



# Crash DT 4000 & Fatal Supplement Groups and Fields

Revision Date: May 27, 2016

WisDOT



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## Document History

### Document History

**5/27/2016: Creation**



## DT4000 Crash Form

### DT 4000 Crash Form

#### Document Group **crashDocumentGroup**

Each Crash form contains one Document group. The fields within the group are shown in the figure below.

<b>Wisconsin Motor Vehicle Crash Form DT4000</b>					
0DB0TQT5NC	Machine Number 626	Pack 000000	Baseline 10.06.45		
Processor 3333	Start Date 02/16/2016	Start Time 08:30 AM	Initial Validation Date 02/16/2016		
Crash Type DT4000 (STANDARD CRASH)					
<input checked="" type="checkbox"/> Reportable	<input type="checkbox"/> Amend	Document # Override	<input type="checkbox"/> Amend User Override	<input type="checkbox"/> Secondary Crash	Primary Document #
Police Number FULL			Agency Crash Number		
Tags					

#### **Crash Document Number**

Document number of the initial form submission for the crash. Automatically generated via TraCS. For amended reports, this value is taken from the document number override field.

Document

\\documents\HowareTraCSDocumentNumbersGenerated.pdf (document not added)

#### **Machine Number**

TraCS Machine Number that the Crash report was written on.

#### **Pack**

Wisconsin TraCS Pack version that the Crash Report was written on.

#### **Baseline**

TraCS Baseline version that the Crash report was written on.

#### **Processor**

DOT number of the individual that started/opened the crash report for the first time

#### **Start Date**

Date the Crash report was opened for the first time

#### **Start Time**

Time the Crash report was opened for the first time

#### **Initial Validation Date**

Date of the Crash report first validated successfully.

## DT4000 Crash Form

### **Crash Type** *crashDocumentCrashType*

This is a required field for filling out the crash form and one cannot move off the field until it has been entered. This is a form mechanic field and the three types of crashes have varying degrees of validation rules.

- **DT4000 (Standard Crash)** – Standard form all groups and validation rules are in affect.
- **Non-Domesticated Animal w/ No Injury** – multiple groups unavailable with relaxed validation rules. Only one unit available. Talk to your agency for additional fields required.
- **Private Property/Parking Lot** – Standard form with all groups available. Relaxed validation rules. Talk to your agency for additional fields required.

### **Reportable**

Identifies if the crash was reportable or not. A reportable crash is any crash with that results in an injury or fatality. Additionally, a reportable crash is a crash in which damage to an individual's property totaling more than \$1,500, or damage to government property (other than vehicles) totaling more than \$500 where no person involved in the crash has suffered any bodily injury. There is no physical evidence of injury and the person does not report any change in normal function.

Commented [s1]: At 1000 now, 2000 maybe?

### **Amend** *crashDocumentAmendedFlag*

Indicates whether a this crash Document has been amended.

### **Document # Override** *crashDocumentDocumentNumberOverride*

Document number of the initial form submission for the crash. This field is automatically filled in for amended reports.

### **Amend User Override**

This field is defaulted to no. But is automatically set to yes if the agency uses the Amended Override feature. This is a flag for the DOT to know that this report did not use the replicate feature and was filled out by hand.

### **Secondary Crash** *crashDocumentSecondaryCrashFlag*

Indicates if this crash may have occurred because of a previous crash (i.e., gawkers, slowing, etc.).

### **Primary Document #** *crashDocumentPrimaryCrashNumber*

The document number of prior crash that may have contributed to secondary crash.

### **Police Number** *crashDocumentPoliceNumber*

Identifier used by law enforcement agencies (LEA) to denote a crash. this field is for your agency's use and is optional.

Document

[../documents/HowtoUseAGroupLookupButton.pdf](#)>How to Use a Group Lookup Button</a>

[../documents/HowtoSearchUsingViolationSearchBoxes.pdf](#)>How to Search Using Violation Search Boxes

[../documents/HowtoModifyIndividualFieldsThatWereAutoDefaulted.pdf](#)>How to Modify Individual Fields That Were Auto Defaulted

[../documents/HowToFillOutaDriverExchangeReport.pdf](#)>How To Fill Out a Driver Exchange Report



## DT4000 Crash Form

../documents/HowToFillOutACrashFormForAnotherAgency.pdf">How To Fill Out A Crash Form For Another Agency

../documents/HowToSendAnEmergencyVehicleInvolvementEmail.pdf">How to send an Emergency Vehicle Involvement Email

../documents/AddingorDeletingGroups.pdf">How to Add or Deleting Manually

../documents/WorkingWithNonReportableCrashes.pdf">Working with Non Reportable Crashes

../documents/WorkingwithCitations.pdf">Working with Citations

../documents/WorkingwithAmendedCrashForm.pdf">Working with Amended Crash Form

../documents/WorkingwiththeFatalCrashes.pdf">Working with a Fatal Crash

../documents/Its2017WorkingWithA2016Crash.pdf">It is 2017 Working With a 2016 Crash

../documents/TrafficShortcuts.pdf">State Level Traffic Shortcuts

../documents/HowareTraCSDocumentNumbersGenerated.pdf">How are TraCS Document Numbers Generated

### Groups

"crashDocumentGroup.html"> Document Group information

"crashAmendedHistoryGroup.html"> Amended History Group information

"crashOnBehalfOfGroup.html"> On Behalf Of Group information

"crashSummaryGroup.html"> Summary Group information

"crashLocationGroup.html"> Location Group information

"crashSceneGroup.html"> Crash Scene Group information

"CrashJunctionGroup.html"> Junction Group information

"CrashRoadClosureGroup.html"> Road Closure Group information

"CrashWorkZoneGroup.html"> Work Zone Group information

"CrashUnitGroup.html"> Unit Group information

"CrashIndividualGroup.html"> Individual Sub-Group information

"CrashVehicleGroup.html"> Vehicle Sub-Group information

"CrashSequenceofEventGroup.html"> Sequence of Event Sub-Group information

"CrashViolationGroup.html"> Violation Sub-Group information

"CrashVehicleOwnerGroup.html"> Vehicle Owner Sub-Group information

"CrashPolicyHolderGroup.html"> Policy Holder Sub-Group information

"CrashTrailerGroup.html"> Trailer Sub-Group information

"CrashTruckBusGroup.html"> Truck Bus Sub-Group information

"CrashHazardousMaterialGroup.html"> Hazardous Material Sub-Group information

"Crashpropertyownergroup.html"> Property Owner Group information

## DT4000 Crash Form

"CrashObjectStruckGroup.html"> Object Struck Sub-Group information

"CrashWitnessGroup.html"> Witness Group information

"CrashDescriptionGroup.html"> Description Group information

"CrashAgencyGroup.html"> Agency Group information

"CrashAttachmentGroup.html"> Attachment Group information

"CrashWarningLogGroup.html"> Warning Log Group information

**Agency Crash Number** *crashDocumentAgencyCrashNumber*

The unique identifier within a given year that identifies the crash within an agency

**Tags** *crashDocumentTags*

Used to categorize different types of contacts such as "Click It or Ticket It". Agencies can add their own tag types. This is an agency table with values being entered using the table manager tool. Instructions for this are in the installation guide in Task 3-5

**Amended History** *crashAmendedHistoryGroup*

This section is only found on the original crash and only if the crash has been transmitted and amended. It is a history of all the amends that have taken place and is not editable. Use this group to find the last amended report.

### Amended History

Amended History	
Amended Document Number 0DB0TQTS42	Date Of Amend 04/19/2016
Reason For Amend <b>THIS IS VERY IMPORTANT TO FILL OUT AND THE ONLY WAY TO FILL OUT THE REASON TO BE PLACED ON THE ORIGINAL CRASH REPORT. THAT IS BECAUSE THE ORIGINAL CRASH REPORT IS NOW IN TRANSMITTED STATUS</b>	

**Amended Document Number**

Document number of the amended form submission for the crash. Automatically generated via TraCS. For amended reports, this value is taken from the document number override field.

**Date of Amend**

Date the crash report was amended

**Reason for Amend**

Identifies reason for the crash report to be amended.

**On Behalf Of Group** *crashOnBehalfOfGroup*

The new DT4000 crash form is only available electronically. If an agency doesn't have TraCS, than another agency can be contracted with that agency and fill out a crash form for them. To do this the contracted agencies need to set up additional access rights to enable this feature. See Installation Guide for Instructions. If filling out the form for another agency this group will enable and is required prior to transmitting.

## DT4000 Crash Form

**On Behalf Of**

Officer Rank	Officer Last Name	Officer First Name	Officer Middle Name	Suffix
DOT Officer ID		DNR Officer ID		Officer Badge Number
Officer Email				
Local Agency Number		Law Enforcement Agency Jurisdiction		Law Enforcement Agency type
Law Enforcement Agency Name			TAS Agency Name	
Law Enforcement Agency Street Address			Law Enforcement Agency Street Address2	
Law Enforcement Agency City		LEA State	Law Enforcement Agency Zip Code	
Law Enforcement Agency Phone Number		ORI Number	BFUNC Agency	TraCS Agency Number

**Documents**

\\documents\AddingorDeletingGroups.pdf

\\documents\HowToFillOutACrashFormForAnotherAgency.pdf

**Officer Rank** *crashOnBehalfOfOfficerRank*

The Rank of the reporting officer dictating the crash report.

**Officer Last Name** *crashOnBehalfOfOfficerNameLast*

The last name of the reporting officer dictating the crash report.

**Officer First Name** *crashOnBehalfOfOfficerNameFirst*

The first name of the reporting officer dictating the crash report.

**Officer M.I.** *crashOnBehalfOfOfficerNameMiddle*

The middle initial of the reporting officer dictating the crash report.

**Officer Suffix** *crashOnBehalfOfOfficerNameSuffix*

The preferred suffix of the reporting officer dictating the crash report.

**Law Enforcement Officer ID** *crashOnBehalfOfDOTOfficerIdentificationNumber*

The reporting law enforcement officer ID number. This number is sent to the DOT and Courts and is used to uniquely identify the officer.

**Law Enforcement Officer DNR ID** *crashOnBehalfOfDNROfficerIdentificationNumber*

The reporting law enforcement officer DNR ID number. Unless the officer works for the DNR, this 9 digit number is the same for the agency the officer works for.

**Law Enforcement Officer Badge Number** *crashOnBehalfOfOfficerBadgeNumber*

The Badge Number of the reporting officer dictating the crash report. This number can change in the agency.

**Officer Email** *crashOnBehalfOfOfficerEmail*

The email of the reporting officer dictating the crash report.

**Enforcement Agency Number** *crashOnBehalfOfLocalAgencyNumber*

Identifying number for the law enforcement agency that reported the crash.

## DT4000 Crash Form

**Enforcement Agency Jurisdiction** *crashOnBehalfOfJurisdiction*

The jurisdiction of the enforcement agency that reported the crash.

**Enforcement Agency Type** *crashOnBehalfOfLawEnforcementType*

The jurisdiction of the enforcement agency that reported the crash.

- State Patrol
- County Sheriff
- City Police
- Village Police
- Town Police
- Tribal
- Other

**Enforcement Agency Name** *crashOnBehalfOfNameDepartment*

The name of the enforcement agency that reported the crash.

**TAS Agency Name** *crashOnBehalfOfTASAgencyName*

The TraCS name of the enforcement agency that reported the crash.

**Law Enforcement Agency Address 1** *crashOnBehalfOfAddressStreet*

The current street address of the law enforcement agency responding to the crash scene.

**Law Enforcement Agency Address 2** *crashOnBehalfOfAddressStreet2*

The current street address of the law enforcement agency responding to the crash scene.

**Law Enforcement Agency City** *crashOnBehalfOfAddressMunicipality*

The current city where the law enforcement agency responding to the crash resides.

**Law Enforcement State** *crashOnBehalfOfAddressState*

The current state where the law enforcement agency responding to the crash resides.

**Law Enforcement Agency ZIP Code** *crashOnBehalfOfAddressZipCode*

The current ZIP code where the law enforcement agency responding to the crash resides.

**Law Enforcement Agency Phone Number** *crashOnBehalfOfPhoneNumber*

The telephone number of the law enforcement agency reporting the crash.

**ORI Number** *crashOnBehalfOfORINumber*

Or 9 digit NCIC number assigned to the enforcement agency by the Department of Justice.

**BFUNK Number** *crashOnBehalfOfBFUNCAgencyCode*

The ID number that uniquely identifies a law enforcement agency in Wisconsin that reported the crash.

**TAS Number** *crashOnBehalfOfLocationID*

The 3 digit TraCS ID of the enforcement agency that reported the crash.

## DT4000 Crash Form

### Summary Group **crashSummaryGroup**

This section contains general information about the accident. Every Crash report contains one summary group. The Green highlighted fields are form mechanic fields and should always be entered for the form to work properly.

#### Summary

Crash Date 02/04/2016		Crash Time 09:44 AM		Date Notified 02/04/2016		Time Notified 09:44 AM	
Date Arrived 02/04/2016		Time Arrived 09:44 AM		Total Units 01		Total Injured 01	
Total Killed 00		<input type="checkbox"/> On Emergency		<input type="checkbox"/> Hit and Run		<input checked="" type="checkbox"/> Lane Closure Due to Crash	
<input checked="" type="checkbox"/> Government Property		<input type="checkbox"/> Active School Zone		<input checked="" type="checkbox"/> Work Zone		<input checked="" type="checkbox"/> Trailer or Towed	
						School Bus Related NO	

#### **Crash Date** **crashSummaryDateOccurred**

The date at which the crash occurred.

This crash form, DT4000, has an effective date of 1/1/2017 any forms prior to that need to be filled out on the MV4000 (paper or electronic) putting a date in prior to 1/1/2017 will result in reversion to the old form. See document for more information

Document

../documents/ItIs2017WorkingWithA2016Crash.pdf">It is 2017 Working With a 2016 Crash

#### **Crash Time** **crashSummaryTimeOccurred**

The military time at which the crash occurred.

#### **Date Notified** **crashSummaryDateNotified**

The date when the law enforcement agency was notified of the crash.

#### **Time Notified** **crashSummaryTimeNotified**

The military time when then law enforcement agency was notified of the crash.

#### **Date Arrived** **crashSummaryDateArrived**

Date (YYYYMMDD) the law enforcement officer arrived at the crash scene.

#### **Time Arrived** **crashSummaryTimeArrived**

Time (military) the law enforcement officer arrived at the crash scene.

#### **Total Units** **crashSummaryTotalUnits**

The total number of units involved in the crash. All modes of transportation, including equipment and non-motorized units.

This field is sometimes grayed out and set to 1. If the Crash Type is a non-domesticated animal without injury, then this field is always set to 1. This field adds and deletes the Unit group. If the unit group is not empty then it will not delete automatically and deletion will need to be manually completed.

Documents

\\documents\AddingorDeletingGroups.pdf

\\crashUnitgroup.html\Unit Group

## DT4000 Crash Form

### **Total Injured**      **crashSummaryTotalInjured**

The total number of persons injured, excluding fatalities within 30 days, in the crash.

### **Total Killed**      **crashSummaryTotalKilled**

The total number of fatalities (motorists and non-motorists) that resulted from injuries sustained as the result of a specific motor vehicle crash. If a pregnant woman is involved in a fatal crash, she must be in the 3<sup>rd</sup> trimester for the fetus to be considered a fatality. In reporting fatality statistics, a 30-day counting rule is generally used for highway safety statistics. This rule provides that only deaths that occur within 30 24-hour periods of a crash will be counted for statistical purposes.

If this field is greater than zero then fields throughout the form will turn yellow. These yellow fields are required is sending an email to the FARS group at the DOT. See document for more information on Fatal Crashes.

Document

../documents/WorkingwiththeFatalCrashes.pdf">Working with a Fatal Crash

### **On Emergency**      **crashSummaryOnEmergencyFlag**

Key "Y" or click the Yes button if one of the units involved in the accident was operating as an emergency vehicle (lights and siren are activated). If not, key "N", click the No button or leave blank.

Document

../documents/HowToSendanEmergencyVehicleInvolvementEmail.pdf">How to send an Emergency Vehicle Involvement Email

### **Hit and Run**      **crashSummaryHitAndRunFlag**

Indicates whether a crash involves a "hit and run". Refers to cases where the vehicle or the driver of the vehicle in transport is a contact vehicle in the crash and departs the scene without stopping to render aid or report the crash.

### **Lane Closure Due to Crash**      **crashSummaryLaneClosureFlag**

Indicates if any lanes were closed due to the crash.

This field adds and deletes the Road Closure group. This field is not available for non-domesticated animal or Private Property/Parking lot crashes. If this is needed fill out a full crash.

Documents

\\documents\AddingorDeletingGroups.pdf

\\crashRoadClosuregroup.html\Road Closure Group

## DT400

### Work Zone Area

#### Work Zone

#### **crashSummaryWorkZoneFlag**

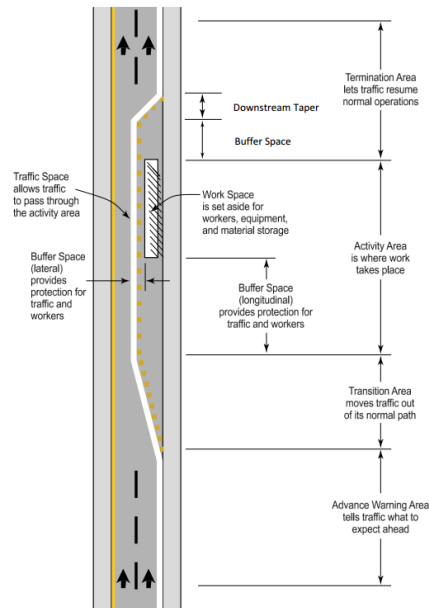
A crash that occurs in a construction, maintenance, or utility work zone or related to activity within a work zone whether or not workers were actually present at the time of the crash. Applies whether or not the crash occurred during working hours. "Work zone-related" crashes may also include those involving motor vehicles slowed or stopped because of the work zone, even if the first harmful event occurred before the first warning sign. An example work zone is shown below.

This field adds and deletes the Work Zone group. This field is not available for non-domesticated animal or Private Property/Parking lot crashes. If this is needed fill out a full crash.

Documents

\\documents\AddingorDeletingGroups.pdf

\\crashWorkZonegroup.html\Work Zone Group



#### Trailer or Towed

#### **crashSummaryTrailerOrTowedFlag**

Indicates whether one of the vehicles involved was pulling a trailer or towing another vehicle prior to the crash.

This field enables the Total Trailers field in the Unit group.

#### Government Property

#### **crashSummaryGovernmentPropertyFlag**

Indicates whether the crash involves government property.

This field will open the Property Owner group but will not delete it. Other fields and manual enabling might have occurred, hence deletion by code is not possible.

Documents

\\documents\AddingorDeletingGroups.pdf

\\Crashpropertyownergroup.html\ Property Owner Group

#### Active School Zone

#### **crashSummaryActiveSchoolZoneFlag**

Indicates whether the crash occurred in an active school zone. A school zone is an area near a school or near a crosswalk leading to a school that has a likely presence of younger pedestrians. The school zone would be active during school hours on school days.

#### School Bus Related

#### **crashSummarySchoolBusRelated**

Indicates whether a school bus or motor vehicle functioning as a school bus for a school-related purpose is involved in the crash. The "school bus", with or without a passenger on board, must be directly involved as a contact motor vehicle or indirectly involved as a non-contact motor vehicle (children struck when boarding or alighting from the school bus, two vehicles colliding as the result of the stopped school bus, etc.).

- No

## DT4000 Crash Form

- **Yes, School Bus Directly Involved** - Used when a school bus, or vehicle functioning as a school bus, is involved in any component of the crash as a contact vehicle (i.e. the bus has a harmful event).
- **Yes, School Bus Indirectly Involved** - Used when a school bus, or vehicle functioning as a school bus, is involved in any component of the crash as a non-contact vehicle (i.e. the bus did not have a harmful event but the crash is somehow related to it). Examples include (1) a school bus stops on the roadway. Subsequently an approaching motor vehicle swerves to avoid the stopped bus and contacts another motor vehicle head-on (2) a child exited a school bus and was crossing in front of the stopped bus when a vehicle passed the bus on the left side and struck the child (3) a line of cars is stopped for a school bus which is discharging passengers. A motor vehicle approaches and is unable to stop in time and strikes the last stopped motor vehicle in the line.

