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# Washington, D.C.

Traffic Records Assessment

**June 27, 2016**

National Highway Traffic Safety Administration

Technical Assessment Team





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## Executive Summary

Out of 391 assessment questions, District of Columbia met the Advisory ideal for 174 questions (44.5%), partially met the Advisory ideal for 50 questions (12.8%), and did not meet the Advisory ideal for 167 questions (42.7%).

As Figure 1 illustrates, within each assessment module, District of Columbia met the criteria outlined in the *Traffic Records Program Assessment Advisory* 94.7% of the time for Traffic Records Coordinating Committee Management, 87.5% of the time for Strategic Planning, 50% of the time for Crash, 41% of the time for Vehicle, 24.4% of the time for Driver, 36.8% of the time for Roadway, 74.1% of the time for Citation / Adjudication, 26.8% of the time for EMS / Injury Surveillance, and 46.2% of the time for Data Use and Integration.

**Figure 1: Rating Distribution by Module**

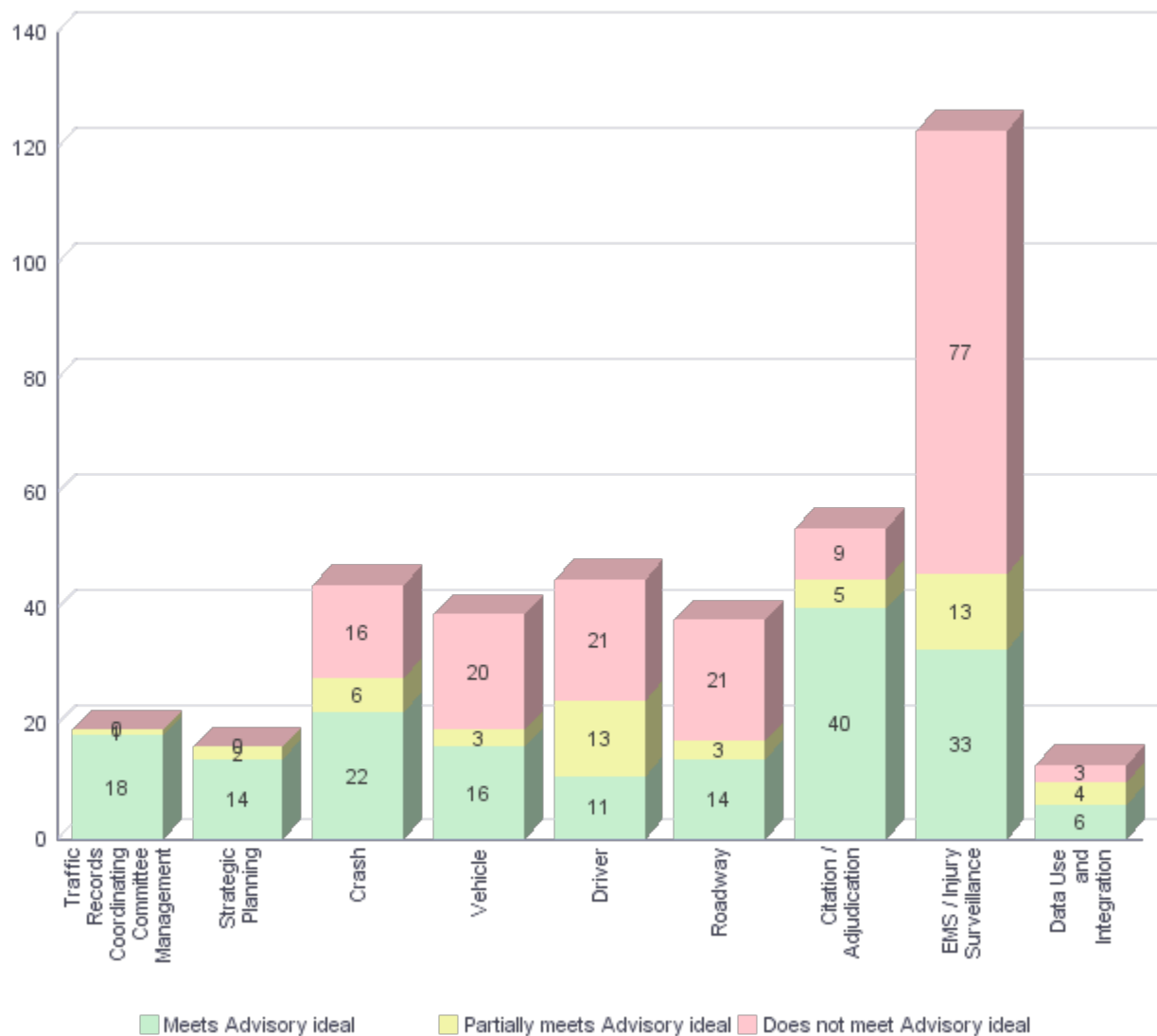










Figure 2: Assessment Section Ratings

	 Crash	 Vehicle	 Driver	 Roadway	 Citation / Adjudication	 EMS / Injury Surveillance
Description and Contents	100.0%	83.3%	60.0%	86.7%	96.5%	49.0%
Applicable Guidelines	73.3%	60.6%	66.7%	66.7%	75.4%	57.9%
Data Dictionaries	53.3%	33.3%	50.0%	33.3%	55.6%	53.3%
Procedures / Process Flow	60.4%	78.8%	86.3%	66.7%	96.3%	72.1%
Interfaces	46.7%	93.9%	52.4%	72.2%	90.5%	33.3%
Data Quality Control Programs	70.3%	48.8%	40.2%	54.3%	97.4%	50.4%
<b>Overall</b>	<b>72.8%</b>	<b>62.9%</b>	<b>58.8%</b>	<b>61.7%</b>	<b>86.0%</b>	<b>54.5%</b>

	Overall
Traffic Records Coordinating Committee Management	98.7%
Strategic Planning for the Traffic Records System	96.0%
Data Use and Integration	72.7%

## 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:

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

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 maintain a State traffic records strategic plan that—





*“(3) Includes a list of all recommendations from its most recent highway safety data and traffic records system assessment; (4) Identifies which such recommendations the State intends to implement and the performance measures to be used to demonstrate quantifiable and measurable progress; and (5) For recommendations that the State does not intend to implement, provides an explanation.”*

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

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### Crash Recommendations

Improve the data dictionary for the Crash data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

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

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

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

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### Vehicle Recommendations

Improve the applicable guidelines for the Vehicle data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

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

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

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### Driver Recommendations

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

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

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

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## Roadway Recommendations

Improve the data dictionary for the Roadway data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

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

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## Citation / Adjudication Recommendations

Improve the applicable guidelines for the Citation and Adjudication systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.

Improve the data dictionary for the Citation and Adjudication systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.

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## EMS / Injury Surveillance Recommendations

Improve the description and contents of the Injury Surveillance systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.

Improve the data dictionary for the Injury Surveillance systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.

Improve the interfaces with the Injury Surveillance systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.

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

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## 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 prepare for the assessment and establish a schedule consistent with the example outlined in Figure 3. Actual schedules can vary as dates may be altered to accommodate State-specific 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
<b>Assessment</b>	Monday, Week 1	On-site kickoff meeting
	Tuesday, Week 1 – 12pm EST, Friday, Week 3	<b>Round 1 Data Collection:</b> State answers standardized assessment questions
	Friday, Week 3 – Wednesday, Week 5	<b>Round 1 Analysis:</b> Assessors review State answers and rate the responses and, if needed, request necessary clarifications
	Thursday, Week 5 – 12pm EST, Friday, Week 7	<b>Round 2 Data Collection:</b> State responds to the assessors' initial ratings and requests for more information and clarification
	Friday, Week 7 – Wednesday, Week 9	<b>Round 2 Analysis:</b> Assessors review additional information from the State and, if needed, adjust initial ratings
	Thursday, Week 9 – 12pm EST, Friday, Week 11	<b>Round 3 Data Collection:</b> State provides final response to the assessors' ratings
	Friday, Week 11 – Monday, Week 13	<b>Round 3 Analysis:</b> 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.





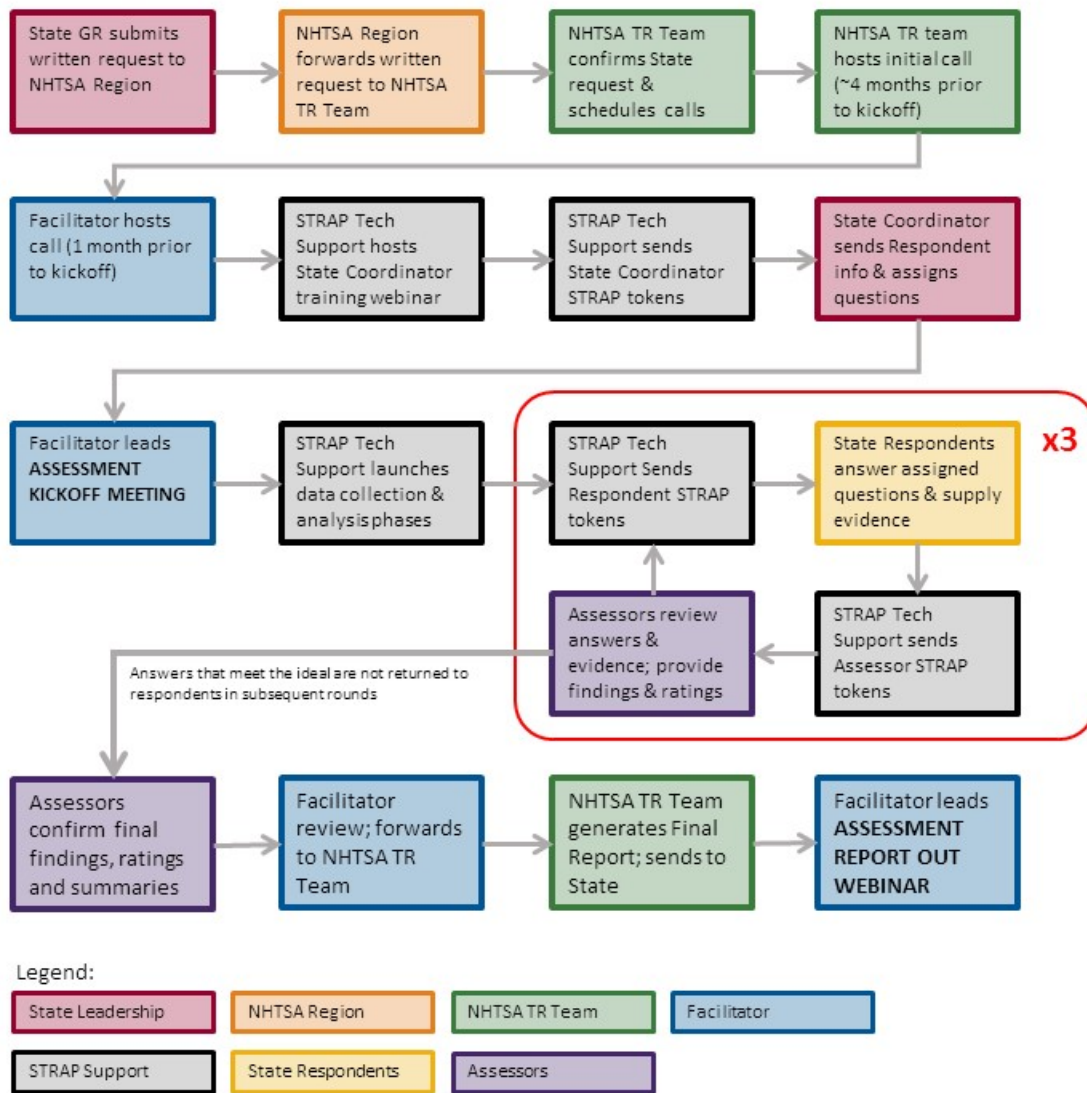
**Figure 4: State Schedule for the Traffic Records Assessment**

Kickoff	April 25, 2016
Begin first Q&A Cycle	April 27, 2016
End first Q&A Cycle	May 13, 2016
Begin second Q&A Cycle	May 25, 2016
End second Q&A Cycle	May 25, 2016
Begin third Q&A Cycle	May 26, 2016
End third Q&A Cycle	June 10, 2016
Assessors' Final Results Complete	June 23, 2016
Final Report Due	July 06, 2016
Debrief	July 14, 2016





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 District of Columbia has a functional, effective Traffic Records Coordinating Committee ratified by a Charter. There are Executive and Working Groups formed under a TRCC Memorandum of Agreement, which is renewed every five years. The Executive Group meets to establish overarching goals and initiate the Traffic Records Strategic Plan. There is no set schedule for Executive Group meetings, but there is clear communication between the Working Group and the executives. The DC Traffic Records Chair is the designated chairperson of the Working Group and the highway safety office has contracted out to a private company for facilitation and coordination of the TRCC, which has brought success for many years.

The TRCC meets regularly throughout the year (at least quarterly) and maintains documentation (agendas, minutes) from each meeting for all stakeholders and partners. During each meeting, time is afforded for the managers from each of the six areas of traffic records to discuss system improvements, changes, or issues that may have arisen since the previous meeting. Time is also spent discussing any technical or training needs or opportunities in the traffic safety realm. Membership of the TRCC includes the six core systems, as well as representatives from the Office of the Chief Technology Officer and federal partners.

The TRCC does not directly distribute or manage 405(c) traffic safety money from NHTSA, but it reviews proposed projects, discusses, and makes recommendations to the highway safety office for best use of those monies. In addition, other Federal and District-level sources of funding are discussed at TRCC meetings as a means to supplement the traffic records money.

The TRCC is involved and responsible for developing, tracking, and updating the Traffic Records Strategic Plan. This process includes subcommittee work and construction of the plan by the TRCC working group with final approval by the Executive Group.

The District of Columbia TRCC is highly functional, comprehensive, and effective given the small size of the District highway safety office. The use of a contractor, and the proven success of that contractor, is a benefit. The District political and bureaucratic processes differ from States; the highway safety office and TRCC have developed ways for maneuvering those circumstances and should be commended for that. Given the level of success and the detailed, comprehensive documentation currently involved with the TRCC, there are no major recommendations or considerations except to maintain and continue to evolve as the District does.





**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:**

There are two levels: executive level is the DC TRCC Executive Group and the technical level is the DOT TRCC Working Group.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 TRCC Executive Committee includes top-level management personnel from all traffic records stakeholders. Those committee members have the power to allocate resources and assign work within their agency and this responsibility is detailed in the TRCC Memorandum of Agreement (MOA).

