to other questions here indicate that generally, data dictionaries are in need of review and updates.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 224:

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

Standard of Evidence:

Use the data dictionaries provided in response to Question 223.

Question Rank: Somewhat Important

Assessor conclusions:

Since FullCourt is an off-the-shelf software, it is likely that all data fields are clearly defined. However, the data dictionary or a subset of it were not provided.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 225:

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

Standard of Evidence:

Provide a list of data fields populated through interface linkages with other traffic records system components.

Question Rank: Somewhat Important

Assessor conclusions:

The data dictionaries do not indicate fields that are completed through linkage. If some fields are populated this way, it would be helpful for the State to convert the proprietary software's data dictionary to indicate Kansas-specific links or interfaces.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 226:

Do the prosecutors' information systems have data dictionaries?

Standard of Evidence:

Provide a data dictionary for the State prosecutors' office (State level courts that handle the most traffic violations). Indicate whether local prosecutors (cities, counties) have one or numerous types of data systems.

Question Rank: Somewhat Important

Assessor conclusions:

Kansas has a combination of State and municipal prosecutors using various software, with two well-known proprietary systems used more widely throughout the State with full data dictionaries.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 227:

Can the State track citations from point of issuance to posting on the driver file?

Standard of Evidence:

Provide a flow diagram documenting citation lifecycle process that identifies key stakeholders. Ensure that alternative flows are included (e.g., manual and electronic submission).

Question Rank: Very Important

Assessor conclusions:

The responses to this question were in conflict, and no documentation was provided. The e-citation system will provide an avenue for this type of citation tracking system approach, which captures the following citation data: charges cited, by which officer and which agency, how charges were handled by the prosecutor (not filed, plea-bargained, deferred, etc.), and the result of the adjudication. This will tell a broader story of the statewide handling of traffic cases, indicating whether some courts, some geographical areas, or some judges handle cases differently from others. This provides a view of the need for training of law enforcement officers, prosecutors, and adjudicators, as well as a clear picture of the policy variations within the State. It also provides a better view of the types of violations committed in the State, since charges as convicted are often different from those originally cited.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 228:

Does the State measure compliance with the process outlined in the citation lifecycle flow chart?

Standard of Evidence:

Provide a narrative describing how the State measures compliance with the citation lifecycle process specified in the flow chart. If there are official guidance documents, provide them.

Question Rank: Somewhat Important

Assessor conclusions:

Kansas does not use the citation life cycle flow chart to measure compliance. The ability to track a citation through the entire process provides a measure of control over (or at least an understanding of) how citations or specific violations are treated in various courts and jurisdictions and encourages consistency.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 229:

Is the State able to track DUI citations?

Standard of Evidence:

Provide a flow chart that documents the criminal and administrative DUI processes, identifies all key stakeholders, and includes disposition per the criminal and administrative charges.

Question Rank: Very Important

Assessor conclusions:

Kansas is in transition at the time of this assessment with a system in development that will track all DUI citations. That system, called RAPID, is due to be deployed in summer of 2015.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 230:

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

Standard of Evidence:

If no statewide DUI tracking system is in place, indicate whether the driver history record contains the BAC test results.

Question Rank:
Very Important

Assessor conclusions:

While the State currently does not have a DUI tracking system, one is expected to be rolled out within months of this assessment.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 231:

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

Standard of Evidence:

Provide a narrative describing the protocol for reporting (posting) the penalty and/or sanction to the driver and/or vehicle file.

Question Rank:
Very Important

Assessor conclusions:

Administrative sanctions are manually entered on the driver file by DMV staff whether the sanction is generated by the DMV or is received from the courts.

Respondents assigned	5	Responses received	3	Response rate	60%

Question 232:

Does the State have a system for tracking traffic citations for juvenile offenders?

Standard of Evidence:

Provide a flow chart that documents the processing of juvenile offenders' traffic citations, specifying any charges or circumstances that cause juveniles to be processed as adult offenders.

Question Rank:
Very Important

Assessor conclusions:

It appears that the State does not separately track juvenile traffic citations.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 233:

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

Standard of Evidence:

Provide a flow chart documenting the processing of administrative handling of court payments (mail-ins).

Question Rank: Somewhat Important

Assessor conclusions:

No information has been provided to indicate that data regarding administrative payments versus court appearance and adjudication is captured by the State.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 234:

Does the State track deferral and dismissal of citations?

Standard of Evidence:

Provide a flow chart documenting the deferral and the dismissal of citations.

Question Rank: Somewhat Important

Assessor conclusions:

Deferrals and dismissals are not tracked at this time. At the least, any deferral should be posted to the driver history file during the deferral period; it can be removed from the record once the case is finally dismissed. This way, there is less chance that a repeat violator can be treated as a first time offender in various courts or jurisdictions.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 235:

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

Standard of Evidence:

Provide the criteria for deferring or dismissing traffic citations and charges.

Question Rank: Somewhat Important

Assessor conclusions:

There is no statewide guidance for deferral or dismissal of traffic charges.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 236:

If the State purges its records, are the timing conditions and procedures documented?

Standard of Evidence:

Provide a narrative documenting whether or not the State purges records. If so, list the types of records the State purges and provide the criteria for doing so.

Question Rank: Somewhat Important

Assessor conclusions:

There is a system with the State Archivist responsible for the maintenance of records that are purged; however, the State did not describe or list the types of documents that are maintained/purged.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 237:

Are the security protocols governing data access, modification, and release officially documented?

Standard of Evidence:

Provide the official security protocols governing data access, modification, and release.

Question Rank: Somewhat Important

Assessor conclusions:

No documentation was provided as evidence of security protocols, even though the response from the State is that this responsibility lies with the Kansas Criminal Justice Information System Subcommittee.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 238:

Is citation data linked with the driver system to collect driver information, to carry out administrative actions (e.g., suspension, revocation, cancellation, interlock) and determine the applicable charges?

Standard of Evidence:

Describe how citation, adjudication and driver data are linked and by what means administrative actions are carried out or posted using these linkages.

Question Rank: Very Important

Assessor conclusions:

Administrative and court ordered driver sanctions are entered onto the driver history record by DMV personnel.

Respondents assigned	6	Responses received	3	Response rate	50%

Question 239:

Is adjudication data linked with the driver system to collect certified driver records and administrative actions (e.g., suspension, revocation, cancellation, interlock) to determine the applicable charges and to post the dispositions to the driver file?

Standard of Evidence:

Provide the results of a sample query and describe how the linked information is used to collect certified driver records and administrative charges and to post dispositions to the driver file.

Question Rank: Very Important

Assessor conclusions:

Although all appropriate data are posted to the driver history file, the adjudication data is sent electronically and manually posted. The files are not linked.

Respondents assigned	5	Responses received	3	Response rate	60%

Question 240:

Is citation data linked with the vehicle file to collect vehicle information and carry out administrative actions (e.g., vehicle seizure, forfeiture, interlock)?

Standard of Evidence:

Provide the results of a sample query and describe how the linked information is used to collect vehicle information and carry out administrative actions.

Question Rank: Somewhat Important

Assessor conclusions:

The vehicle file and citation files are not linked.

Respondents assigned	6	Responses received	2	Response rate	33.3%

Question 241:

Is adjudication data linked with the vehicle file to collect vehicle information and carry out administrative actions (e.g., vehicle seizure, forfeiture, interlock mandates and supervision)?

Standard of Evidence:

Provide the results of a sample query and describe how the linked information is used to collect vehicle information and carry out administrative actions.

Question Rank: Somewhat Important

Assessor conclusions:

The vehicle file and adjudication files are not linked.

Respondents assigned	7	Responses received	2	Response rate	28.6%

Question 242:

Is citation data linked with the crash file to document violations and charges related to the crash?

Standard of Evidence:

Provide the results of a sample query and describe how the linked information is used to document violations and charges related to the crash.

Question Rank: Somewhat Important

Assessor conclusions:

State provided a description of the linkage between the crash report and citation information to the extent that one exists.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 243:

Is adjudication data linked with the crash file to document violations and charges related to the crash?

Standard of Evidence:

Provide the results of a sample query and describe how the linked information is used to document violations and charges related to the crash.

Question Rank: Somewhat Important

Assessor conclusions:

Kansas does not link crash and adjudication files.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 244:

Is there a set of established performance measures for the timeliness of the citation systems?

Standard of Evidence:

If there is a statewide citation tracking system in the State, provide timeliness measures used. If there are two or more centralized citation tracking systems, provide timeliness measures for one of them.

Question Rank: Somewhat Important

Assessor conclusions:

Even without a citation tracking system, now is a great time to develop some performance measures and metrics. A measure of the amount of time from the issuance of a citation until its entry onto a court case management system is a good measure of timeliness. The positive part about developing measures at this point is that they will serve as baselines for the improvements that are very likely to occur with the e-citation system. E-citations reduce errors, save time for data entry both in the police vehicle and at the courts, and reduce time at the side of the road for both officers and offenders, which has a positive effect on officer safety, citizen safety, as well as customer service in general. Measures of paper-based systems as opposed to electronic systems provide a great deal of information about the value of electronics in a number of arenas and serve to justify the cost of system development.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 245:

Is there a set of established performance measures for the accuracy of the citation systems?