### Location Group crashLocationGroup

Each Crash form contains one Location group. The fields within the group are shown in the figure below. The primary way to populate the location group is to use the Incident Locator Tool (ILT). If ILT can't be used, type Override in the Map field. This will enable all the location group fields thus allowing manual entry of information.

Location					
Map 5TH ST I	DMV County SAUK - 56	DMV Municipality PRAIRIE DU SAC - 59, VILLAGE			
On Hwy Type	On Hwy #	On Hwy Dir	On Street Name 5TH ST	On F/R/B	
Est. Dist. From Intersection 185 FT			Dir. From Intersection SOUTH		
From/At Hwy Type	From/At Hwy #	From/At Hwy Dir	From/At Street Name RAY ST	At F/R/B	
Structure Type OTHER			Structure Number 200 BLK		
Latitude 43.284016	Longitude -89.724977	Latitude/Longitude Source ILT		X Coordinate 278912.21	Y Coordinate 4795961.05
Municipality Type VILLAGE OF	On Roadway Link ID# 4558096	On Roadway Link Offset 196		Override <input type="checkbox"/>	

Documents

\document\ILT.pdf

**Map** crashlocationLiteralDescription

The field used to trigger the ILT

\document\ILT.pdf

**DMV County** crashlocationCountyDMV

The code for the county in which the crash occurred.

Codes in Appendix A

**DMV Municipality Code** crashlocationMunicipalityDMV

The code for the municipality/township in which the crash occurred.

- Refer to DOT CVT codes for correct municipality/township codes. DOT CVT codes can be found at:

<http://wisconsin.gov/Documents/dmv/shared/cvtindex.pdf>



## DT4000 Crash Form

### **On Highway Type** *crashlocationOnHighwayType*

Indicates the designation of the highway in which the crash occurred. If the crash occurs on two or more highways of the same classification enter the highway with the lowest number (e.g. US 10 and US 12, list US 10. County Trunk Highways (CTH) are entered alphabetically. If the crash occurs on two or more highways of differing classifications, enter the highway with the highest classification (e.g. US 10 and STH 27, list US 10).

- **ISH** – Interstate highway
- **USH** – U.S. Highway
- **STH** – State Trunk Highway
- **CTH** – County Trunk Highway.

### **On Highway #** *crashlocationOnHighwayName*

The name of the highway on which the crash occurred.

### **On Highway Direction** *crashlocationOnHighwayDirection*

Indicates the signed highway direction in which the crash occurred. This is not a compass direction, but a direction consistent with the designated direction of the road. For example, the designated direction of Interstate 90 is eastbound and westbound, although portions run north and south.

- **Northbound**
- **Eastbound**
- **Southbound**
- **Westbound**

### **On Street Name** *crashlocationOnStreetName*

The name of the street/road on which the crash occurred. If crash occurs on a highway, and a street name is available, the street name should be included as well. This includes all town, city, or village roadways.

### **On FRB** *crashlocationOnRoadwayType*

Indicates the type of roadway on which the crash took place.

- **Ramp** – Select when the crash occurs on a ramp or connector roadway at interchanges. Acceleration lanes and deceleration lanes are considered part of the ramp.
- **Frontage** – A subsidiary road running parallel to a main road or highway and giving access to houses and/or businesses.
- **Business** – Route connected to a parent highway at the beginning, then routed through the central business district within the corporate limits of a city, town, or village which provides the traveling public an opportunity to travel through that city, and then reconnects with the same parent highway again at the business routes end.

Commented [s2]: Add clarity

### **Reported Intersection Distance** *crashlocationEstimatedDistance*

The estimated distance from the intersection to where the crash occurred.

### **Intersection Direction** *crashlocationDirectionFromIntersection*

The compass direction from the intersection to where the crash occurred.

- **North**
- **South**

## DT4000 Crash Form

- East
- West

### **From/At Highway Type** *crashlocationFromAtHighwayType*

Indicates the designation of the highway in which the crash occurred.

- **ISH** – Interstate highway
- **USH** – U.S. Highway
- **STH** – State Trunk Highway
- **CTH** – County Trunk Highway.

### **From/At Highway** *crashlocationFromAtHighwayName*

The name of the intersecting or nearest highway from where the crash occurred. If crash occurs on an Interstate Highway, mileposts may be used instead of intersecting or nearest highway.

### **From/At Highway Direction** *crashlocationFromAtHighwayDirection*

Identifies the signed highway direction for the roadway in which the crash occurred. This is not a compass direction, but a direction consistent with the designated direction of the road.

- **Northbound**
- **Eastbound**
- **Southbound**
- **Westbound**

### **16 – From/At Street Name** *crashLocationFromAtStreetName*

The name of the intersecting or nearest street from where the crash occurred. This includes all town, city, or village roadways.

### **From/At Roadway Type** *crashlocationFromAtRoadwayType*

Indicates the type of roadway nearest to where the crash occurred.

- **Ramp** – Select when the crash occurs on a ramp or connector roadway at interchanges. Acceleration lanes and deceleration lanes are considered part of the ramp.
- **Frontage** – A subsidiary road running parallel to a main road or highway and giving access to houses and/or businesses.
- **Business** – Route connected to a parent highway at the beginning, then routed through the central business district within the corporate limits of a city, town, or village which provides the traveling public an opportunity to travel through that city, and then reconnects with the same parent highway again at the business routes end.

### **17 - Structure Number** *crashlocationStructureNumber*

A unique number that identifies a particular location, for example a federal inspection/inventory identifier assigned to a bridge, underpass, overpass, or tunnel bridge/structure that is also linkable to the National Bridge Inventory.

### **17 - Structure Type** *crashlocationStructureType*

The type of structure at which the crash occurred.

- **Blank** – Not applicable.
- **House/Building** – Any private or public building's street address closest to the scene of the crash.

## DT4000 Crash Form

- **Fire** – Rural naming or numbering system as defined by Wisconsin Statute 59.54 to assign a name or number to each rural road, home, business, farm or other establishment for the purpose of aiding in fire protection, emergency services, and civil defense. May be the same as the address in rural areas.
- **Utility** – Any poles or towers constructed for the primary function of electricity, telephone, or other electrical-electronic transmission. Includes support poles for roadway lighting. Each utility pole should have a number applied for identification purposes.
- **Railroad** – At grade highway-railroad crossing number. All at grade crossings are numbered and inventoried.
- **Bridge** – A unique Federal inspection/inventory identifier assigned to a bridge, underpass, overpass, or tunnel bridge/structure that is also linkable to the National Bridge Inventory.
- **Other**

### **12 - Latitude – Decimal Degrees** *crashlocationLatitude*

The exact latitude degrees where the first harmful event occurred.

### **13 - Longitude – Decimal Degrees** *crashlocationLongitude*

The exact longitude degrees where the first harmful event occurred.

### **Latitude/Longitude Source** *crashlocationLatitudeLongitudeSource*

The source of the latitude and longitude locations.

- **ILT** – Incident Location Tool, or ILT, triangulates latitude and longitude coordinates from a map, which is then converted into the appropriate GPS coordinates.
- **GPS** – Global Positioning System, or GPS, is a space-based navigation system that uses satellites to triangulate latitude and longitude coordinates.
- **Other** – A method other than ILT or GPS that is used to determine the coordinates for latitude and longitude.

### **X Coordinate**

Used for Pin Maps, brought in from the ILT

### **Y Coordinate**

Used for Pin Maps, brought in from the ILT

### **Municipality Type** *crashLocationMunicipalityType*

Indicates the type of municipality/township.

- **City** – An autonomous incorporated area within one or more counties. Provides almost all services to its residents and has the highest degree of home rule and taxing jurisdiction of all municipalities. In order to incorporate as a city a community must have at least 1,000 citizens if it is in a rural area or 5,000 if it is in an urban area.
- **Village** – An autonomous incorporated area within one or more counties. Provides various services to its residents and has a degree of home rule and taxing jurisdiction over them. In order to incorporate as a village, a community must have at least 150 citizens if it is in a rural area or 2,500 if it is in an urban area.
- **Town** – An unincorporated jurisdiction within a county. All areas not incorporated as cities or villages are parts of towns. Towns do not have home rule, but instead have specific powers granted under state statute, for instance maintenance of roads and zone land. Towns may choose to provide additional services.

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### **On Roadway Link ID #**

Used to help RP Code the Location, brought in from the ILT

### **On Roadway Link Offset**

Used to help RP Code the Location, brought in from the ILT

### **Override**

Used to Tell the DOT if the ILT was used.

### **Crash Scene Group** **crashscenegroup**

This section contains information about items at the scene of a crash. There is one Crash Scene group per Crash and fields may be disabled based on other attributes and the type of Crash.

Crash Scene		
First Harmful Event	First Harmful Event Location	
Manner of Collision 05--SIDEWIPE/SAME DIRECTION	Light Condition	
Road Surface Condition	Environment Factor(s)	
Roadway Factor(s)	Weather Condition(s)	
Animal Type	Relation To Trafficway	
Crash Classification - Location TRIBAL LAND	Crash Classification - Jurisdiction	
Tribal Land BAD RIVER BAND	Access Control	Special Study

### **Access Control** **crashLocationAccessControl**

The degree that access to abutting land is fully, partially, or not controlled by a public authority at the location of the crash. .

- **Full Control** – Provides access only at interchanges (interstate, freeways, etc.). Does not provide access to other roadways via at-grade intersections. Access is also not provided to businesses or private access (driveways, etc.)
- **Partial Control** – Provides limited at-grade access (expressways). Access to other roadways is provided via at-grade intersections. No private driveway access.
- **No Control** – Permits private access (driveway, etc.), as well as at-grade intersections.

### **Animal Type** **CrashcrashsceneAnimalTypes done**

Identifies the type of non-domesticated animal hit in the crash. This field is required for a non-domesticated Animal Crash and optional for all others.

- **Deer**
- **Bear**
- **Turkey**

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- **Raccoon**
- **Opossum**
- **Coyote**
- **Other Non-Domesticated** – Any other non-domesticated animal struck in the crash.

### **Crash Classification- Jurisdiction** – [CrashCrashSceneClassificationJurisdiction.html](#)

Used to more specifically identify the type of ownership of the land where the crash occurred.

- **No Special Jurisdiction** – used when a crash happens on public land with no special jurisdiction. For example, a roadway on the State network.
- **National Park Service** – used to identify a crash that occurs on land owned by the National Park Service.
- **Military** – used to identify a crash that occurs on land owned by the United States military.
- **Indian Reservation/Trust** – Used to identify a crash that occurs on tribal land.
- **College/University Campus** – used to identify a crash that occurs on college/university campus property.
- **Other Federal Properties** – used to identify a crash that occurs on federal property that is not covered by any of the above classifications.
- **Private Property** – used to identify a crash that occurs on private property.
- **Other** – used when the crash location is not identified by any of the other classifications. This excludes federal property. If the crash occurs on federal property that cannot otherwise be classified, it should be classified as “other federal property.”
- **Unknown** – used when the location of the crash is unknown.

### **Crash Classification Location** – [CrashCrashSceneClassificationLocation.html](#)

Used to identify ownership of the land where the crash occurred. The Crash Classification Location field will enable and disable the Crash Classification Jurisdiction and Tribal Land Fields based on choices.

- **Public Property** – used for any crash that occurs and is entirely contained within a location that is owned by the public. Public lands include any government land, or college and university land. Also use this attribute for crashes that originate on a location that is owned by the public where a harmful event occurs on private property. For example, a vehicle that departs the roadway and impacts a tree in a citizen’s front yard should be classified as “public property”.
- **Private Property** – used for a crash that occurs and is entirely contained within a location that is not owned by the public. Do not use this selection for crashes that originate on private property where a harmful event occurs on public property. That circumstance should be classified as “public property.” For example, a crash where a

## DT4000 Crash Form

driver loses control of their vehicle backing from their private driveway and impacts a vehicle on the roadway should be classified as “public property.”

- **Tribal Land** – used for a crash that occurs and is entirely contained within a location that is tribal land. Do not use this selection for a crash that originates on tribal land when the harmful event occurs on public property. That circumstance should be classified as “public property.” For example, a crash where a vehicle loses control on tribal land and impacts a vehicle on the roadway should be classified as “public property.”

### **First Harmful Event** [CrashcrashsceneFirstHarmfulEvent.html](#)

The first injury or damage-producing event that characterizes the crash type. This field is a special field and contains a Search button on the databar. The Search button will open up a search box for the Crash Event table. This table is filled with the attributes for a crash event and filtered to show only the objects. See how to search using violation search boxes in the user guide.

`"help\documents\HowtoSearchUsingViolationSearchBoxes.rtf"`

- **Parked Motor Vehicle** – A motor vehicle not in transport, other than a working motor vehicle, that is not in motion and not located on the roadway. In roadway lanes used for travel during some periods and for parking during other periods, a parked motor vehicle should be considered to be in transport during periods when parking is forbidden. Any stopped motor vehicle where the entirety of the vehicle’s primary outline as defined by the four sides of the vehicle (e.g., tires, bumpers, fenders) and load, if any, is not within the roadway is parked. For crash reporting motor vehicle is limited to cars, trucks, buses, or motorcycles. “Parked Motor Vehicle” also includes a law enforcement vehicle parked on a ramp or overpass, or a vehicle pulled over on the side of the road following a crash.
- **Pedalcycle** – Includes bicycles, tricycles, unicycles, pedal cars, etc. Includes only occupied pedalcycles. A bicycle in the roadway without a rider that is struck would be an **“Other Non-Fixed Object”**.
- **Pedestrian** – A person who is not an occupant of a motor vehicle in transport or a pedalcyclist. Includes a person who is adjacent to the motor vehicle regardless of their actions. Pedestrian includes persons in wheelchairs, persons on horseback, persons walking bicycles, or persons on skateboards or roller skates.
- **Railway Vehicle (Train, Engine)** - Any land vehicle (train, engine) that is 1) designed primarily for moving persons or property from one place to another on rails and 2) not in use on a land way other than a railway. This would include a motor vehicle (e.g., pickup truck specially equipped to operate on rails when in use on a railway).
- **Motor Vehicle in Transport Other Roadway** – Any motor vehicle “in transport” that is not on a roadway. Used when a vehicle collided with another vehicle after crossing a separation area between two parallel roadways, e.g., vehicle left a freeway and hit another vehicle on the frontage road. Or vehicle goes off an overpass and hits a vehicle on the roadway below.
- **Other Object – Not Fixed** – Collision with an object other than a motor vehicle in transport, a pedestrian, another road vehicle in transit, a parked motor vehicle, a railway vehicle, a pedalcycle, an animal, or a fixed object. For example, a fallen tree.

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- **Traffic Sign Post** – A pole, post, or other type of support for a traffic sign. Does not include traffic signal poles and posts.
- **Traffic Signal** – A pole, post, or other type of support for a traffic signal.
- **Utility Pole** - Any pole constructed for the primary function of supporting an electric line, telephone line, or other electrical-electronic transmission line or cable.
- **Luminous Light Support** – Any pole constructed for the primary function of lighting a roadway.
- **Other Post, Pole, or Support** – Any post, pole, or support that is not used for traffic signs or signals, utility, or lighting the roadway.
- **Tree** - Any tree standing upright and in the ground. A standing tree is a fixed object as opposed to a fallen tree that is a moveable object (“**Other Object – Not Fixed**”). Includes tree stumps. An entire tree or branches/limbs that fall from a tree that fall on a vehicle would be the Non-collision event “**Thrown or Falling Objects**”.
- **Mailbox** – Any box with a slot into which mail is placed for collection by the post office, or a private box into which mail is delivered.
- **Guardrail Face** – Surface area of the guardrail other than the end.
- **Guardrail End** - The end of the guardrail. Typically painted a warning color and may include a breakaway or redirection design feature not to be confused with an **Impact Attenuator**.

## DT4000 Crash Form

- **Cable Barrier** - Flexible barrier system which uses several cables typically supported by steel posts. These can be used on the roadside or as a median barrier. These barriers are designed to help lessen impact or keep vehicles within the confines of the road.



- **Concrete Traffic Barrier** – Longitudinal traffic barrier constructed of concrete and located on the outside of the road surface, in a median, or in gore areas. This includes all temporary concrete barriers regardless of location (i.e., temporary “Jersey Barrier” on a bridge being used to control traffic during bridge repair/construction. Concrete walls (vertical side surfaces) such as the walls of a tunnel do not apply.
- **Other Traffic Barrier** – Longitudinal barriers other than guardrails, concrete traffic barriers, or cable barriers. They may be composed of material such as wood or rock.
- **Bridge Parapet End** - The end of a barrier on a bridge which prevents a vehicle from leaving the bridge.
- **Bridge/Pier/Abutment** - Support for a bridge structure including the ends (abutments).



## DT4000 Crash Form

- **Impact Attenuator/Crash Cushion** – A barrier at a spot location, less than 25 feet away, designed to prevent an errant motor vehicle from impacting a fixed object hazard by gradually decelerating the motor vehicle to a safe stop or by redirecting the motor vehicle away from the hazard.



- **Overhead Sign Post** - Any post, pole, or support for a traffic sign that extends over the roadway.
- **Bridge Rail** – A barrier attached to a bridge deck or bridge parapet to restrain motor vehicles, pedestrians or other users. May be constructed of various materials including metal, concrete, stone, wood, and/or combinations of these materials. For example, a longitudinal barrier along the top of a bridge that is faced with “guardrail” material should be coded as “Bridge rail”.
- **Culvert** - An enclosed structure providing free passage of water under a roadway with a clear opening of less than twenty feet measured along the center of the roadway. An example of a culvert and ditch is shown below.



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- **Ditch** - Includes any man-made feature for drainage purposes. A ditch ends where a culvert begins and resumes on the opposite side of the culvert. A collision with the sides of a ditch (or "ditch embankment" should be coded as ditch rather than an embankment).
- **Curb** – A raised edge or border to a roadway. Curbs may be constructed of concrete, asphalt, or wood and typically have a face height of less than 9 inches.
- **Embankment** - Earthen structure used to support a channel or roadway.
- **Fence** – A barrier, railing, or other upright structure enclosing an area of ground to mark a boundary, control access, or prevent escape. Includes fence posts. Typically made of wood, chain link, stone, etc. Excludes shrubs or hedges that serve as containment for property.
- **Other Fixed Object** - Includes walls, buildings, tunnels, shrubbery, etc.
- **Overturn/Rollover** - A motor vehicle that has overturned at least 90 degrees to its side.
- **Fire/Explosion** – A fire or explosion that was caused as the result of a crash. A fire/explosion is a non-collision harmful event. The fire may not be a result of the crash. A vehicle that catches fire in transit is considered to be involved in a crash. A legally parked vehicle that catches fire is not considered involved in a crash.
- **Immersion, Full or Partial** – Entry of a motor vehicle into liquid so that it is completely, or partially covered **OR** there is damage to the vehicle or harm to an occupant due to immersion.
- **Jackknife** – An uncontrolled articulation between a tractor and trailer(s) that occurs at any time during the crash sequence. A jackknife reflects a loss of control of the vehicle by the driver in which the trailer(s) yaw from its normal straight-line path behind the power unit.
- **Other Non-Collision** – Any other event that is not a collision. Examples include 1) driving off a cliff where damage is not the result of an overturn or collision with a fixed object, 2) an unbelted passenger hits his or her head on the roof of a vehicle and is injured, when the vehicle travels over a sharp dip in the road, 3) situation where a passenger is sickened or dies due to carbon monoxide fumes leaking from a motor vehicle in transport. Also includes when an occupant of a vehicle is run over by his/her own vehicle after falling from the vehicle.
- **Cargo/Equipment Loss or Shift** - Any loss or shift that causes damage to a motor vehicle, its occupants, or the cargo equipment itself. If cargo/equipment is lost and strikes another vehicle, that is a collision event. For example, if lumber falls from the bed of a truck and lands on a vehicle in the adjacent lane that would be the collision event "**Struck by Falling, Shifting Cargo**".
- **Fell/Jumped From Motor Vehicle** - Motor vehicle occupant either involuntarily fell or intentionally leapt from the vehicle. For example, a passenger of a motor vehicle in transport leans against the car door, it opens and the passenger falls out and is injured by the fall.