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

The TRCC Charter outlines the responsibilities of the Executive Committee to review system changes, new technologies, membership, and the Strategic Plan. The Executive Committee is to review and approve any actions related to the traffic records system.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

All six core data systems are represented on the TRCC Executive Committee and Working Group, including several representatives from the ISS arena.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

Representatives from the Office of the Chief Technology Officer (OCTO) participate in both of the TRCC committees (Executive and Working Group). Their service includes consultation, approval, and oversight of traffic records technology projects.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

There is a Memorandum of Agreement authorizing the TRCC; it was most recently signed in 2015 and is valid for five years.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 TRCC groups are responsible for the development and implementation of the Traffic Records Strategic Plan. Goals are determined by the Executive Committee, projects are reviewed and recommended by the Working Group and subcommittees, and the final Plan is approved by the Executive Committee.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

Since the Executive Committee has a comprehensive membership roster, the group does work to influence agency decisions. Successes include development of a new crash system, collection of roadway information, and enhanced collection and analysis of drug samples.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

Funding determinations are made during the development of the Traffic Records Strategic Plan (TRSP), which is the responsibility of the TRCC. The TRSP identifies projects for which Section 405(c) funding will be applied.

<b>Respondents assigned</b>	3	<b>Responses received</b>	1	<b>Response rate</b>	33.3%
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**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 TRCC has identified performance measures for each of the six quality metrics within all six core data systems. Progress is tracked at quarterly TRCC Working Group meetings and benchmarks are maintained in the TRSP. The District should be commended for the development and tracking of all performance measures.

<b>Respondents assigned</b>	3	<b>Responses received</b>	1	<b>Response rate</b>	33.3%
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**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:**

TRCC meetings involve stakeholders from all traffic records systems as well as federal partners. Those meetings do provide an open forum for project updates, data quality concerns, research discussions, and problem-solving for any and all aspects of the traffic records system.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**Question 12:**

Does the TRCC have a traffic records inventory?



**Standard of Evidence:**

Provide the traffic records inventory.

**Question Rank:**  
Somewhat Important

**Assessor conclusions:**

The Traffic Records Strategic Plan contains a significant amount of information about each of the six core systems, including data collection, management, and analytical processes. However, a data inventory would also include information about the elements and attributes included in each system. Having a document with system characteristics, from the TRSP, and data values, from data dictionaries, would constitute an inventory.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

The Chair of the TRCC Working Group is the District of Columbia Traffic Records Chair, which is a position in the Highway Safety Office.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

The coordinator of the TRCC is an independent contractor to the Highway Safety Office.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 TRCC Executive Committee meets on an as-needed basis, not on a regular schedule. Throughout the year the Executive Committee will meet to initiate the TRSP, review deliverables, and sign-off on TRCC funded projects. These instances occur more than once during a calendar year. In addition, executives are kept informed by members of the Working Group to determine any needs for additional meetings.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 Working Group meets quarterly and may convene at other times if a need arises.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

The TRCC is actively involved and oversees quality control and improvement efforts of traffic records data systems. Recent examples have included reviews and updates to the roadway and crash systems.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

Technical and training opportunities are discussed at TRCC meetings and information is readily shared among agencies.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

While the TRCC focuses on and makes recommendations for allocation of only 405(c) funds directly, information about other possible funding sources (in the Department of Transportation) is shared at the meetings. If assistance is requested from an agency, it is provided.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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## Strategic Planning

The District of Columbia Traffic Records Strategic Plan (TRSP) is comprehensive, detailed, and contains all elements recommended in the Advisory. The TRSP is the responsibility of the highway safety office and managed by a contractor that has been in place for many years. The consistency and institutional knowledge inherent to that long-standing relationship has proven beneficial for the function of the TRCC as well as the development, tracking, and evolution of the Strategic Plan.

The TRSP contains information on all projects related to traffic records, whether funded through traffic records 405(c) funding from NHTSA or other sources. Information is included for all six core data systems within the traffic record system and each project includes objectives, strategies, timelines, milestones, and cost estimates. Deficiencies from the most recent Traffic Records Assessment and other gap analyses are contained within the plan.

The plan also includes performance measures related to each of the six quality metrics (accessibility, accuracy, completeness, integration, timeliness, uniformity) for each of the six data systems, which is rare and highly commendable. The District data quality management is an example of the effective use of performance measures for the ongoing evaluation and improvement of data quality.

The TRSP is developed every five years, starting with goals set by the TRCC Executive Group and the plan developed by the Working Group. It is then approved by the Executive Group for implementation. The plan is reviewed and performance measures evaluated on an ongoing basis at TRCC meetings and officially updated annually to incorporate milestone status. The Four-Box Analysis Process (low-cost & high/low payoff and high-cost & high/low payoff) is used to prioritize projects within the plan.

With such a comprehensive plan, the District should be commended and proud of instituting performance measures and a data quality management program over the entire traffic records system in addition to the individual agencies programs, which is uncommon. Given the status of this plan, there are no major recommendations or considerations related to Traffic Records Strategic Planning in the District except perhaps to continue efforts for refining this process and maintaining the level of involvement, evaluation, and revision of the plan as it currently occurs.





**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 TRCC groups are responsible for the creation and revision of the Traffic Records Strategic Plan. The Executive Committee sets the vision and goals for the District, projects are identified and included in the Plan by the Working Group and subcommittees, and finally the Executive Committee approves the Plan.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

In the TRSP, system deficiencies are identified based on the most recent Traffic Records Assessment and other gap analyses. The deficiencies are documented with projects identified to address that deficiency.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

In the TRSP, the description of each project listed to address a deficiency also includes the Impact, or performance metric, also addressed by that project.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

The TRSP identifies the funding source (federal/local) for each project listed in the TRSP as well as the estimated budget.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

Project prioritization for inclusion in the TRSP is accomplished using the Four-Box Analysis Process (low-cost & high/low payoff and high-cost & high/low payoff). Subsequent prioritization and tracking is accomplished at the quarterly TRCC Working Group meetings.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 TRSP contains a comprehensive listing of performance measures for all six quality metrics for all six core data systems. Those measures and metrics are projected for five years so the TRCC has the ability to track progress.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

The TRCC actively discusses training opportunities and each member agency has a training plan. Within strategies and projects, technical needs are explored and addressed by TRCC subgroups. Traffic records-related training opportunities are disseminated through the TRCC (i.e. Traffic Records Forum) and broader traffic safety training and outreach are detailed in the Strategic Highway Safety Plan.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

The TRCC works with stakeholders to identify and secure federal funds outside of 405(c) through the grant application process with the Highway Safety Office. Approximately one million dollars of non-405(c) funds are directed to traffic records projects, but this information is not contained in the TRSP.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

Projects are discussed at every TRCC Working Group meeting for initial approval and continual tracking. Upon approval, a project must undergo the grant application process at the Highway Safety Office, which is comprehensive and includes timelines and milestones. However, clear methodologies for setting timelines, responsibilities, and milestones are not documented in the Strategic Plan

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

The District of Columbia is designed as a single entity without participating local entities. Therefore, all projects and needs are District-wide.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

When reviewing projects for traffic safety funding, and inclusion in the TRSP, new technologies are considered. Participation of OCTO on the TRCC also encourages advanced technologies.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

All projects considered and included in the TRSP include milestones (startup, benchmarks, completion) and full project lifecycle costs.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

The District of Columbia is designed as a single entity without participating local entities. Therefore, all stakeholder needs are District-wide and addressed by the TRCC and TRSP.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

The TRSP considers coordination with federal agencies and data systems. Representatives from the Department of Transportation modes (NHTSA, FHWA, FMCSA) participate in the TRCC Working Group, which develops the TRSP. The HPMS, HSIP, FARS, and SAFETYNET projects are considered in project development and approval. The effects of District projects on those systems are listed in the TRSP.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

Although not formally documented, the TRCC does follow a process for remedying impediments to coordination with Federal systems. This includes discussion among TRCC members, creation of subgroups to address the issue in an action plan, implementation of that plan, and final re-evaluation of the issue. This process was proven successful for increasing completeness of FARS data.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 TRSP is reviewed annually in conjunction with the development of the Section 405(c) application for funds. As stated in the TRSP, it is formally updated at least every two years.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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## Crash

The District of Columbia Metropolitan Police Department (MPD), Major Crash Section, Traffic Safety and Specialized Enforcement Branch is the custodian of the districtwide crash information system. The data extracted from their information system is used by the District in their strategic planning, as well as to direct resources. The District Department of Transportation (DDOT) uses the crash data to identify and evaluate potential safety roadway improvements. The data from the crash information system is a critical tool in the development process of the District's Highway Safety Improvement Program (HSIP) and also the Strategic Highway Safety Plan (SHSP).

The MPD uses the crash data to determine best placement of law enforcement countermeasures in order to reduce crashes.

The District used MMUCC in their process of updating the crash information system and is well over three-quarters compliant with the current MMUCC elements. The crash system data dictionary provided during the assessment was a very technical document showing only a list of data elements. DDOT receives a nightly crash data update that they store in their own system. Documentation of their system was not available to the assessor. If the data dictionary provided is the only available user documentation, the safety community would be well served by the development of a well thought out comprehensive user data dictionary. The user data dictionary should include all data elements, attributes, detailed text-based descriptions of the elements and attributes, and the edit checks/validation rules. The data dictionary should also show which elements are captured through linkage, how the linkages are accomplished, and the linkage data sources.

The District has accomplished their goal of 100 percent electronic submission of all crash reports. The District is commended for this effort. Some edit checks and validations are applied to crash reports as part of submission to the MPD system. However, the edit checks and validations were not provided during the assessment. Supervisory review of the completed crash reports is the basis for overall data quality. When accuracy or completeness issues are identified, the report is rejected and returned to the reporting officer. Even though respondents noted that incorrect data is not allowed into the crash system, it appears that data quality relies almost solely on the edit checks and the supervisory review. The District is encouraged to develop a formal crash data quality control program. The Advisory includes best practices for a formal program and should be considered based on input from the TRCC and District safety stakeholders. Some aspects of a formal program are already in place and could be the basis for the new more complete program. This is evidenced by efforts to establish performance measures. The 2014 Traffic Records Strategic Plan contains crash performance measures for all six data quality control characteristics (timeliness, accuracy, completeness, uniformity, integration, and accessibility).

Crash interfaces to other traffic records component systems are limited to vehicle, driver and access to some citation and adjudication information. The Department of Motor Vehicles (DMV) Destiny system provides the ability to auto-populate driver and vehicle information on the crash form. The DMV Destiny and Washington Area Law Enforcement System (WALES) provide access to the driver record consisting of prior convictions and outstanding warrants. The crash system does not currently have interfaces to either the roadway or Injury Surveillance Systems (ISS). The District is encouraged to improve on the current interfaces and develop interfaces to the roadway system and ISS. Interfaces provide the opportunity to improve process efficiencies





and crash data quality.

**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:**

The District of Columbia, Metropolitan Police Department (MPD) uses the "Cobalt-RMS/Traffic Crash" system as the MPD's single crash data repository. The MPD collects crash data on all District public roads/streets.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The Metropolitan Police Department (MPD) is identified as the organizational custodian of the District's crash system. The MPD General Order (GO-SPT-401.03) identifies the Major Crash Section, Traffic Safety and Specialized Enforcement Branch, Special Operations Division, Homeland Security Bureau with the responsibility to investigate and prepare reports for traffic crashes on the District's public roads. The order further describes the process officers and shift supervisors use to submit their crash reports to the District central repository.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The MPD electronic field data collection system has the ability to identify those traffic crashes resulting in death. The MPD General Order GO-SPT-401.03 (Traffic Crash Reports) defines the fatal crash reporting criteria. The order requires the MPD to investigate and prepare reports on traffic crashes that occur on highways and public space in the District of Columbia when; a fatality or reported injury (regardless of the seriousness of the injury) occurs, and/or an involved motor vehicle sustains body or mechanical damage that renders it inoperable, and the damage requires the vehicle to be towed from the scene.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The MPD electronic field data collection system has the ability to identify those traffic crashes resulting in an injury. The MPD General Order GO-SPT-401.03 (Traffic Crash Reports) defines the injury crash reporting criteria. The order requires the MPD to investigate and prepare reports on traffic crashes that occur on highways and public space in the District of Columbia when; a fatality or reported injury (regardless of the seriousness of the injury) occurs, and/or an involved motor vehicle sustains body or mechanical damage that renders it inoperable, and the damage requires the vehicle to be towed from the scene.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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 MPD electronic field data collection system has the ability to identify property damage only traffic crashes. The MPD General Order GO-SPT-401.03 (Traffic Crash Reports) defines the property damage only crash reporting criteria. The order requires the MPD to investigate and prepare reports on traffic crashes that occur on highways and public space in the District of Columbia when; a fatality or reported injury (regardless of the seriousness of the injury) occurs, and/or an involved motor vehicle sustains body or mechanical damage that renders it inoperable, and the damage requires the vehicle to be towed from the scene.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The MPD electronic field data collection system has the ability to identify crashes occurring in non-trafficway areas. The MPD General Order GO-SPT-401.03 (Traffic Crash Reports) defines the crash reporting criteria when crashes occur in non-trafficways (private property). When a traffic crash occurs on private property a report shall be prepared on a PD Form 10 by the investigating member, when; a fatality or injury occurs (regardless of the seriousness of the injury), the traffic crash involves an operator who is a diplomat, a MPD vehicle is involved, and an official directs that a PD Form 10 be prepared in accordance with GO-OPS-301.01 (Vehicle Operation and Maintenance). Reports are also prepared for crashes occurring in non-trafficway areas involving an unlicensed operator, a driver is operating a motor vehicle while under the influence of alcohol or any other intoxicating substance and/or an operator leaves the scene of the crash (hit and run). It appears these crash reports are submitted to the central repository with the non-trafficway flag and then can be used or not used in an analysis based on the user's discretion.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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 District of Columbia uses the crash system to identify crash risk factors. The District response cited specific processes for examining prevalent crash types, contributing circumstances, environment conditions, driver characteristics, and road/street locations. In addition, a well-conceived crash facts document and the FY2014 Annual Report was provided to support the evidence requirement. Both documents provide excellent examples of identifying crash risk factors in the multidisciplinary areas. It would be helpful if the crash data supporting the reports were timelier. It is not clear how often these documents are published or how they are made available to analysts.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District Department of Transportation (DDOT) uses data from the crash system to guide engineering and construction projects. The network screening process was described as using crash frequency, crash rate and a ratio of fatality/property damage crashes in their process to generate a list of high crash locations. Collision diagrams are used in detailed safety analysis of the prioritized high crash list. The diagrams demonstrate crash patterns and assist in the development of counter measures. Project counter measure are developed, cost benefit analyses are prepared and the project are prioritized and implemented based the most cost effective safety approach.