Standard of Evidence:

Provide accuracy measures for the statewide citation tracking system. If there are several citation tracking systems, provide accuracy measures for one of them.

Question Rank: Very Important

Assessor conclusions:

Electronic systems help to ensure that the locations are accurate on citations as well as driver license numbers and vehicle plate and identification numbers. The reduction in errors can only be shown if some baseline measures are established in advance of the new system. Another way that electronics are helpful is that electronic citation systems help States to harmonize the location reference on a citation with that on the crash report. With such locations available, it is possible to find areas where certain causative factors of crashes are more likely to be involved and directed enforcement can be mobilized. That way, it is easy to ascertain the location of certain types of enforcement within the State or a local jurisdiction, and compare the before and after (enforcement) crash incidence for whatever type of directed enforcement occurred, i.e., speeding, impaired driving, red-light running, etc. This is the most effective means of determining if the enforcement countermeasures are having the desired effect.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 246:

Is there a set of established performance measures for the completeness of the citation systems?

Standard of Evidence:

Provide completeness measures for the statewide citation tracking system. If there are several citation tracking systems, provide completeness measures for one of them.

Question Rank: Somewhat Important

Assessor conclusions:

Completeness measures are helpful in two regards. They can make it clear where individual fields have not been completed on a citation, as well as indicate where citations are missing from the system. With an effective electronic system and performance measures, the State will be able to see if some courts are failing to file some cases, and if so, can seek to ascertain what problems may exist, either a bias on the part of the prosecutor or a need for training on the part of some officers, if for example, the case does not look likely to be provable in court based on the officer's description.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 247:

Is there a set of established performance measures for the uniformity of the citation systems?

Standard of Evidence:

Provide uniformity measures for the statewide citation tracking system. If there are several citation tracking systems, provide uniformity measures for one of them.

Question Rank: Somewhat Important

Assessor conclusions:

Many home rule States do not have uniform citations. Kansas indicates it does have a set of standard data to be submitted to the E-citation repository, which provides the next best means of achieving uniformity. This positive effort should be the subject of measurement, so the State can appreciate and showcase the results of its efforts.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 248:

Is there a set of established performance measures for the integration of the citation systems?

Standard of Evidence:

Provide integration measures for the statewide citation tracking system. If there are several citation tracking systems, provide integration measures for one of them.

Question Rank: Somewhat Important

Assessor conclusions:

The response clearly indicates the State appreciates the value to be gained from integration, interfaces and linking of systems. At some point, the impact of enforcement efforts by a neighboring jurisdiction or an agency with concurrent jurisdiction will be more evident with a statewide system and the ability to determine the level of enforcement statewide and the impact of specific types of enforcement on crashes and crash severity. This is a good opportunity to plan for and ensure such uniformity through effective data governance within the State.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 249:

Is there a set of established performance measures for the accessibility of the citation systems?

Standard of Evidence:

Provide accessibility measures for the statewide citation tracking system. If there are several citation tracking systems, provide accessibility measures for one of them.

Question Rank:
Less Important

Assessor conclusions:

It appears that accessibility of data is not problematic at this point, but there will potentially be other users as the data becomes more readily available (such as Metropolitan Planning Organizations or the news media). This is an easy measure to establish, simply by noting number of requests for data versus number fulfilled. This would be related to requests for aggregate data by those who do not have system access. Kansas reports that it is wisely developing system access levels for this data, which will allow the public to gain access to traffic safety data. The Kansas Criminal Justice Information System has taken excellent steps to upgrade this information for the State and should measure and make its successes known.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 250:

Is there a set of established performance measures for the timeliness of the adjudication systems?

Standard of Evidence:

Provide timeliness measures for the statewide adjudication tracking system. If there are several adjudication tracking systems, provide timeliness measures for one of them.

Question Rank:
Somewhat Important

Assessor conclusions:

The response indicates that courts have a mandate to report dispositions. The benefits to adjudication timeliness are many. When courts are backlogged, these measures immediately point to and usually justify the need for more resources. Additionally, such measures reported regularly help to ensure that there is no degradation of timeliness that might be solved with process improvement. Measures do not need to be complex to be helpful and gauge the overall health of the system in general.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 251:

Is there a set of established performance measures for the accuracy of the adjudication systems?

Standard of Evidence:

Provide accuracy measures for the statewide adjudication tracking system. If there are several adjudication tracking systems, provide accuracy measures for one of them.

Question Rank:
Very Important

Assessor conclusions:

Most people who work with electronic systems depend on validations for accuracy. However, when those validations work, we can also measure the most common errors, make a determination for the cause of those errors and seek to improve training or provide communication that will reduce such errors in the future or add new edits where none currently exist and errors are frequent. There are occasions where errors manage to by-pass validations and edits, and measuring those can assist in improving the edits themselves.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 252:

Is there a set of established performance measures for the completeness of the adjudication systems?

Standard of Evidence:

Provide completeness measures for the statewide adjudication tracking system. If there are several adjudication tracking systems, provide completeness measures for one of them.

Question Rank:
Somewhat Important

Assessor conclusions:

The State indicates that mandatory fields on citations ensure completeness. As such, individual citations that make it into the file may, in fact, be complete. However, many traffic courts note that they experience "leakage" of citations. There is value in understanding why some tickets do not make it into the system or some adjudications do not get sent to the driver history file. It is valuable to measure submissions by various courts, which is a great indicator of changes in number of citations being processed and submitted to the State. Having completeness measures prevents the discovery of "dated" adjudication data being added to a driver's record and causing an administrative sanction that may have been served and reinstated had it been sent in a timely manner. Causes of such errors can be as simple as having new court staff who are unaware of the requirement to send traffic case dispositions to the driver file. Individual court counts help to find such discrepancies early.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 253:

Is there a set of established performance measures for the integration of the adjudication systems?

Standard of Evidence:

Provide integration measures for the statewide adjudication tracking system. If there are several adjudication tracking systems, provide integration measures for one of them.

Question Rank: Somewhat Important

Assessor conclusions:

Based on the information that has been provided about State court systems, it appears that interoperability would be likely among the most-used software systems, if not between them. The same may not be true for the local courts, but an integration measure could potentially call into focus the benefits of integration between case management systems in various municipalities. Such integration would provide valuable information to judges handling cases, in being able to determine whether there is another pending case in a different jurisdiction, and it would allow for sentence enhancements for multiple violations where appropriate.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 254:

In States that have an agency responsible for issuing unique citation numbers, is information on intermediate dispositions (e.g., deferrals, dismissals) captured?

Standard of Evidence:

Provide documentation detailing the numbers of citations issued from the 10 largest law enforcement agencies and the number of dispositions for those citations that are in the driver file over a three month period.

Question Rank: Very Important

Assessor conclusions:

The State does not have an agency responsible for issuing a unique set of citation numbers. Without such an agency, there are still possibilities in enhancing driver data. If courts are required to provide information about deferrals and dismissals of serious violations, and that information is added to the driver history rather than the public driver record, treating subsequent or even multiple violations as first offenses could be prevented. At the least, deferrals should be posted to the driver history until the adjudication or sentence is finally dismissed.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 255:

Do the State's DUI tracking systems have additional quality control procedures to ensure the accuracy and timeliness of the data?

Standard of Evidence:

Provide a narrative description of the additional quality control measures for the DUI tracking systems and specify which systems use which measures.

Question Rank: Somewhat Important

Assessor conclusions:

An effective and useful DUI tracking system should be used by and accessible to a number of entities and agencies that interact with the impaired driver. The system should provide a means to ensure that the most effective steps are being taken to prevent persistent drunk or drugged driving. A DUI tracking system should be providing data to the State about the most effective services, sanctions and programs, and it all needs to be in the system in a timely, complete and accurate manner to be of value. Some minimal performance measures would serve to let those responsible for adding data to the system know that someone is watching and measuring their efforts and at the same time help to assure the data users that the data is dependable and can be used with confidence.

Respondents assigned	2	Responses received	1	Response rate	50%

EMS / Injury Surveillance

An ideal statewide Injury Surveillance System (ISS) is comprised of data from five core components: pre-hospital emergency medical services (EMS), trauma registry, emergency department, hospital discharge, and vital records. This data provides more detailed information on the nature and extent of injuries sustained in a motor vehicle crash than can be found in other components of the traffic records system. Consequently, this information is invaluable when determining the severity, cost, and clinical outcomes of the individuals involved.