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- **Thrown or Falling Object** – A non-collision event where an object is thrown or falls on or near a motor vehicle in transport at the time of the crash. Examples include falling trees or tree limbs, or large rocks from a hillside that fall on a vehicle.
- **Other Non-Motorist** - Includes person's on personal conveyances (e.g., Segway, scooter, skateboard), person's riding an animal (e.g., person on horseback), and person's in or on an animal drawn conveyance and the device itself when occupied (e.g., a horse and buggy).
- **Struck by Falling, Shifting Cargo or Anything Set in Motion by Motor Vehicle** – Motor vehicle or non-motorist struck by cargo or other object that was set in motion by a motor vehicle. Examples include logs falling off or coming loose from a truck and striking a vehicle behind the truck, or a motor vehicle striking a parked car and pushing it into a passing pedestrian.
- **Work Zone/Maintenance Equipment** – A motor vehicle in the act of performing construction, maintenance, or utility work related to the traffic way. This work may be located within open or closed portions of the trafficway and motor vehicles performing these activities can be within or outside of the trafficway boundaries. This excludes vehicles being operated on the trafficway for other work purposes such as garbage trucks, delivery trucks, police vehicles, etc.
- **Bridge Overhead Structure** – Any part of a bridge that is over the reference or subject roadway. Typically refers to the beams or other structural elements supporting a bridge deck. The overhead structure does not include the support structures in the middle of the bridge (piers or columns) and at the ends (abutments).
- **Non-Domesticated Animal (Alive)** – Includes collisions with any live non-domesticated animals such as deer. Also use if it cannot be determined if the animal was alive or dead at the time of the crash.
- **Non-Domesticated Animal (Dead)** - Includes collisions with any dead non-domesticated animals.
- **Domesticated Animal (Alive)** - Includes collisions with live domesticated animals that are not being used as transportation or to draw a wagon, cart, or other transport device. Also used if it cannot be determined if the animal was alive or dead at the time of the crash.
- **Domesticated Animal (Dead)** - Includes collisions with any dead domesticated animals.
- **Fire Hydrant** - Any collision with a fire hydrant.
- **Run Off Roadway Right Side** - Any non-collision event where the motor vehicle in transport went off the roadway on the right side.
- **Run Off Roadway Left Side** - Any non-collision event where the motor vehicle in transport went off the roadway on the left side.
- **Cross Median** - Any non-collision event on a divided trafficway where the vehicle crosses the median into the opposing trafficway.

**Commented [PB53]:** Add that Animals pulling wagon is not considered in these but it's a unit.

## DT4000 Crash Form

- **Cross Centerline** – Any non-collision event on an undivided trafficway where the vehicle crosses the centerline into the opposing flow of traffic.
- **Unknown**

### **First Harmful Event Location**      [CrashcrashsceneFirstHarmfulEventLocation.html](#)

The location of the first harmful event as it relates to its position within or outside the trafficway.

- **On Roadway** – The portion of the trafficway normally designed for vehicular traffic. A divided highway will have two roadways separated by a median. A crash that occurs within a driveway access (area at the end of a driveway within the trafficway boundaries) will also get coded with the attribute “Roadway” with respect to the location of the first harmful event.
- **Shoulder Left** - The left part of a trafficway contiguous with the roadway for emergency use, for accommodation of stopped motor vehicles, and for lateral support of the roadway structure. Not all trafficways are designed with a shoulder.

--ADD PICTURES

- **Shoulder Right** - The right part of a trafficway contiguous with the roadway for emergency use, for accommodation of stopped motor vehicles, and for lateral support of the roadway structure. Not all trafficways are designed with a shoulder.
- **Median** - An area of the trafficway between parallel roads separating travel in opposite directions. Medians may be depressed, raised, or flush. Flush medians can be as little as 4 feet wide between roadway edgelines. Painted roadway edgelines four or more feet wide denote medians. Medians of lesser width must have a barrier to be considered a median. Continuous left-turn lanes are not considered medians.
- **Roadside** – The outermost part of the trafficway from the property line edge of the road. The roadside is the area beyond the shoulder to the trafficway boundary line. For trafficways without shoulders the roadside begins beyond the roadway edge line. Used if the first harmful event occurs in a raised or painted center island of a roundabout.
- **Gore** - An area of land where two roadways diverge or converge. The area is bounded on two sides by the edges of the roadways, which join at the point of divergence or convergence. The direction of traffic must be the same on both sides of these roadways. The area includes shoulders or marked pavement, if any, between the roadways.

### **ADD PICTURES**

- **Separator** - The area of a trafficway between parallel roads separating travel in the same direction or separating a frontage road from other roads.
- **In Parking Lane or Zone** – Location outside the roadway in a space designated for parking motor vehicles. Includes curbside and edge of roadway parking (for example, legal residential parking, city-street parking, etc.). Sometimes a strip of roadway can be designated for parking at certain hours of the day (parking lane) and for regular travel at other hours (travel lane). This should not be used for hours when parking is **NOT** permitted.

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- **Off Roadway, Location Unknown** - First harmful event is off the roadway, but the location of the property line is unknown.
- **Outside Right-Of-Way (Trafficway)** – Not physically located on any land way open to the public as a matter of right or custom for moving persons or property from one place to another.
- **Continuous Left Turn Lane** – An undivided trafficway where the middle lane is a left-turn lane utilized by both directions of travel. Also known as a two-way left turn lane (TWTL).
- **Unknown**

### *Manner of Collision* [CrashcrashsceneMannerOfCollision.html](#)

The manner in which two motor vehicles in transport initially came together without regard to the direction of force. This data element refers only to crashes where the first harmful event involves a collision between two motor vehicles in transport. This field has a special databar with a picture on it. The numbers on the picture correspond to the numbers for the choices.

Manner Of Collision

02 05 07  
03  
04 06 08

105  
No Collision W/Vehicle In Transport  
02--Front To Rear  
03--Front To Front  
04--Rear To Rear  
05--Sidewipe/Same Direction  
06--Sidewipe/Opposite Direction

First Harmful Event Location  
Light Condition  
Environment Factor(s)

- **No Collision with Vehicle in Transit** - When a vehicle crash does not involve the collision between two vehicles, such as a vehicle striking a fixed object, or overturning. Includes collisions with animals, pedestrians, or bicycles.
- **02--Front to Rear** – The front end of one vehicle collides with the back of another vehicle, while the two vehicles are travelling in the same direction.
- **03--Front to Front** - The front end of one vehicle collides with the front end of another vehicle, while the two vehicles are travelling in opposite directions.
- **04--Rear to Rear** - The rear of a vehicle makes contact with the rear of another. This can happen when two vehicles are backing up.
- **05--Sideswipe Same Direction** - Two vehicles travelling in the same direction impact one another where the initial engagement does not overlap the corner of either vehicle so that there is no significant involvement of the front or rear surface areas. The impact then swipes along the surface of the vehicle parallel to the direction of travel.

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- **06--Sideswipe Opposite Direction** – Two vehicles travelling in the opposite direction impact one another where the initial engagement does not overlap the corner of either vehicle so that there is no significant involvement of the front or rear surface areas. The impact then swipes along the surface of the vehicle parallel to the direction of travel.
- **07--Rear to Side** - The rear of a vehicle, and not the front, makes contact with the side of another. This can happen when a vehicle backs up into the side of another vehicle.
- **08--Front to Side** - The front of a vehicle makes contact with the side of another.
- **Other**
- **Unknown**

### **Weather Conditions** [CrashcrashsceneWeatherConditions.html](#) done

The prevailing atmospheric conditions that existed at the time of the crash.

- **Clear** – Includes partial cloudiness if sunlight is not diminished.
- **Cloudy** - Usually “overcast” but may include partial cloudiness if light is diminished.
- **Rain** – Precipitation other than snow, hail or sleet, or freezing rain. Precipitation falling as “mist” should be coded as “rain”.
- **Snow** – Describes a Weather condition when snow is falling.
- **Sleet/Hail** – For conditions when precipitation falling as ice (sleet/hail). When precipitation is falling as liquid (rain) and then freezing on the roadway use “**freezing rain or freezing drizzle**”.
- **Severe Winds** – Strong air flow perpendicular to the intended path of travel.
- **Freezing Rain or Freezing Drizzle** – A fine mist or rain passing from a liquid to a solid state due to temperature drop. For example, rain that freezes upon the roadway.
- **Fog** - Natural low cloud cover that reduces visibility.
- **Smog/Smoke** - Man-made reduction to visibility, such as pollution.
- **Blowing Snow** - Wind-driven snow that reduces visibility. Blowing snow can be falling snow or snow that has already accumulated but it is picked up and blown by strong winds.
- **Blowing Sand, Soil, Dirt** - Earthen particles being blown about by the wind, reducing visibility.
- **Other**
- **Unknown**

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### *Special Study*

*CrashcrashsceneSpecialStudy.html*

- **Special Study 1**--Indicates special study conducted by agency. The DOT needs to be contacted prior to using this field to set field values and duration of study.
- **Special Study 2** --Indicates special study conducted by agency. The DOT needs to be contacted prior to using this field to set field values and duration of study.
- **Special Study 3** -- Indicates special study conducted by agency. The DOT needs to be contacted prior to using this field to set field values and duration of study.
- **Special Study 4** -- Indicates special study conducted by agency. The DOT needs to be contacted prior to using this field to set field values and duration of study.

### *Light Condition*

*CrashcrashsceneLightCondition.html*

The type/level of light that existed at the time of the motor vehicle crash.

- **Daylight** – Whenever the sun is above the horizon at a given location.
- **Dawn** - The time that marks the beginning of the twilight before sunrise.
- **Dusk** - The transition period going from a daylight condition to the “dark of night”. This is typically the 30 minute period after the sun sets.
- **Dark/Lighted** – The scene of the crash is illuminated at night, or another period of darkness, by street lamps or other man-made light sources.
- **Dark/Unlit** - The scene of the crash is not illuminated at night, or another period of darkness, by street lamps or other man-made light sources.
- **Dark – Unknown Lighting** – The crash occurred at night, or another period of darkness, but it is unknown if the crash scene was illuminated by a man-made light source.
- **Unknown**

### *Road Surface Condition*

*CrashcrashsceneRoadSurfaceCondition.html*

The roadway surface condition at the time and place of a crash.

- **Dry** - The road surface is not wet, or covered by any weather or man-made debris. If the surface type is gravel, but the surface is dry, the condition would be considered “dry”.
- **Wet** – The roadway surface is covered with water from rain or melted snow. If the surface type is gravel, but the surface is wet, the condition would be considered “wet”.
- **Snow** - The roadway surface is covered with snow. If the surface type is gravel, but the surface is snow covered, the condition would be considered “snow”.
- **Slush** - The roadway surface is covered with accumulated snow or ice that has partially melted. If the surface type is gravel, but the surface is slush covered, the condition would be considered “slush”.

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- **Ice** - The roadway surface is covered with ice. If the surface type is gravel, but the surface is icy, the condition would be considered "ice".
- **Water (Standing/Moving)** - The roadway surface is covered with an excessive amount of water usually attributed to flooding and typically localized. If the surface type is gravel, but the surface is covered with water, the condition would be considered "water".
- **Sand** – The roadway surface covered in sand blown by wind or sand discharged on the roadway by highway trucks.
- **Mud/Dirt** – The roadway surface is covered by mud or dirt at the scene of the crash, but is not the surface type of the roadway by design.
- **Gravel** - The roadway surface is covered by gravel at the scene of the crash, but is not the surface type of the roadway by design.
- **Oil** – Roadway surface has oil at the scene of the crash, including fuel spilled on to the roadway prior to crash.
- **Other**
- **Unknown**

### *Environmental Factors*

[CrashcrashsceneEnvironmentFactors.html](#)

Apparent environmental conditions which may have contributed to the crash.

- **None**
- **Weather Conditions** - Indication that the weather conditions contributed to the crash.
- **Visual Obstruction(s)** - Indication an object that blocked the driver's sight contributed to the crash.
- **Glare** - Indication a very harsh, bright, dazzling light that impairs vision contributed to the crash.
- **Animal(s) in Roadway** - Indication an animal in the roadway contributed to the crash, includes live wild or domestic animals but would exclude animals pulling a conveyance or ridden animals.
- **Other**

### *Roadway Factors*

[CrashcrashsceneRoadwayFactors.html](#)

Apparent condition of the road which may have contributed to the crash.

- **None**
- **Backup Due to Prior Crash** - Accumulation of traffic caused by vehicles slowing or stopping the traffic flow. This attribute is only used for prior traffic crashes. The distance from the prior crash does not matter, just its relevance to this crash.



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- **Backup Due to Prior Non-Recurring Incident** - Accumulation of traffic caused by vehicles slowing or stopping the traffic flow that is not due to normal traffic congestion. Examples would include a funeral procession, a sporting event or other gathering, a parade, a traffic signal outage, etc.
- **Backup Due to Regular Congestion** - Accumulation of traffic caused by vehicles slowing or stopping the traffic flow due to daily traffic volume congestion issues. Typically occurs during the week at peak work travel periods in the morning and evening.
- **Toll Booth/Plaza Related** – A crash that occurred at or in the vicinity of a toll booth (manned or unmanned) or a toll plaza. Includes crashes that occur in the upstream approach to the toll booth/plaza area, continues as the approach area (where the toll road begins to widen) leading up to the toll booths, and in the departure area where the road begins to narrow leading back to the normal number of lanes comprising the toll road downstream departure area.
- **Road Surface Condition (Wet, Icy, Snow, Slush, Etc.)** - Indicates the road surface conditions were involved in the crash.
- **Debris Prior to Crash** – Object(s) in the roadway that may have contributed to the crash, such as cardboard boxes, trash, or vehicle parts or other materials that have fallen from another vehicle. Includes objects in the roadway that are not large enough to block travel but could cause damage or a loss of control. Examples include items such as dislodged cargo, parts from a vehicle, tire tread, broken glass, or animal carcasses.
- **Rut, Holes, Bumps** – Irregular roadway surface, either concave in the case of ruts and holes, or convex in the case of bumps.
- **Work Zone (Construction/Maintenance/Utility)** – A work zone is an area of a trafficway where construction, maintenance, or utility work activities are identified by warning signs/signals/indicators, including those on transport devices (e.g., signs, flashing lights, channelizing devices, barriers, pavement markings, flagmen, warning signs and arrow boards mounted on the vehicles in a mobile maintenance activity) that mark the beginning and end of construction, maintenance or utility work activity.

Extends from the first warning sign, signal or flashing lights to the **END ROAD WORK** sign or the last traffic control device pertinent for that work activity. Work zones also include roadway sections where there is ongoing, moving (mobile) work activity such as lane line painting or roadside mowing only if the beginning of the ongoing, moving (mobile) work activity is designated by warning signs or signals.

- **Worn, Travel-Polished Surface** – A roadway surface that is well used, often very smooth or shiny in appearance.
- **Obstruction in Roadway** – A blockage in the roadway, such as that caused by a fallen tree or a large boulder.
- **Traffic Control Device Inoperative, Missing, or Obscured** – Includes traffic control devices disabled or not functioning properly, lane markings faded or missing, signs that are down or covered by foliage, etc.

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- **Narrow Shoulder** – Indicates the roadways where the shoulder is too narrow to safely fit a motor vehicle.
- **Low Shoulder** – Indicates a shoulder is lower than the roadway, usually including a drop from the roadway to the shoulder.
- **Soft Shoulder** – Indicates a shoulder that is unpaved, and not firm enough to support a vehicle without the vehicles wheels cutting into the shoulder earth.
- **Non-Highway Work** – Maintenance or other types of work occurring near or in the trafficway that are not related to the trafficway.
- **Loose Gravel** – Indicates loose gravel on the roadway that is not the surface type of the roadway by design.
- **Rough Pavement** – Indicates the pavement is bumpy, and not smooth, leading to a difficulty navigating the trafficway.
- **Other Debris** –
  - **Sign Obscured/Missing** – Includes any signs, other than traffic control devices, that are missing or obscured, including signs that are down, missing, or covered by foliage, etc.
  - **Narrow Bridge** – Indicates a bridge where the travel lanes are smaller than the trafficway before and after the bridge.
  - **Visibility Obscured** – Indication an object that blocked the driver's sight contributed to the crash.
  - **Not Applicable**
  - **Other**

**Commented [s4]:** Difference between this and other debris category?

**Commented [PB55]:** Review on Friday at Crash Data Workgroup

to maybe remove.

### **Relation to Trafficway**

### ***CrashcrashsceneRelationToTrafficway.html***

Used to identify the characteristics of the crash with respect to its location on or off a trafficway. The trafficway contains any premises open to the public as a matter of right or custom for the use of motor vehicles whether the premises are publicly or privately owned and all premises provided by employers to employees for the use of their motor vehicles and all premises provided to tenants of rental housing in buildings of four or more units for the use of their motor vehicles whether such premises are publicly or privately owned and whether or not a fee is charged for the use thereof.

- **Trafficway – On Road** –Motor vehicle traffic crashes where the unstabilized situation originates on the roadway or shoulder or at least one harmful event occurs on the roadway or shoulder. For example, a motor vehicle driving on a roadway runs off the road and crashes into a tree.
- **Trafficway – Not On Road** – Motor vehicle crashes where the unstabilized situation does not originate on the roadway or shoulder and no harmful events occur on the roadway or shoulder. For example, a motor vehicle purposely driving entirely on the roadside (within the trafficway), runs off the roadside and crashes into a tree.

## DT4000 Crash Form

- **Non-Trafficway – Parking Lot** – Motor vehicle crashes where the unstabilized situation and harmful events occurs in a parking lot.
- **Non-Trafficway - Other** – Motor vehicle crashes where the unstabilized situation does not occur in the trafficway or in a parking lot.

### Junction Group [crashjunctiongroup.html](http://crashjunctiongroup.html)

This section contains information about items at the scene of a crash. Unless this crash is a Non-Domesticated Animal without Injury or a Private Property/Parking lot crash, there is one Junction Group per Crash and fields may be disabled based on other attributes. This group is not needed unless the agency is filling out a full crash.

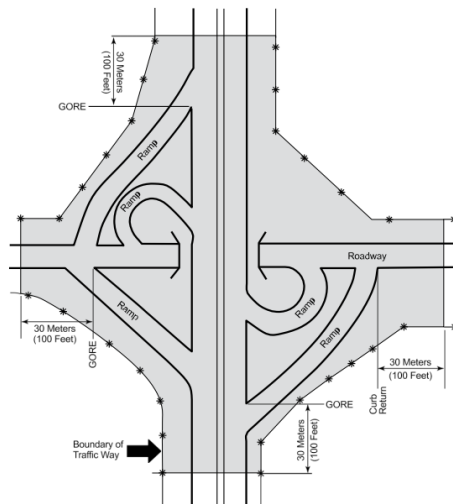
Because this group is part of the Crash Scene group it does not contain a heading.

Within Interchange Area	Junction Location	Intersection Type
-------------------------	-------------------	-------------------

### *Within Interchange Area* [CrashjunctionWithinInterchangeArea](#)

Based on the location of the first harmful event of the crash. Indicates whether the crash occurred within the interchange area. An example of interchange area is shown below.

- **Yes**
- **No**
- **Unknown**



Source: ANSI D16.2-2007 Manual on Classification of Motor Vehicle Traffic Accidents, Seventh Edition

**Commented [PBS6]:** Label Ramps and freeways.  
Maybe look at adding maps for system interchanges.

## DT4000 Crash Form

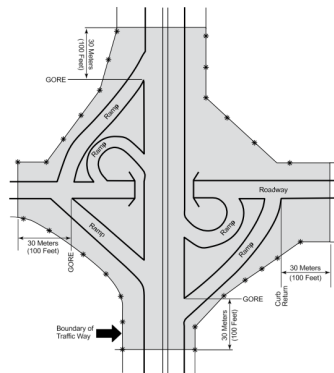
### **Junction Location** *crashjunctionJunctionLocation*

Based on the location of the first harmful event and whether the crash was within the interchange or junction area. Identifies the crash's location with respect to presence in a junction or proximity to components typically in junction or interchange areas.

This field enables and disables the Intersection Type field. The values of Intersection and Intersection-Related will enable the Intersection Type Field.