<b>Respondents assigned</b>	2	<b>Responses received</b>	2	<b>Response rate</b>	100%
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**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 DDOT Highway Safety Office, in partnership with the Metropolitan Police Department, regularly uses the crash system and citation systems to prioritize law enforcement activity. Analysis processes identify locations with high occurrence of crashes and violations in the areas of occupant protection, aggressive driving, and impaired driving. Example data was provided to illustrate high risk corridors relating to aggressive driving, crash data, citation data and crime data. In addition, example DDACTS like reports were provided showing locations where selective enforcement efforts are deployed.

<b>Respondents assigned</b>	<b>1</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>100%</b>
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**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:**

It is clear the District establishes goals and measures the results of their Safety programs. This was shown in excerpts from the "2015 HSO Annual Report". Example construction program evaluations were provided using before/after analysis techniques in support of the evidence requirement.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

The District provided a comprehensive description and documentation on how MMUCC was the primary reference for developing "Cobalt-RMS/Traffic Crash" module.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The District indicated that MMUCC was used as the reference to build the system and did not address the use of either ANSI D-16 or D-20.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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 District provided very comprehensive documentation (MPD - SchemaSpy - mark43.pdf) which appears to be the database tables for all MPD databases including the crash system. In addition, a data dictionary for just the crash system was provided showing all data elements. This documentation could be the source for a less technical data dictionary showing the data elements, attributes (allowable values), any elements populated through links to other systems and the edits/validation rules for the data elements. The District Department of Transportation (DDOT) receives a data from the MPD system nightly. It is not clear if more user friendly documentation might be available at DDOT.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The District again pointed to the comprehensive documentation (MPD - SchemaSpy - mark43.pdf) as the source for the system edit checks and validation rules. It is not clear whether this documentation includes the edit checks and validation rules. A list of edit checks and validation rules included in a less technical data dictionary would help to understand data quality and build confidence in the crash data. It could also be a critical part of a formal data quality control program where users could suggest additional edit checks to improve data quality.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The District described how updates are made to the data dictionary. The statement indicated that the dictionary is updated dynamically when changes occur in the data model. The crash system user guide and system training lesson plans were also provided. However, the process description to keep them consistent with one another was not provided.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The District indicated that the crash system has interfaces to the Department of Motor Vehicle (DMV) systems, but did not address whether the data dictionary includes the data elements populated through links to other traffic records system components. This question specifically asked about whether the crash system data dictionary identified those data elements populated through links to other traffic records system components.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

MPD investigates and collects information electronically for all crashes occurring on District streets. MPD is the only law enforcement agency with the responsibility to investigate and submit crash reports occurring on public roads/streets within the District.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

MPD investigates and collects crash information electronically for all crashes occurring on District streets. All crash reports reported collected electronically are submitted to the Districtwide database.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

MPD investigates and collects information about all crashes occurring on District streets. A sample report was provided including columns titled; Audit Fields, Description of Audit Fields, and Rejection Wording. The narrative and sample report did not specify whether or how validation rules are applied to the crash data prior to submission.

<b>Respondents assigned</b>	<b>1</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>100%</b>
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**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:**

The District provided documents including the FMCSA reporting criteria for commercial motor vehicle involved crashes, the MPD General Orders for Traffic Crash reporting, and a lengthy narrative about the crash reporting policy and procedures. The most helpful of all these was the MPD General Orders document as it described the MPD reporting criteria, officers' responsibilities, and some quality control processes specifically the report rejection criteria. The narrative also described the commercial motor vehicle involved crash reporting process, but beyond the criteria and description it was not clear if the process is documented. In addition, the information provided did not reference processes for reporting fatal crash information to FARS or sending crash information to DDOT as well as any quality control efforts that might occur there. Having accurate and up to date documentation detailing the policies and procedures for the full spectrum of collecting and reporting crash data is critical during staff transition, business process reviews, and to support system credibility.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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 District provided the MPD - Cobalt Rejection Comments document to support the evidence requirement. In addition, validation rules were mentioned as being used in the crash reporting system. The rejection comments appeared to be a series of email narratives provided to the reporting district/officers when specific errors are encountered during processing. Neither of these qualify as a formal process for managing errors and incomplete data. The rejection comments could be the start of a more formal procedure for documenting the process.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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 District indicated that crash data is backed up nightly and retained in the city's data center for up to one year. The retention policy was not provided nor was there a description of how the retention and archival storage criteria meets the needs of safety engineers and other users with a legitimate need for long-term access to the crash data reports.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

MPD officers can access the DMV "Destiny" system in the field. The system allows entry of the driver license number and returns the driver's personal information for entry to the crash report. It is not clear if the "Destiny" system auto-populates the driver information on the crash report or the citation document. In addition, officer's use of the system is voluntary and there was no information provided on data validation or the actual source of the information (Destiny, or the driver license document).

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

MPD officers can access the DMV "Destiny" system in the field. The system allows entry of the vehicle registration (plate number) driver license number and returns the vehicle information for entry to the crash report. It is not clear if the "Destiny" system auto-populates the vehicle information on the crash report or the citation document. In addition, officer's use of the system is voluntary and there was no information provided on data validation or the actual source of the information on the crash report (Destiny, or the vehicle registration document).

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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 MPD crash system does not interface with the roadway system.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The District indicated that the MPD Records Management System (RMS) is used for both criminal and traffic crash purposes. The narrative further described how the officer has 'access' to both the DMV Destiny and Washington Area Law Enforcement System (WALEs) to retrieve and validate credentials pertaining to prior convictions or outstanding warrants. Although access is important, it is not clear if this is an actual interface between the crash and citation/adjudication systems. For example, does the crash system post the crash occurrence to the driver record or can information regarding BAC be posted the crash record from the citation/adjudication system?

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The MPD crash system does not interface with the injury surveillance system.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>100%</b>
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**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:**

The District indicated that a crash report cannot be submitted for approval without passing the validation checks. However, It was not clear what the formal methodology of the edit checks are or how the validation rules ensure entered data falls within the range of acceptable values and is logically consistent between fields.

<b>Respondents assigned</b>	<b>1</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>100%</b>
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**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:**

The District described a supervisory review process to support the evidence requirement. The description did not mention a process where the supervisor or a quality control staff might be able to correct obvious errors or incomplete data. The supervisor does have the ability to reject a crash report if errors are observed.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

There appears to be a process whereby crash reports are rejected and returned to the collector. This was evidenced by a list of email reasons for rejection. There was no discussion regarding formally documented processes or how they function. It is not clear if reports are rejected only through the supervisory review or there are centralized quality control staff that review reports and reject them based on some formalized criteria.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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 District provided timeliness performance measures as described in the 2014 Traffic Records Strategic Plan. The baseline measurement was identified for 2013 and goals have been established through 2018. Evidence was provided that metric is being tracked for 2013 through 2014.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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 District provided accuracy performance measures as described in the 2014 Traffic Records Strategic Plan. The baseline measurement was identified for 2013 and goals have been established through 2018. It is not clear if the accuracy metrics are being tracked.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The District provided completeness performance measures as described in the 2014 Traffic Records Strategic Plan. The baseline measurement was identified for 2013 and goals have been established through 2018. The District identified one of the three completeness measures as the per cent of FARS matched records to the 2015 crash file as 91 per cent.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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 District provided uniformity/consistency performance measures as described in the 2014 Traffic Records Strategic Plan. The baseline measurement was identified for 2013 and goals have been established through 2018. The District identified one of the three measures as the number of District applicable data elements in compliance with MMUCC guidelines. The reported goal for 2015 was 75 per cent and measured value was 96 per cent. It was not clear how the District tracked the measurement.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The District provided integration performance measures as described in the 2014 Traffic Records Strategic Plan. The baseline measurement was identified for 2013 and goals have been established through 2018. It is not clear how the integration measurement is being tracked.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The District provided accessibility performance measures as described in the 2014 Traffic Records Strategic Plan. The baseline measurement was identified for 2013 and goals have been established through 2018. It is not clear how the accessibility measurement is being tracked.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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 District has developed a formal process of establishing numeric goals—performance metrics—for each performance measure. The numeric goals were provided in the 2014 Traffic Records Strategic Plan for all six of the quality characteristics (timeliness, accuracy, completeness, uniformity, integration and accessibility).

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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 District does not feel this question applies to their crash system since there is only one major law enforcement agency. However, within MPD there are seven individual districts which could be recipients of performance reporting of specific timeliness, accuracy, and completeness measures.

<b>Respondents assigned</b>	2	<b>Responses received</b>	2	<b>Response rate</b>	100%
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**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:**

Even though there are plans to use the detection of high frequency errors to generate updates to training content, manuals and validation rules, the process is not currently in place.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The District described quality reviews of traffic crash reports where data from the narrative, diagram, and coded contents are compared and reconciled as part of the districtwide crash database's data acceptance process. The quality control review process is first conducted by the officer's supervisor and the final quality control is conducted by the Staff Review team. During the review of the traffic crash report, these members conduct consistency checks by manually comparing the narrative, diagram, direction of travel and other contents of the report for accuracy.

<b>Respondents assigned</b>	2	<b>Responses received</b>	2	<b>Response rate</b>	100%
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**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:**

Independent sample-based audits were periodically conducted for crash reports and related database contents on earlier version of the crash reporting system. The District appears to have recently implemented a major system update and is in the early process of reinstating the audits and will report the results to the TRCC when they are available.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>100%</b>
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**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:**

The District presented a sample report of comparative trend analyses to identify unexplained differences in the data across years and the District Police Districts. The sample report was a very high level report showing annual numbers of crashes, crimes, and moving violations. The District is encouraged to build on this process by identifying critical crash data elements and producing a similar report that might monitor significant deviations of data element distributions.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>100%</b>
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**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

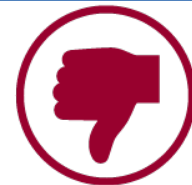
**Assessor conclusions:**

The MPD reported they are constantly seeking feedback from FMCSA and DDOT about the quality of crash data. Further, the DDOT coordinates additional feedback from safety stakeholders and the TRCC.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 management reports were provided to the TRCC for their review on earlier versions of the crash reporting system. The District appears to have recently implemented a major system update and is in the early process of reinstating the quality management reports and will report the results to the TRCC when they are available.

<b>Respondents assigned</b>	2	<b>Responses received</b>	2	<b>Response rate</b>	100%
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## Vehicle

The vehicle data system for the District of Columbia (DC) operates with the advantage of having all of its operations conducted in a single, small geographic area that does not require a distributed system with counties or other subdivisions of the government. The vehicle system is unified with the driver system but is not linked with the crash system.

The information provided for most of the questions could have been rated with many more positives if the required evidence had been provided. That absence reduced the overall ratings significantly.

A 2-D barcode is applied to a registration sticker for the vehicle window, making it more accessible to law enforcement than requiring retrieval of a printed registration document.

The real time vehicle system is not yet a NMVTIS participant, but that is being developed. In the meantime, DC queries the National Crime Information Bureau, runs VINA for VIN validation and is acquiring brand data from the U.S. States. DC is also a PRISM participant.

While the system operators apply efforts to achieve high quality performance, no actual performance measures were cited.

### Strengths

The DMV Enterprise Application System in the Destiny unified driver and vehicle database appears to have been thoughtfully developed to provide the real time functions that enable DC to operate effectively. The core functions for the vehicle system are performed efficiently. Although DC is not yet a NMVTIS participant, that is being developed.

### Opportunities

The development of structured performance measures would enable the system managers to have concrete documentation of any functional inadequacy and a stronger case for any request for process changes or priority in applying software changes or upgrades.

More complete formal documentation could become invaluable if software support were outsourced at some future point.

While there may appear to need for alternate processes now, having a fallback plan in the event of system problems is always prudent.





**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 custodial responsibility of the identification and ownership of vehicles registered in the District of Columbia is the Department of Motor Vehicles in their DESTINY database system, that is in a single location.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

All VIN applications are checked and validated using the R. L. Polk VINA software. Since the District of Columbia does not have counties or other sub-segments of its government, all processing is through a single-site system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

A 2D barcode is printed on the DC Registration Sticker. The District reported that any law enforcement agency would be able to retrieve the data by reading the barcode. A sample was not provided.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

DC does not now provide data to the National Motor Vehicle Title Information System but is in the process of developing and implementing a NMVTIS system application.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 vehicle system does not query NMVTIS before issuing new titles. A NMVTIS system access is being developed.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District did not discuss their treatment of brands from other jurisdictions. A more complete answer would include defining whether such brands are kept as sent, translated to a DC equivalent, or not kept.

DC did list its brands as follows:

Flood damage---Vehicle damaged by freshwater flood (or it is unknown whether the damage was caused by fresh water or salt water).

Junk---The vehicle is incapable of safe operation for use on the roads or highways and has no resale value except as a source of parts or scrap, or the vehicle's owner has irreversibly designated the vehicle as a source of parts or scrap. This vehicle shall never be titled or registered. Also known as non-repairable, scrapped, or destroyed.

Rebuilt---The vehicle, previously branded "salvage", has passed anti-theft and safety inspections, or other jurisdiction procedures, to ensure the vehicle was rebuilt to required standards. Also known as prior salvage (salvaged).

Salvage---Any vehicle which has been wrecked, destroyed or damaged, to the extent that the total estimated or actual cost of parts and labor to rebuild or reconstruct the vehicle to its pre-accident condition and for legal operation on roads or highways exceeds a jurisdiction-defined percentage of the retail value of the vehicle. The retail value of the vehicle is determined by a current edition of a nationally recognized compilation (to include automated data bases) of retail values. ---

Salvage- also includes any vehicle to which an insurance company acquires owner- ship pursuant to a damage settlement, or any vehicle that the vehicle's owner may wish to designate as a salvage vehicle by obtaining a salvage title, without regard to extent of the vehicle's damage and repairs, or any vehicle for which the jurisdiction cannot distinguish the reason the vehicle was designated salvage.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

DC participate in the Performance and Registration Information Systems Management (PRISM) program and provided a description of the transactions performed with PRISM. A certification document from FMCSA was provided as supporting evidence.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

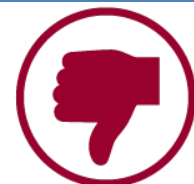
**Assessor conclusions:**

DC answered "Yes" that their data dictionary is contained in the DESTINY system but did not describe the system or provide an extract that would enable a rating of Meets Advisory Ideal.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

DC did not describe the edit check and data collection guidelines and did not provide an extract or screen shot of either edit checks or data collection guidelines.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

DC provided a general description of registration and title transactions but did not describe the procedure for applying title brands. A listing of the brands applied was provided in an earlier question. A key feature of the question is whether the procedures are formally documented.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Although DC did not cite a flow chart, a reasonable description was provided. Following is the text of the reply.