Overall, Kansas collects and maintains information on all five components; the Kansas Emergency Medical Services Information System (KEMSIS) maintained by the Kansas Board of Emergency Medical Services; the Kansas Trauma registry and vital records system maintained by the Kansas Department of Health and Environment; and the emergency department and hospital discharge data maintained by the Kansas Hospital Association. While this data has been used to provide basic information related to motor vehicle crashes in the State, there is an opportunity for more extensive coordination and use of these resources.

Participation in the State's EMS data system is voluntary. At the time of the assessment, half of the 170 ambulance services in the State were submitting data. This amounts to approximately 175,000 of the estimated 250,000 annual emergency responses. The data collection system, KEMSIS, was developed by Image Trend and is based on the NEMSIS data dictionary. While the Kansas EMS Board is an active participant in the TRCC, pre-hospital data has not been extensively used for program evaluation at the State level. However, local EMS agencies have utilized KEMSIS for problem identification and resource allocation efforts in their respective regions.

The Kansas Hospital Association collects and maintains hospital discharge and emergency department data from each of the State's hospitals. This information is shared with the Kansas Department of Health and Environment's Injury Prevention and Disability Program where it is used to develop 'Data Briefs' on motor vehicle crashes. These reports also include data on fatalities obtained from the State's vital statistics.

The State's Trauma Registry includes data from all hospitals operating a 24-hour emergency department. Information from patients treated at one of these facilities and meeting defined case criteria is then submitted to the State Trauma Program. The registry's data elements align with, or are mapped to, the National Trauma Data Standard. Data from the trauma registry is used regularly for problem identification and system development.

A notable highlight of the State's injury surveillance system is their capability to exchange data between KEMSIS and the trauma registry. Designated hospital staff have the ability to import pre-defined elements from the pre-hospital data that populate portions of the trauma registry system. Similarly, a patient's hospital disposition is returned seamlessly to the pre-hospital patient care report. While portions of this process are done manually, the combined data is available in a timely manner and much earlier than with typical linkage efforts.

While the State has access to each of the components of an Injury Surveillance System, there are

several considerations that should be taken into account. First, all ISS components should have representation on the TRCC. At the very least, communication should be enhanced to identify opportunities to increase the use of ISS data from the development and use of routine standardized reports to its integration with other traffic records system components. Second, to evaluate and improve data quality of these systems, performance measures for each should be established. While States generally have guidelines related the timeliness, accuracy, and completeness of reports, performance measures can be used to regularly keep track of each system's function, progress, and success. The 'Model Performance Measures for State Traffic Records Systems' publication provides example performance measures for each attribute and data system. Third, efforts should be continued to acquire submission from 100% of the State's ambulance services into KEMSIS. This will allow the data to be used more effectively on a Statewide, rather than only a local or regional, level. Through enhanced coordination with the State's health agencies, the opportunity exists for Kansas to develop its core injury surveillance data into an important resource to define, evaluate, and support highway safety programs and projects.

Question 256:

Does the injury surveillance system include EMS data?

Standard of Evidence:

Provide an injury surveillance report that illustrates the use of EMS data and data from other injury surveillance systems.

Question Rank:
Very Important

Assessor conclusions:

Participation in the State's EMS data system is voluntary. EMS data is not included in the State's injury surveillance system.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 257:

Does the injury surveillance system include emergency department (ED) data?

Standard of Evidence:

Provide an injury surveillance report that illustrates the use of emergency department (ED) data and data from other injury surveillance systems.

Question Rank: Very Important

Assessor conclusions:

The injury surveillance system includes emergency department data. A report utilizing emergency department, hospital discharge, and vital records was supplied as supporting evidence. The Injury Prevention Program has used emergency department data for traffic safety analysis.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 258:

Does the injury surveillance system include hospital discharge data?

Standard of Evidence:

Provide an injury surveillance report that illustrates the use of hospital discharge data and data from other injury surveillance systems.

Question Rank: Very Important

Assessor conclusions:

The injury surveillance system includes hospital discharge data. A report utilizing emergency department, hospital discharge, and vital records was supplied as supporting evidence. The Injury Prevention program has used hospital discharge data for traffic safety analyses.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 259:

Does the injury surveillance system include trauma registry data?

Standard of Evidence:

Provide an injury surveillance report that illustrates the use of trauma registry data and data from other injury surveillance systems.

Question Rank: Very Important

Assessor conclusions:

The injury surveillance system includes trauma registry data. A report using data from the trauma registry and FARS was supplied as evidence.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 260:

Does the injury surveillance system include rehabilitation data?

Standard of Evidence:

Provide an injury surveillance report that illustrates the use of rehabilitation data and data from other injury surveillance systems.

Question Rank: Very Important

Assessor conclusions:

Rehabilitation data is not included as part of the State's injury surveillance system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 261:

Does the injury surveillance system include vital records data?

Standard of Evidence:

Provide an injury surveillance report that illustrates the use of vital data and data from other injury surveillance systems.

Question Rank: Very Important

Assessor conclusions:

The injury surveillance system includes vital records data. A report using emergency department, hospital discharge, and vital records data was provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 262:

Does the injury surveillance system include other data?

Standard of Evidence:

List any other databases or sources included in the injury surveillance system and provide a sample report using data from each of these sources. Additional data resources may include medical examiner reports, payer-related databases, traumatic brain injury registry, and spinal cord injury registry.

Question Rank:
Very Important

Assessor conclusions:

No data from systems not described in the Advisory is included in the State's injury surveillance system.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 263:

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

Standard of Evidence:

Provide the most recent motor vehicle-related incident counts for the EMS system, any injury severity categorizations applied, and the provider's primary impression (if applicable).

Question Rank:
Very Important

Assessor conclusions:

Although participation is voluntary and not statewide, participating agencies may have the ability to track the frequency, severity, and nature of traffic crash injuries. Approximately 175,000 run reports are included in the data system each year; however, no information was provided to determine the percentage of those that are related to motor vehicle crashes.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 264:

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

Standard of Evidence:

Provide the most recent motor vehicle-related incident counts for the emergency department data, any injury severity categorizations applied (e.g., Abbreviated Injury Score, Injury Severity Scale), and principal diagnosis.

Question Rank:
Very Important

Assessor conclusions:

The emergency department data is used to track the frequency and severity of motor vehicle crashes.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 265:

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

Standard of Evidence:

Provide the most recent motor vehicle-related incident counts for the hospital discharge data, any injury severity categorizations applied (e.g., Abbreviated Injury Score, Injury Severity Scale), and principal diagnosis.

Question Rank:
Very Important

Assessor conclusions:

Hospital discharge data is available in the State, but no evidence was provided showing its use in the tracking of injuries resulting from motor vehicle crashes.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 266:

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

Standard of Evidence:

Provide the most recent motor vehicle-related incident counts for the trauma registry data, any injury severity categorizations applied (e.g., Abbreviated Injury Score, Injury Severity Scale), and principal diagnosis.

Question Rank:
Very Important

Assessor conclusions:

The supplied report demonstrates that the trauma registry may be used to track the frequency, severity, and nature of injuries sustained in motor vehicle crashes.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 267:

Does the vital records data track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?

Standard of Evidence:

Provide the most recent motor vehicle-related incident counts from the vital records data and the cause of death.

Question Rank:
Very Important

Assessor conclusions:

No evidence was provided showing the use of vital records data to track the occurrence of motor vehicle fatalities in the State.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 268:

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

Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized EMS data to identify a problem, evaluate a program, or allocate resources.

Question Rank:
Very Important

Assessor conclusions:

The EMS data is available for problem identification, resource allocation, and program evaluation, but traffic safety partners have not used it to support their efforts. Local EMS agencies may make more use of the data. No specific examples were provided.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 269:

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

Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized emergency department data to identify a problem, evaluate a program, or allocate resources.

Question Rank:
Very Important

Assessor conclusions:

The emergency department data is used for analysis and to identify problems, evaluate programs, and allocate resources. A data brief was supplied as evidence for this question.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 270:

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

Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized hospital discharge data to identify a problem, evaluate a program, or allocate resources.

Question Rank:
Very Important

Assessor conclusions:

No evidence was provided to show the use of hospital discharge data for problem identification or program evaluation efforts.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 271:

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

Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized trauma registry data to identify a problem, evaluate a program, or allocate resources.

Question Rank:
Very Important

Assessor conclusions:

The supplied report demonstrates that the trauma registry data is available for analysis and used to identify problems, evaluate programs, and allocate resources.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 272:

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

Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized vital records data to identify a problem, evaluate a program, or allocate resources (e.g., research in support of helmet or GDL legislation).

Question Rank:
Very Important

Assessor conclusions:

No evidence was provided to demonstrate the use of vital records data for problem identification and program evaluation efforts in the State.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 273:

Does the State have a NEMSIS-compliant statewide database?

Standard of Evidence:

Demonstrate submission to the nationwide NEMSIS database and provide any relevant State statutes or regulations. If not compliant, provide narrative detailing the State's efforts to achieve NEMSIS compliance.