- **Non-Junction** – Roadway that is not an intersection or a connection between a driveway access and a roadway other than a driveway access. This is used for crashes where the first harmful event occurs outside an interchange area and does not occur in or related to a junction, ramp, rail grade crossing, crossover, or shared-use path or trail. Non-junction is also used for crashes that occur on a parking lot way (access road) at the connection of a parking aisle.
- **Intersection** – An area which 1) contains a crossing or connection of two or more roadways not classified as driveway access and 2) is embraced within the prolongation of the lateral curb lines, or, if none, the lateral boundary lines of the roadways. Where the distance along a roadway between two areas meeting these criteria is less than 33 feet, the two areas and the roadway connecting them are considered to be parts of a single intersection. Pavement is shared by both roads that intersect each other within in 33 feet from the edge.
- **Intersection-Related** – A traffic crash in which the first harmful event 1) occurs on an approach to or exit from an intersection and 2) results from an activity, behavior or control related to the movement of traffic units through the intersection.
- **Entrance Ramp** – A traffic crash occurs on an approach to a roadway or results from an activity, behavior or control related to the movement of traffic units entering a ramp. Such as a sideswipe crash that occurs as a car enters the highway from the ramp. Can include system interchange.

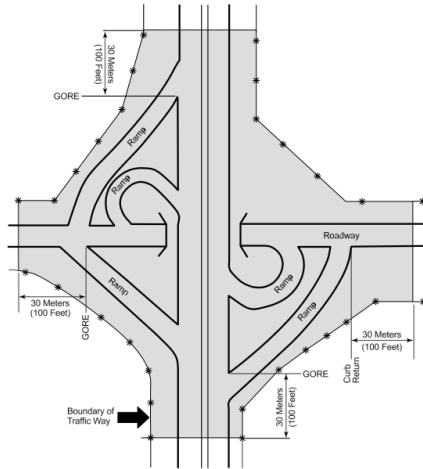
**Commented [PB57]:** Need better wording. Brian's diagram.



Source: ANSI D16.2-2007 Manual on Classification of Motor Vehicle Traffic Accidents, Seventh Edition

## DT4000 Crash Form

- **Exit Ramp** – A traffic crash occurs on an exit from a roadway or results from an activity, behavior or control related to the movement of traffic units exiting a ramp. Such as a rear-end crash that occurs as a vehicle waits to exit to the roadway connecting to the exit ramp. Can include system interchange.



Source: ANSI D16.2-2007 Manual on Classification of Motor Vehicle Traffic Accidents, Seventh Edition

- **Entrance Ramp-Related** – Refers to crashes where the first harmful event occurs off the entrance ramp, but is related to the use of or entry onto the ramp.
- **Exit Ramp-Related** – Refers to crashes where the first harmful event occurs off the exit ramp, but is related to the use of or exit off of the ramp.
- **Railway Grade Crossing** – An intersection between a roadway and train tracks that cross each other at the same grade.
- **Crossover-Related** – Crash located in the area of the median of a divided trafficway where motor vehicles are permitted to cross the opposing lanes of traffic or do a U-turn.
- **Driveway Access** – Driveway is a private way which provides vehicular access to the public from a trafficway to property, parking, or loading areas outside the boundaries of the trafficway, but is considered to be not open to the public for transportation purposes as a trafficway. A driveway is outside the trafficway and is typically not provided an official identification number or name.
- **Driveway Access-Related** – A traffic crash that 1) occurs adjacent to a driveway, 2) is not a driveway access crash, and 3) results from an activity, behavior, or control related to the movement of traffic units onto or out of a driveway.

## DT4000 Crash Form

- **Shared-Use Path or Trail** – A bikeway physically separated from motorized vehicular traffic by an open space or barrier and either within the highway right of way or an independent right of way. Shared use paths will also be used by pedestrians, skaters, wheelchairs, joggers, and other non-motorized users.
- **Acceleration Lane** – A lane in the roadway that is designated for vehicles to increase speed to reach traffic speed.
- **Deceleration Lane** – A lane in the roadway that is designated for vehicles to reduce speed.
- **Through Roadway** – For traffic crashes that occur in an interchange area and does **NOT** occur 1) on an entrance/exit ramp, 2) in an intersection or related to an intersection or other junction.
- **Other Location Not Listed Within An Interchange Area (Median, Shoulder, and Roadside)** - For traffic crashes where the first harmful event occurs within an interchange area, off of the roadway and is not related to the use of or the entry onto a ramp.
- **Unknown**

### *Intersection Type*

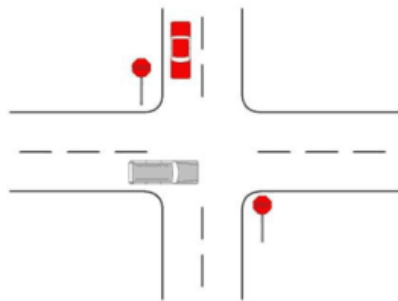
### *crashjunctionIntersectionType*

The type of intersection at which the crash occurred. An intersection consists of two or more roadways that intersect at the same level.

This field enables and disables based on the Junction Location Field. The values of Intersection and Intersection-Related will enable the field and make it mandatory.

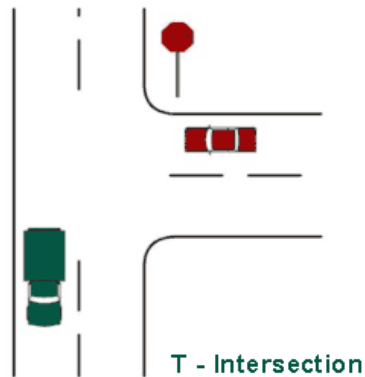
- **Not at Intersection** – Identifies the crash was not at an intersection or intersection-related.
- **Four-Way Intersection** – Indicates an intersection where two roadways cross or connect. Also includes where there are restricted movements.

### Four-Way Intersection

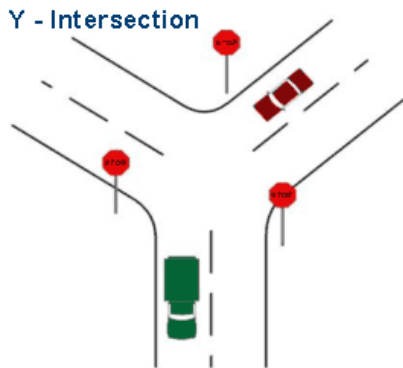


## DT4000 Crash Form

- **T-Intersection** – An intersection where two roadways connect in a perpendicular manner and one roadway does not continue across the other roadway. The roadways form a “T”.



- **Y-Intersection** – An intersection where three roadways connect and none of the roadways continue across the other roadways. The roadways form a “Y”.

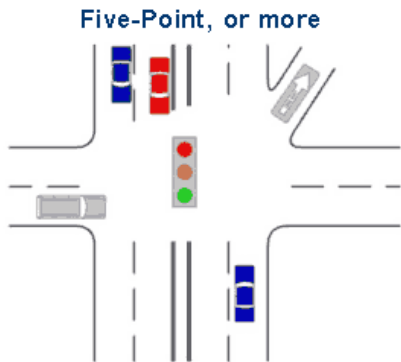


- **L-Intersection** – A two-armed intersection in which one road intersects with another road but neither road extends beyond the other road.
- **Roundabout** – A circular traffic pattern in which yield control is used on all entries, circulating vehicles have the right-of-way, pedestrian access is allowed only across the legs of the roundabout behind the yield line and circulation is counter-clockwise and passes to the right of the central island.

## DT4000 Crash Form



- **Five-Point, or More** – An intersection where more than two roadways cross or connect.



- Other

### Road Closure Group `CrashRoadClosureGroup`

This section contains information about items at the scene of a crash. If this crash is a Non-Domesticated Animal without Injury or a Private Property/Parking lot crash, fields that make this group available are disabled. If they are needed then complete a full crash. If there was a closure due to the crash, in the

Summary Group choose Yes for  Lane Closure Due to Crash and this group will enable and some fields will be required. Clicking No will close and hide the group. Because this group is part of the Crash Scene group it does not contain a heading.

Closure Type		Reasons for Closure	
Date Initial Lane/Road Closed	Time Initial Lane/Road Closed		
Date Scene Cleared	Time Scene Cleared		
		Date All Lanes Open	Time All Lanes Open



## DT4000 Crash Form

### **Closure Type** *CrashroadClosureType*

Describes the type of road/lane closure due to the crash.

- **Full Closure** – Indicates a crash where the whole roadway, in both directions, is closed due to the traffic crash.
- **Closure – One Direction** – Indicates a crash where one direction of travel is closed due to the traffic crash.
- **Lane Closure** – Indicates a crash where one (or more) lanes in one direction are closed due to the crash. However, the traffic continues to flow in the direction, outside the closed lane(s).
- **Other Closure**

### **Date Initial Lane/Road Closed** *CrashroadClosureDateInitialLaneClosed*

Date (YYYYMMDD) the road or lane was initially closed due to the crash.

### **Time Initial Lane/Road Closed** *CrashroadClosureTimeInitialLaneClosed*

Time (military) the road or lane was initially closed due to the crash.

### **Reason for Closure** *CrashroadClosureReasons*

Describes the reason for the road/lane closure. Please select all that apply.

- **Tow Truck** – Indicates a closure due to a tow truck at the scene of the crash.
- **EMS** – Indicates a closure due to the presence of EMS at the scene of the crash.
- **Med Flight** – Indicates a closure due to the presence of a Med Flight at the scene of the crash.
- **Weather Conditions** – Indicates a closure due to weather conditions.
- **Secondary Crash** – Indicates a closure due to another crash at the location.
- **Other**

### **Date Scene Cleared** *CrashroadClosureDateSceneCleared*

Date (YYYYMMDD) the crash scene was cleared after the crash occurred.

### **Time Scene Cleared** *CrashroadClosureTimeSceneCleared*

Time (military) the crash scene was cleared after the crash occurred.

### **Date All Lanes Open** *CrashroadClosureDateAllLanesOpen*

Date (YYYYMMDD) the road or lane was opened after a closure due to the crash.

### **Time All Lanes Open** *CrashroadClosureTimeAllLanesOpen*

Time (military) the road or lane was opened after a closure due to the crash.

## DT4000 Crash Form

### Work Zone Group CrashWorkZoneGroup

This section contains information about items at the scene of a crash. If this crash is a Non-Domesticated Animal without Injury or a Private Property/Parking lot crash, fields that make this group available are disabled. If they are needed then complete a full crash. If there was a crash in a work zone, in the

Summary Group choose yes for  Work Zone and this group will enable and some fields will be required. Clicking No will close and hide the group. Because this group is part of the Crash Scene group it does not contain a heading.

Work Zone Crash Location		Work Zone Crash Type	
Workers Present		Law Enforcement Present	
Work Zone Speed Limit	Advisory/Regulatory Speed Limit	Normal Posted Speed Limit	

### Work Zone Crash Location [CrashworkZoneCrashLocation.html](#)

Indicates where in the work zone the first harmful event occurred.

- **Before the First Work Zone Warning Sign** – Area before the start of the actual marked work zone. This attribute applies when the first harmful event of the crash occurs outside (before) the first warning sign, signal, or indicator marking the start of the work zone but is related to the movement of the traffic units through or entry into the work zone area.
- **Advance Warning Area** – Located after the first warning sign but before the work area. This is the area within a work zone where motorists are warned of changes in the flow of traffic as a result of the work zone. This attribute applies when the first harmful event of the crash occurs inside the work zone (after) the first warning sign, signal, or indicator marking the start of the work zone but before any change in the flow of traffic by restriction, re-routing, or closure of travel lanes. Not all work zones will have advance warning areas.
- **Transition Area** – Where lanes are shifted or tapered for lane closure. This is the area within a work zone where motorists are transitioned from the normal flow of traffic as a result of the work zone. This attribute applies when the first harmful even occurs inside the work zone in the area where the flow of traffic is modified by restriction, re-routing, or closure of travel lanes before entering the location where the work activity is taking place. Not all work zones will have transition areas.
- **Activity Area** – Located adjacent to the actual work area, whether workers and equipment were present or not. This is the area within a work zone where the work activity associated with the marked work zone takes place. This attribute applies when the first harmful event of the crash occurs inside the work zone in the area where the work activity is taking place. All work zones will have activity areas.
- **Termination Area** – Located after the activity area but before traffic resumes normal conditions. This is the area within a work zone where motorists are transitioned from the modified flow of traffic in the work zone back to the normal flow of traffic for the trafficway. This attribute applies when the first harmful event of the crash occurs inside the work zone in the area where motorists are transitioned back to the normal flow of

## DT4000 Crash Form

traffic or outside the work zone (i.e., beyond the “End Road Work” sign if present) but is related to the movement of the traffic units exiting the work zone.

### **Work Zone Crash Type** [CrashworkZoneCrashType.html](#)

Indicates the type of work zone where the first harmful event occurred.

- **Lane Closure** – This is a work zone where the work activity results in the closure of a travel lane in one direction resulting in the re-routing of vehicles to a different lane for travel in that direction.
- **Lane Shift/Crossover** – This is a work zone where the work activity results in the re-routing of vehicles through a lane shift where the number of lanes is maintained and those lanes are shifted several feet to one side to enable more workspace by using the shoulder to carry traffic.
- **Work on Shoulder or Median** – This is a work zone where the work activity is occurring on the shoulder or median adjacent to the travel lanes. This type of work zone would not require a closure of a lane or shift of vehicle travel.
- **Intermittent or Moving Work** – This is a work zone where the work activity involves the construction vehicles traveling (moving) along the trafficway and either stopping periodically to perform work (e.g., pothole patching) or performing slow-moving operations (e.g., pavement marking convoys).
- **Other**

Commented [PBS8]: Also make connection to separator.

### **Workers Present** [CrashworkZoneWorkersPresentFlag.html](#)

Indicates if workers were present at the work zone when the crash occurred.

- **Yes**
- **No**
- **Unknown**

### **Law Enforcement Present** [CrashworkzoneLawEnforcementPresentFlag.html](#)

Indicates if law enforcement was present in the work zone when the crash occurred.

- **No**
- **Officer Present**
- **Law Enforcement Vehicle Only Present**

### **Work Zone Speed Limit** [CrashworkzoneSpeedLimitWorkZone.html](#)

The posted speed limit in the work zone where the crash occurred.

### **Advisory/Regulatory Speed Limit** [CrashworkZoneSpeedLimitAdvisoryRegulatory.html](#)

Identifies if the speed limit was advisory or regulatory in the work zone.

- **Advisory (Black writing on Orange background)**

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- **Regulatory (Black writing on White background)**

### **Normal Posted Speed Limit** *CrashworkZoneSpeedLimitNormalPosted.html*

The normal posted speed limit in the work zone where the crash occurred.

### **Unit Group** **CrashUnitGroup**

This section contains information about the units involved in the crash. There should be a Unit group for each unit in the crash. When you key the number of Total Units involved in the crash in the summary section on the form, TraCS automatically creates that number of Unit groups. If you put in a number smaller than the total units on the form, the unit groups will automatically be deleted as long as there is no data in them. If you need to add or subtract a Unit group manually, see Adding or Deleting Groups. If you close the form before entering any data in a group, that group will be deleted. A unit can be the following

- *Automobile and all the passengers in it.*
- *Truck and all the passengers in it.*
- *Motorcycle and all the passengers on it.*
- *Bus, Driver and all injured passengers in it.*
- *Equipment and all passengers in it unless it is a train, then the train engineer and all injured passengers.*
- *Bicycle and all passengers on it*
- *1 Pedestrian, each separate pedestrian is considered a Unit.*

A unit contains 1 or more subgroups, below is what a unit looks like with closed subgroups.

## DT4000 Crash Form

Unit Summary						
01	Unit Status		Vehicle Operating As Classification		Unit Type	
	Vehicle Type			Operating As Endorsements		
UNIT	Total Occs	Total BUS Occs Injured	Special Function		Emergency Motor Vehicle Use	
	Direction Of Travel		Speed Limit	Total Lanes	Total Trailers	Total # Citations Issued
	Most Harmful Event: Collision With		Traffic Control		Traffic Control Inoperative/Missing	
	Traffic Way		Road Curvature		Road Grade	
	Surface Type		Insurance?	<input type="checkbox"/> Pre Crash Tire Mark	<input type="checkbox"/> HazMat Placard Displayed	
01	FMCSA Truck Bus or HazMat			FMCSA Reporting Threshold		
<b>Individual</b> <b>Vehicle</b> <b>Sequence of Events</b> <b>Violation</b> <b>Vehicle Owner</b> <b>Policy Holder</b> <b>Trailer/Towed</b> <b>Truck or Bus</b> <b>Hazardous Material</b>						

Documents

[\documents\AddingorDeletingGroups.pdf](#)

### Unit Number (Sequence Number)

Number assigned to uniquely identify each motor vehicle involved in the crash.

### Unit Status *crashunitStatus*

The status of the vehicle at the time of the crash. In Transit refers to a general motor vehicle crash. This field will enable or disable violation rules and defaults some fields in the unit group.

- **In Transit** – refers to a general motor vehicle crash
- **On Emergency** – Vehicle involved in **the** crash is operating as an emergency vehicle (lights and siren are activated).
- **Hit and Run/On Emergency** – **Indicates** when at least one of the units involved in the crash and/or it's driver is operating as an emergency vehicle (lights and siren are activated) and left the crash scene after the crash.
- **Hit and Run** – Indicates a vehicle and/or driver was involved in a crash and left the crash scene afterward.

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- **Legally parked** – Vehicle was appropriately parked in a spot designated for parking. In roadway lanes used for travel during some periods and for parking during other periods, a parked motor vehicle should **NOT** be considered to be **Legally Parked** during periods when parking is forbidden. Any stopped motor vehicle where the entirety of the vehicle's primary outline as defined by the four sides of the vehicle (e.g., tires, bumpers, fenders) and load, if any, is not within the roadway is parked.
- **Non-Contact** – Vehicle involved in a crash that was not physically part of the collision, but was impacted in some way. For example a crash occurs, and the vehicle swerves off the roadway to avoid collision.
- **Stolen** – Vehicle was taken from the original owner without permission.
- **Stolen/Hit and Run** – Vehicle was taken from the original owner without permission, involved in a crash and then the vehicle and/or driver who stole the vehicle left the scene of the crash.
- **Unknown**

### **Vehicle Operating as Classification** **crashunitOperatingClassification**

Indicates how the operator was actually functioning, regardless of the operator's license. For example, driving a concrete mixing truck without a commercial driver license (CDL) is still operating as a CDL. This field drives the Unit type field. What you choose here limits the Unit types you can choose. i.e. O Class will result in Equipment, Bicycle or Pedestrian as choices for the unit type.

Wisconsin has a classified licensing system. The classes are:

- **Class A** – For operation of a commercial motor vehicle. Any combination of vehicles with a Gross Vehicle Weight Rating (GVWR), actual weight, or registered weight over 26,000 pounds provided the GVWR, actual weight, or registered weight of the towed vehicle(s) is more than 10,000 pounds.
- **Class B** – For operation of a commercial motor vehicle. Any single vehicle with a GVWR, actual weight, or registered weight over 26,000 pounds, or such vehicle towing a vehicle with a GVWR, actual weight, or registered weight of 10,000 pounds or less.
- **Class C** – For operation of a commercial motor vehicle. Any single vehicle with a GVWR, actual weight, or registered weight of 26,000 pounds or less, (or such vehicle towing a vehicle less than 10,000 pounds) transporting hazardous materials requiring placarding or designed to carry 16 or more persons including the driver.
- **Class D** – For operation of automobiles; light trucks and mopeds.
- **Class M** – For operation of motorcycles.
- **Class O** – Units that do not need a license.

### **Unit Type** **crashunitUnitType**

The type of vehicle involved in the crash. Can be identified by license plate type. This field is limited by the Vehicle Operating as Classification field. What you choose there limits its choices, if what you are

## DT4000 Crash Form

looking for is missing then you chose incorrectly in the Vehicle Operating as Classification field. i.e. O Class will result in Equipment, Bicycle or Pedestrian as choices for the unit type. In turn, this field drives the Vehicle type field. What you choose here limits the Vehicle types you can choose. i.e. Bicycle will result in Bicycle, Mini bike/Dirt Bike or police emergency as choices for the vehicle type. Entering this field will open/close necessary subgroups for the Unit.

This field adds and deletes various sub groups in the unit based on Unit Type. Those subgroups are; Vehicle, Vehicle owner, 4 Sequence of Events. Vehicle Owner and the 4 sequence of events groups will not be added for the non-domesticated Animal Crash.