DC DMV System does a VIN Lookup, decodes the VIN using the VINA Software from Polk. Once the VIN is verified, system validates the Inspection, associates the Tag from the employee inventory, validates the Insurance, adds the registered owner(s), validates the DC Credential(s) of the owner(s), checks if the primary owner address qualifies for Residential Parking Permit, captures the Odometer reading, system calculates the Excise Tax, adds Title owner(s), adds if there are any Lien associated and calculates all the fees - Registration, Title, Excise Tax, Inspection. Once the fee is collected, system prints the Registration Sticker, and the Title is printed in Batch and mailed to the customer.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

When law enforcement reports a vehicle as stolen, the vehicle record is flagged as stolen. Because the input is in real time, there does not appear that an instruction manual is required.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

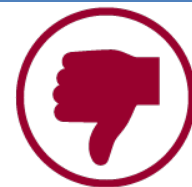
**Assessor conclusions:**

DC removes a stolen flag when notified by law enforcement.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 title brand and the name of the reporting State are recorded in the vehicle record, but there is no specific indication of whether they translate brands to the three used in DC or record them without explanation.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**Question 94:**

Are the steps from initial event (tinting, 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 following narrative description of registration and titling was provided: "DC DMV System does a VIN Lookup, decode the VIN using the VINA Software from Polk. Once VIN is verified, system validates the Inspection, associate the Tag from the employee inventory, validate the Insurance, add the registered owner(s), validate the DC Credential of the owners, check if the primary owner address qualifies for Residential Parking Permit, captures the Odometer, system calculates the Excise Tax, add Title owner(s), add if there are any Lien associated and calculates all the fees - Registration, Title, Excise Tax, Inspection. Once the fee is collected, system print the Registration Sticker, Title are printed in Batch and mailed to the customer."

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

DC reports that the entire process is completed in three minutes to include each step.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

There is no alternate process.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 software system validates checks and edits and displays a message to the entry operator for any correction needed to enable the transaction to be accepted.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

DC does not purge records from the vehicle system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 driver and vehicle files are unified in the DESTINY system. The DMV Enterprise Application System can be searched using first and last name or by driver license number.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 is the same when entering the vehicle or driver features of the unified system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 DMV provides the Metropolitan Police Department with vehicle and driver information during issuance of a citation or crash report.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

DMV databases are not linked with the crash system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

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

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 vehicle system data is processed in real-time.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Data validation is built into the data entry fields, and any discrepancy disrupts the entry screen requiring the DMV employee to take corrective action before proceeding.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Quality Control Staff periodically runs system analyses and applies data cleansing as needed.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Timeliness is achieved because the data entry is real-time, and edit checks are applied to affirm insurance coverage, VIN verification, and any information available from CARFAX. There are, however, no timeliness performance measures.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Accuracy is required for vehicle details. If errors occur, the data user is informed. No details of the frequency or types of errors were reported nor any performance measure of accuracy.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Completeness is required before the transaction can be accepted. DC provided the following explanation: "there is a step by step process to ensure each step is completed accurately. If a step is skipped or entered wrong the transaction cannot be completed." There are, however, no performance measures.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Uniformity is achieved through the controls of the non-distributed input system that requires uniformity in transactions before records can be accepted into the system. There are, however, no uniformity performance measures.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

There is no integration with external sources since this is a system-contained realtime system. There is integration with the separate vehicle inspection system because a registration cannot be completed without a valid inspection. There are no integration performance measures.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

There are authorized data users, and only those may access the data system because the information is confidential. No accessibility performance measures were discussed.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

While the DMV has initiatives for vehicle services (number of active vehicles, the new cars titled, registered and tags) no specific numeric goals associated with each performance measure were provided.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 DMV has weekly staff meetings to identify areas needing attention and particularly for refresher training. The sessions are also used to identify system bugs or features that might be improved. A more complete discussion how the process followed in the staff meetings is conducted could have improved the rating.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

DC reports that "independent sample based audits are conducted for vehicle reports by AAMVA. The DMV obtains samples based audits, reviews from other jurisdictions through AAMVA." The reply did not describe the formal audit methodology, provide a sample report or other output, or specify the audits' frequency.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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 District cited information obtained about trends analyses and best practices from other jurisdictions through AAMVA. There was no indication that the DMV performs these analyses themselves.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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 was not addressed in the answer.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Data quality reports are not provided to the TRCC.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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## Driver

### District of Columbia Driver Data System Summary

The District of Columbia Department of Motor Vehicles has custodial responsibility of the District's driver data system, the Destiny database, which contains all records and critical information pertaining to drivers in the District. The Destiny Application System (DAS) IT developer group is responsible for the management and maintenance of the system.

Driver records are updated with DUI convictions submitted from the courts. Nevertheless, District of Columbia does not have a separate DUI system linked to the driver data system. The District's driver system does not capture driver education completion information for novice drivers' training. It is unclear whether the District's driver data system captures drivers' traffic violations and/or driver improvement program histories. That is, while the evidence for the existence of such information is not provided, the District maintains that formal documentation pertaining to reporting and recording of relevant citations and convictions as well as the driver improvement course completion information. The District driver system captures and retains the dates of original issuance for all permits, licenses, and endorsements.

The District of Columbia driver data system interacts with the National Driver Register's Problem Driver Pointer System (PDPS) and the Commercial Driver's License Information System (CDLIS). However, the contents of the driver system are not documented with data definitions for each field. Also, all valid data field values, including null codes, are not documented in a data dictionary. Edit checks and data collection guidelines exist for each data element.

The District of Columbia DMV maintains the Standard Operating Procedures (SOP) documentation that specifies all rules and requirements for driver license, permits, and endorsements. The District also maintains the process workflows in electronic format pertaining to reporting and recording of relevant citation and convictions. The driver system has capability for 100% electronic reporting of citations, convictions, and information pertaining to driver improvement course completion. Documentation on processing any other information that may result in a change of license status is also maintained within the driver data system. The District does not have a process flow diagram related to key data process flows.

District of Columbia has established different procedures to detect fraud pertaining to the driver data system. To detect false identity license fraud, the District uses several fraud detection procedures such as use of document verification software, print verification guides, UV technology, facial recognition program, and validation through the US Passport Verification Service. In addition, the District's driver system has an interface with Department of Homeland Security, Social Security, and other national databases to verify customers' identity. To detect internal fraud by individual users or examiners, the District tracks, reviews, and investigates all transactions conducted by the DMV personnel, routinely performs random audits of these transactions and employees' physical work spaces, and reviews daily and monthly reports to identify unusual trends and potential fraudulent activity. The DMV's website has a feature called "Report Fraud" to allow reporting of suspected fraudulent activity. Finally, the District has established procedures to prevent CDL fraud and to maintain appropriate system and information security. The District controls access to the driver data system and tracks all transactions within the system.







The District's crash, citation, and adjudication data systems are not currently linked with the District's driver data system. There is a real-time interface link between the District's driver data system and the Problem Driver Pointer System (PDPS), the Commercial Driver License Information System (CDLIS), the Social Security Online Verification (SSOLV), and the Systematic Alien Verification for Entitlements (SAVE) system. A read-only access to the District of Columbia driver data system can be granted to authorized law enforcement agencies and court personnel. However, the District currently does not grant access to information in the driver data system to authorized personnel from other States, except for information that is available through PDPS and CDLIS inquiries.

The District of Columbia does not have a formal, comprehensive data quality management program for the driver system. Also, the District does not have established performance measures for timelines, accuracy, completeness, uniformity, integration, and accessibility of the driver data system.

#### Opportunities:

The contents of the District of Columbia driver data system should be documented with data definition for each data field. All valid field values – including null codes – should be documented in the data dictionary. The District should also work on developing a process flow diagram that includes information on the driver system key data process flows, including input from other data systems. Regarding the driver data system interface with other data systems, the District should start development of an electronic linkage between the driver data system separately with the crash, citation, and adjudication data systems.

Finally, the District should consider developing a formal data quality control program. Such a program would allow the District greater ability to fully understand the quality of the driver data system. Establishing performance measures such as timeliness, accuracy, completeness, uniformity, integration, and accessibility, would provide data managers and data users the tools to quickly and easily recognize areas within the driver system that need improvement. In addition, the District should consider performing periodic independent sample-based audits for the driver data system as well as conducting periodic comparative and trend analyses to identify unexplained differences in data across years. Finally, once created, data quality reports based on performance measures should be provided to the District's TRCC committee for regular review.





**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

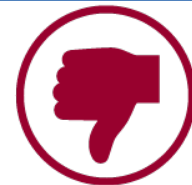
**Assessor conclusions:**

The District of Columbia Department of Motor Vehicles has custodial responsibility of the Destiny database that contains and tracks all transactions and records of the District's driver data system. The Destiny Application System (DAS) IT developer group is responsible for the management and maintenance of the system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 courts submit DUI convictions data to the driver data system. However, the District did not provide evidence to indicate that District of Columbia has DUI data system and that the DUI system is linked to the driver data system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District's driver system does not capture novice drivers' training histories and relevant specific information such as provider names and types of education.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 does not capture drivers' traffic violation and driver improvement training histories, including provider names and types of education.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Although the District stated their driver data system captures the original issuance date for all permits, licensing, and endorsements, they did not provide the requested evidence.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

While it appears that the District's driver data system interacts with National Driver Register's Problem Driver Pointer System (PDPS) and the Commercial Driver's License Information System (CDLIS), they did not provide the requested evidence.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Although the District stated the contents of the driver system are documented with data definitions for each field they did not provide the requested evidence.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Although the District stated that valid field values—including null codes—are documented in the data dictionary they did not provide the requested evidence.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District of Columbia has edit checks and data collection guidelines for data elements in the driver data system, which is evident in the short example provided by the District. A more detailed narrative description or more specific example pertaining to edit check and data collection guidelines for data elements in the driver data system would have improved this rating.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Data dictionary is updated immediately and approved by the Technical Manager when changes to the driver data system are needed. A narrative explanation with more specific details of the controls and procedures that ensure the data dictionary is kept up to date would have improved this rating.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District of Columbia DMV maintains the Standard Operating Procedures (SOP) for specific business processes. In addition, the Driver Services Administration maintains the applicable process workflows in electronic format. These documentations specify all rules and requirements for driver license, permits, and endorsements. Original documents submitted by the customer and verified by the DC DMV are imaged electronically into the system. The driver data system allows for 100% electronic reporting.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The District maintains formal documentation, the Standard Operating Procedures (SOP), for specific business processes. In addition, the Processing Center maintains the process workflows in electronic format pertaining to reporting and recording of relevant citation and convictions. Citations and convictions are submitted to the DC DMV electronically and by mail. Driver record is updated manually and all supporting documents are imaged electronically into the District's driver data system. The driver system has capability for 100% electronic reporting of citations and convictions.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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 DC DMV receives information electronically from the certified driver improvement course providers on drivers who successfully completed the driver improvement course. This information is then used for point reduction. Once verified, DC DMV updates the driving record of a person who completed the course and electronically images supporting documentation. The District's driver system has capability for 100% electronic reporting.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

Any other information that may result in a change of license status is received by the DC DMV electronically and by mail. After it is verified, the driver record is updated with the information and all supporting relevant documents are imaged electronically. The information on all changes of license status is maintained within the driver data system. The system also contains the information on employee who completed specific license action. The District's driver system has capability for 100% electronic reporting.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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 District's driver data system maintains the information on all changes of license status including the information on employee who completed specific license action. A narrative description with more specific details or flow diagram describing the processes and procedures governing the actual change to the license status, including timelines for each type of change, would have improved this rating.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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 District does not have a process flow diagram that outlines the driver data system's key data processes. The attached diagram provided by the District is insufficient as evidence as it relates only to overall interfaces of the driver data system with specific external systems and it does not provide any information about the driver data system's key process flows.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District maintains documentation for error correction and error handling. All errors are identified by either internal or external stakeholders and are processed by the way of submitting the issue through a help desk module managed by the DC DMV IT function. All issues submitted through the module are logged, tracked, and resolved. The Destiny Application System (DAS) developer team addresses the issue directly for all urgent, high-impact, or system-wide problems. Depending on magnitude and type, errors can be corrected by the DC DMV front line personnel, management, IT personnel, and/or DAS developer group. The District conducts monthly and quarterly meetings with operations, management, and IT personnel to address identified issues and develop action plans.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District does not purge data from the driver data system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The DC DMV has the authority to suspend/revoke licenses based on a DUI arrest. The District provided detailed narrative pertaining to legal requirements and circumstances leading to such license actions. Providing more information related to the documentation or process flow diagram pertaining to the District's processing of these administrative suspension/revocation actions within the driver data system would have improved this rating.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

District of Columbia has established procedures to detect false identity licensure fraud. The District requires all applicants to provide original documents that establish proof of identity, social security, and residency information. The DC DMV personnel (Legal Instrument Examiners) are trained to validate all documents provided by applicants. In addition, the District uses several fraud detection procedures such as use of document verification software, print verification guides, UV technology, and validation through the US Passport Verification Service. Also, a customer photo is run through a facial recognition program managed by the Service Integrity & Investigative unit. Finally, the District's driver system has an interface with Department of Homeland Security, Social Security, and other national databases to verify customer's identity.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District has established procedures to detect internal fraud by individual users or examiners. The DMV's Office of Service Integrity tracks, reviews, and investigates all transaction conducted by the DMV personnel. In addition, these transactions and employees' physical work spaces are routinely randomly audited by the DMV investigators. Further, the Office of Service Integrity reviews daily and monthly reports to identify unusual trends and potential fraudulent activity. The Office of Security has also implemented a feature on the DMV's website called "Report Fraud" to allow reporting of suspected fraudulent activity.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The District has established procedures to detect CDL fraud. In addition to regular procedures used to detect false identity licensure fraud, these processes include CDL specific procedures such as verification through the U.S. Department of Transportation Federal Motor Carrier Safety Administration (FMCSA) or, for CDL with Hazmat endorsements, verification through the Hazmat Threat Assessment Program portal managed by the Department of Homeland Security.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

District of Columbia has established procedures to maintain appropriate system and information security as detailed in the security awareness policy in the Employee Handbook. All DC DMV employees are also required to complete the security awareness training and they have to maintain and protect the integrity of the Department and the information in the driver data system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District tracks all transactions conducted within the driver data system by operator number with a date and time stamp. Access to the driver data system is granted only to authorized personnel by user name and password.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District's crash system is not linked electronically to the driver system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