Question Rank:
Very Important

Assessor conclusions:

The EMS database is NEMSIS-compliant, and it submits records to the national NEMSIS database.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 274:

Does the State's emergency department and hospital discharge data conform to the most recent uniform billing standard?

Standard of Evidence:

Provide the data dictionaries for both the emergency department and hospital discharge data as appropriate as well as any relevant State statutes or regulations.

Question Rank:
Very Important

Assessor conclusions:

While no evidence was provided to identify the State's hospital billing standard, the UB-04 is the standard most commonly in use.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 275:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has trauma registry a trauma registry database that adhere's to the National Trauma Data Standard.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 276:

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

Standard of Evidence:

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

Question Rank: Somewhat Important

Assessor conclusions:

No evidence was provided to demonstrate the availability of AIS or ISS scores in the hospital data systems. Usually those scores are calculated from the ICD-9 codes which are recorded in the hospital discharge and ambulatory care data systems.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 277:

Are Abbreviated Injury Scale (AIS) and Injury Severity Scores (ISS) derived from the State trauma registry for motor vehicle crash patients?

Standard of Evidence:

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

Question Rank: Very Important

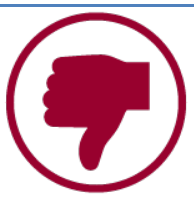
Assessor conclusions:

Kansas's trauma registry collects AIS and ISS for motor vehicle crash patients.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 278:

Does the State EMS database collect the Glasgow Coma Scale (GCS) data for motor vehicle crash patients?



Standard of Evidence:

Provide a distribution of GCS scores for motor vehicle crash patients for the most recent year available.

Question Rank: Less Important

Assessor conclusions:

Kansas uses a NEMSIS compliant data collection system so the GCS should be available as a variable; however, no evidence was provided to demonstrate its capture or use.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 279:

Does the State trauma registry collect the Glasgow Coma Scale (GCS) data for motor vehicle crash patients?

Standard of Evidence:

Provide a distribution of GCS scores for motor vehicle crash patients for the most recent year available.

Question Rank: Less Important

Assessor conclusions:

The trauma registry collects GCS for motor vehicle patients.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 280:

Are there State privacy and confidentiality laws that supersede HIPAA?

Standard of Evidence:

Provide the applicable State laws and describe how they are interpreted—including the identification of situations that may impede data sharing within the State and among public health authorities.

Question Rank: Very Important

Assessor conclusions:

Confidentiality of trauma registry data is outlined in K.S.A. 75-5666, but it is unclear if those rules also apply to other ISS data systems.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 281:

Does the EMS system have a formal data dictionary?

Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank: Very Important

Assessor conclusions:

Kansas has adopted the NEMSIS dictionary for its EMS data system. No separate data dictionary has been developed.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 282:

Does the EMS system have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?

Standard of Evidence:

Provide a user's manual or other form of documentation of the EMS data collection system. Such documentation should include a list of the dataset's variables and a description of how the data is collected, managed and maintained.

Question Rank:
Very Important

Assessor conclusions:

The NEMSIS data dictionary provides information on characteristics and values of variables. Information related to the data collection, management and maintenance of the database was not available for review.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 283:

Does the emergency department dataset have a formal data dictionary?

Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank:
Very Important

Assessor conclusions:

No data dictionary is available for the State's emergency department data system.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 284:

Does the emergency department dataset have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?

Standard of Evidence:

Provide the documentation.

Question Rank:
Very Important

Assessor conclusions:

No formal documentation was provided to describe the State's emergency department database.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 285:

Does the hospital discharge dataset have a formal data dictionary?

Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank:
Very Important

Assessor conclusions:

While all members of the Kansas Hospital Association are encouraged to submit hospital discharge data, no information was provided on the participation rate. Also, no detail was provided on the type of information that is submitted.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 286:

Does the hospital discharge dataset have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?

Standard of Evidence:

Provide the documentation.

Question Rank:
Very Important

Assessor conclusions:

No formal documentation describing the content of the hospital discharge database was provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 287:

Does the trauma registry have a formal data dictionary?

Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank:
Very Important

Assessor conclusions:

The trauma registry has a formal data dictionary which was provided as evidence.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 288:

Does the trauma registry dataset have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?

Standard of Evidence:

Provide the documentation.

Question Rank:
Very Important

Assessor conclusions:

The trauma registry's data dictionary, which was provided as evidence for a previous question, contains information related to data collection, management, and maintenance in addition to variable characteristics.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 289:

Does the vital records system have a formal data dictionary?

Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank:
Very Important

Assessor conclusions:

No list of variable names or definitions was provided to describe the information collected as part of the State's vital records data system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 290:

Does the vital records system have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?

Standard of Evidence:

Provide the documentation.

Question Rank:
Very Important

Assessor conclusions:

No formal documentation or description of the State's vital records data system was provided for review.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 291:

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

Standard of Evidence:

Identify the State agency or third party to which the EMS data is initially submitted.

Question Rank:
Very Important

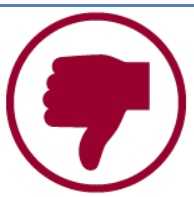
Assessor conclusions:

The Kansas Board of EMS is the agency charged to manage the data.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 292:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

It is presumed that the Kansas Hospital Association (KHA) collects information on inpatient and outpatient visits from its member hospitals. However, no evidence was provided identifying KHA or any other agency in the State as the entity responsible for collecting hospital data.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 293:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

It was reported that the Bureau of Vital Statistics collects and compiles data on hospital discharges.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 294:

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

Standard of Evidence:

Provide the flow diagram. Alternatively, provide a narrative description of the EMS data process flows from dispatch to submission of the report to the State EMS repository.

Question Rank:
Very Important

Assessor conclusions:

EMS data is collected in near real time, with processes ranging from immediate electronic collection to nightly or monthly submissions from agencies using different vendors.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 295:

Is there a process flow diagram that outlines the emergency department data's key data process flows, including inputs from other systems?

Standard of Evidence:

Provide the flow diagram. Alternatively, provide a narrative description of the emergency department data process flows from patient arrival to submission of the uniform billing data to the State repository.

Question Rank:
Very Important

Assessor conclusions:

No description or diagram of the emergency department's data processes was provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 296:

Is there a process flow diagram that outlines the hospital discharge data's key data process flows, including inputs from other systems?

Standard of Evidence:

Provide the flow diagram. Alternatively, provide a narrative description of the hospital discharge data process flows from patient arrival to submission of the uniform billing data to the State repository.

Question Rank:
Very Important

Assessor conclusions:

No description or diagram of the hospital discharge data process flows was provided for review.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 297:

Is there a process flow diagram that outlines the trauma registry's key data process flows, including inputs from other systems?

Standard of Evidence:

Provide the flow diagram. Alternatively, provide a narrative description of the hospital discharge data process flows, from trauma activation to submission of the trauma data to the State registry.

Question Rank:
Very Important

Assessor conclusions:

A process flow for the collection of trauma registry data and it's interface with EMS data was provided.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 298:

Are there separate procedures for paper and electronic filing of EMS patient care reports?

Standard of Evidence:

Provide a copy of the procedures for paper and electronic filing or a narrative describing the procedures.

Question Rank:
Less Important

Assessor conclusions:

Reports are accepted only electronically; there are no separate procedures for paper submission.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 299:

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

Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process of collecting, editing and submitting emergency department and hospital discharge data to the statewide repository.

Question Rank:
Very Important

Assessor conclusions:

No documentation or description of the procedures used to submit hospital data to the statewide repository were provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 300:

Does the trauma registry have documented procedures for collecting, editing, error checking, and submitting data?

Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for collecting, error-checking and submitting trauma registry data.

Question Rank:
Very Important

Assessor conclusions:

The trauma registry does not have documented procedures for collecting, editing, error checking, and submitting data. However, this information is covered at quarterly training meetings, and the trauma registry data dictionary provided information related to validation checks and quality control.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 301:

Are there procedures for collecting, editing, error-checking, and submitting data to the statewide vital records repository?

Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for collecting, error-checking and submitting data to the vital records repository.

Question Rank:
Very Important

Assessor conclusions:

No documentation or description of the procedures used to submit data to the statewide vital records repository was provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 302:

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

Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for returning data to the reporting EMS agencies for correction and resubmission.

Question Rank:
Very Important

Assessor conclusions:

Submitting agencies are responsible for their own quality control and resubmission of records or correction of erroneous data. A detailed description of several reports that are integrated into the software were described. These reports are run on all submitted data before it is entered into the statewide database.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 303:

Are there documented procedures for returning data to the reporting emergency departments for quality assurance and improvement (e.g., correction and resubmission)?

Standard of Evidence:

Provide a copy of the procedures or a narrative that describes the process for returning data to the reporting emergency departments for correction and resubmission.

Question Rank: Very Important

Assessor conclusions:

No documents or description of the procedures used for returning data to the reporting emergency departments was provided.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 304:

Are there documented procedures for returning hospital discharge data to the reporting hospitals for quality assurance and improvement (e.g., correction and resubmission)?

Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for returning data to the reporting hospitals for correction and resubmission.

Question Rank: Very Important

Assessor conclusions:

No documentation or description of the procedures used to return hospital discharge data to the submitting hospital was provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 305:

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

Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for returning data to the reporting trauma center for correction and resubmission.

Question Rank:
Very Important

Assessor conclusions:

No document or description of the procedures used to return trauma registry data reporting hospital was provided for review.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 306:

Are there documented procedures for returning data to the reporting vital records agency for quality assurance and improvement (e.g., correction and resubmission)?

Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for returning data to the reporting vital records agency for correction and resubmission.

Question Rank:
Very Important

Assessor conclusions:

No document or description of the procedures used to return vital records data to the submitting agency for correction and resubmission was provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 307:

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

Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the EMS data for analytical purposes.

Question Rank:
Very Important

Assessor conclusions:

Non-confidential aggregate EMS data is available to outside parties for research.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 308:

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

Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the emergency department data for analytical purposes.

Question Rank:
Very Important

Assessor conclusions:

Aggregate emergency department data is not available to outside parties for analytical purposes.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 309:

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

Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the hospital discharge data for analytical purposes.

Question Rank:
Very Important

Assessor conclusions:

No evidence was provided to demonstrate the availability or use of hospital discharge data by outside parties.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 310:

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

Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the trauma registry data for analytical purposes.

Question Rank:
Very Important

Assessor conclusions:

Trauma registry data may be available to outside parties for research and analytical purposes. However, no evidence was provided to demonstrate how the data may be accessed or how it has been used in the past to support highway safety efforts.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 311:

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

Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the vital records data for analytical purposes.

Question Rank: Very Important

Assessor conclusions:

No evidence was provided to demonstrate the availability or use of vital records data by outside parties.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 312:

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

Standard of 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.

Question Rank: Somewhat Important

Assessor conclusions:

The description provided demonstrates that the EMS and hospital data are integrated, i.e. linked. This does not constitute an interface under the Advisory's definition: A seamless, on-demand connectivity and a high degree of interoperability between systems that supports critical business processes and enhances data quality. However, the ED and hospital dispositions are returned seamlessly to the electronic patient care record and the data is available in near real time, a significant improvement over typical linkage efforts.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 313:

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

Standard of 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.

Question Rank: Very Important

Assessor conclusions:

Designated trauma registry users are able to pull data directly from the EMS system. While the process is not 'real time' it does constitute an interface between these two systems.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 314:

Is there an interface between the vital statistics and hospital discharge data?

Standard of Evidence:

Provide a narrative description of the interface link between the vital statistics and hospital discharge data. If available provide the applicable data exchange agreement.

Question Rank: Somewhat Important

Assessor conclusions:

No description was provided of an interface between the vital statistics and hospital discharge databases.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 315:

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?

Standard of Evidence:

Provide the formal methodology or describe 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.

Question Rank: Very Important

Assessor conclusions:

There are numerous automated edit checks and validation rules to ensure EMS data quality.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 316:

Is limited state-level correction authority granted to quality control staff working with the statewide EMS database in order to amend obvious errors and omissions without returning the report to the originating entity?

Standard of Evidence:

Provide the formal methodology or describe the process by which limited state-level correction authority is granted to quality control staff working with the statewide EMS database.

Question Rank: Somewhat Important

Assessor conclusions:

State-level staff do not have the authority to change or correct patient care reports.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 317:

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

Standard of Evidence:

Provide the formal methodology or describe the process by which rejected EMS patient care reports are returned to the collecting agency and tracked through resubmission to the statewide EMS database.

Question Rank:
Very Important

Assessor conclusions:

There are no procedures for returning rejected EMS records to the submitting agencies.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 318:

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

Standard of Evidence:

Provide a complete list of timeliness performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

There are no timeliness performance measures in place for the EMS data system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 319:

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

Standard of Evidence:

Provide a complete list of accuracy performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

There are no accuracy performance measures in place for the EMS data system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 320:

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

Standard of Evidence:

Provide a complete list of completeness performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

There are no completeness performance measures in place for the EMS data system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 321:

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

Standard of Evidence:

Provide a complete list of uniformity performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

There are no uniformity performance measures in place for the EMS data system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 322:

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

Standard of Evidence:

Provide a complete list of integration performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

There are no integration performance measures in place for the EMS data system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 323:

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

Standard of Evidence:

Provide a complete list of accessibility performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank: Very Important

Assessor conclusions:

There are no accessibility performance measures in place for the EMS data system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 324:

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

Standard of Evidence:

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

Question Rank: Somewhat Important

Assessor conclusions:

The State has not established numeric goals nor performance metrics for each EMS system performance measure. The State should explore process-related performance measures that would not require statutory authority.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 325:

Is there performance reporting for the EMS system that provides specific timeliness, accuracy, and completeness feedback to each submitting entity?

Standard of Evidence:

Provide a sample report, list of receiving agencies, and specify frequency of issuance.

Question Rank:
Very Important

Assessor conclusions:

There is no EMS performance reporting (i.e. providing trend data/outputs to submitting agencies about the timeliness, completeness, and accuracy of their submitted reports to help identify areas for improvement).

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 326:

Are high frequency errors used to update EMS system training content, data collection manuals, and validation rules?

Standard of Evidence:

Provide the formal methodology or describe the process by which high frequency errors are used to update EMS system training content, data collection manuals, and validation rules.

Question Rank:
Very Important

Assessor conclusions:

High frequency errors are used to update and modify the data validation rules but are not used to revise the training content or data collection manuals.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 327:

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

Standard of Evidence:

Provide a sample quality control review of injury records that details the system's data completeness.

Question Rank: Somewhat Important

Assessor conclusions:

Quality control reviews of the EMS data are not conducted at the State level.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 328:

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

Standard of Evidence:

Describe the analyses, provide a sample record or output, and specify their frequency.

Question Rank: Less Important

Assessor conclusions:

The capability exists to run trend analyses with the EMS data. However, these reports are done on an ad-hoc basis, usually during training sessions.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 329:

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

Standard of Evidence:

Describe the process for transmitting and utilizing key users' data quality feedback to inform program changes.

Question Rank: Somewhat Important

Assessor conclusions:

There is a process in place for the State to encourage submitting agency to review and resubmit their reports if necessary. What is not described though, is whether feedback is ever sought from users of the EMS data.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 330:

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

Standard of Evidence:

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

Question Rank: Somewhat Important

Assessor conclusions:

Multiple EMS data quality reports are available but have not been provided to nor requested by the State's TRCC.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 331:

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?

Standard of Evidence:

Provide the formal methodology or describe 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.

Question Rank: Very Important

Assessor conclusions:

Automated edit checks are reported to be in place, and general business rules are usually incorporated into data collection software packages. However, no description was provided for review.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 332:

Is limited state-level correction authority granted to quality control staff working with the statewide emergency department and hospital discharge databases in order to amend obvious errors and omissions without returning the report to the originating entity?

Standard of Evidence:

Provide the formal methodology or describe the process by which limited state-level correction authority is granted to quality control staff working with the statewide emergency department and hospital discharge databases.

Question Rank: Somewhat Important

Assessor conclusions:

No description was provided of any state-level correction authority that may be in place to govern the quality control of the hospital inpatient and outpatient data system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 333:

Are there formally documented processes for returning rejected emergency department and hospital discharge records to the collecting entity and tracking resubmission to the statewide emergency department and hospital discharge databases?

Standard of Evidence:

Provide the formal methodology or describe the process by which rejected emergency department and hospital discharge records are returned to the collecting agency and tracked through resubmission to the statewide emergency department and hospital discharge databases.

Question Rank: Very Important

Assessor conclusions:

No description was provided of any process that may be in place to return hospital data to the submitting agency for correction and resubmission.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 334:

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

Standard of Evidence:

Provide a complete list of timeliness performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No timeliness performance measures related to the inpatient and outpatient hospital data systems were provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 335:

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

Standard of Evidence:

Provide a complete list of accuracy performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No accuracy performance measures related to the inpatient and outpatient hospital data systems were provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 336:

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

Standard of Evidence:

Provide a complete list of completeness performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No completeness performance measures related to the inpatient and outpatient hospital data systems were provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 337:

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

Standard of Evidence:

Provide a complete list of uniformity performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No uniformity performance measures related to the inpatient and outpatient hospital data systems were provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 338:

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

Standard of Evidence:

Provide a complete list of integration performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No integration performance measures related to the inpatient and outpatient hospital data systems were provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 339:

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

Standard of Evidence:

Provide a complete list of accessibility performance measures for the emergency department and hospital discharge database and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No accessibility performance measures related to the inpatient and outpatient hospital data systems were provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 340:

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

Standard of Evidence:

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

Question Rank: Somewhat Important

Assessor conclusions:

No State established numeric goals were reported as performance measures for the hospital based data systems.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 341:

Is there performance reporting for the emergency department and hospital discharge databases that provides specific timeliness, accuracy, and completeness feedback to each submitting entity?