- **Automobile** – Motor vehicle designed to carry a small number of people.
- **Truck** – Motor vehicle designed primarily for carrying property.
- **Motorcycle** – Motor vehicle with two or three wheels in contact with the ground (excluding trailers suitable for motorcycle hauling) and having a seat or a saddle for driver and passenger as well as possessing wheel rim diameters of 10 inches or more. A motorcycle may or may not have an enclosure over the driver and passenger.
- **Bus** – Motor vehicle consisting primarily of a transport device designed for carrying more than eight persons.
- **Equipment** – Any motorized device in which the primary purpose is not transporting people or property. For example, motor vehicles with the primary purpose of assisting labor such as farm equipment, or a fork lift.
- **Bicycle** – Any pedalcycle that is not motorized.
- **Pedestrian** – A person who is not an occupant of a motor vehicle in transport or a pedalcyclist. Includes a person who is adjacent to the motor vehicle regardless of their actions. Pedestrian includes persons in wheelchairs, persons on horseback, persons walking bicycles, and persons on skateboards or roller skates.

### Documents

\\documents\AddingorDeletingGroups.pdf

\\crash\Vehiclegroup.html \Vehicle Group

\\crashvehicleOwnergroup.html\Vehicle Owner Group

\\crashSequenceOfEventgroup.html\Sequence of Event Group

### **Vehicle Type** *crashunitVehicleType*

Describes the vehicle body type. This field is limited by the Unit Type field.

What you choose their limits its choices, if what you are looking for is missing then you chose incorrectly in the Unit Type field. In turn, this field drives the Plate type field in the Vehicle Subgroup. What you choose here limits the Plate types you can choose. Passenger Car – Motor vehicles used primarily for carrying passengers.

- **(Sport ) Utility Vehicle** – Motor vehicle other than a motorcycle or bus consisting primarily of a transport device designed for carrying ten or fewer persons, and generally

## DT4000 Crash Form

considered a multi-purpose vehicle that is designed to have off-road capabilities. These vehicles are generally four-wheel-drive (4x4) and have increased ground clearance. A utility vehicle has a gross vehicle weight rating (GVWR) of 10,000 pounds or less.

- **Passenger Van** – Van body style that is configured to carry people.
- **Cargo Van (10,000 lbs. or Less)** – Any van where the area behind the driver or cab is designed for transporting cargo or operated for general commercial use.
- **Utility Truck/Pickup Truck** – Any vehicle with an open cargo bed area behind the cab.
- **Motor Home** – A motor vehicle with a frame-mounted recreational unit added behind the driver or cab area or mounted on a bus/truck chassis that is suitable to live in and drive across the country.
- **School Bus** – Motor vehicle used for the transportation of any school pupil at or below the 12<sup>th</sup>-grade level to or from a public or private school or school-related activity. It is externally identifiable by the color yellow, the words “school bus”, flashing red lights located on the front and rear, and lettering on both sides identifying the school or school district served, or the company operating the bus. **School Bus** is any school bus that is empty or only has a driver.
- **Pupil Transportation School Bus** – Motor vehicle used for the transportation of any school pupil at or below the 12<sup>th</sup>-grade level to or from a public or private school or school-related activity. It is externally identifiable by the color yellow, the words “school bus”, flashing red lights located on the front and rear, and lettering on both sides identifying the school or school district served, or the company operating the bus. **Pupil Transportation School Bus** is any school bus that has a driver and at least one school pupil inside.
- **Passenger Bus/Transit Bus** – A bus sold for public transportation provided by, or on behalf of, a State or local government, that is equipped with a stop-request system and that is not an over-the-road bus. An “Over-the-road bus” means a bus is characterized by an elevated passenger deck located over a baggage compartment.
- **Motor Coach** – A bus with a GVWR of 26,000 pounds or greater, 16 or more designated seating positions (including the driver), and at least 2 rows of passenger seats, rearward of the driver’s seating position, that are forward-facing or can convert to forward-facing without the use of tools. Motor coach includes buses sold for intercity, tour, and commuter bus service, but does not include a school bus, or an urban transit bus sold for operation as a common carrier in urban transportation along a fixed route with frequent stops.
- **Other Bus** – A motor vehicle consisting primarily of a transport device designed for carrying more than eight persons.
- **Motorcycle** – Motor vehicle with two or three wheels in contact with the ground (excluding trailers suitable for motorcycle hauling) and having a seat or saddle for driver and passenger as well as possessing wheel rim diameters of 10 inches or more. A motorcycle may or may not have an enclosure over the driver and passenger.



## DT4000 Crash Form

- **Moped** – Vehicle possessing two wheels in contact with the ground, a seat or saddle for driver and passenger, a steering handle bar, and a brake. Horsepower not exceeding 2 HP. Unlike motorcycles, a moped by definition cannot include an enclosure.
- **Low Speed Vehicle** – Motor vehicle with four or more wheels whose top speed is greater than 20 miles per hour, but not greater than 25 miles per hour. Low speed vehicles are required to be equipped with basic items of safety equipment: headlamps, stop lamps, turn signal lamps, tail lamps, reflex reflectors, parking brake, windshields, rearview mirrors, seatbelts, and vehicle identification numbers (VINs).
- **Golf Cart** – Self-propelled vehicle not designed primarily for operation on roadways. A golf cart has a design speed of less than 20 miles per hour, at least three wheels in contact with the ground, and an empty weight of not more than 1,300 lbs.
- **ATV/UTV (Utility Terrain Vehicle)** – A small, open motor vehicle with one or two seats and three or more wheels fitted with large tires, designed for use on rough ground.
- **Snowmobile** – A small, open motor vehicle with one or two seats and three or more wheels fitted with large tires, designed for use on rough ground.
- **Police Emergency** – A police vehicle that has been dispatched to an incident, or has initiated an emergency operation and is using an audible siren and/or has illuminated its emergency lighting devices. The police vehicle operator is using or is prepared to use emergency vehicle maneuvers as allowed by state law.
- **Straight Truck (Insert Truck)** – A motor vehicle where the power unit includes a permanently mounted cargo body that has three or more axles.
- **Truck Tractor (Not Attached)** – A motor vehicle consisting of a single motorized transport device designed for pulling trailers that does not have any attached trailers.
- **Truck Tractor (Semi Attached)** – A motor vehicle consisting of a single motorized transport device pulling a semi-trailer.
- **Truck Tractor (Double Bottom)** – A motor vehicle consisting of a single motorized transport device pulling a semi-trailer and one full trailer.
- **Ambulance on Emergency** – An ambulance vehicle that has been dispatched to an incident, or has initiated an emergency operation and is using an audible siren and/or has illuminated its emergency lighting devices. The ambulance vehicle operator is using or is prepared to use emergency vehicle maneuvers as allowed by state law.
- **Fire Truck on Emergency** – A fire truck that has been dispatched to an incident, or has initiated an emergency operation and is using an audible siren and/or has illuminated its emergency lighting devices. The fire truck operator is using or is prepared to use emergency vehicle maneuvers as allowed by state law.
- **Farm Tractor/Self Propelled** – Motor vehicle with large, heavy treads, used for pulling farm machinery.
- **Other Working Machine** –

## DT4000 Crash Form

- **Railway Train** – A form of rail transport consisting of a series of vehicles that usually runs along a rail track to transport cargo or passengers. Motive power is provided by a separate locomotive or individual motors in self-propelled multiple units.
- **Snow Plow** – A motor vehicle designed for the purpose of clearing roads of snow by pushing it aside.
- **Miscellaneous**
- **Bicycle** – Any pedalcycle that is not motorized.
- **Pedestrian** – A person who is not an occupant of a motor vehicle in transport or a pedalcyclist. Includes a person who is adjacent to the motor vehicle regardless of their actions.
- **Fire Fighter on Emergency** – A fire fighter that has been dispatched to an incident while not in a fire truck. The fire fighter is using or is prepared to use emergency vehicle maneuvers as allowed by state law.
- **Trailer** – Attached trailer of a motor vehicle or occupant of a motorcycle caboose.
- **Horse and Buggy** – A carriage drawn by one or two horses.
- **Mini Bike/Dirt Bike** – A two wheeled vehicle designed for use on rough terrain, such as unsurfaced roads or tracks.

### Operating As Endorsements

### *crashunit*OperatingEndorsements

Indicates any endorsements needed for operating, both commercial and non-commercial.

This field is limited by the Vehicle Type field. What you choose their limits its choices, if what you are looking for is missing then you chose incorrectly in the Vehicle Type field.

### Wisconsin Endorsements are:

- **T=Double/triple trailers**—Commercial Motor Vehicles with double or triple trailers
- **N=Tank vehicles**— Any commercial vehicle that is designed to transport a liquid or gaseous material within a tank that is either permanently or temporarily attached to the commercial motor vehicle of the chassis.
- **H=Hazardous Materials**— Vehicles transporting hazardous materials requiring placarding or any quantity of a material listed as an agent or toxin.
- **S=School bus**—All school buses, including those which are commercial motor vehicles.
- **P=Passenger vehicle** – Vehicles designed to carry, or actually carrying, 16 or more passengers, including the driver.
- **F=Farm service (Restricted CDL) – Restricted to farm service operation only with classes B/C.**

## DT4000 Crash Form

- **X Tank and Hazardous Material endorsements**

**Total Occs** *crashunitTotalOccupants*

The total number of occupants in a unit.

This field is sometimes grayed out and set to 1. If a unit is a pedestrian unit, then this field is always set to 1. Non-Domesticated Animal Crash forms will also default the field to 1 for the driver of the vehicle but in this case it is changeable. This field opens and closes the Individual group in the unit. If the individual group is not empty then it will not delete automatically and deletion will need to be manually completed.

Documents

\\documents\AddingorDeletingGroups.pdf

\\crashIndividualgroup.html\Individual Group

**Total BUS Occs Injured** *crashunitTotalOccupantInjured*

The total number of occupants in a bus unit that are injured. This field is grayed out most of the time and only opens for Bus Units or Train Vehicle types were the number of individuals entered into the crash is limited to the driver/engineer and the injured passengers. This field opens and closes the Individual group in the unit for buses and trains. If the individual group is not empty then it will not delete automatically and deletion will need to be manually completed.

Documents

\\documents\AddingorDeletingGroups.pdf

\\crashIndividualgroup.html\Individual Group

**Special Function** *crashunitSpecialFunction*

Type of function the vehicle is serving, regardless of whether it is marked on the vehicle.

Sometimes this field may be disabled, usually in the case of the unit being a pedestrian, in that case this field should always be No Special Function as it is not a vehicle.

- **No Special Function**

- **Taxi** – Indicates a vehicle was being used during this trip (at the time of the crash) on a “fee-for-hire” basis to transport persons. Most of these vehicles will be marked and formally registered as taxis; however vehicles which are used as taxis, even though they are not registered are included here. Passengers do not have to be present at the time of the crash. Taxis and drivers which are off-duty at the time of the crash are coded as **No Special Function**. If it is unknown whether or not a taxi is on-duty, use **Taxi**.
- **Vehicle Used as School Bus** – Used if a motor vehicle satisfies all the following criteria: 1) operated, leased, owned or contracted by a public or private school-type institution; 2) where the institution’s studies may range from pre-school through high school; 3) whose occupants, if any, are associated with the institution; and, 4) at the time of the crash the vehicle is being used for transportation to and from a school or on a school-sponsored activity or trip. This also includes vehicles which are not externally identifiable as a school/pupil transport vehicle, but do meet all other criteria. For example, a transit bus,

Commented [s9]: “Uber? Lyft?”

## DT4000 Crash Form

at the time of the crash, used exclusively to transport students to/from the school or school-related activity.

- **Vehicle Used as Other Bus** – Motor vehicle designed for transporting nine or more persons including the driver and does not satisfy the above “**School Bus**” criteria. For example, a vehicle with the body type of a school bus transporting senior citizens to an activity.
- **Military** – Any vehicle which is owned by any of the Armed Forces regardless of body type.
- **Police** – A vehicle equipped with police emergency devices (lights and siren) that is owned or subsidized by any local, county, State, or Federal government entity. The police vehicle is presumed to be in special use at all times, although not necessarily in “emergency use”. Vehicles not owned by a government entity that are used by law enforcement officers (e.g., undercover) are excluded.
- **Ambulance** – Any vehicle specially equipped for taking sick or injured people to and from a hospital or medical facility, especially in emergencies.
- **Fire Truck** – Any readily identifiable vehicles specially designed and equipped to respond to fire, hazmat, medical, and extrication incidents. This includes medium and heavy vehicles such as engines, pumpers, ladder, platform aerial apparatus, heavy rescue vehicles, water tenders or tankers, brush or wilderness firefight vehicles, etc.
- **Non-Transport Emergency Services Vehicle** – Any vehicle used for emergency services that is not specially designed or equipped to transport injured persons.
- **Incident Response** – Government vehicles typically equipped with a variety of tools, emergency medical equipment, traffic cones and control signs, absorbent material (for responding to spills), emergency and work lighting. Intended to assist law enforcement, fire and rescue personnel with trafficway incident management.
- **Unknown**

### **Emergency Motor Vehicle Use** *crashunitEmergencyMotorVehicleUse*

Indicates operation of any motor vehicle that is legally authorized by a government authority to respond to emergencies with or without the use of emergency warning equipment, such as a police vehicle, fire truck, or ambulance while actually engaged in such response.

Sometimes this field may be disabled, usually in the case of the unit being a pedestrian, in that case this field should always be Not Applicable as it is not a vehicle.

- **Not Applicable** – Indicates a vehicle is not legally authorized by a government authority to respond to emergencies.
- **Non-Emergency, Non-Transport** – Authorized emergency vehicle has been dispatched to an incident or has initiated operation in a non-emergency mode and is not transporting passengers, such as patients or suspects. The emergency vehicle operator is not using emergency lighting, audible siren or emergency vehicle maneuvers.

## DT4000 Crash Form

- **Non-Emergency, Transport** – Authorized emergency vehicle has been dispatched to an incident or has initiated a transport-related operation in a non-emergency mode. The emergency vehicle operator is not using emergency lighting, audible siren or emergency vehicle maneuvers. For example, transport of a suspect from one location to another or interfacility transport of a patient in an ambulance to a nursing home.
- **Emergency Operation, Emergency Warning Equipment Not in Use** – Authorized emergency vehicle that has been dispatched to an incident or has initiated an emergency operation and has no emergency lighting or audible siren in use. The emergency vehicle operator may be using emergency vehicle maneuvers as allowed under state law. For example, a police car in the last mile approaching a bank robbery, transport of a patient in an ambulance for which lights and sirens are not used per protocol.
- **Emergency Operation, Emergency Lights Only in Use** – Authorized emergency vehicle has been dispatched to an incident or has initiated emergency operation and has illuminated its emergency lighting devices. The emergency vehicle operator is using or is prepared to use emergency vehicle maneuvers as allowed by state law.
- **Emergency Operation, Siren Only in Use** – Authorized emergency vehicle has been dispatched to an incident or has initiated emergency operation and is using an audible siren. The emergency vehicle operator is using or is prepared to use emergency vehicle maneuvers as allowed by state law.
- **Emergency Operation, Emergency Lights and Siren in Use** – Authorized emergency vehicle has been dispatched to an incident or has initiated emergency operation and is using an audible siren and has illuminated its emergency lighting devices. The emergency vehicle operator is using or is prepared to use emergency vehicle maneuvers as allowed by state law.
- **Unknown**

### *Direction of Travel*

*crashunitDirectionOfTravel*

The direction of a motor vehicle's travel on the roadway before the crash. This is not a compass direction, but a direction consistent with the designated direction of the road. For example, the direction of a State-designated North-South highway must be either northbound or southbound even though a motor vehicle may have been traveling due east as a result of a segment of the highway having east-west orientation.

- **Northbound**
- **Southbound**
- **Eastbound**
- **Westbound**
- **Not on Roadway**
- **Unknown**

## DT4000 Crash Form

### **Speed Limit** *crash*

### **crashunitSpeedLimit**

The posted/statutory speed limit for the motor vehicle at the time of the crash.

### **Total Trailers**

### **CrashunitTotalTrailers**

Number of trailers connected to the main vehicle in the unit.

This field adds and deletes the trail sub group in the unit based the number entered. It opens/closes Trailer Towed group up to 5 per unit and 999 per crash. The trailer groups will automatically be deleted as long as there is no data in them.

Documents

\\documents\AddingorDeletingGroups.pdf

\\crashTrailerTowedgroup.html\Trailer Towed Group

### **Total # Citations Issued**

### **crashunitCitationCount**

Number of citations issued to the Unit.

This field adds and deletes the violation sub group in the unit based the number entered. It opens/closes Violation Group up to 99 per unit and 999 per crash. The violation groups will automatically be deleted as long as there is no data in them.

Documents

\\documents\AddingorDeletingGroups.pdf

\\documents\WorkingwithCitations.pdf

\\crashViolationgroup.html\Violation Group

### **Most Harmful Event**

### **crashunitMostHarmfulEvent**

Event that resulted in the most severe injury or, if no injury, the greatest property damage involving this motor vehicle. This is chosen from the event in the sequence of events that caused the greatest harm to the driver, or the vehicle.

This field is a special field and contains a Search button on the databar. The Search button will open up a search box for the Crash Event table. This table is filled with the attributes for a crash event and filtered to show only the objects. See how to search using violation search boxes in the user guide.

"help\documents\HowtoSearchUsingViolationSearchBoxes.rtf\*\*

- **Motor Vehicle in Transport** – A motor vehicle is any motorized (mechanically or electrically powered) road vehicle not operated on rails. When applied to motor vehicles, “in transport” refers to being in motion or on a roadway. Includes motor vehicle traffic on a highway, driverless motor vehicles in motion, motionless motor vehicles abandoned on a roadway, disabled motor vehicles on a roadway, etc. Only includes vehicles “in transport” on a roadway.
- **Parked Motor Vehicle** – A motor vehicle not in transport, other than a working motor vehicle, that is not in motion and not located on the roadway. In roadway lanes used for travel during some periods and for parking during other periods, a parked motor vehicle should be considered to be in transport during periods when parking is forbidden. Any stopped motor vehicle where the entirety of the vehicle’s primary outline as defined by the four sides of the vehicle (e.g., tires, bumpers, fenders) and load, if any, is not within the roadway is parked.
- **Pedalcycle** – Includes bicycles, tricycles, unicycles, pedal cars, etc. Includes only occupied pedalcycles. A bicycle in the roadway without a rider that is struck would be an “**Other Non-Fixed Object**”.
- **Pedestrian** – A person who is not an occupant of a motor vehicle in transport or a pedalcyclist. Includes a person who is adjacent to the motor vehicle regardless of their actions.

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- **Railway Vehicle (Train, Engine)** – Any land vehicle (train, engine) that is 1) designed primarily for moving persons or property from one place to another on rails and 2) not in use on a land way other than a railway. This would include a motor vehicle (e.g., pickup truck specially equipped to operate on rails when in use on a railway).
- **Motor Vehicle in Transport Other Roadway** – Any motor vehicle “in transport” that is not on a roadway.
- **Other Object – Not Fixed** – A collision with an object other than a motor vehicle in transport, a pedestrian, another road vehicle in transit, a parked motor vehicle, a railway vehicle, a pedalcycle, an animal, or a fixed object. For example, a fallen tree.
- **Traffic Sign Post** – A pole, post, or other type of support for a traffic sign. Does not include traffic signal poles and posts.
- **Traffic Signal Post** – A pole, post, or other type of support for a traffic signal.
- **Utility Pole** – Any pole constructed for the primary function of supporting an electric line, telephone line or other electrical-electronic transmission line or cable.
- **Luminous Light Support** – Any pole constructed for the primary function of supporting roadway lighting.
- **Other Post, Pole, or Support** – Any post, pole, or support that is not used for traffic signs or signals, utility, or lighting the roadway.
- **Tree** – Any tree standing upright and in the ground. A standing tree is a fixed object as opposed to a fallen tree that is a moveable object (“**Other Object – Not Fixed**”). Includes tree stumps. An entire tree or branches/limbs that fall from a tree that fall on a vehicle would be the Non-collision event “**Thrown or Falling Objects**”.
- **Mailbox** – Any mailbox, public or private.
- **Guardrail Face** – Surface area of the guardrail other than the end.
- **Guardrail End** – The end of the guardrail. Typically painted a warning color and may include a breakaway or redirection design feature not to be confused with an **Impact Attenuator**.
- **Median Barrier** – Any barrier placed in the median between two roadways travelling in opposing directions to prevent vehicles from crossing into opposing traffic. Examples include concrete median barriers, three beam barriers.
- **Bridge Parapet End** – The end of a barrier on a bridge which prevents a vehicle from leaving the bridge.
- **Bridge/Pier/Abutments** – Support for a bridge structure including the ends (abutments).
- **Impact Attenuator/Crash Cushion** – A barrier at a spot location, less than 25 feet away, designed to prevent an errant motor vehicle from impacting a fixed object hazard by gradually decelerating the motor vehicle to a safe stop or by redirecting the motor vehicle away from the hazard.
- **Overhead Sign Post** – Any post, pole, or support for a traffic sign that extends over the roadway.
- **Bridge Rail** – A barrier attached to a bridge deck or bridge parapet to restrain motor vehicles, pedestrians or other users. May be constructed of various materials including metal, concrete, stone, wood, and/or combinations of these materials. For example, a longitudinal barrier along the top of a bridge that is faced with “guardrail” material should be coded as “Bridge rail”.
- **Culvert** – An enclosed structure providing free passage of water under a roadway with a clear opening of less than twenty feet measured along the center of the roadway. An example of a culvert and ditch is shown below.