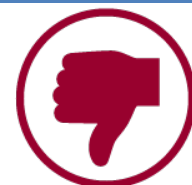
**Assessor conclusions:**

The District's citation system is not linked electronically to the driver system. However, the District has certain capacity to search for driver's citation by using his name, birth date, driver license number, etc.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District's adjudication system is not linked electronically to the driver system. However, the District has certain capacity to search for driver's adjudication data through the DMV Enterprise system by using driver's name, birth date, driver license number, etc.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

While it appears there is a real-time interface link between the District's driver data system and the PDPS, CDLIS, SSOLV, and SAVE systems the additional requested evidence was not provided to receive a meets rating.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District grants read only access to authorized law enforcement personnel through the login credential approval process managed by the DMV Integrity Office. A narrative description with more specific details related to the protocols granting authorized law enforcement personnel access to information in the driver system would have improved this rating.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District grants read only access to authorized court personnel through the login credential approval process managed by the DMV Integrity Office. A narrative description with more specific details related to the protocols granting authorized court personnel access to information in the driver system would have improved this rating.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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 District does not grant authorized personnel from other States or jurisdictions access to information in the driver system, except for the capabilities available through the PDPS and CDLIS inquires.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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 District does not have an established formal, comprehensive data quality management program for the driver system. The District did not provide the required evidence to indicate the existence of such program.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

There are automated edit checks and validation rules to ensure entered data falls within a range of acceptable values and is logically consistent among data elements are built in into the data entry fields. Appropriate messages are displayed for the DMV employee to make changes as needed. More specific details pertaining to the formal methodology or a description of the process by which automated edit checks or validation rules function would have improved this rating.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

There are not any timeliness performance measures of the driver data system tailored to the needs of data managers and data users. Examples provided by the District do not reflect the existence of timeliness performance measures of the driver data system as described in the Advisory.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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 of the driver data system tailored to the needs of data managers and data users. Examples provided by the District do not reflect the existence of accuracy performance measures of the driver data system as described in the Advisory.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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 of the driver data system tailored to the needs of data managers and data users. Examples provided by the District do not reflect the existence of completeness performance measures of the driver data system as described in the Advisory.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 of the driver data system tailored to the needs of data managers and data users. Examples provided by the District do not reflect the existence of uniformity performance measures of the driver data system as described in the Advisory.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The District does not have any integration performance measures of the driver data system tailored to the needs of data managers and data user as described in the Advisory.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 of the driver data system tailored to the needs of data managers and data users. Examples provided by the District do not reflect the existence of accessibility performance measures of the driver data system as described in the Advisory.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District has not established numeric goals—performance metrics—for each performance measure.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 District addresses appearances of high frequency errors during various mandatory training sessions. However, the formal methodology or description of the process by which high frequency errors are used to generate new data collection manuals, update the validation rules, and prompt revisions is not provided.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 for that record.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 not any periodic comparative and trend analyses conducted by the District and used to identify unexplained differences in the driver data system across years.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Some aspects of data quality feedback from key users are regularly communicated to data collectors and data managers such as errors occurrences. However, there is no indication that communication exist from key users on overall comprehensive data quality feedback on regular basis.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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 for regular review.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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## Roadway

The District of Columbia Department of Transportation (DC DOT) utilizes a legacy roadway information system with a linear referencing system (LRS) that is integrated to allow for compatibility. All roads within the District of Columbia (there is only one jurisdiction) are contained in the LRS and in a single compatible system.

The current enterprise roadway information system in use by the DC DOT is the Street Spatial Database (SSD). This system contains the inventory of roadways as well as the attributed roadway asset and inventory data. This system is currently being replaced by a new GIS-based Linear Referencing System. Multiple location referencing methods for crash, roadway features, and traffic volume are used. Traffic and Roadway data elements are referenced using the route segment identifier and crash data is referenced to the LRS using an address location system. This set of reference methods allows for datasets to be referenced to the same LRS. Crash data is imported from the DC Metropolitan Police Department but is not currently stored or incorporated into the enterprise roadway system that is currently in place, other than being referenced to a base map.

The District of Columbia DOT currently locates crashes using a geocoded addressing system. Addressing information within the District is contained in DCGov's Master Address Repository (MAR) which provides web services for this information. The MAR is integrated with the centerline LRS that is used by the enterprise roadway information system. However, not all crashes occur at an address, such as those on ramps or bridges or in tunnels. It is unclear how the system addresses those crash locations and perhaps the new enterprise system being implemented can provide an opportunity for improvements. The District of Columbia DOT uses a compatible referencing method for roadway characteristic data on the public roadway system and crash locations. The ability to perform meaningful crash analysis, combined with useful roadway data, for any public roadway can yield immense benefits in developing a robust and comprehensive safety program.

The District of Columbia DOT should consider increasing the awareness and understanding of the Model Inventory of Roadway Elements (MIRE). Due to the size of MIRE and the resources it would take to collect 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 and municipal entities. The primary purpose and value of the collection of the FDEs is 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.

Currently, DC DOT has indicated that only MIRE Fundamental Data Elements that are needed to complete the Highway Performance Management System (HPMS) submittal and reporting requirements are collected. The DC DOT only collects MIRE elements beyond the fundamental data elements if required by HPMS. This suggests that current data collection efforts are purposed primarily for HPMS and opportunities may be missed to collect data to support safety programs. The District of Columbia DOT should look for opportunities to expand the collection of FDEs as this could allow traffic safety to start developing more robust data and safety analysis programs, such as safety performance functions, that incorporate roadway and crash data.





The District of Columbia DOT was not able to provide an electronic data dictionary for the current roadway legacy system that is in use at the time of the assessment. DC DOT should consider developing a formal electronic data dictionary that includes all elements, the business rules that apply to the values, data collection standards that apply where appropriate, and procedures for data collection. The assessment responses indicated that a new enterprise roadway system is in the process of being implemented. This could provide an opportunity to develop adequate data dictionaries with processes to update and edit the documentation.

The District of Columbia DOT should consider developing a formal data quality control program that includes automated 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. Currently, error detection is primarily through routine use and is primarily based on HPMS reporting requirements. When an error is detected related to the HPMS sample it is corrected or resolved so that the HPMS submittal can proceed. A formal enterprise data quality control program that is more comprehensive than producing an HPMS submittal could benefit the data users and systems. If possible, the project that is currently underway to implement a new enterprise roadway system could provide an opportunity to establish a formal data quality improvement program. The DC DOT could consider participation in the FHWA Roadway Data Improvement Program (RDIP), if this has not already been done. The DC Traffic Records Coordinating Committee should be involved and assist with this effort.

The District of Columbia DOT has established some formal performance measures for their roadway data systems in the areas of timeliness, accuracy, completeness, integration, accessibility or uniformity. The DC DOT is encouraged to review existing metrics and work to establish ones that focus on the roadway system. For example, the timeliness performance metric established for the roadway system as stated in the District of Columbia Traffic Records Strategic Plan dated November, 2014 measures the number of days from the crash event to entry into TARAS database for 90% of crashes. This metric appears to measure crash data system timeliness more than roadway data system timeliness. The roadway data system managers should work to establish performance metrics that work well for their enterprise system and the discrete roadway systems. This effort should be coordinated with the Traffic Records Coordinating Committee.

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 and guidance documents could assist Program Managers at DC DOT in their data and roadways system 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:**

All public roads are contained in a single compatible system. The current system that stores route data is the Street Spatial Database. A new GIS based system is being implemented. Mapping was provided, indicating that a base map containing all public roads is in place.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Based on information provided in response to this question, and to other questions in this assessment, it is my understanding that the current enterprise roadway information system in use by the DC DOT is the Street Spatial Database (SSD). This system contains the inventory of roadways as well as the attributed roadway asset and inventory data. This system is currently being replaced by a new GIS based Linear Referencing System. Multiple location referencing methods for crash, roadway features, and traffic volume are used. Traffic and Roadway data elements are referenced using the route segment identifier and crash data is referenced to the LRS using an address location system. This set of reference methods allow for data sets to be referenced to the same LRS.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The current enterprise roadway information system in use by the DC DOT is the Street Spatial Database (SSD). This system contains the inventory of roadways as well as the attributed roadway asset and inventory data. This system is currently being replaced by a new GIS based Linear Referencing System.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 DC DOT currently locates crashes using a geocoded addressing system. Addressing information within the District is contained in DCGov's Master Address Repository (MAR) which provides web services for this information. The MAR is integrated with the centerline LRS that is used by the enterprise roadway information system. Crash data for the years 2012 - 2014 were displayed on an open data web portal. However, not all crashes occur at an address, such as those on ramps or bridges or tunnels. It is unclear how the system addresses those crash locations. Roadway features and traffic volumes also linear referenced but use a roadway segment id method. Roadway, traffic and crash data can relate to the LRS.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Crash data is imported from the DC Metropolitan Police Department via a REST API service. It does not appear that crash data is currently stored or incorporated into the enterprise roadway system that is currently in place, other than being referenced to a base map. The crash data can be located and linked to other roadway data that uses the DCGov's Master Address Repository.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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 DC DOT collects the roadway data elements that are needed to complete the HPMS submittal and reporting requirements. Therefore, only the MIRE Fundamental Data Elements that are also required by HPMS are collected. The MIRE FDE's that are collected are collected for all public roads with the District.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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

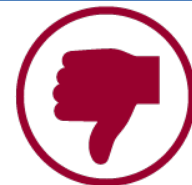
**Assessor conclusions:**

The DC DOT collects the roadway data elements that are needed to complete the HPMS submittal and reporting requirements. Therefore, only the MIRE Fundamental Data Elements and other MIRE Elements that are also required by HPMS are collected. The MIRE elements that are collected are collected for all public roads with the District.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

The DC DOT does not document MIRE elements in a formal data dictionary. No data dictionary has been provided.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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

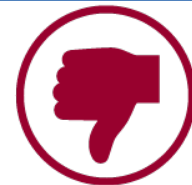
**Assessor conclusions:**

The DC DOT does not document MIRE elements in a formal data dictionary. No data dictionary has been provided.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Washington DC is the only jurisdiction and therefore no roadway data are imported from other roadway owners or sources. A rating of Does Not Meet has been established for this question, however, the intent of this question may not apply.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The DC Department of Transportation does not have procedures in place for updating a data dictionary. No data dictionary has been provided for review.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 DC DOT has not established a formal process or any documentation for adding new data elements to the roadway information system. An informal process does exist where roadway data system managers will work with the requester to identify needs.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 DC DOT has provided documentation that describes the current steps and process for updating both center line, geometry and roadway data attribution. The existing legacy roadway information system is being replaced with a modern enterprise system. The new system will contain updated work flow processes and documentation that will be housed in a web based wiki system that greatly improves access and the ability to update the documentation.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 DC COT does archive roadway information and has documentation that describes the process on how to access the historical data, which is by request only. A new enterprise roadway system is being implemented and the process will become more automated and the ease of access to historical data will improve.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The DC DOT does not have procedures for local agencies to use to collect, manage, and submit roadway data to the District Roadway inventory. However, multiple jurisdictions are not present within the District of Columbia. A rating of Does Not Meet has been established for this question, however, the intent of this question may not apply.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

The DC DOT does not have procedures for local agencies to use to collect, manage, and submit roadway data to the District Roadway inventory. However, multiple jurisdictions are not present within the District of Columbia. A rating of Does Not Meet has been established for this question, however, the intent of this question may not apply.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

The DC DOT has not developed specific guidelines for the collection of data elements. Currently, data collection guidelines generally follow the HPMS field manual. Data collection is in accordance to HPMS reporting requirements. In general, the roadway system procedures and processes appear to reflect the HPMS requirements.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

The DC DOT has indicated that a single compatible location referencing method is in place for all roadway information systems. Data is stored and referenced by street segment identifiers and addressing.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

Interface linkages do not exist between the District's discrete roadway information systems. Extracts can be made from systems such as pavement and traffic volumes for the HPMS submittal or for use in GIS.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

Multiple jurisdictions are not present within the District of Columbia. The DC DOT has indicated that a single compatible location referencing method is in place for all roadway information systems. Data is stored and referenced by street segment identifiers and addressing.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

Multiple jurisdictions are not present within the District of Columbia. As a result, no interfaces exist between other roadway systems and the DC DOT system. A rating of Does Not Meet has been established for this question, however, the intent of this question may not apply.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Multiple jurisdictions are not present within the District of Columbia. However, with the implementation of a new enterprise system the DC DOT does make data available to the public and developers through an open data portal and web API's. Data is available in text, csv, and GIS formats. The DC DOT does not need to make data available specifically to other jurisdictions in the way that a State would, since they are the only jurisdiction within the District. However, they appear to be making roadway data easily available to the public or subject matter experts.