Standard of Evidence:

Provide a sample report, list of receiving agencies, and specify frequency of issuance.

Question Rank: Very Important

Assessor conclusions:

No sample report or description of performance reporting related to the hospital based data systems was provided for review.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 342:

Are high frequency errors used to update emergency department and hospital discharge database training content, data collection manuals, and validation rules?

Standard of Evidence:

Provide the formal methodology or describe the process by which high frequency errors are used to update emergency department and hospital discharge database training content, data collection manuals, and validation rules.

Question Rank: Very Important

Assessor conclusions:

No formal methodology or description of the use of high frequency errors to update the quality control processes of the hospital based data collection systems was provided for review.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 343:

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

Standard of Evidence:

Provide a sample quality control review of injury records that details the system's data completeness.

Question Rank: Somewhat Important

Assessor conclusions:

No sample report or description of the quality control review process used for the inpatient and outpatient hospital data systems was provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 344:

Are periodic comparative and trend analyses used to identify unexplained differences in the emergency department and hospital discharge data across years and agencies?

Standard of Evidence:

Describe the analyses, provide a sample record or output, and specify their frequency.

Question Rank: Less Important

Assessor conclusions:

No description or examples of the use of periodic comparisons and trend analyses using hospital based data was provided.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 345:

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

Standard of Evidence:

Describe the process for transmitting and utilizing key users' data quality feedback to inform program changes.

Question Rank: Somewhat Important

Assessor conclusions:

Data quality feedback is reportedly provided to hospital data managers but no description of the process was submitted for review.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 346:

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

Standard of Evidence:

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

Question Rank: Somewhat Important

Assessor conclusions:

No examples of hospital data quality management reports were provided. It is unknown if this type of information is shared with the State's TRCC.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 347:

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?

Standard of Evidence:

Provide the formal methodology or describe 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.

Question Rank: Very Important

Assessor conclusions:

The trauma registry data collection system has a list of edit checks and validation rules.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 348:

Is limited state-level correction authority granted to quality control staff working with the statewide trauma registry in order to amend obvious errors and omissions without returning the report to the originating entity?

Standard of Evidence:

Provide the formal methodology or describe the process by which limited state-level correction authority is granted to quality control staff working with the statewide trauma registry.

Question Rank: Somewhat Important

Assessor conclusions:

The State may provide limited correction authority for the trauma registry data system. However, no description of that practice was provided for review.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 349:

Are there formally documented processes for returning rejected data to the collecting entity and tracking resubmission to the statewide trauma registry?

Standard of Evidence:

Provide the formal methodology or describe the process by which rejected data is returned to the collecting agency and tracked through resubmission to the statewide trauma registry.

Question Rank: Very Important

Assessor conclusions:

The State captures the initial date of submission to the trauma registry, but resubmissions of records are not tracked.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 350:

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

Standard of Evidence:

Provide a complete list of timeliness performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The trauma registry requires quarterly submissions and, as a minimum, 80% of cases must be entered within 60 days of discharge. This percentage should be re-evaluated annually and, if possible, increased to show improvement in the timeliness of data submission.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 351:

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

Standard of Evidence:

Provide a complete list of accuracy performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No accuracy performance measures related to the trauma registry data system are in place at this time.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 352:

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

Standard of Evidence:

Provide a complete list of completeness performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Completeness measures may have been established for the trauma registry data system however, no specific metrics were provided for review.

Respondents assigned	**3**	**Responses received**	**2**	**Response rate**	**66.7%**

Question 353:

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

Standard of Evidence:

Provide a complete list of uniformity performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No uniformity performance measures related to the trauma registry data system are in place at this time.

Respondents assigned	**3**	**Responses received**	**2**	**Response rate**	**66.7%**

Question 354:

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

Standard of Evidence:

Provide a complete list of integration performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No integration performance measures related to the trauma registry data system are in place at this time.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 355:

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

Standard of Evidence:

Provide a complete list of accessibility performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No accessibility performance measures related to the trauma registry data system are in place at this time.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 356:

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

Standard of Evidence:

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

Question Rank: Somewhat Important

Assessor conclusions:

No performance measures were reported to be in place for the trauma registry data system. Consequently no associated numeric goals have been established.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 357:

Is there performance reporting for the trauma registry that provides specific timeliness, accuracy, and completeness feedback to each submitting entity?

Standard of Evidence:

Provide a sample report, list of receiving agencies, and specify frequency of issuance.

Question Rank: Very Important

Assessor conclusions:

Submitting hospitals may receive feedback related to the timeliness, accuracy, and completeness of the trauma registry data; however, a sample report of description of the information given was not provided for review.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 358:

Are high frequency errors used to update trauma registry training content, data collection manuals, and validation rules?

Standard of Evidence:

Provide the formal methodology or describe the process by which high frequency errors are used to update trauma registry training content, data collection manuals, and validation rules.

Question Rank: Very Important

Assessor conclusions:

High frequency errors are used to update training and modify edit checks in the software. but a description of the methodology or process is not provided.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 359:

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

Standard of Evidence:

Provide a sample quality control review of injury records that details the system's data completeness.

Question Rank: Somewhat Important

Assessor conclusions:

Review of the trauma registry data may be conducted to ensure quality; however, no sample review or description of the process was provided for review.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 360:

Are periodic comparative and trend analyses used to identify unexplained differences in the trauma registry data across years and agencies?

Standard of Evidence:

Describe the analyses, provide a sample record or output, and specify their frequency.

Question Rank: Less Important

Assessor conclusions:

The trauma program does conduct data comparisons between hospitals and regions; however, no examples were provided for review.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 361:

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

Standard of Evidence:

Describe the process for transmitting and utilizing key users' data quality feedback to inform program changes.

Question Rank: Somewhat Important

Assessor conclusions:

When data quality issues are identified, individualized feedback is given to the hospitals where data quality issues are occurring. A report identifying the specific records and identified errors is generated and provided to the hospital for review.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 362:

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

Standard of Evidence:

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

Question Rank: Somewhat Important

Assessor conclusions:

Trauma registry data quality reports are not shared with the TRCC.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 363:

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?

Standard of Evidence:

Provide the formal methodology or describe 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.

Question Rank: Very Important

Assessor conclusions:

The State reported that there are built in edit checks and validation rules, but no description or narrative of the process was provided.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 364:

Is limited state-level correction authority granted to quality control staff working with vital records in order to amend obvious errors and omissions without returning the report to the originating entity?

Standard of Evidence:

Provide the formal methodology or describe the process by which limited state-level correction authority is granted to quality control staff working with vital records.

Question Rank: Somewhat Important

Assessor conclusions:

While the State's vital records staff have the ability to apply multiple quality control processes. Any changes to injury information must be coordinated through the coroner.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 365:

Are there formally documented processes for returning rejected data to the collecting entity and tracking resubmission to vital records?

Standard of Evidence:

Provide the formal methodology or describe the process by which rejected data is returned to the collecting agency and tracked through resubmission to vital records.

Question Rank:
Very Important

Assessor conclusions:

Rejected vital records are tracked by the nosologist to ensure they are re-filed.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 366:

Are there timeliness performance measures tailored to the needs of vital records managers and data users?

Standard of Evidence:

Provide a complete list of timeliness performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

There are statutory requirements regarding the filing of death records that could be used to develop timeliness performance measures; however there are none in place at this time.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 367:

Are there accuracy performance measures tailored to the needs of vital records managers and data users?

Standard of Evidence:

Provide a complete list of accuracy performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

There are no accuracy performance measures reported at this time; however performance measures could be developed using the current edit checks (i.e. % of records that meet the accuracy standard before edit checks are applied).

Respondents assigned	4	Responses received	2	Response rate	50%

Question 368:

Are there completeness performance measures tailored to the needs of vital records managers and data users?

Standard of Evidence:

Provide a complete list of completeness performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Quality assurance checks are performed daily on the death certificates database, but there are no completeness performance measures reported to be in place at this time.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 369:

Are there uniformity performance measures tailored to the needs of vital records managers and data users?

Standard of Evidence:

Provide a complete list of uniformity performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Quality assurance checks are performed daily on the death certificates database, but there are no uniformity performance measures reported to be in place at this time.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 370:

Are there integration performance measures tailored to the needs of vital records managers and data users?

Standard of Evidence:

Provide a complete list of integration performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No performance measures related to the integration of vital records data were reported.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 371:

Are there accessibility performance measures tailored to the needs of vital records managers and data users?

Standard of Evidence:

Provide a complete list of accessibility performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Quality assurance checks are run daily on the death certificates database, but no accessibility performance measures were reported.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 372:

Has the State established numeric goals—performance metrics—for each vital records performance measure?