## DT4000 Crash Form

- **Ditch** – Includes any man-made structure for drainage purposes. A ditch ends where a culvert begins and resumes on the opposite side of the culvert. A collision with the sides of a ditch (or “ditch embankment” should be coded as ditch rather than an embankment.
- **Curb** – A raised edge or border to a roadway. Curbs may be constructed of concrete, asphalt, or wood and typically have a face height of less than 9 inches.
- **Embankment** – Earthen structure used to support a channel or roadway.
- **Fence** – A barrier, railing, or other upright structure enclosing an area of ground to mark a boundary, control access, or prevent escape. Includes fence posts. Typically made of wood, chain link, stone, etc. Excludes shrubs or hedges that serve as containment for property.
- **Other Fixed Object** – Includes walls, buildings, tunnels, shrubbery, etc.
- **Overturn/Rollover** – A motor vehicle that has overturned at least 90 degrees to its side.
- **Fire/Explosion** – A fire or explosion that was caused as the result of a crash. A fire/explosion is a non-collision harmful event.
- **Immersion, Full or Partial** – Entry of a motor vehicle into liquid so that it is completely covered **OR** there is damage to the vehicle or harm to an occupant.
- **Jackknife** – An uncontrolled articulation between a tractor and trailer(s) that occurs at any time during the crash sequence. A jackknife reflects a loss of control of the vehicle by the driver in which the trailer(s) yaw from its normal straight-line path behind the power unit.
- **Other Non-Collision** – Any other event that is not a collision. Examples include 1) driving off a cliff where damage is not the result of an overturn or collision with a fixed object, 2) an unbelted passenger hits his or her head on the roof of a vehicle and is injured, when the vehicle travels over a sharp dip in the road, 3) situation where a passenger is sickened or dies due to carbon monoxide fumes leaking from a motor vehicle in transport. Also includes when an occupant of a vehicle is run over by his/her own vehicle after falling from the vehicle.
- **Cargo/Equipment Loss or Shift** – Any loss or shift that causes damage to a motor vehicle, its occupants, or the cargo equipment itself. If cargo/equipment is lost and strikes another vehicle, that is a collision event. For example, if lumber falls from the bed of a truck and lands on a vehicle in the adjacent lane that would be the collision event “**Struck by Falling, Shifting Cargo**”.
- **Fell/Jumped From Motor Vehicle** – Motor vehicle occupant either involuntarily fell or intentionally leapt from the vehicle. For example, a passenger of a motor vehicle in transport leans against the car door, it opens and the passenger falls out and is injured by the fall.
- **Thrown or Falling Object** – A non-collision event where an object is thrown or falls on or near a motor vehicle in transport at the time of the crash. Examples include falling trees or tree limbs, or large rocks from a hillside that fall on a vehicle.
- **Other Non-Motorist** – Includes person’s on personal conveyances (e.g., Segway, scooter, skateboard), person’s riding an animal (e.g., person on horseback), and person’s in or on an animal drawn conveyance and the device itself when occupied (e.g., a horse and buggy).
- **Struck by Falling, Shifting Cargo or Anything Set in Motion by Motor Vehicle** – Motor vehicle or non-motorist struck by cargo or other object that was set in motion by a motor vehicle. Examples include logs falling off or coming loose from a truck and striking a vehicle behind the truck, or a motor vehicle striking a parked car and pushing it into a passing pedestrian.
- **Work Zone/Maintenance Equipment** – A motor vehicle in the act of performing construction, maintenance, or utility work related to the traffic way. This work may be located within open or closed portions of the trafficway and motor vehicles performing these activities can be within or outside of the trafficway boundaries. This excludes vehicles being operated on the trafficway for other work purposes such as garbage trucks, delivery trucks, police vehicles, etc.



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- **Bridge Overhead Structure** – Any part of a bridge that is over the reference or subject roadway. Typically refers to the beams or other structural elements supporting a bridge deck. The overhead structure does not include the support structures in the middle of the bridge (piers or columns) and at the ends (abutments).
- **Cable Barrier** – Flexible barrier system which uses several cables typically supported by steel posts. These can be used on the roadside or as a median barrier. These barriers are designed to help lessen impact or keep vehicles within the confines of the road.
- **Concrete Traffic Barrier** – Longitudinal traffic barrier constructed of concrete and located on the outside of the road surface, in a median, or in gore areas. This includes all temporary concrete barriers regardless of location (i.e., temporary “Jersey Barrier” on a bridge being used to control traffic during bridge repair/construction. Concrete walls (vertical side surfaces) such as the walls of a tunnel do not apply.
- **Other Traffic Barrier** – Longitudinal barriers other than guardrails, concrete traffic barriers, or cable barriers. They may be composed of material such as wood or rock.
- **Non-Domesticated Animal (Alive)** – Includes collisions with any live non-domesticated animals such as deer. Also use if it cannot be determined if the animal was alive or dead at the time of the crash.
- **Non-Domesticated Animal (Dead)** – Includes collisions with any dead non-domesticated animals.
- **Domesticated Animal (Alive)** – Includes collisions with live domesticated animals that are not being used as transportation or to draw a wagon, cart, or other transport device. Also used if it cannot be determined if the animal was alive or dead at the time of the crash.
- **Domesticated Animal (Dead)** – Includes collisions with any dead domesticated animals.
- **Fire Hydrant** – Any collision with a fire hydrant.
- **Run Off Roadway Right** – Any non-collision event where the motor vehicle in transport went off the roadway on the right side.
- **Run Off Roadway Left** – Any non-collision event where the motor vehicle in transport went off the roadway on the left side.
- **Cross Median** – Any non-collision event on a divided trafficway where the vehicle crosses the median into the opposing flow of traffic.
- **Cross Centerline** – Any non-collision event on an undivided trafficway where the vehicle crosses the centerline into the opposing flow of traffic.
- **Unknown**

### **Traffic Control**

### ***crashunitTrafficControl***

The type of traffic control device (TCD) applicable to this motor vehicle at the crash location.

- **No Control** – Used when no traffic controls are present. This excludes situations where existing controls are knocked down, obscured, or malfunctioning. For example, a stop sign that is knocked down or obscured would still be recorded as present.
- **Traffic Signal** – Controls traffic movements by illuminating systematically a green, yellow, or red light.
- **Traffic Signal Flash** – A traffic control signal that is flashing or a single light flashing red or yellow.
- **School Zone Sign/Device** – Signs or devices which change the speed limit on a road adjacent to schools on school days. Includes signs which give advance warning of school and signs which warn of children crossing the road.

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- **Stop Sign** - A six-sided red sign with "STOP" on it, requiring motor vehicles to come to a full stop and look for oncoming traffic before proceeding with caution.
- **Stop Sign/Flash** - A flashing six-sided red sign with "STOP" on it, requiring motor vehicles to come to a full stop and look for oncoming traffic before proceeding with caution.
- **Yield Sign** - Three-sided signs with "YIELD" on it, requiring motor vehicles to give way to other vehicles.
- **Warning Sign** - A sign intended to warn traffic of existing or potentially hazardous conditions on or adjacent to a road.
- **Warning Sign With Flash** - A flashing sign intended to warn traffic of existing or potentially hazardous conditions on or adjacent to a road.
- **Traffic Control Person** – A person direction traffic and pedestrians. Includes flaggers, law enforcement personnel, crossing guards, etc.
- **Railway Crossing** – Any sign, signal, or gate that warns of oncoming trains or train tracks crossing the roadway.
- **Other**
- **Unknown**

### **Traffic Control Inoperative/Missing**

***crashunitTrafficControlWorkingFlag***

Indicates whether the traffic control was inoperable or missing at the time of the crash.

- **Yes** – Indicates if the traffic control was **NOT** operating as intended. Used for static signs (e.g., stop, yield) that are down or obscured such that they cannot be seen by drivers as intended or for traffic signals that are down, obscured, or not operating properly.
- **No** – Indicates the traffic control was operating as intended at the time of the crash.
- **Unknown**

### **Traffic Way**

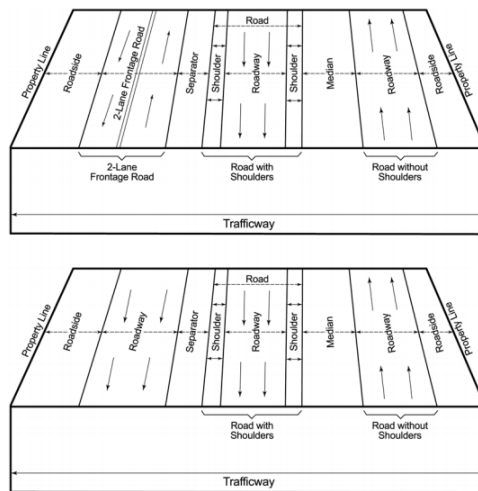
***crashunitTrafficWay***

Indication of whether or not the trafficway for this vehicle is divided and whether it serves one-way or two-way traffic. A divided trafficway is one on which the roadways for travel in opposite directions are physically separated by a median. The trafficway is the road type where the first harmful event took place.

- **Two-Way, Not Divided** – Any trafficway with traffic travelling in opposite directions that is not divided by a median.
- **Two-Way, Not Divided, With a Continuous Left Turn Lane** – A trafficway with vehicles traveling in opposite directions that has a two-way left turn lane positioned between opposing through travel lanes. The left-turn lane is designed to allow left turns to driveways, shopping centers, businesses, etc., while at the same time providing a separation of opposing through travel lanes.
- **Divided Highway Without Traffic Barrier** – Roadway travel in opposite directions that is physically separated by a median that is painted, raised, suppressed, etc. Excludes two-way continuous left turn lanes.
- **Two-Way, Divided, Unprotected (Painted > 4 Ft) Median** – Any two-way trafficway that is physically divided by an unprotected median (e.g., painted median greater than 4 feet, vegetation, gravel, trees, water, embankments, and ravines that separate a trafficway). Raised curbed medians do not constitute a barrier by themselves and would be included.
- **Divided Highway With Traffic Barrier** – Any trafficway not divided by a median where traffic is physically divided by any concrete, metal, or other type of longitudinal barrier.

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- **Divided Highway Median With Barrier** – Any trafficway divided by a median where traffic is also protected by any concrete, metal, or other type of longitudinal barrier.
- **One-Way Traffic** – An undivided trafficway with traffic flowing in one direction.
- **Parking Lot or Private Property** – Any crash that happens outside the boundaries of the trafficway. Examples include a motor vehicle driving in a parking aisle that crashes into a parked motor vehicle, and a motor vehicle driving on a private dirt trail and overturns.
- **Entrance/Exit Ramp** – Any crash that happens on an approach to or exit from a roadway.
- **Unknown**



Source: ANSI D16.2-2007 Manual on Classification of Motor Vehicle Traffic Accidents, Seventh Edition

### Roadway Curvature

### *crashunit*RoadCurvature

The measurement of the curvature in the roadway expressed in terms of its radius, length, and superelevation. The unit of measurement is feet. The curvature of the roadway is determined from the perspective of each vehicle involved in the crash. For example, in a head on crash one vehicle might have curvature "curve left" while the other vehicle has curvature "curve right".

- **Straight** – Indicates the vehicle was travelling on a roadway prior to the crash that exhibited no change in horizontal direction.
- **Curve Left** – Indicates the vehicle was travelling on a roadway prior to the crash that exhibited curvature to the left (from the driver's prospective).
- **Curve Right** – Indicates the vehicle was travelling on a roadway prior to the crash that exhibited curvature to the right (from the driver's prospective).
- **Curve-Unknown Direction** – Indicates the vehicle was travelling on a roadway prior to the crash that exhibited curvature, but the direction is not known.
- **Unknown**

## DT4000 Crash Form

### **Roadway Grade**

### ***crashunitRoadGrade***

This describes the inclination characteristics (grade) of the roadway in the direction of travel for this vehicle.

- **Level** – Indicates the vehicle was travelling on a roadway prior to the crash that exhibited no change in inclination.
- **Hillcrest** – Indicates the vehicle was travelling at the top of a hill prior to the crash, where the grade transitions from an upgrade to a downgrade. It may be a flat section of roadway on top of a hill.
- **Uphill** – Indicates that the vehicle was travelling on a roadway prior to the crash that exhibited inclination going up in elevation.
- **Downhill** – Indicates that the vehicle was travelling on a roadway prior to the crash that exhibited inclination going down in elevation.
- **Sag (Bottom)** – Indicates the vehicle was travelling at the bottom of a hill prior to the crash, where the grade transitions from a downgrade to an upgrade. It may be a flat section of roadway on bottom of a hill.
- **Unknown**

### **Surface Type**

### ***crashunitSurfaceType***

Describes the type of road surface at the crash for each particular vehicle. If multiple road surface types are present at the scene of the crash, choose the most predominant.

- **Blacktop (Bituminous)** – Indicates a road surface constructed of asphalt.
- **Brick or Block** – Indicates a road surface constructed with brick or block.
- **Concrete** – Indicates a road surface constructed using concrete.
- **Dirt** – Indicates a road surface that is unpaved, consisting of dirt.
- **Slag, Gravel, or Stone** – Indicates a road surface that is unpaved, consisting of slag, gravel, or stone.
- **Stamped Concrete** – Indicates a road surface that is unpaved, consisting of stamped concrete.
- **Other**
- **Unknown**

### **Insurance?**

### ***crashunitInsuranceFlag***

Indicates whether the vehicle is insured or not.

This field adds and deletes the Policy Holder sub group in the unit. There can only be 1 Policy Holder Group per Unit. The Policy Holder group will automatically be deleted as long as there is no data in it. This field is not required for a non-domesticated animal or a parking lot/Private Property Crash. Enter Not-Applicable unless your Agency has specified that you need to enter this information.

- **Yes**
- **No**
- **Unknown**
- **Not Applicable**

Documents

\\documents\AddingorDeletingGroups.pdf

## DT4000 Crash Form

\\crashPolicyHoldergroup.htm\Policy Holder Group

### **Pre-Crash Tire Mark** *crashunitPreCrashTireMarkFlag*

Indicates whether there are any tire marks left by the vehicle before the crash.

- Yes
- No
- N/A

### **HazMat Placard Displayed** *crashunitHazardousMaterialPlacardDisplayedFlag*

Indication of whether or not the motor vehicle had a hazardous materials placard as required by Federal/State regulations.

This field adds and deletes the Hazard Material sub group in the unit. There can only be 1 Hazard Material Group per Unit. The Hazard Material group will automatically be deleted as long as there is no data in it.

- **Yes** - Indicates a vehicle with hazardous materials has the hazmat placard displayed on all four sides of the vehicle. For containers with bulk packages inside, if the required ID number is not visible, the transport vehicle must be marked on each side and each end.
- **No** - Vehicle transporting hazardous material without the approach placard affixed to the vehicle.
- **Not Applicable** – Vehicle not transporting hazardous materials.

Documents

\\documents\AddingorDeletingGroups.pdf

\\crashhazmatgroup.html →Hazard Material Group

### **FMCSA Truck Bus or HazMat**—*crashunitFMCSATruckBusOrHazmat*

If the Unit type is a Bus or a Truck this field is required. The values are in higharchy order so if the multiple values are true then choose the top most selection. The choices are:

- **Any Vehicle Over 10,000lbs**: Indicates whether a truck or truck combination is greater than 10,000 lbs. GVWR, Gross Combination Weight Rating (GCWR).
- **Vehicle under 10,000 w/HM placard Displayed**: Indicates whether vehicle is displaying a hazardous materials placard.
- **Bus—Vehicle Designed to carry 9 or more ppl**: Indicates whether a vehicle is designed to carry 9 or more people including the driver.
- **Not FMCSA** : if the accident did not involve a truck, bus, or hazardous materials. This selection is the only one that will not open up the next field. FMCSA Reporting Threshold

### **FMCSA Reporting Threshold**—*crashunitFMCSAReportingThreshold*

If 'Any Vehicle Over 10,000lbs', 'Vehicle under 10,000 w/HM placard Displayed', or 'Bus—Vehicle Designed to carry 9 or more ppl' where selected in the FMCSA Truck Bus or HazMat field this field will open. The Values are in higharchy order so if the multiple values are true then choose the top most selection. The answers to these questions will determine whether or not the Truck and Bus group will be enabled (opened up). If it is enabled, you must complete a Truck and Bus group for each large truck or bus involved in the accident. The choices are:

## DT4000 Crash Form

- **No:** none of the choices apply. This is the only choice that will not open the Truck Bus Group.
- **Fatal Injury:** none of the choices apply. This is the only choice that will not open the Truck Bus Group..
- **Medical Transport:** Indicates whether any person who was injured required transport for immediate medical treatment. Will open the truck Bus Group.
- **One or more vehicle towed due to disabling damage:** Indicates whether one or more vehicles were towed from the scene due to disabling damage. Will open the truck Bus Group.

## DT4000 Crash Form

### Individual Subgroup

### CrashIndividualGroup

This section contains information about the passengers in vehicles involved in the crash. There should be an Individual group for each passenger in the crash. When you key the number of Total Occupants involved for each unit in the crash earlier in the form, TraCS automatically creates that number of Occupant groups. Exception: One Individual group is added for buses or trains since data is not required for non-injured occupants of these vehicles. You will have to enter number of Bus Occs Injured for injured occupants of buses or trains. If you close the form before putting any data in a group, that group will be deleted. You will have to manually add the group when you re-open the form. If you want to add or subtract an Individual group, see Adding or Deleting Groups.

Individual										
01 UNIT INDIVIDUAL	001		Role DRIVER		Citations Issued 1		<input type="checkbox"/> Use Driver Address		Individual Type	
	Last Name SMITH			First Name JACK			Middle Initial		Suffix	
	Street Address 555 WATER STREET			Street Address 2			PO Box			
	City PRAIRIE DU SAC			State WI		Zip Code 53578		Country of Residence UNITED STATES		
	DOB 10/11/1977		Sex M	Race I	Hair	Eyes	Height	Weight	Phone Number	
	Driver's License Number S1234567890123			State WI		License Jurisdiction STATE		Country of Issuance UNITED STATES		
	License Type NON-CDL DRIVER'S LICENSE			License Status VALID LICENSE			DL Expire Year			
	<b>Equipment</b>		On Duty Accident			Safety Equipment				
	Seat Position 1--FRONT SEAT-LEFT SIDE (MOTORCYCLE/BI			101,990						
	Helmet Use NO			Helmet Compliance NON APPROVED						
Eye Protection YES: WINDSHIELD			Tint Compliance NO							
01 UNIT INDIVIDUAL	001		<b>Injury</b>		Injury Severity INCAPACITATING INJURY		Airbag NOT APPLICABLE			
	Ejected TOTALLY EJECTED			Ejection Path OTHER PATH (E.G., BACK O			Trapped/Extricated NOT TRAPPED			
	Medical Transport EMS GROUND			EMS Agency Identifier 6000555		EMS Run # 456789				
	Hospital SAUK PRAIRIE HEALTHCARE			Date of Death		Time of Death				
	<b>Non Motorist</b>		Striking Unit #			Location		To/From School		
	Prior Actions			Action						
				Action Other						
	<b>Drug &amp; Alcohol</b>		Individual Condition APPEARED NORMAL							
	<input type="checkbox"/> Suspected Alcohol Use					<input type="checkbox"/> Suspected Drug Use				
	Alcohol Test Given TEST NOT GIVEN			Alcohol Test Type		Alcohol Test Results				
Drug Test Given TEST NOT GIVEN			Drug Test Type		Drug Test Results					
Drug Type										

Documents

documents\AddingorDeletingGroups.pdf

## DT4000 Crash Form

### Individual

*Role* *crashIndividualRole*

The type of person involved in the crash.