<b>Respondents assigned</b>	3	<b>Responses received</b>	2	<b>Response rate</b>	66.7%
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**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:**

The DC DOT does not currently produce or analyze quality control reports. A formal data quality control program is not in place.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 DC DOT does not have a formal data quality program where error / edit checking takes place as data is entered into the roadway system. A formal data quality control program is not in place.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The DC DOT error detection is primarily based on HPMS reporting requirements. When an error is detected related to a HPMS sample it is corrected or resolved so that the HPMS submittal can proceed. A formal data quality control program is not in place.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 DC DOT has not established procedures for sharing quality control information with data collectors through individual or agency-level feedback or training. A formal data quality control program is not in place.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The DC DOT has established performance measures for the timeliness of the roadway information system. The timeliness performance metric established for the roadway system is found in the District of Columbia Traffic Records Strategic Plan dated November, 2014. The metric listed measures the number of days from the crash event to entry into TARAS database for 90% of crashes. This metric appears to measure crash data system timeliness more than roadway data system timeliness. The DC DOT is encouraged to review existing metrics and work to establish ones that focus more on the roadway system. In addition, the metric in the Traffic Record Strategic Plan, while establishing a baseline and target / goal, does not provide current performance of the system. The question of how does the current system measure against the metrics is not answered.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

The DC DOT has established performance measures for the timeliness of their roadway information system. However, since Washington DC is the only jurisdiction and no other local agencies exist to coordinate with, DC DOT cannot establish performance measures for the roadway data maintained by other regional and local custodians. The rating has been established as Does Not Meet although this question may not apply with the same intent as it would to a State.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

The DC DOT has established performance measures for the accuracy of the roadway information system. The performance metric established for the roadway system is found in the District of Columbia Traffic Records Strategic Plan dated November, 2014. The metric in the Traffic Record Strategic Plan, while establishing a baseline and target / goal, does not provide current performance of the system. This information was not provided.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

The DC DOT has established performance measures for the accuracy of their roadway information system. However, since Washington DC is the only jurisdiction and no other local agencies exist to coordinate with, DC DOT cannot establish performance measures for the roadway data maintained by other regional and local custodians. The rating has been established as Does Not Meet although this question may not apply with the same intent as it would to a State.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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 DC DOT has established performance measures for the completeness of the roadway information system. The performance metric established for the roadway system is found in the District of Columbia Traffic Records Strategic Plan dated November, 2014. The metric in the Traffic Record Strategic Plan, while establishing a baseline and target / goal, does not provide current performance of the system. This information was not provided.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

The DC DOT has established performance measures for the completeness of their roadway information system. However, since Washington DC is the only jurisdiction and no other local agencies exist to coordinate with, DC DOT cannot establish performance measures for the roadway data maintained by other regional and local custodians. The rating has been established as Does Not Meet although this question may not apply with the same intent as it would to a State.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

The DC DOT has established performance measures for the uniformity of the roadway information system. The performance metric established for the roadway system is found in the District of Columbia Traffic Records Strategic Plan dated November, 2014. The metric in the Traffic Record Strategic Plan, while establishing a baseline and target / goal, does not provide current performance of the system. This information was not provided.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

The DC DOT has established performance measures for the uniformity of their roadway information system. However, since Washington DC is the only jurisdiction and no other local agencies exist to coordinate with, DC DOT cannot establish performance measures for the roadway data maintained by other regional and local custodians. The rating has been established as Does Not Meet although this question may not apply with the same intent as it would to a State.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

The DC DOT has established performance measures for the accessibility of the roadway information system. The performance metric established for the roadway system is found in the District of Columbia Traffic Records Strategic Plan dated November, 2014. The metric in the Traffic Record Strategic Plan, while establishing a baseline and target / goal, does not provide current performance of the system. This information was not provided.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

The DC DOT has established performance measures for the accessibility of their roadway information system. However, since Washington DC is the only jurisdiction and no other local agencies exist to coordinate with, DC DOT cannot establish performance measures for the roadway data maintained by other regional and local custodians. The rating has been established as Does Not Meet although this question may not apply with the same intent as it would to a State.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

The DC DOT has not established performance measures for the integration of the roadway information system. The performance metric is listed as needing to be determined in the District of Columbia Traffic Records Strategic Plan dated November, 2014.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

The DC DOT has not established performance measures for the integration of the roadway information system. However, since Washington DC is the only jurisdiction and no other local agencies exist to coordinate with, DC DOT cannot establish performance measures for the roadway data maintained by other regional and local custodians. The rating has been established as Does Not Meet although this question may not apply with the same intent as it would to a State.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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## Citation / Adjudication

The District of Columbia's citation and adjudication data systems have excellent capabilities that help the District to ensure that its arrest and conviction data are complete, useful and accurate. The use of electronic citations helps to provide a means of tracking the numbers and types of citations written and the timeliness of their dispositions. The District has addressed quality assurance related to its e-citations through contract provisions with its vendors to measure and comply with a variety of performance standards.

Additionally, criminal and driver history data are available to authorized users through a variety of venues, including the Washington Area Law Enforcement System, NCIC, and the driver licensing system, DESTINY. Due to the fact that the District of Columbia is a single venue, it has a single court and only one Case Management System, Court View. Convictions are sent to the Department of Motor Vehicles for inclusion on the driver data system; this includes the intermediate convictions that are returned in deferral cases. Thus, having the original guilty plea on the record prevents having multiple offenses treated as first offenses. The convictions are removed if charges are later dismissed.

The paper citations used within the District are centrally printed and numbered, helping to prevent duplicate citation numbers within the system. Electronic citations are also sequentially numbered centrally. This type of numbering provides for the capacity of the District to ascertain the percentage of citations written that are successfully adjudicated and to determine what amount of "leakage" of citations occurs. Currently, this capability is not being used fully.

Opportunities continue to exist to improve the citation and adjudication systems within the District. One opportunity would be to expand the District's current tracking of impaired driving arrests through an interactive system, available to all parties who interact with such violators. DUI tracking systems have the capacity to be used to ensure that all appropriate entities have access to the impaired driver's status and progress toward fulfillment and completion of sanctions and full compliance. They also provide data related to interim progress in alcohol education and/or therapy programs. This allows for review of records to determine which programs or types of programs have the lowest recidivism rates over time. Finally, DUI tracking systems should help to prevent violators being re-licensed prior to successful completion of all sanctions.

A review of availability and completeness of the data dictionaries for the various systems should be accomplished. Data dictionaries provide a fundamental means to assure that all entities using the citation and adjudication systems have access to data definitions and to appropriate data formats. They also help developers determine where matching data elements exist that are used across systems, and can be the basis for data linkages or interfaces.

Overall, the District's citation and adjudication systems are commendable, well-designed and effective.





**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:**

Criminal histories and driver histories are available from the Washington Area Law Enforcement System which serves the Washington DC law enforcement community. The Washington D.C. Department of Motor Vehicles maintains the driver history file and NCIC provides information on criminal history.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>3</b>	<b>Response rate</b>	<b>100%</b>
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**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:**

Appropriate personnel from law enforcement and courts have access to driver and criminal history information through a variety of means. Law enforcement gains its information from the Washington Area Law Enforcement System and NCIC and from DESTINY, the driver license system.

<b>Respondents assigned</b>	<b>4</b>	<b>Responses received</b>	<b>3</b>	<b>Response rate</b>	<b>75%</b>
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**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:**

Both paper citations and electronic citations are governed by processes to insure that citation numbers are sequential and are not duplicated. Electronic citations users receive citation numbers that note the type of citation or enforcement, as part of the citation number and paper citations are centrally-printed and numbered, to prevent duplication of numbers.

<b>Respondents assigned</b>	3	<b>Responses received</b>	2	<b>Response rate</b>	66.7%
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**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:**

While responses indicate that citations can be tracked, based on the fact that numbers for electronic citations are issued sequentially, and paper citations are numbered sequentially, they are not tracked by any District of Columbia entity. The DMV receives a feed of electronic citations which are filed by the courts, but the court does not have records of citations which prosecutors declined to file. Having access to this information would help law enforcement to understand reasons that their citations resulted in no charges, and would allow them to make any changes needed in procedures or data collections that might result in better success at having charges filed by the prosecutors. Such information is vital to effective training and updating of citation manuals.

<b>Respondents assigned</b>	3	<b>Responses received</b>	2	<b>Response rate</b>	66.7%
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**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:**

The final dispositions of traffic cases are posted on the driver file as appropriate, and the District confirms that deferred cases are considered convictions for this purpose. Removal of such charges from the record occurs if, due to successful completion of the deferral period, the charge is later dismissed.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The District of Columbia is a single jurisdiction, whose only court uses one Case Management System, Court View.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The courts use driver history to determine the appropriate sanctions for violators during adjudication, which might include sentence enhancement for repeat violators. Additionally, the District uses citation location / violation data to determine hazardous locations and to determine appropriate countermeasures. The obvious next step here, since it is possible to map citation locations, is to layer the citation data with crash data to ensure that the enforcement countermeasures are, in fact, having an impact on crash incidence and severity.

<b>Respondents assigned</b>	<b>5</b>	<b>Responses received</b>	<b>3</b>	<b>Response rate</b>	<b>60%</b>
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**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:**

Criminal convictions and driver and vehicle information from the District is transmitted to NCIC and reported accordingly.

<b>Respondents assigned</b>	<b>5</b>	<b>Responses received</b>	<b>3</b>	<b>Response rate</b>	<b>60%</b>
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**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:**

Metropolitan Police Department reports appropriate traffic charges to the UCR. Non-criminal and minor traffic charges are not reported, as UCR does not collect such information.

<b>Respondents assigned</b>	<b>4</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

The National Incident-based Reporting System receives information about appropriate traffic-related Group B offenses occurring in the District of Columbia through the Metropolitan Police Department.

<b>Respondents assigned</b>	<b>4</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>50%</b>
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**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 Metropolitan Police Department uses the NLETS system, which implies that it complies with NLETS guidelines.

<b>Respondents assigned</b>	4	<b>Responses received</b>	2	<b>Response rate</b>	50%
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**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:**

LEIN is a system used only in Michigan.

<b>Respondents assigned</b>	3	<b>Responses received</b>	1	<b>Response rate</b>	33.3%
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**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:**

The guidelines referenced here are specifically tailored to traffic court case management, and are part of the guidelines developed by the National Center for State Courts.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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 District Court uses NIEM guidelines in its JUSTIS case management system.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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 National Center for State Courts has processes that are applicable to those traffic cases handled by the criminal courts, but its guidelines are not used in the District.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

The JUSTIS system is based not on Global Justice Architecture, but meets the standard by providing the alternative guideline used: Electronic Court Filing Standards, version 3.1.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

MIDRIS is based on an interactive environment, in which all those who interact with a DUI defendant may access appropriate data related to court sanctions, probation oversight, driver privilege eligibility, fulfillment of DMV or court-ordered education and/or therapy, and fines and fees. It is meant to be a means by which to assess the various sanctions and treatment modalities for alcohol and drug driving offenses. The District has a DUI system that is interactive but does not appear to be available to all appropriate parties, particularly the Department of Motor Vehicles.

<b>Respondents assigned</b>	6	<b>Responses received</b>	3	<b>Response rate</b>	50%
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**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:**

A citation data dictionary was provided that lists and defines all data elements, including formats.

<b>Respondents assigned</b>	3	<b>Responses received</b>	1	<b>Response rate</b>	33.3%
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**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

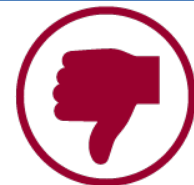
**Assessor conclusions:**

The data dictionary for the citation data system is complete and defines all fields.

<b>Respondents assigned</b>	3	<b>Responses received</b>	1	<b>Response rate</b>	33.3%
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**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 District response indicates it is not sure that the data dictionary is consistent with other documents and no evidence has been provided.

<b>Respondents assigned</b>	3	<b>Responses received</b>	1	<b>Response rate</b>	33.3%
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**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 data dictionary does not note fields populated through linkages with other data systems, like the driver system or vehicle system.

<b>Respondents assigned</b>	3	<b>Responses received</b>	1	<b>Response rate</b>	33.3%
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**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:**

There is no data dictionary available for the District's court case management system.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

There is no data dictionary for the court case management system.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

Although not part of a formal data dictionary, a list of data elements was provided that are transmitted electronically and populated through linkages with other traffic record component systems.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The Attorney General's Prosecutor's information system does not have a data dictionary.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

Civil infractions are trackable from the time of citation completion and issuance all the way through adjudication and collections.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The electronic citations are monitored from issuance until disposed. This includes file transfer from the ticket system to the case tracking system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Based on the narrative from the District, it is clear that DUI citations may be tracked in the Prolaw system, used by prosecutors.

<b>Respondents assigned</b>	4	<b>Responses received</b>	2	<b>Response rate</b>	50%
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**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 test results are not linked to the Driver system or criminal record, they are available in the Prolaw system used by prosecutors to track DUI arrests.

<b>Respondents assigned</b>	4	<b>Responses received</b>	2	<b>Response rate</b>	50%
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**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:**

A thorough flow chart was provided that shows the process used to track administrative driver actions based on citations.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The District does not separately track violations by juvenile offenders, although its tracking does include juvenile offenders, and those citations could potentially be aggregated for analysis.

<b>Respondents assigned</b>	5	<b>Responses received</b>	2	<b>Response rate</b>	40%
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**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:**

The District distinguishes between administrative handling of infractions paid in lieu of hearing and those that go to hearing.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Because a deferral, under District of Columbia regulations, is considered a guilty plea, the conviction is placed on the driver history and, if later dismissed, is removed from the system. This is an excellent practice and prevents multiple repeat offenses from resulting in sanctions or enhanced sanctions.

<b>Respondents assigned</b>	4	<b>Responses received</b>	3	<b>Response rate</b>	75%
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**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:**

Criminal charges are filed based on determinations related to internal policies at the office of the attorney general. Suspension of infraction points is possible under certain conditions which are outlined in the D.C. statutory code.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

Driver data and court data are not purged, thus, no policy and procedures have been devised. The Attorney General's Office depends on a records retention schedule that excludes any case that may be subject to ongoing litigation.

<b>Respondents assigned</b>	<b>4</b>	<b>Responses received</b>	<b>3</b>	<b>Response rate</b>	<b>75%</b>
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**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:**

Security protocols have been described in narrative and with documentation provided about the electronic citation system.

<b>Respondents assigned</b>	4	<b>Responses received</b>	3	<b>Response rate</b>	75%
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**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:**

The driver and citation data are linked. The linkage allows for "stops" on records to require payment of fines and penalties or a suspension in lieu of payment. This also applies to failure to appear.

<b>Respondents assigned</b>	4	<b>Responses received</b>	1	<b>Response rate</b>	25%
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**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:**

Once citations are adjudicated, the system sends information to the DMV so that convictions are added to the driver record and administrative sanctions may be carried out if applicable.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 Department of Public Works accesses the ticketing system in order to access information from the vehicle file for seizure or impoundment if appropriate.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Adjudication data is posted to the electronic citation file and the data is transferred on a nightly basis to the driver and vehicle files.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

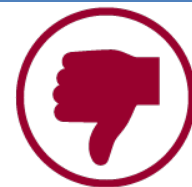
**Assessor conclusions:**

There is a linkage of the crash and citation data through the arrest number.

<b>Respondents assigned</b>	4	<b>Responses received</b>	3	<b>Response rate</b>	75%
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**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:**

Adjudication data is not linked to the crash file.