Standard of Evidence:

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

Question Rank: Somewhat Important

Assessor conclusions:

There are no performance metrics in place at this time; however, they could be developed from the existing statutory reporting requirements.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 373:

Is there performance reporting for vital records that provides specific timeliness, accuracy, and completeness feedback to each submitting entity?

Standard of Evidence:

Provide a sample report, list of receiving agencies, and specify frequency of issuance.

Question Rank: Very Important

Assessor conclusions:

Timeliness reports are run as-needed; however sample reports were not provided.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 374:

Are high frequency errors used to update vital records training content, data collection manuals, and validation rules?

Standard of Evidence:

Provide the formal methodology or describe the process by which high frequency errors are used to update vital records training content, data collection manuals, and validation rules.

Question Rank: Very Important

Assessor conclusions:

High frequency errors are reportedly used to update training, data collection manuals and validation rules, but no description of the process was provided for review.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 375:

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

Standard of Evidence:

Provide a sample quality control review of injury records that details the system's data completeness.

Question Rank: Somewhat Important

Assessor conclusions:

Quality control reviews are reportedly conducted to ensure the completeness, accuracy, and uniformity of injury data in the vital records database, but no sample or description of the process was provided.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 376:

Are periodic comparative and trend analyses used to identify unexplained differences in the vital records data across years and agencies?

Standard of Evidence:

Describe the analyses, provide a sample record or output, and specify their frequency.

Question Rank: Less Important

Assessor conclusions:

Periodic comparative and trend analyses may be used to conduct trend analysis using the vital records data, but no sample analysis or description of the process was provided for review.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 377:

Is data quality feedback from key users regularly communicated to vital records data collectors and data managers?

Standard of Evidence:

Describe the process for transmitting and utilizing key users' data quality feedback to inform program changes.

Question Rank: Somewhat Important

Assessor conclusions:

The State runs internal quality review reports regularly that are used to correct information. If trends are found, education is provided to the parties responsible for completing the death record.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 378:

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

Standard of Evidence:

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

Question Rank: Somewhat Important

Assessor conclusions:

Although vital records data quality reports are generated, they have not been provided to, nor requested by the State's TRCC.

Respondents assigned	4	Responses received	2	Response rate	50%

Data Use and Integration

The ability to establish direct record linkage from one dataset to the associated record in another independent dataset is a challenge that all States find when attempting to establish data integration initiatives. Kansas has the solid foundation in place for successful, overall data integration through a demonstrated use of traffic records data in their current Safety Plan, its commitment in dedicated analytical resources, and the establishment of integration goals in their TRCC 2015 Strategic Plan. Their TRCC is characterized by having data ownership representation, a documented willingness to promote data access, and a commitment to data integration. These components should assist in a successful outcome of their on-going effort to integrate citation, adjudication, and crash data.

Presently, Kansas has made notable progress in areas of data integration between crash records and roadway data. Success in this area has led to the State's ability to analyze the effect of increased speed limits as an example. Additionally, focused integration of crash and EMS data, while limited in scope, has demonstrated a commitment to independent dataset integration.

Kansas' evolutionary improvements in statewide traffic records data integration should include specific TRCC goals over the next year. These include a complete inventory of all specific State data governance processes, identifying the personnel involved and a description of how they support traffic safety data integration and utilize formal data quality management procedures. Additionally, the TRCC should develop and maintain a comprehensive system inventory specifying all traffic records data sources, system custodians, data elements and attributes, linkage variables, linkages useful to the State, and data access policies. This formal process and outcome will ensure that all aspects of direct data linkage are examined and will offer the highest probability of successful implementation.

Initial areas for the greatest advantage and knowledge gained would be the continued effort to expand crash and roadway to include rural roads. The continued support of their project for crash data integration with the adjudication and citation may offer the greatest and most significant gain in the near future. Once accomplished, a similar effort should be made for the prioritization of integrated vehicle and injury surveillance datasets.

Question 379:

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

Standard of Evidence:

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, web pages, ad hoc analyses.

Question Rank:
Very Important

Assessor conclusions:

The State indicated that behavioral managers within the Department of Transportation have access to crash and roadway data to assist with problem identification, priority setting, and program evaluation. Presently, the TRCC is working to give greater access to the adjudication, citation and ISS data.

Additionally, the State provided the a report entitled, "State of Kansas Highway Safety Plan FFY 2015" as evidence. Referenced was the use of KCARS (crash data) in the graphs labeled Serious Injury Reduction graph (reduce by 2% each year); Serious Injury Rate per 100 million VMT (reduce by 2% each year); Distracted Driving Crashes reduce by 1% each year). This meets the evidence requirement.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 380:

Does the State have a data governance process?

Standard of Evidence:

Provide a narrative detailing the State's data governance process, identifying the personnel involved and describing how it supports traffic safety data integration and formal data quality management.

Question Rank: Somewhat Important

Assessor conclusions:

The State indicated that each agency has data governance policies for the collection/management of their respective data (either legislatively or agency specific). There is representation from each agency at the State TRCC, and they are actively working to establish greater access for other interested parties. An example for crash data access was presented in their narrative: specifically, focus on the crash data and EMS data for FARS record submission to NHTSA. This demonstrated capability is the beginning of traffic records data integration, and, while promising, it presently is limited to an important MVC subset and only for FARS specific project goals.

A recommendation for the TRCC to have a complete inventory of all specific State data governance processes, identifying the personnel involved and a description of how they support traffic safety data integration and utilize formal data quality management procedures will be made.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 381:

Does the State have a formal traffic records system inventory that identifies linkages useful to the State and data access policies?

Standard of Evidence:

Provide a copy of the system inventory specifying all traffic records data sources, system custodians, data elements and attributes, linkage variables, linkages useful to the State, and data access policies.

Question Rank:
Very Important

Assessor conclusions:

The State submitted the, "State of Kansas Traffic Records Coordinating Committee 2015 Strategic Plan" as evidence. Within the document, page 14 provides a list of traffic record systems inventory by "6 pack" performance measure status. Crash, Citation, and DUI are all indicated as having a "current focus" for data integration. The plan does not address those data system custodians, data elements, attributes, and linkages as requested in the supporting evidence.

The State further submitted the, "Kansas Traffic Records Strategic Plan FFY 2006" which identified 10 traffic records data sets and ownership. However there still remains the evidence requirement of respective data elements and attributes, linkage variables, and data access policies submission.

A recommendation is made that the TRCC develop and maintain a comprehensive system inventory specifying all traffic records data sources, system custodians, data elements and attributes, linkage variables, linkages useful to the State, and data access policies.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 382:

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

Standard of Evidence:

Identify, with appropriate citations, the TRCC strategic plan sections that demonstrate the promotion of data integration.

Question Rank: Somewhat Important

Assessor conclusions:

The State provided a narrative identifying the importance of the TRCC's influence on data sharing security and crash data access.

The State further provided the, "State of Kansas Traffic Records Coordinating Committee 2015 Strategic Plan". Several examples of system wide data integration (Citation, Incident Reporting) were identified in project goals.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 383:

Is driver data integrated with crash data for specific analytical purposes?

Standard of Evidence:

Document an integrative crash-driver link, the linkage variables, and example analysis, and the frequency of linkage. 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.

Question Rank: Very Important

Assessor conclusions:

The State indicated that driver data is not presently integrated with crash data. However, it is noted that unlinked data analysis has been used for problem identification in the past.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 384:

Is vehicle data integrated with crash data for specific analytical purposes?

Standard of Evidence:

Document an integrative crash-vehicle link, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include crash trends among vehicle types or vehicle weight restriction by road classification.

Question Rank:
Very Important

Assessor conclusions:

The State indicated that vehicle data is not integrated with crash data at this time.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 385:

Is roadway data integrated with crash data for specific analytical purposes?

Standard of Evidence:

Document an integrative crash-roadway link, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include the identification of high crash locations and locations with similar roadway attributes or an assessment of engineering countermeasures' effectiveness.

Question Rank:
Very Important

Assessor conclusions:

The State indicated that roadway data is integrated as it relates to the State highway road miles. However, the State is presently working on the same capability for local road data. While the narrative did identify success with State roads, it represents only a subset of data and no evidence was submitted. The State further explained that in 2013, the State raised the speed limit to 75 MPH on rural interstates. Due to the linkage of State roadway data and crashes, KDOT was able to analyze the effect of this law change.

While the examples described by the State indicate projects working towards meeting the question specifics, they were unable to provide supporting documentation in the form of linkage variables and copies of any referenced analysis.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 386:

Is citation and adjudication data integrated with crash data for specific analytical purposes?

Standard of Evidence:

Document an integrative crash-citation or adjudication link, the linkage variables, and example analysis, and the frequency of linkage. 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.

Question Rank: Very Important

Assessor conclusions:

The State indicated that they do not have a statewide citation database. However, it should be noted is that the State is planning to implement a citation database with a future integration component to both the adjudication and crash data.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 387:

Is injury surveillance data integrated with crash data for specific analytical purposes?