This field is limited by the Unit Type Field in the Unit Group. What you have there, modifies the list for this field. If you don't see the individual's role in the list then you picked an incorrect unit type. This is also a form mechanics field and when changed will disable and/or default fields in the Individual Sub Group.

- **Driver** – An occupant who is in actual physical control of a motor vehicle or, for an out-of-control motor vehicle, an occupant who was in control until control was lost. For an illegally parked vehicle, the driver would be the last person who drove the vehicle.
- **Passenger** – Occupant of motor vehicle other than the driver.
- **Pedestrian** – A person who is not an occupant of a motor vehicle in transport or a pedalcyclist. Includes a person who is adjacent to the motor vehicle regardless of their actions.
- **Other Pedestrian** – A person on a personal conveyance (person in a wheelchair, skater, etc.) and for any person in a building.
- **Bicyclist** – Two-wheeled, non-motorized cycle. Includes all persons (operator and passengers) on a bicycle.
- **Other Cyclist** – Non-motorist using a non-motorized pedal-powered vehicle other than a bicycle, such as a unicycle or adult tricycle.
- **Occupant of Motor Vehicle Not in Transport** – Persons in all seating positions in a motor vehicle that is not in transport. Includes all persons occupying parked and working vehicles.
- **Occupant of Non-Motor Vehicle Transportation Device** – persons riding in an animal-drawn conveyance (e.g., horse-drawn carriage), on an animal, or injured occupants of railway vehicles, etc.
- **Unknown Type of Motorist** – Used only when it cannot be determined which attribute is applicable for a person that is known to have not been in a motor vehicle.
- **Unknown**

**Commented [s10]:** I think we really need to look at the legally parked vs. illegally parked vehicles. This really makes a difference whether a crash goes on persons driving record. There is a lot of confusion regarding this topic. - TWE

*Citations Issued* *crashIndividualCitationCount*

The number of citations issued to person.

All the individual citations issued need to add up to the Unit Total Citations field.

*Use Driver Address* *crashIndividualUseDriverAddressFlag*

This is a field that is not used for data but to fill out the address fields. If the driver of the current unit has already been entered, then clicking yes will cause the address information to be entered upon entering the last name of the individual.

### Individual Type

This field is always set to Individual, and is needed for Common information.

*Last Name* *crashIndividualNameLast*

The last name of the person involved in the crash.

Document

External Search

*First Name* *crashIndividualNameFirst*

The first name of the person involved in the crash.



## DT4000 Crash Form

*Middle* *crashIndividualNameMiddle*

The middle initial of the person involved in the crash.

*Suffix* *crashIndividualNameSuffix*

Suffix of the person involved in the crash.

*Address 1* *crashIndividualAddressStreet*

The Current address of person involved in the crash.

*Address 2* *crashIndividualAddressStreet2*

The current address of person involved in the crash.

*PO Box* *crashIndividualAddressPOBoxNumber*

The current PO box (if any) of the person involved in the crash.

*City* *crashIndividualAddressMunicipality*

The current city where the person involved in the crash resides.

*State* *crashIndividualAddressState*

The current state where the person involved in the crash resides.

Putting in this field will automatically fill in the Country of Residence field.

Document

Codes in Appendix B

*ZIP Code* *crashIndividualAddressZipCode*

The current ZIP code where the person involved in the crash resides.

If the state field is Canada the zip code databar will switch to Canadian zip codes. Entering this field with a blank City will automatically fill in the City or Municipality field.

*Country of Residence* *crashIndividualAddressCountry*

The country from which the person is a resident.

This field will probably be filled out automatically when the State Field in entered.

Document

Codes in Appendix B

*Date of Birth* *crashIndividualDateOfBirth*

The year, month, and day of birth (or age to be used only when date of birth cannot be obtained), of person involved in the crash.

*Sex* *crashIndividualSex*

The sex of the person involved in the crash.

- **Male**
- **Female**
- **Unknown**

*Race* *crashIndividualRace*

The Race of the person involved in the crash.

Document

## DT4000 Crash Form

Uniform Traffic Citation Codes

*Hair* *crashIndividualHairColor*

The Hair color of the person involved in the crash

This field is not necessary for the crash form but needed if using replicate to an ELCI citation, where this field is required.

- **Bald**
- **Black**
- **Blond**
- **Brown**
- **Gray**
- **Red**
- **Sandy**
- **Unknown**
- **White**

*Eyes* *crashIndividualEyeColor*

The eye color of the person involved in the crash

This field is not necessary for the crash form but needed if using replicate to an ELCI citation, where this field is required.

- **Black**
- **Blue**
- **Brown**
- **Dichromatic**
- **Gray**
- **Green**
- **Hazel**
- **Unknown**

*Height* *crashIndividualHeight*

The height in feet of the person involved in the crash

This field is not necessary for the crash form but needed if using replicate to an ELCI citation, where this field is required.

*Weight* *crashIndividualWeight*

The weight in pounds of the person involved in the crash

This field is not necessary for the crash form but needed if using replicate to an ELCI citation, where this field is required.

*Phone Number* *crashIndividualPhoneNumber*

The telephone number of the operator of the vehicle involved in the crash. If the operator does not have a phone, or has an unpublished/unlisted number which is not public record, print "NONE" in this field.

## DT4000 Crash Form

### *Driver's License Number* *crashIndividualDriverLicenseNumber*

Unique set of alphanumeric characters assigned by authorizing agent issuing a driver's license to the operator of the vehicle involved in the crash. Enter the license number or ID card number as it appears on the license.

### *State* *crashIndividualDriverLicenseIssuanceState*

The geographic or political entity issuing a driver license. Includes the States of the United States (including the District of Columbia and outlying areas), Indian Nations, U.S. Government, Canadian Provinces, and Mexican States (including the Distrito Federal), as well as other jurisdictions.

After entering this field, the License Jurisdiction and County of Issuance fields will automatically fill in.

Document

Codes in Appendix B

### *Driver's License Jurisdiction* *crashIndividualDriverLicenseJurisdiction*

The State, Indian Nation, Canadian Province, Mexican State, or other jurisdiction that issued the driver license.

This field automatically fills in when entering the State field.

- **Not Licensed** – Indicates the driver has no driver's license at all. For drivers with suspended, expired, or revoked licenses the state of issue should still be recorded.
- **State** – Indicates driver's license was issued from a State jurisdiction.
- **Indian Nation** – Indicates a federally recognized Indian tribe with sovereign authority to interact on a government-to-government basis directly with federal agencies issued the drivers license.
- **U.S. Government** – Indicates the license was issued by the U.S. Government, such as military or State Department Foreign Service.
- **Canadian Province** – Indicates the license was issued by a Canadian province.
- **Mexican State** – Indicates the license was issued by a Mexican State.
- **International License** – Indicates the license was issued by a foreign country.
- **Not Applicable** – Any non-driver involved in crash.
- **Unknown**

### *Country of Issuance* *crashIndividualDriverIssuanceCountry*

The country in which the driver license was issued.

This field automatically fills in when entering the State field.

Document

Codes in Appendix B

### *Driver's License Type* *crashIndividualDriverLicenseType*

The type of license the driver is licensed as.

- **Non-CDL Driver's License** – Any regular or standard driver's license issued for the operation of automobiles and light trucks.
- **Non-CDL Restricted Driver's License** – Any regular or standard driver's license issued for the operation of automobiles and light trucks with restrictions imposed upon the driver.
- **Commercial Driver's License (CDL)** – Any driver's license qualified to operate vehicles in excess of 10,000 pounds transporting goods.

## DT4000 Crash Form

### *Driver License Status*      *crashIndividualDriverLicenseStatus*

The current status of the driver license at the time of the crash.

- **Valid License** – Indicates driver's license was valid at the time of the crash.
- **Not Licensed** – Indicates driver did not have a license at the time of the crash. Does not include persons who have had their license suspended, revoked, or expired.
- **Suspended** – A driver's license that is temporarily not valid, due to violations or other causes.
- **Revoked** – A driver's license that is no longer valid and cannot be renewed, due to violations or other causes.
- **Expired** – A driver's license that is no longer valid due to the age of the license. Can be renewed at Department of Motor Vehicles.
- **Canceled/Denied** – A driver who had their license denied.
- **Disqualified (CDL)** – A driver who cannot operate a commercial vehicle.
- **Unknown**

### *DL Expire Year*      *crashIndividualDriverLicenseExpirationYear*

The weight in pounds of the person involved in the crash

This field is not necessary for the crash form but needed if using replicate to an ELCI citation, where this field is required.

### **Equipment**

#### *On Duty Crash*      *crashIndividualOnDutyCrash*

Indicates whether police, EMT/first responder, fire fighter or winter highway maintenance were "on duty" and involved in the crash.

- **Police**
- **EMT First Responder**
- **Fire Fighter**
- **Winter Highway Maintenance**

### *Seat Position*      *crashIndividualSeatPosition* – *check file for image*

The seating location of the person in, on, or outside of the motor vehicle prior to the first event in the sequence of events.

The databar for this field has a picture with numbers to help place the individual.

\\Graphics\seating-300x170.gif

- **1--Front Seat – Left Side** – Usually indicates driver of motor vehicle or motorcycle except for postal vehicles and some foreign vehicles. Leftmost seat position in a vehicle. Also includes occupant in driver seat of a legally parked vehicle.
- **2--Front Seat – Middle** – Seat between left and right seat positions. A person not in an actual seat in the "middle" of the left and right seat positions would be classified as **Other**.
- **3--Front Seat – Right Side (Train Engineers)** – Rightmost position in the front row. Also used to indicate train engineer.
- **4--Second Seat – Left Side (Motorcycle/Bicycle Passenger)** – Leftmost seat in the second row. Also used to indicate motorcycle or bicycle passengers.

## DT4000 Crash Form

- **5--Second Seat – Middle** – Middle seat in the second row. A person not in an actual seat in the "middle" of the left and right seat positions would be classified as **Other**.
- **6--Second Seat – Right Side** – Rightmost seat in the second row.
- **7--Third Seat – Left Side (Sidecar: Motorcycle Passenger)** – Leftmost seat in the third row. Also used to indicate motorcycle passenger in a sidecar.
- **8--Third Seat – Middle** – Middle seat in the third row. A person not in an actual seat in the "middle" of the left and right seat positions would be classified as **Other**.
- **9--Third Seat – Right Side** – Rightmost seat in the third row.
- **10--Fourth Seat – Left Side** – Leftmost seat in the fourth row.
- **11--Fourth Seat – Middle** – Middle seat in the fourth row. A person not in an actual seat in the "middle" of the left and right seat positions would be classified as **Other**.
- **12--Fourth Seat – Right Side** – Rightmost seat in the fourth row.
- **Other Row (Bus, 15 Passenger Van, Etc.)** – Used for vehicles with five or more seating rows and includes all seating positions in the fifth row or higher.
- **Sleeper Section of Cab (Truck)** – Section in back of truck cab where occupants can sleep.
- **Passenger in Other Enclosed Passenger or Cargo Area (Non-Trailing Unit Including Buses)** - Persons in an enclosed area where no defined seating exists or using a fold-down type seat in its folded-down position. For example persons in the cargo box of a moving truck.
- **Passenger in Unenclosed Passenger or Cargo Area (Non-Trailing Unit)** – Persons in an unenclosed area where no defined seating exists. Examples include passengers riding in an open pickup bed, top of open double-decker bus, etc.
- **Trailing Unit** – Persons riding in an attached trailer of a motor vehicle or occupant of a motorcycle caboose.
- **Riding on Vehicle Exterior (Non-Trailing Unit)** – Occupant riding outside of a motor vehicle on the roof, hood, fender, running board, trunk etc.
- **Pedestrian (non-Occupant)** – A person who is not an occupant of a motor vehicle in transport or a pedalcyclist. Includes a person who is adjacent to the motor vehicle regardless of their actions.
- **Other** – Includes driver of an illegally parked vehicle who is not in the vehicle at the time of the crash.
- **Unknown**

### *Safety Equipment or Protective Gear*

### *crashIndividualSafetyEquipmentTypes*

The restraint equipment in use at the time of the crash.

This field changes type from single list to multi list based on the type of Unit and role

### *Automobile, Truck, Bus, Equipment –Single List*

The restraint equipment in use at the time of the crash (excluding motorcyclists).

- **Shoulder and Lap Belt** – Occupant restraint system where both the shoulder belt and lap belt portions are connected to a buckle.
- **Lap Belt Only** – Use of a lap safety belt either because the motor vehicle is equipped only with lap belt or because the shoulder belt is not in use.
- **Shoulder Belt Only** – Use of a shoulder belt either because the motor vehicle is equipped only with shoulder belt or because the lap safety belt is not in use.

## DT4000 Crash Form

- **Restraint Use Unknown** – Used when an occupant's safety equipment use is not known.
- **None Used – Vehicle Occupant** – Persons that did not use a restraint in a seat position where there was a restraint available.
- **Restraint Used – Type Unknown** – Used for persons when it is known that a restraint was used but it is not known which restraint attribute applies.
- **Child Restraint System – Forward Facing** – Child passenger faces forward in the child restraint system. Does not imply correct use or placement but requires the child to be buckled into the safety seat.
- **Child Restraint System – Rear Facing** – Child passenger faces backward in the child restraint system. Does not imply correct use or placement but requires the child to be buckled into the safety seat.
- **Booster Seat** – A "Belt-positioning seat" that positions a child on a vehicle seat to improve the fit of the child in a lap and shoulder seat belt system.
- **Child Restraint – Type Unknown** – Used when it is known that a child restraint was used, but it is unknown if it was forward or rear facing.
- **Not Applicable** – Restraint not available.
- **Other**

### *Pedestrian, bicycle – Multi List*

The restraint equipment in use by the operator non-motorist at the time of the crash (excluding motorcyclists).

- **None** – Indicates that the non-motorist did not utilize any safety equipment.
- **Helmet** – Indicates non-motorist was wearing a helmet at the time of the crash.
- **Protective Pads Used (Elbow, Knees, Shin, Etc.)** – Indicates non-motorist used protective pads were used at the time of the crash. Includes any types of protective pad worn by the non-motorist.
- **Reflective Clothing (Jacket, Backpack, Etc.)** – Indicates non-motorist wore reflective clothing at the time of the crash. Includes any types of reflective clothing, anywhere on the person.
- **Lighting** – Lighting affixed or held by the non-motorist to make them more visible.
- **Other**
- **Unknown**

### *Motorcycle – Multi List*

Identifies what protective gear was used by the motorcyclist at the time of the crash.

- **Reflective** –
- **Gloves** –
- **Boots** –
- **Jacket** –
- **Long Pants** –
- **None** –
- **Unknown** –

## DT4000 Crash Form

### *Helmet Use* *crashIndividualMotorcycleHelmetUse*

The type of helmet used by the motorcyclist at the time of the crash.

If the choice is No or Unknown then the Helmet Compliance with gray out and default to Unknown

- **Half** – Helmet that only covers the top of the occupants head.
- **Three-Quarter** – Motorcycle helmet that covers the whole head, except the face. Includes helmets with a visor covering the face.
- **Full-Face** – Motorcycle helmet that covers the whole head.
- **No** – Motorcycle occupant that was riding without a helmet of any type.
- **Unknown**

### *Helmet Compliance* *crashIndividualMotorcycleHelmetCompliance*

Identifies whether the helmet used by motorcyclist was DOT compliant at the time of the crash.

This field grays out and defaults to Unknown when Helmet Use is No or Unknown.

- **Non-Approved** – Helmet that is not compliant with Federal Motor Vehicle Safety Standards. Includes bicycle helmets, skateboard helmets, and novelty helmets.
- **Approved** – Helmet is compliant with Federal Motor Vehicle Safety Standards. Typically weigh approximately 3 pounds, have an inner liner at least one-inch thick of firm polystyrene foam, have an inside label that states the manufacturer, model, and date of manufacture, and have a DOT sticker on the back of the helmet. A DOT sticker alone is not sufficient evidence to indicate that the helmet is DOT-compliant, as counterfeit stickers have been found affixed to non-compliant helmets.
- **Unknown** – Motorcycle occupant wearing helmet, unknown if compliant.

### *Eye Protection* *crashIndividualMotorcycleEyeProtection*

The type of eye protection the motorcyclist was using at the time of the crash.

If the choice is No or Unknown then the Tint Compliance with gray out and default to Unknown

- **Yes: Worn** – Occupant of motorcycle wearing some form of eye protection at the time of the crash. Includes helmets with visor, or goggles.
- **Yes: Windshield** – Motorcycle equipped with windshield.
- **Yes: Worn and Windshield** – Motorcycle equipped with windshield and occupant of motorcycle wearing some form of eye protection at the time of the crash. Includes helmets with visor, or goggles.
- **No** – Motorcycle not equipped with windshield, and occupant not wearing eye protection.
- **Unknown**

### *Tint Compliance* *crashIndividualMotorcycleTintCompliance*

Identifies whether the helmet was tint compliant at the time of the crash.

This field grays out and defaults to Unknown when Helmet Use is No or Unknown.

- **Yes** – Level of tint on helmet is DOT compliant. Tinted helmets or eye protection may not be used during night or any other time when little light is available.
- **No** – Level of tint exceeds DOT compliance. Includes tinted visors or eye protection used during night or any other time when little light is available.
- **Unknown**

## DT4000 Crash Form

### **Injury**

#### *Injury Severity*

#### *crashIndividualInjurySeverity*

The injury severity level for the person involved in a crash. The determination of which attribute to assign should be based on the latest information available at the time the report is completed, except for fatal injuries.

If a fatal injury is chosen then the Date of Death and Time of Death fields enable. Your agency is also required to send notification to the FARS group in the DOT and fill out a Fatal Supplement.

- **Fatal Injury (K)** – Any injury that results in death within 30 days after the motor vehicle crash in which the injury occurred. If the person did not die at the scene but died within 30 days of the motor vehicle crash in which the injury occurred, the injury classification should be changed from the attribute previously assigned to “Fatal”.
- **Suspected Serious Injury (A)** – An injury other than fatal which results in one or more of the following:
  - Severe laceration resulting in exposure of underlying tissues/muscle/organs or resulting in significant loss of blood, broken or distorted extremity (arm or leg), crush injuries, suspected skull, chest or abdominal injury other than bruises or minor lacerations, significant burns (second and third degree burns over 10% or more of body), unconsciousness when taken from the crash scene, or paralysis.
- **Suspected Minor Injury (B)** – Any injury that is evident at the scene of the crash, other than fatal or serious injuries.
  - Examples include lump on the head, abrasions, bruises, minor lacerations (cuts on the skin surface with minimal bleeding and no exposure of deeper tissue/muscle).
- **Possible Injury (C)** – Any injury reported or claimed which is not a fatal, suspected serious or suspected minor injury.
  - Examples include momentary loss of consciousness, claim of injury, limping, or complaint of pain or nausea. Possible injuries are those which are reported by the person or are indicated by his/her behavior, but no wounds or injuries are readily evident.
- **No Apparent Injury (O)** – No reason to believe that the person received any bodily harm from the motor vehicle crash. There is no physical evidence of injury and the person does not report any change in normal function.