<b>Respondents assigned</b>	3	<b>Responses received</b>	1	<b>Response rate</b>	33.3%
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**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:**

The fact that municipal regulations specify a time frame for submission does not constitute a performance measure. However, the fact that the District does use the eTIMS system to determine ticket timeliness indicates that the District measures timeliness. The timeliness measure, then, is number of days/hours for citation data to reach the eTIMS system. Based on average timeliness, the District should set a goal, which would constitute a metric and allow for measurement of improvement or degradation of timeliness.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

Performance measures for the citation system are part and parcel of the contract with the e-citation provider that is responsible for quality control on citations. The example of an accuracy measure that was given is: Percentage of citation locations that match District-wide location coding.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

The performance measure noted for completeness is: percent of cases disposed of within 365 days. There might be a measure that is more effective for ensuring that all issued citations are, in fact, adjudicated and can be located within the adjudication system, without having to wait for an entire year to establish a completeness level.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

The District uses a simple uniformity measure of: Percent of tickets written in the District using a single uniform citation form.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 District uses the following integration performance measure: Percentage of citations with standardized revised codes that allow integration with the local citation system modules that exist.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

For an accessibility measure, the District currently uses: Percentage of criminal traffic-related charges that can be tracked through the District citation system from Law Enforcement Agency to courts to the Department of Motor Vehicle. The District might find it useful to also measure the number of requests for aggregate data that come from outside data users, such as Traffic Safety advocates or the news media. The measure could be: Percentage of requests for aggregate data that were able to be fulfilled within 10 days, or whatever timeframe the District feels is reasonable.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 timeliness of the system is being measured. The performance measure is: Percentage of traffic cases disposed within 180 days. The District has developed effective performance measures for the timeliness of the adjudication system.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

The Court response is that it measures accuracy and the goal is 98% of adjudication data is accurate pursuant to a quality review of each case.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

Completeness of the adjudication file would best be measured by missing citation numbers or missing critical data elements. While dismissals are an important measure, they do not measure, in full, the completeness of the adjudication file, unless dismissal was the result of missing data in the citation. It is understood that it may be difficult to find missing tickets in a multitude of law enforcement agencies, but there are many states with hundreds of agencies writing citations who perform this function, either through centrally printed, issued, and audited paper citations or centrally-numbered and tracked electronic citations. Another means of measuring completeness is reviewing citations for "unknown" in data fields where "unknown" is not an appropriate response.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

While the District did not note that it measures electronic transmission of dispositions to the Department of Motor Vehicles for inclusion onto the driver history file, it does note that it measures percentage of citations with standardized revised codes that allow for integration with local citation system modules.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>2</b>	<b>Response rate</b>	<b>66.7%</b>
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**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:**

Information on intermediate dispositions, i.e., deferrals, is available and posted to the driver history file.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

Data validations on DUI arrests from the driver file help to ensure that convictions are placed on the correct records and the link between the DUI file and the DMV file ensures timely posting of dispositions.

<b>Respondents assigned</b>	<b>4</b>	<b>Responses received</b>	<b>3</b>	<b>Response rate</b>	<b>75%</b>
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## EMS / Injury Surveillance

An injury surveillance system is a valuable resource for government agencies, researchers, health providers, and anyone with a vested interest in public health and safety. An injury surveillance system provides information about the characteristics and trends in fatal and non-fatal injuries, identifies emerging injury problems, identifies at-risk persons, and informs decision-making for programs and policies. In the traffic records community, an injury surveillance system that includes police reported crash records can more accurately describe the true nature and severity of injuries sustained by persons involved in a motor vehicle crash by the type of restraint system used, by the type of vehicle involved in the crash, by crash location, or by any number of other crash, vehicle, and person characteristics. The District of Columbia does not have a true injury surveillance system in place, although data is collected for four of the five system components – EMS, trauma, hospital discharge, and vital records.

The District's Fire and Emergency Medical Services (FEMS) Department functions as one agency with regard to pre-hospital data collection and submission. The agency is comprised of multiple ambulance services which collect NEMESIS-compliant data through the SAFETYPAD electronic patient care reporting system (ePCR). Approximately 7,000 transports related to motor vehicle crashes were recorded in the District in 2015. Performance measures for the EMS data system are included in the Traffic Records Strategic Plan and goals have been established for the next several years. A current focus of FEMS is to monitor and track response times to ensure the patient's arrival at a tertiary care center for treatment as quickly as possible. EMS data is available for use by the TRCC and researchers through an established Memorandum of Agreement.

While no formal trauma registry is in place, there are several trauma centers located within the District that collect and maintain data related to trauma patients that are treated at their facility. The data is collected in compliance with the National Trauma Data Base standards and are submitted by the individual facilities to the National Trauma Data Bank. The review of data quality issues is conducted at the facility level. Should the needed resources be identified, the TRCC should support efforts to consolidate the District's trauma registry data and use that information to support problem identification and program evaluation efforts.

Reporting of emergency department data is not currently required by District Regulation. However, the hospital association has contracted with Truven Health Analytics to manage data related to hospital discharges. Truven is responsible for validating the data that is entered into the system and for providing local hospitals with data quality reports. The hospitals then have the opportunity to correct and resubmit their data for processing. Hospital discharge data is available to the Department of Health through an established data sharing agreement with the hospital association. The availability of hospital and trauma registry data provides an opportunity to use the available injury codes to more accurately define the number of serious injuries that result from motor vehicle crashes in the District.

Vital records data is available through the District's Department of Health. The data is collected in accordance with the District's contract with the National Center for Health Statistics. Data is available for use by researchers and other interested parties on a case-by-case basis with the appropriate approvals from an Institutional Review Board.

To their credit, the TRCC has established a set of performance measures for the injury





surveillance system. While most of the performance measures are related to the EMS data system, other components are represented as well. NHTSA has made available several publications that address performance measures for traffic records systems, including “Model Performance Measures for State Traffic Records Systems,” (DOT HS 811 441). This publication is an excellent reference for the development of performance measures for each component of the injury surveillance system and should be used as a guide when resources allow the expansion of the District’s injury surveillance efforts.

The District would benefit by representation from each of the injury surveillance component data systems at the TRCC meetings. Injury surveillance data is an important component of the overall traffic records system and, given its small size, the District would benefit from providing a forum for the exchange of health and highway safety data.

**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:**

EMS data is not currently included as part of the District's overall injury surveillance system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Emergency department data is not currently included as part of the District's overall injury surveillance system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Hospital discharge data is not currently included as part of the District's overall injury surveillance system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

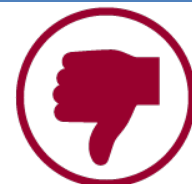
Trauma registry data is not currently included as part of the District's overall injury surveillance system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 currently included as part of the District's overall injury surveillance system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Vital records data is not currently included as part of the District's overall injury surveillance system.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

There is no formal injury surveillance system available in the District. Fire and EMS data related to motor vehicle crashes is matched to hospital records on a limited scale.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

The District is able to track the number of transports resulting from motor vehicle crashes using FEMS data. Severity is determined from crash data or priority transport codes. Severity of injury is roughly determined through the use of the priority response classification.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

Hospitals in the District are not required to report data on patients that were treated and released from the emergency department.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

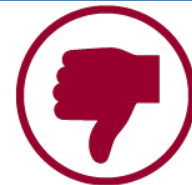
**Assessor conclusions:**

Data provided by the District of Columbia Hospital Association is able to track the nature and frequency of injuries sustained in motor vehicle crashes through the use of ICD codes.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Planning is currently underway to develop a trauma registry for the District's hospitals. Currently, the Level 1 trauma centers collect and maintain trauma data for their individual facilities. This information is provided to the National Trauma Data Bank but is not shared with the Department of Health at this time.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The ICD-10 mechanism codes associated with motor vehicle crashes were provided. No additional information was available about the number of fatalities associated with each code or about the nature and severity of injuries sustained.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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 Strategic Highway Safety Plan has a list of strategies designed to improve the EMS system, including a focus on the use of EMS data to track and improve response times in the District. While the majority of the strategies are focused on education and engineering, data is necessary to support and measure the proposed strategies.

<b>Respondents assigned</b>	<b>1</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>100%</b>
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**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:**

Hospitals in the District are not required to report data on patients that were treated and released from the emergency department.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Hospital discharge data is available for use by the hospital association and individual facilities. However, this data has not been used to support or evaluate existing highway safety programs.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is not currently available to support or evaluate highway safety programs. This data is currently collected only by the Level 1 trauma centers and provided to the NTDB.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

Vital records data is available on a project by project basis with IRB approval. No evidence was provided that has demonstrated the use of this data to support highway safety projects.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**Question 273:**

Does the State have a NEMESIS-compliant statewide database?



**Standard of Evidence:**

Demonstrate submission to the nationwide NEMESIS database and provide any relevant State statutes or regulations. If not compliant, provide narrative detailing the State's efforts to achieve NEMESIS compliance.

**Question Rank:**  
Very Important

**Assessor conclusions:**

The electronic patient care report (ePCR) is compliant with current NEMESIS standards.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

As described in the Hospital Data File User Guide, the District's hospital data adheres to the uniform billing (UB-04) standard.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

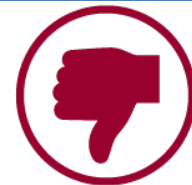
**Assessor conclusions:**

Trauma registry data is submitted to NTDB by individual hospitals. While this would indicate at least a partial adherence to the National Trauma Data Bank's data standard, no supporting documentation describing the data structure was provided.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Severity indices are not currently derived from the hospital databases. Since the discharge data includes ICD codes, the use of existing conversion software would assist the District in more accurately identifying their severe injury crashes.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is not provided to the Department of Health for their use. It is unknown if the registry data that is collected at the hospital level includes AIS or ISS scores.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

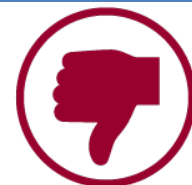
**Assessor conclusions:**

GCS scores are collected as part of the FEMS patient care report.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

Trauma registry data is not provided to the Department of Health at this time. It is unknown if the registry data collected at the facility level includes GCS scores.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The District follows HIPAA and the HIPAA Privacy Rule. No description was provided of any local regulations that would address the use of protected health information to support the analysis of injury surveillance data to reduce the impact of motor vehicle crashes in the District.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

While not a true data dictionary, a data element list for the FEMS data system was provided.

<b>Respondents assigned</b>	<b>1</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>100%</b>
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**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:**

No document was provided that describes the collection, management, and structure of the EMS data system.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

Emergency department data is not reported to the District. If an ambulatory care dataset exists, the documentation would reside with the Hospital Association or its data vendor.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Emergency department data is not reported to the District. Supporting documentation, if available, would be maintained by the data vendor for the District's hospitals.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Data related to hospital discharges is maintained by Truven Health Analytics. A data file user guide was provided describing the data elements collected.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The user's guide provides a description of the data elements and their associated attributes. Information related to the overall collection and processing of the data is not included.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 Level 1 trauma facilities that report data to the National Trauma Database reportedly use the associated file format and data dictionary. The registry data is not provided to the District so no dictionary was provided.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 centers reportedly adhere to the National Trauma Database guidelines but no supporting documentation was provided.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The vital records data system follows the National Center for Health Statistics model. The file layout provided includes the data elements and attributes for the natality system. The mortality variables would be more applicable to the traffic records system and should be included as well.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

A users' manual that will define the characteristics of the data elements and describe the collection and management processes is under development.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

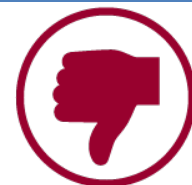
**Assessor conclusions:**

The District of Columbia Fire and Emergency Medical Services collects and compiles EMS data from the individual units.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

Hospitals in the District are not required to report data on patients that were treated and released from the emergency department.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Hospital discharge data is collected and maintained by the DC Hospital Association.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Dispatch data is electronically sent to the ePCR system to auto-populate selected fields. Data may also be entered manually by the field staff. Paper forms are available as backup; however, 99% of transports by FEMS units are included in the ePCR system.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

Emergency department data is not reported to the District.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The hospital discharge data is managed by Truven Health Analytics, a vendor for the District's Hospital Association. Truven provided a description of how the hospital data is collected and managed.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is not provided to the District. While individual hospitals collect and report trauma data to the NTDB the process by which this occurs was not described.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

The majority of reports are submitted electronically (>99%). There is a paper form available in the unlikely event that the system is unavailable.

<b>Respondents assigned</b>	<b>1</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>100%</b>
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**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:**

Hospital data is collected and managed by Truven Health Analytics under a contract with the District of Columbia Hospital Association. A description of the data collection process and quality control procedures was provided.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is only collected at individual facilities and is not provided to the Department of Health. Data management policies are maintained at the facility level and were not available for review.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The National Center for Health Statistics has developed a data user's guide as part of their cooperative program contract with the District. That document describes the collection and management of vital records data.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

The District of Columbia's Fire and EMS Department operates as one agency. No description was provided of the process by which reports may be returned to individual ambulance services to support the use of quality assurance measures for the EMS data.

<b>Respondents assigned</b>	<b>1</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>100%</b>
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**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:**

Emergency department data for the District is not reported to the Department of Health.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

Hospital data is collected and managed by Truven Health Analytics under a contract with the District of Columbia Hospital Association. Truven conducts data validation checks and provides quality control reports to the individual hospitals on a regular basis.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

Trauma registry data is collected and maintained by individual facilities and is not reported to the Department of Health. All quality control programs would be conducted at the hospital level.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

The NCHS contract describes the quality control process for the vital records data system.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

EMS data is provided to the TRCC through an established Memorandum of Agreement. EMS data is also available to other researchers through a similar mechanism.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

Hospitals are not required to submit emergency department data to the Department of Health. Based on data elements described in the hospital discharge database, a certain percentage of ambulatory care patients may be able to be identified for individual analysis projects.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Hospital discharge data is at least available to the Department of Health through an established Memorandum of Agreement with the Hospital Association.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 is collected at the facility level and is not currently provided to the Department of Health. Aggregate data is not available for third party use at this time.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Vital records data is available to third party researchers on a case-by-case basis and with appropriate approvals from an Institutional Review Board.

<b>Respondents assigned</b>	<b>2</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>50%</b>
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**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:**

Efforts are underway to develop and interface between the Department of Health and the FEMS data. Currently, this connection is not functional.

<b>Respondents assigned</b>	<b>1</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>100%</b>
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**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:**

No interface has been developed between the EMS and trauma registry data systems.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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 interface has been developed between the hospital discharge and vital records data systems, although a connection between the two databases is under development.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The SafetyPAD application includes built in edit checks and validation rules to help improve the quality of the EMS data at its initial entry into the system.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

No formal methodology or process was described but Fire and Emergency Medical Services staff are able to correct or amend an individual record as necessary.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The District of Columbia's Fire and EMS operates as one agency. Despite this structure, the opportunity exists to work with individual ambulance services on a process to allow the return and re-submission of prehospital care reports that have obvious data quality concerns.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

Benchmarks for future performance measures related to EMS data are included in the Traffic Records Strategic Plan. The annual update of these metrics should be a joint effort to maximize the quality of the District's prehospital data.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

Benchmarks have been established to measure progress in several key areas of the District's Injury Surveillance System. The current measure should be included as the baseline and future goals adjusted as needed.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The Traffic Records Strategic Plan establishes several benchmarks for each performance area. Baselines for each metric should also be established and measured annually to allow the District to track the progress and health of their data system.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The Traffic Records Strategic Plan establishes several benchmarks for each performance area. Baselines for each metric should also be established and measured annually to allow the District to track the progress and health of their data system.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The Traffic Records Strategic Plan establishes several benchmarks for each performance area. Baselines for each metric should also be established and measured annually to allow the District to track the progress and health of their data system.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The Traffic Records Strategic Plan establishes several benchmarks for each performance area. Baselines for each metric should also be established and measured annually to allow the District to track the progress and health of their data system.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

Numeric goals have been established by the Traffic Records Strategic Plan for each performance area related to the EMS data system.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The Fire and EMS Department functions as one agency. Data quality reports should be developed to help improve training and education efforts for the individual ambulance services that are providing data to FEMS.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

When high frequency errors are occurring within a specific data element, FEMS will use that information to update instruction manuals and to provide training as needed.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The Continuous Quality Improvement (CQI) office conducts regular quality control reviews of the data. The data collection system can flag data inconsistencies and other issues for further review by the CQI officer.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

Trend analysis is used by the Fire and EMS Department. The example provided shows the trend of travel times by priority categories for each hospital in the District.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

The FEMS quality control staff keep data collectors and managers informed of data quality issues through regular email alerts.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

Routine reports providing call frequency and response time are provided to the TRCC on a regular basis.