Standard of Evidence:

Document an integrative crash-injury surveillance link, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include injury outcomes by specific crash type or injuries associated with occupant protection.

Question Rank: Very Important

Assessor conclusions:

The State indicated that injury surveillance data is not integrated with crash data at this time. It was also mentioned that HIPPA rules and retrieving hospital data are a present challenge.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 388:

Are there examples of data integration among crash and two or more of the other component systems?

Standard of Evidence:

Document an integrative link among crash and multiple data systems, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include an assessment of the safety impact of differential speed limits for different vehicle types.

Question Rank: Somewhat Important

Assessor conclusions:

The State indicates that crash data is integrated with roadway (limited to State roads only based upon past responses). However, integration is incomplete. Crash data is uploaded to the State's SAFETYNET, and that is an independent data source for data access.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 389:

Is data from traffic records component systems—excluding crash—integrated for specific analytical purposes?

Standard of Evidence:

Document an integrative link using at least two traffic record component systems excluding the crash system. Include the systems, their linkage variables, example analysis, and the frequency of linkage. Example analyses could include an assessment of recidivism among specific driver populations.

Question Rank: Somewhat Important

Assessor conclusions:

The State indicated that other traffic records components are not currently integrated for specific analytical purposes. However, it should be noted that the State is working on a project that will integrate adjudication, arrests, dispositions, corrections and other criminal data for analytical purposes.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 390:

Do decision-makers have access to resources—skilled personnel and user-friendly access tools—for the use and analysis of integrated datasets?

Standard of Evidence:

Identify the analytical resources available: personnel, software, or online resources. Specify the decision-makers who have access to these resources.

Question Rank: Somewhat Important

Assessor conclusions:

The State indicated that the DOT has the skilled resources to analyze crash and roadway data and is actively working towards integration. The State further detailed the use of crash and roadway data through a dedicated analyst presently using MS Access and Excel. Further development around an Oracle database and specialized tool will permit better data use through on-line access. Presently, KDOT personnel have access to this independent data resource, but the TRCC governance rules should aid in greater access, use, and data integration in the future. The State submitted the report entitled, "State of Kansas Highway Safety Plan FFY 2015" and referenced capabilities performed by KDOT analysts. Several examples of data related initiatives were presented as statewide evidence (Impaired Driving Crashes, Alcohol-Involved Crashes as a Percent of All Crashes, Unrestrained Fatalities, Crash Rates for Drivers Under 21, and Belt Use). In total, this satisfies the evidence requirement,

Respondents assigned	2	Responses received	1	Response rate	50%

Question 391:

Does the public have access to resources—skilled personnel and user-friendly access tools—for the use and analysis of integrated datasets?

Standard of Evidence:

Identify the analytical resources available to the public: personnel, software, or online resources. Specify how the public has access to these resources.

Question Rank: Somewhat Important

Assessor conclusions:

The State indicated that they are in the process of providing tools that will give access to the public for crash data. They also recognize several important stakeholders (local law enforcement and local public works officials) who would benefit from access to crash statistics.

Respondents assigned	2	Responses received	1	Response rate	50%

Appendix A

Assessment Participants

State Highway Safety Office Representative(s)

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Mr. Gary Herman
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Asst. Traffic Safety Manager

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NHTSA Regional Office Coordinator(s)

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Mr. Tom Bragan
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FARS ROM Regions 3 & 10, MMUCC Analyst

State and Local Respondents

The following State and Local staff assisted in the Assessment by providing responses to the Advisory criteria and questions.

Name	Agency	Title
Carman Allen	KDHE Community Health Systems	Trauma Program Director
Jill Bleier	KDOR	IT
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Donna Calabrese	KDHE - Vital Statistics	Director of Vital Statistics
Julie Earnest	Kansas Department of Revenue	Manager/Drivers Licensing
Kyle Gonterwitz	KDOT Transportation Planning	GIS Manager
Mr. Gary Herman	Kansas Department of Transportation	Asst. Traffic Safety Manager
Lisa Kaspar	Kansas Department of Revenue	Director of Vehicles
Ed Klumpp	Retired	Law Enforcement Liaison
Gordon Lansford	Kansas Criminal Justice Information System	Executive Director
Joe Mandala	KBI	CIO
Ms. Leslie Moore	Kansas Bureau of Investigation	Records Supervisor
Mr. Joe Moreland III	Kansas Board of EMS	Kansas EMS Data Manager
Jessica Ross	KDOR	Driver Solutions Manager
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Appendix B

National Acronyms and Abbreviations

AADT	average annual daily traffic
AAMVA	American Association of Motor Vehicle Administrators
AASHTO	American Association of State Highway and Transportation Officials
ACS	American College of Surgeons
AIS	Abbreviated Injury Score
ANSI	American National Standards Institute
ATSIP	Association of Transportation Safety Information Professionals
BAC	Blood Alcohol Concentration
CDC	Center for Disease Control
CDIP	NHTSA's Crash Data Improvement Program
CDLIS	Commercial Driver License Information System
CODES	Crash Outcome Data Evaluation System
DDACTS	Data Driven Approaches to Crime and Traffic Safety
DHS	Department of Homeland Security
DMV	Department of Motor Vehicles
DPPA	Drivers Privacy Protection Act
DOH	Department of Health
DOJ	Department of Justice
DOT	Department of Transportation
DOT-TRCC	The US DOT Traffic Records Coordinating Committee
DRA	Deputy Regional Administrator (NHTSA)
DUI	driving under the influence
DUID	driving under the influence of drugs
DWI	driving while intoxicated
ED	Emergency Department
EMS	Emergency Medical Service
FARS	Fatality Analysis Reporting System
FDEs	Fundamental Data Elements
FHWA	Federal Highway Administration
FMCSA	Federal Motor Carrier Safety Administration
GCS	Glasgow Coma Scale
GDL	graduated driver licensing
GES	General Estimates System
GHSA	Governors Highway Safety Association
GIS	Geographic Information System
GJXDM	Global Justice XML Data Model
GPS	Global Positioning System
GRA	Government Reference Architecture
HIPAA	Health Information Privacy and Accountability Act
HPMS	Highway Performance Monitoring System
HSIP	Highway Safety Improvement Plan
HSP	Highway Safety Plan
ICD-10	International Classification of Diseases and Related Health Problems
IRB	Institutional Review Board

ISS	Injury Severity Score
IT	information technology
JIEM	Justice Information Exchange Model
LEIN	Law Enforcement Information Network
MADD	Mothers Against Drunk Driving
MCMIS	Motor Carrier Management Information System
MIDRIS	Model Impaired Driving Records Information System
MIRE	Model Inventory of Roadway Elements
MMUCC	Model Minimum Uniform Crash Criteria
MOU	memorandum of understanding
MPO	metropolitan planning organization
NAPHSIS	National Association for Public Health Statistics and Information Systems
NCHIP	National Criminal History Improvement Program
NCHS	National Center for Health Statistics
NCIC	National Crime Information Center
NCSC	National Center for State Courts
NDR	National Driver Register
NEMSIS	National Emergency Medical Service Information System
NGA	National Governor's Association
NHTSA	National Highway Traffic Safety Administration
NIBRS	National Incident-Based Reporting System
NIEM	National Information Exchange Model
NLETS	National Law Enforcement Telecommunication System
NMVTIS	National Motor Vehicle Title Information System
NTDS	National Trauma Data Standard
PAR	police accident report
PDPS	Problem Driver Pointer System
PDO	property damage only
PII	personally identifiable information
RA	Regional Administrator (NHTSA)
RDIP	FHWA's Roadway Data Improvement Program
RPM	Regional Program Manager (NHTSA)
RTS	Revised Trauma Score
RMS	records management system
RPC	Regional Planning Commission
SaDIP	FMCSA's Safety Data Improvement Program
SAVE	Systematic Alien Verification for Entitlements
SHSP	Strategic Highway Safety Plan
SME	subject matter expert
SSOLV	Social Security Online Verification
STRAP	State Traffic Records Assessment Program
SWISS	Statewide Injury Surveillance System
TCD	Traffic Control Devices
TRA	Traffic Records Assessment
TRIPRS	Traffic Records Improvement Program Reporting System
TRCC	Traffic Records Coordinating Committee
TRS	Traffic Records System
UCR	Uniform Crime Reports
VIN	Vehicle Identification Number

VMT	vehicle miles traveled
XML	Extensible Markup Language

State-Specific Acronyms and Abbreviations

CANSYS	Control Section Analysis System
KCARS	Kansas Crash Analysis & Reporting System
KCJIS	Kansas Criminal Justice Information System
KDLS	Kansas Driver License System
KDOT	Kansas Department of Transportation
KHA	Kansas Hospital Association
KLER	Kansas Law Enforcement Reporting
MOVRS	Vehicle Identification and Registration System
RAPID	Report And Prosecute Impaired Drivers