<b>Respondents assigned</b>	1	<b>Responses received</b>	1	<b>Response rate</b>	100%
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**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:**

Hospital data is collected and managed by Truven Health Analytics under a contract with the District of Columbia Hospital Association. Truven passes the data through a series of validation checks to ensure the quality of the data reported by the hospitals.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Hospital data is collected and managed by Truven Health Analytics under a contract with the District of Columbia Hospital Association. Truven runs a series of data validations and generates quality control reports for each submitting facility. It appears necessary corrections are made at the hospital level.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

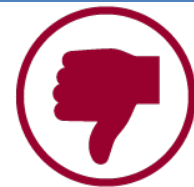
**Assessor conclusions:**

Hospital data is collected and managed by Truven Health Analytics under a contract with the District of Columbia Hospital Association. Truven runs a series of data quality audits and generates a data quality report for each submitting facility. Data may be returned to the hospital and resubmitted as needed to correct identified errors.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 have been developed for the hospital-based data systems. Measures may be used by the hospital association or their contractor and would help these entities maintain quality data for their members.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Performance measures have not been developed by the Department of Health for the District's hospital-based data systems.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 performance measures for the hospital data systems have been developed by the Department of Health. Data quality and management are handled by the hospital association and their subcontractor.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

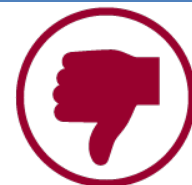
**Assessor conclusions:**

No performance measures for the hospital data systems have been developed by the Department of Health. Data quality and management are handled by the hospital association and their subcontractor.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 performance measures for the hospital data systems have been developed by the Department of Health. Data quality and management are handled by the hospital association and their subcontractor.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 performance measures for the hospital data systems have been developed by the Department of Health. Data quality and management are handled by the hospital association and their subcontractor.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Numeric goals are being developed to support the use of performance measures for the hospital based data systems.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Truven Health Analytics, a subcontractor for the District's Hospital Association, generates routine data quality reports that are provided to the submitting hospitals.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Data manuals and training of hospital data collectors are the purview of the hospital association and their subcontractor. No information was provided to describe how high frequency errors are used to generate changes in the documentation or training.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Hospital data is collected and managed by the hospital association along with their data contractor. Truven Health Analytics develops and shares data quality reports with the submitting hospitals. The supporting evidence is provided with earlier responses related to the hospital discharge data.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

It is unknown if the hospital association conducts trend analysis to observe any changes in the data over time. The Department of Health should use the hospital data that is available to them to conduct their own analysis to identify trends in utilization, injury types, and injury mechanisms that may help support problem identification and program evaluation efforts.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Truven Health Analytics provides data quality reports to the hospitals. These appear to be management reports rather than feedback from the data users themselves. It is unknown if the hospital association provides any other data quality feedback to the data collectors and managers of the participating hospitals.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Data quality reports for the hospital data system are not provided to the TRCC for review.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is maintained at local Level 1 hospitals. This data is reported to the NTDB and it is likely that some form of edit checks or data validation are built into their data system, however no information on this capability was provided for review.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is not submitted to the District.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is not submitted to the District.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is not submitted to the District. As a result, performance measures have not been developed.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

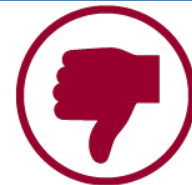
**Assessor conclusions:**

Trauma registry data is not submitted to the District. As a result, performance measures have not been developed.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is not submitted to the District. As a result, performance measures have not been developed.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

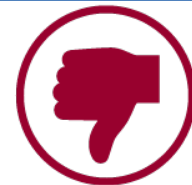
**Assessor conclusions:**

Trauma registry data is not submitted to the District. As a result, performance measures have not been developed.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is not submitted to the District. As a result, performance measures have not been developed.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

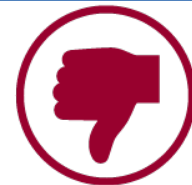
**Assessor conclusions:**

Trauma registry data is not submitted to the District. As a result, performance measures have not been developed.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is not submitted to the District. As a result, performance measures have not been developed.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is not submitted to the District. As a result, performance measures have not been developed.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is not submitted to the District. Training and manual updates would be handled at the facility level when needed.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is not submitted to the District. Quality control reviews, if performed, would be completed at the facility level.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

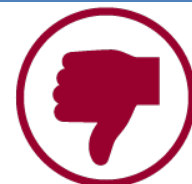
**Assessor conclusions:**

Trauma registry data is not submitted to the District and thus has not been used for trend analysis by the Department of Health.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Trauma registry data is not submitted to the District. Feedback on data quality provided to the data collectors and data managers would occur at the facility level.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Data quality reports, while likely available at the facility level, are not shared with the TRCC.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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 vital records data system includes a series of validation rules and edit checks as set forth by the National Center for Health Statistics and described in the user's manual.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Amendments to vital records documents may only be made by the registrar in accordance with the statutes set forth by the District.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

No formal process has been developed to allow rejected vital records forms to be returned to the submitting facility for correction. A process to allow this practice is under development but currently all changes can only be made by the registrar.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The document provided does not refer to timeliness performance measures. A good set of performance measures would allow the District or agency the ability to monitor the health of the data system and to help identify areas of improvement. Each performance measure should be SMART (specific, measurable, attainable, realistic, and time-bound) and include a baseline and goal. In this case, an example performance measure would be 100% of the records are submitted within 3 days of death. Currently, 85% meet this standard. The evidence provided lists a set of performance standards that identify goals for some of the metrics but, without a baseline and periodic measurements, do not constitute performance measures.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The contract describes standards that are in place for some of the performance metrics but standards only provide the goal to which the system should strive to attain not the baseline and periodic measurements that help determine the overall health of the data system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The contract identifies standards for some of the performance metrics. True performance measures will include the goal along with the current baseline and periodic measurements to determine if the system is showing improvement.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The contract identifies standards for some of the performance metrics. True performance measures will include the goal along with the current baseline and periodic measurements to determine if the system is showing improvement.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Performance measures related to the integration of the vital records data system with other components of the injury surveillance system are under development.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Accessibility performance measures for the vital records data system are under development. NHTSA's "Model Performance Measures for State Traffic Records Systems" is a valuable resource that can be used to identify relevant performance measures for each data system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

The NCHS contract outlines numeric goals for selected metrics related to the collection of vital records data (i.e. timeliness).

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

A process to provide submitting facilities with data quality reports related to the vital records system is under development.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

A process is under development that would allow the District to use data quality reports to update data collection manuals and provide training for local data entry personnel.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

No quality control reviews are conducted outside of the edit and validation checks that are performed by NCHS and the data entry system.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

No routine trend analysis is being conducted that would assist the Department of Health in identifying unexpected changes in fatalities that may occur in the District from year to year.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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

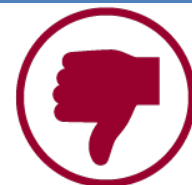
**Assessor conclusions:**

Data quality reports are not currently provided to data collectors and data managers. Such reports could be included as part of continuing education and training programs to help maintain the quality of the data collected.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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**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:**

Data quality reports related to the vital records system are not currently provided to the TRCC.

<b>Respondents assigned</b>	2	<b>Responses received</b>	1	<b>Response rate</b>	50%
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## Data Use and Integration

The District of Columbia's traffic records community has developed a number of integrated data resources. Most of the integration efforts have been through the use of location information on the roadway, crash, and citation databases. These integrated databases have been used to support a number of traffic safety initiatives, such as the DC Vision Zero Action Plan. The DC GIS Open Data website allows decision-makers and the public to investigate the spatial relationships between crashes, citations, and roadway features. Users also have the ability to download data files to conduct more sophisticated analyses.

Data ownership and sharing issues can present a major hurdle in undertaking data linkage projects. While the District has successfully integrated the crash, citation, and roadway files, data governance policies should be developed to ensure that privacy and confidentiality requirements are adhered to when performing cross-agency linkages. The very nature of the Traffic Records Coordinating Committee (TRCC) makes it the ideal entity to establish such governance policies and promote linkage activities. A crucial first step is to 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 District, and data access policies. This formal process and outcome will ensure all aspects of data linkage are examined and will offer the highest probability of successful implementation. Updates and hosting of the inventory could be managed by the TRCC.

### Strengths

The District of Columbia is to be commended for the integration efforts and data sharing policies that have led to the DC GIS Open Data website. The information gathered here can be of great value for policy-setting and decision-making, as well as keeping the public informed on matters of public safety.

### Opportunities

Data governance policies should be explored to ensure that inter-agency linkage activities continue.

While the District of Columbia Traffic Records Strategic Plan contains many aspects of a Traffic Records Inventory, the creation of a dedicated document describing all traffic safety-related databases will allow each system to be described in more detail and can serve as a valuable resource to more sophisticated data users.

Building on the FEMS and motor vehicle crash linkage efforts, the opportunity to link to other injury surveillance data systems should be explored.







**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 Metro Police Department has access to crash and citation data to direct seat belt, aggressive driving, and impaired driving for targeted enforcement activities. The District Department of Transportation uses the crash data to identify high priority areas.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 District began a data governance program that was put on hold in 2014 and has not been completed.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 District of Columbia Traffic Records Strategic Plan serves as the District's traffic records inventory. The Strategic Plan identifies the following data systems: Crash, GIS/Roadway, Vehicle, Driver, Enforcement/Adjudication, and Injury Surveillance.

While the TRSP identifies linkages, a data traffic records system inventory, as defined by the Advisory, should also include information regarding data elements and attributes, linkage variables, and data access policies.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 Strategic Plan promotes data integration.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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.

**Assessor conclusions:**

A great example of an interface between the crash and driver systems that allows police officers to obtain information while completing a crash report was provided. A data integration project as defined by the Advisory is, "the discrete linking of databases for analytical purposes.



**Question Rank:**  
Very Important

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**Question 384:**

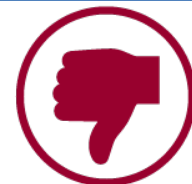
Is vehicle data integrated with crash data for specific analytical purposes?

**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.

**Assessor conclusions:**

The vehicle and crash files are not integrated for analytical purposes.



**Question Rank:**  
Very Important

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 crash and roadway data systems are interfaced. On a regular basis a formal analysis of the integrated database is conducted to determine high frequency crash intersections.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 DC Vision Zero Action Plan uses GIS to overlay the citation and crash data on maps of hot spot locations. It is not clear if these maps are generated by plotting the latitude and longitude of the events on the same map or through the use of an integrated database where the crash and citation data have been linked. The document does not provide the linking variables or the frequency of the linkage.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

It is reported that the Fire and EMS Department (FEMS) and crash databases are integrated. The MPD and FEMS Data Linkage document indicates the linkage strategy, including linking variables for these two files. The FEMS Data Analysis Charts, however, appear to be generated based solely on EMS information.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

It is reported that the crash, roadway, and citation files are integrated. The supplied documentation shows an analysis that incorporates all three systems. It is not clear from the document, however, if this was done with an integrated database or by analyzing each database separately. Documentation supplied for other questions have demonstrated this integration. However, the other documents do not provide Information regarding the linking process including the linkage variables and the frequency of linkage are not provided.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 citation and roadway databases are integrated through the infraction location field in the citation database.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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:**

All District agency staff and policy makers have access to an integrated database built using ArcGIS. MyMap allows users to spatially investigate the relationship between crashes, citations, and roadway features.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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**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 public has access to several data sources through the DC GIS Open Data website. The site contains an integrated crash, citation, and roadway database.

<b>Respondents assigned</b>	<b>3</b>	<b>Responses received</b>	<b>1</b>	<b>Response rate</b>	<b>33.3%</b>
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## Appendix A

### Assessment Participants

#### State Assessment Coordinator(s)

Mr. Levenson S Boodlal P.E.  
KLS Engineering

Mr. Dileep Garimella  
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Suman Narsing  
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#### NHTSA Regional Office Coordinator(s)

Mr. Rod Chu  
NHTSA

Ms. Stephanie Hancock  
NHTSA

#### NHTSA Headquarters Coordinator

Ms. Sarah Weissman Pascual  
NHTSA





## 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
Rosa Balarezo	Metropolitan Police Department (MPD)	
Mr. Levenson S Boodlal P.E.	KLS Engineering	
Mr. Jose Colon	DDOT	
Christopher Dina	DMV	
Michael Francis	D.C. Superior Court	
James Graham	DDOT	
Mr. Erik Johnson	Fire/Emergency Medical Services	
Monica Roundtree	Department of Health (DOH)	
Melissa Shear	Office of the Attorney General	
Terry Thorne	Homeland Security Bureau	
Rick Whitley	Department of Motor Vehicles (DMV)	





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## Assessment Facilitator

Ms. Maureen Johnson

## Assessment Team Members

Mr. Jack Benac

Ms. Cindy Burch

Mr. Larry Cook Ph.D.

Mr. Tim Kerns

Mr. Brian Mayhew P.E.

Ms. Sladjana Oulad Daoud

Mr. Langston A Spell

Ms. Joan Vecchi





## 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





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VMT      Vehicle Miles Traveled  
XML      Extensible Markup Language





## State-Specific Acronyms and Abbreviations

CQI	Continuous Quality Improvement
DAS	Destiny Application System
DC DOT	District of Columbia Department of Transportation
FEMS	Fire and Emergency Medical Services
LRS	Linear Referencing System
MAR	Master Address Repository
MPD	Metropolitan Police Department
NTDB	National Trauma Data Bank
OCTO	Office of the Chief Technology Officer
SPD	Street Spatial Database
TRSP	Traffic Records Strategic Plan
WALES	Washington Area Law Enforcement System
ePCR	Electronic Patient Care Reporting System