Document

../documents/WorkingwiththeFatalCrashes.pdf">Working with a Fatal Crash

#### *Airbag*

#### *crashIndividualAirbags*

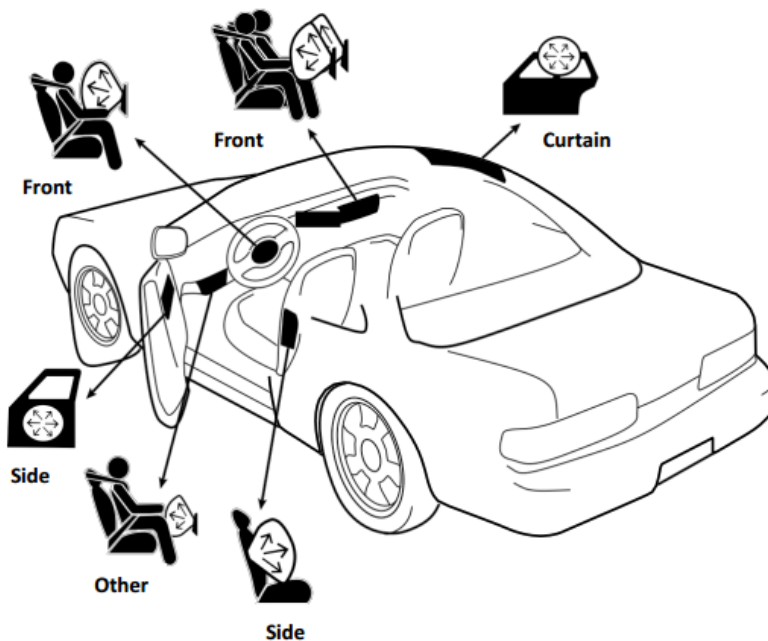
Deployment status of an air bag relative to the position of the operator of the vehicle.

- **Non-Deployed** – Indicates the vehicle is equipped with an air bag (air bags) for this occupants seat position, but it (they) did not deploy in this crash.
- **Deployed – Front** – Driver or front seat passenger air bag is out of its cover and protruding into driver's compartment. Bag is fully or partially deflated or inflated.
- **Deployed – Side** – Air bag on side of motor vehicle is out of its cover and protruding into occupant compartment. Bag is fully or partially deflated or inflated.
- **Deployed – Curtain** – Curtain air bag is out of its cover and protruding into driver or passenger compartment. Bag is fully or partially deflated or inflated.
- **Deployed – Other (Knee, Air Belt, Etc.)** – Knee air bag, air belt, or other new air bag technology is deployed.



## DT4000 Crash Form

- **Deployed – Combination** – More than one air bag deploys including front driver and front passenger, front and side, or front side, and other, etc.
- **Non-Deployed – Switched Off** – Air bag does not deploy due to being deactivated.
- **Non-Deployed – Defective/Removed** – Air bag is either defective, non-function, or removed from the vehicle.
- **Not Applicable**
- **Unknown**



*Ejected* *crashIndividualEjected*

Indicates the extent to which the person was ejected from the interior of the motor vehicle as a result of the crash. This excludes motorcycles.

This field enables and disables the Ejection Path field along with defaulting it to Unknown in certain situations. Only totally and partially Ejected will enable the Ejection Path field.

- **Not Ejected** – Persons who are neither totally nor partially ejected from the vehicle.
- **Totally Ejected** – Occupant's body is entirely outside the vehicle but may be in contact with the vehicle. Includes occupants who are not initially in the seating compartment of the vehicle (e.g., pickup beds and persons riding on open tailgates). Attribute should not be used for any person with a seating position of **Riding on Vehicle Exterior**.
- **Partially Ejected** – Some part but not all of an occupant's body is, at some time during the crash sequence, outside the occupant compartment. Does not apply to occupants who are not initially in the seating compartment of the vehicle (e.g., pickup beds and persons riding on open

## DT4000 Crash Form

tailgates), since any ejection for them is coded as **Totally Ejected**. Should not be used for any person with a seating position of **Riding on Vehicle Exterior**.

- **Not Applicable** – Persons who are riding on the exterior of a vehicle or for motorcycle occupants. Also applies to any person that is not a motor vehicle occupant.
- **Unknown**

### *Ejection Path*      *crashIndividualEjectionPath*

Describes the ejection path of the person.

This field enables and disables based on the Ejected field along with defaulting it to Unknown in certain situations. Only totally and partially ejected will in the Ejected field will enable the Ejection Path field.

- **Through Side Door Opening** – For persons ejected, fully or partially, through side door opening.
- **Through Side Window** – For persons ejected, fully or partially, through side window opening.
- **Through Windshield** – For persons ejected, fully or partially, through windshield.
- **Through Back Window** – For persons ejected, fully or partially, through back window
- **Through Back Door/Tailgate Opening** – For persons ejected, fully or partially, through back door or tailgate opening such as an SUV. Does not include ejection from back of pickup truck.
- **Through Roof Opening (Sun Roof/Convertible Top Down)** – For persons ejected, fully or partially, through roof opening. Includes sun roof and convertibles with the top down.
- **Through Roof (Convertible Top Up)** – For persons ejected, fully or partially, through the roof top of a convertible that is covering the vehicle during the crash sequence.
- **Other Path (e.g., Back of Pickup Truck, Trailer)** – For persons ejected, fully or partially, from the back of a pickup truck or other trailer.
- **Not Ejected/Not Applicable** – Persons not ejected, fully or partially, from the vehicle.
- **Unknown**

### *Trapped/Extricated*      *crashIndividualTrappedExtricated*

Indicates the person's level of entrapment or extrication. "Trapped/Not Extricated" indicates the person died in the vehicle.

- **Not Trapped** – Person not trapped in the vehicle due to the crash. Does not require extrication.
- **Trapped/Extricated** – Person trapped in the vehicle as a result of the crash. Requires extrication by a mechanical means.
- **Trapped/Not Extricated** – Person was trapped in vehicle as a result of the crash but was not extricated. This field is used to indicate the victim died in the vehicle.
- **Not Applicable** – Persons neither trapped in a vehicle due to the crash nor requiring extrication. An example would be a motorcycle overturning.
- **Unknown**

### *Medical Transport*      *crashIndividualMedicalTransport*

Type and identity of unit providing transport to the first medical facility receiving the patient.

This information is most important for Fatal Crash Reporting to the Federal Government.

- **Not Transported** – Indicates victims who are dead on the scene and for those who are not taken (or do not go) to a treatment facility or hospital for treatment. For example, this would be used for an uninjured occupant who rides along with an injured person to a treatment facility.

## DT4000 Crash Form

- **EMS Air** – Transport of injured crash victim to a treatment facility via air flight.
- **EMS Ground** – Transport of injured crash victim to a treatment facility via EMS ground transport.
- **Law Enforcement** – Victim transported to medical treatment facility by law enforcement officer.
- **Other**
- **Unknown**

*EMS Agency Identifier*                      *crashIndividualEMSAgencyIdentifier*

The service license ID of unit/agency providing transport to the first medical facility receiving the patient.

This field is a special field and contains a Search button on the databar. The Search button will open up a search box for the EMS table. This table is filled with WI Division of Public Health information.

This information is most important for Fatal Crash Reporting to the Federal Government.

Document

help\documents\HowtoSearchUsingViolationSearchBoxes.pdf

*EMS Run Number*                      *crashIndividualEMSRunNumber*

The unique number to identify the transport of a patient.

This information is most important for Fatal Crash Reporting to the Federal Government.

*Hospital*                      *crashIndividualHospital*

The number of the medical facility receiving patient.

This information is most important for Fatal Crash Reporting to the Federal Government.

This field is a special field and contains a Search button on the databar. The Search button will open up a search box for the Hospital table. This table is filled with WI Division of Public Health information.

Document

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*Date of Death*                      *crashIndividualDateOfDeath*

The Date of Death of the Individual in a fatal Crash

This field is enabled/Disabled based on attributes in the Injure Severity Field, and is required for a Fatal Crash.

*Time of Death*                      *crashIndividualTimeOfDeath*

The Time of Death of the Individual in a fatal Crash

This field is enabled/Disabled based on attributes in the Injure Severity Field.

### **Non Motorist**

*Striking Unit #*                      *crashIndividualPedestrianReferenceNumberOfStrikingUnit*

The number assigned to identify the motor vehicle that struck the non-motorist in the crash.

This field is only enabled for non-motorist units.

This is a special field that has a databar button that can help determine which unit you are looking for.

help\documents\HowtoUseAGroupLookupButton.rtf

*Location*                      *crashIndividualPedestrianLocation*

The location of the non-motorist with respect to the roadway at the time of the crash.

## DT4000 Crash Form

This field is only enabled for non-motorist units.

- **Intersection-Marked Crosswalk** – Portion of the roadway that is distinctly indicated for pedestrian crossing by lines or other markings on the surface of the roadway.
- **Intersection – Unmarked Crosswalk** – Non-motorist in portion of the roadway at an intersection outside of the lateral lines that connect the curbs where the “crosswalk” is not distinctly marked on the roadway.
- **Intersection – Other** – Any other configuration of intersection crossings.
- **Midblock – Marked Crosswalk** – A portion of the roadway midblock distinctly indicated for pedestrian crossing by lines or other markings on the surface of the roadway.
- **Travel Lane – Other Location** – Any location other than those listed here located in the travel lane.
- **Bicycle Lane** – Bikeway adjacent to travel lanes which has been designated for preferential or exclusive usage by pedalcyclists through striping, signage, or pavement markings.
- **Shoulder/Roadside** – Paved portion of trafficway not designated for motor vehicle travel.
- **Median/Crossing Island** – Area of trafficway between parallel roads separating travel in opposite directions. A median should be four or more feet wide. A crossing island is a cement or grassy area in the middle of a trafficway.
- **Driveway Access** – Portion of the trafficway at the end of a driveway providing access to property adjacent to a trafficway.
- **Shared-Use Path or Trail** – Bikeway physically separated from motorized vehicular traffic by an open space or barrier and either within the highway right-of-way or an independent right-of-way. Share use paths will also be used by pedestrians, skaters, wheelchairs, joggers, and other non-motorized users.
- **Non-Trafficway Area** – Indicates non-motorist struck while outside the trafficway boundaries. For example, a person in a building/house, in their front yard or private driveway, or a person in a parking lot stall or aisle.
- **Other**
- **Unknown**

*To/From School* *crashIndividualPedestrianDestination*

Whether the non-motorist was walking/cycling to/from school. Does not have to be located in a school zone at the time of the crash.

This field is only enabled for non-motorist units.

- **Yes** – Indicates non-motorist was heading to or from school at the time of the crash.
- **No** – Indicates non-motorist was not heading to or from school at the time of the crash.
- **Unknown**

*Action of Pedestrian/Bicyclist Prior to Crash* *crashIndividualPedestrianPriorActions*

Action of pedestrian or bicyclist prior to crash that may have contributed to crash.

This field is only enabled for non-motorist units.

- **Crossing Roadway** – Non-motorist that was in the process of crossing the roadway (travel lanes).
- **Waiting to Cross Roadway** – Non-motorist before they began the process of crossing the roadway (travel lanes).

## DT4000 Crash Form

- **Walking/Cycling Along Roadway with Traffic (In or Adjacent to Travel Lane)** – Non-motorist walking or cycling in or next to the roadway in the direction of traffic.
- **Walking/Cycling Along Roadway Against Traffic (In or Adjacent to Travel Lane)** – Non-motorist walking or cycling in or next to the roadway against the direction of traffic.
- **Walking/Cycling on Sidewalk** – Non-motorist walking or cycling on the sidewalk.
- **In Roadway – Other** – Non-motorist in roadway, such as a child playing.
- **Adjacent to Roadway (e.g., Shoulder, Median)** – Non-motorist that is not moving adjacent to the roadway (in the shoulder, median, etc. Examples include a person picking up garbage in the median, a traffic flagger, or a crossing guard standing on the side of the road.
- **Working in Trafficway (Incident Response)** – Non-motorist working in the trafficway related to a traffic incident. For example, an officer directing traffic after a crash.
- **None**
- **Jogging/Running** – Non-motorist running or jogging.
- **Entering/Exiting Parked or Stopped Motor Vehicle** – Person entering or exiting a parked or stopped motor vehicle.
- **Disabled Vehicle Related** – Non-motorist conducting activities related to a disabled vehicle. For example, a person changing a flat tire.
- **Other**
- **Unknown**

*Non-Motorist Action/Circumstance at Time of Crash*  
*crashIndividualPedestrianActions*

The actions/circumstances of the non-motorist that may have contributed to the crash.

This field is only enabled for non-motorist units.

- **Walking Not Facing Traffic** – Indicates non-motorist walking in the direction of traffic.
- **Disregarded Signal** – Indicates non-motorist did not obey the traffic signal.
- **Sudden Movement Into Traffic** – Non-motorist entering from off the roadway, including running, jogging, or stumbling, etc.
- **Dark Clothing** – Indicates non-motorist dark clothing lead to a traffic crash.
- **Walking Facing Traffic** – Indicates non-motorist walking in the opposite direction of traffic.
- **No Improper Action** – Indicates no improper action was taken by the non-motorist.
- **Improper Crossing of Roadway (Jaywalking)** –
- **Failure to Yield Right-of-Way** – Indicates a right of way violation by the non-motorist not failing to give way.
- **Failure to Obey Traffic Signs, Signals, or Officer** – Indicates non-motorist failing to obey a traffic control device.
- **In Roadway Improperly (Standing, Lying, Working, Playing)** – Indicates non-motorist in roadway and not walking/running/cycling. Examples include a child playing, or a person standing in the road.
- **Disabled Vehicle Related (Working on, Pushing, Leaving/Approaching)** – Non-motorist conducting activities related to a disabled vehicle. For example, a person changing a flat tire.

**Commented [s11]:** "Several appear similar. Need to revisit"

## DT4000 Crash Form

- **Entering/Exiting Parked/Standing Vehicle** – Person entering or exiting a parked or stopped motor vehicle.
- **Inattentive (Talking, Eating, Etc.)** – Non-motorist inattentive at time of crash. Examples include talking, eating, etc.
- **Not Visible (Dark Clothing, No Lighting, Etc.)** – Non-motorist not visible at time of crash due to clothing, no lighting, glare, contrast from a street light, etc..
- **Improper Turn/Merge** – Indicates improper turn by non-motorist.
- **Improper Passing** – Indicates improper passing maneuver by the non-motorist.
- **Wrong-Way Riding or Walking** – Indicates non-motorist walking or riding in a direction other than that required by statute.
- **Failing to Have Lights on When Required (Bicycling)** – Bicyclist riding without lights when required by statute.
- **Operation Without Required Equipment (Bicycle Reflectors)** – Bicyclist riding without proper reflective equipment when required by statute.
- **Improper or Erratic Lane Changing** – Non-motorist made erratic or lane change movement that is not allowed.
- **Failure to Keep in Proper Lane or Running Off Road** – Non-motorist failure to keep in designated lane, or on roadway.
- **Making Improper Entry to or Exit From Roadway** – Non-motorist making improper entry, exit from roadway.
- **Operating in Other Erratic, Reckless, Careless, or Negligent Manner** – Indicates other maneuver that is unsafe.
- **Passing with Insufficient Distance or Inadequate Visibility or Failing to Yield to Overtaking Vehicle** – Non-motorist making passing maneuver without adequate distance or visibility. Also includes not yielding to an overtaking vehicle when appropriate.
- **Other**
- **Unknown**

*Action Other*                      *crashIndividualPedestrianActionOther*

If other is chosen in the Non Motorist field, this one will enable for free key data entry.

### **Drug & Alcohol**

*Condition*                              *crashIndividualConditions*

Any relevant condition of the individual that is directly related to the crash.

- **Appeared Normal** – Indicates driver appeared normal at the time of the crash. None of the other conditions below apply to the driver.
- **Physically Impaired** – Conditions that result in some decrease in a physical ability.
- **Emotional (Depressed, Angry, Disturbed, Etc.)** – Includes fighting, disagreements, emotionally upset, road rage, etc. Examples include depressed, angry, disturbed.
- **Ill (Sick, Fainted)** – Persons illness related to crash. Examples include diabetic reactions, allergic reactions to medications/drugs, failure to take required medication, seizures, heart attack, and high/low blood pressure.
- **Asleep or Fatigued** – Person experienced a temporary loss of consciousness or was operating in a reduced physical and mental capacity due to weariness, medication, or other drugs.

## DT4000 Crash Form

- **Under the Influence of Medications/Drugs/Alcohol** – Person was suspected of being under the influence of alcohol or drugs. Includes any legal prescription drugs or over-the-counter medication such as cough syrup as well as illegal drugs of any type.
- **Confused or Disoriented (non-Lucid)** – Person confused or disoriented leading to crash.
- **Paraplegic or Restricted to Wheelchair** – Persons physical limitation regarding wheelchair related to crash.
- **Blind** – Persons visual limitations (blind, color blind, etc.) related to crash.
- **Using Cane or Crutches** – Persons mobility limited by use of cane or crutches related to crash.
- **Not Observed** – Persons condition not observed by officer.
- **Other**

*Suspected Alcohol Use* *crashIndividualAlcoholInvolvementFlag*

Law enforcement suspect alcohol was used by the individual.

- **No** – Officer does not believe alcohol use (presence) by individual contributed to the crash.
- **Yes** - Officer believes alcohol use (presence) by individual contributed to the crash.
- **Unknown**

*Suspected Drug Use* *crashIndividualDrugInvolvementFlag*

Law enforcement suspected or documented that at least one driver or non-motorist involved in the crash had used drugs.

- **No** – Officer does not believe drug use (presence) by individual contributed to the crash.
- **Yes** - Officer believes drug use (presence) by individual contributed to the crash.
- **Unknown**

*Alcohol Test Given* *crashIndividualAlcoholTest*

Indicates whether a test was administered to crash victim or not.

This field enables/disables the other alcohol related fields. If the Test was given or test refused but obtained then the Alcohol Test Type and Result fields will enable and become required.

- **Test Not Given** - Indicates that this person was not given a test for the detection of alcohol.
- **Test Refused** - Indicates that this person refused to provide a specimen to be tested for the detection of alcohol for a test that was requested by law enforcement.
- **Test Given** – Indicates the person was given a test for the detection of alcohol.
- **Test Refused but Obtained** – Indicates the person refused to provide a specimen to be tested for the detection of alcohol but the test was obtained.

*Alcohol Test Type* *crashIndividualAlcoholTestType*

Indicates the type of alcohol test administered to the person.

This field enables/disables depending upon the Alcohol Test Given field. If the Test was given or test refused but obtained then the Alcohol Test Type and Result fields will enable and become required.

- **Blood** – Indicates blood is drawn to be tested for the presence of alcohol.
- **Preliminary Breath Test (PBT)** – Indicates a breath test was given at the scene of the crash.
- **Evidentiary Breath Test (EBT)** – Indicates breath test was given to be used as evidence of alcohol consumption.

## DT4000 Crash Form

- **Urine** – Indicates urine sample was obtained to be used as evidence of alcohol consumption.
- **Other**

### *Alcohol Test Result* *crashIndividualAlcoholTestResult*

The result of the BAC (Blood Alcohol Content) test for the person.

This field enables/disables depending upon the Alcohol Test Given field. If the Test was given or test refused but obtained then the Alcohol Test Type and Result fields will enable and become required.

- **Value** – Results generally expressed as a percentage in two digits. A negative test result would be expressed as .00.
- **Pending** – Result is not yet available from a test that was administered.
- **Unknown**

### *Drug Test Given* *crashIndividualDrugTest*

Indicates whether test for drugs was administered or not.

This field enables/disables the other alcohol related fields. If the Test was given or test refused but obtained then the Drug Test Type and Result fields will enable and become required.

- **Test Not Given** – Indicates this person was not given a test for the detection of drugs.
- **Test Refused** – Indicates this person refused to provide a specimen to be tested for the detection of drugs for a test that was requested by law enforcement.
- **Test Given** – Indicates this person was given a test for the detection of drugs.
- **Test Refused but Obtained** – Indicates this person refused to provide a specimen to be tested for the detection of drugs for a test that was requested by law enforcement but was obtained anyway.

### *Drug Test Type* *crashIndividualDrugTestType*

Indicates the type of drug test administered to the person.

This field enables/disables depending upon the Drug Test Given field. If the Test was given or test refused but obtained then the Drug Test Type and Result fields will enable and become required.

- **Blood** – Test where blood is drawn to be tested for the detection of drugs.
- **Urine** – Test where urine is tested for the detection of drugs.
- **Other**

### *Drug Test Results* *crashIndividualDrugTestResult*

Results of tests performed to determine presence of drugs.

This field enables/disables depending upon the Drug Test Given field. If the Test was given or test refused but obtained then the Drug Test Type and Result fields will enable and become required.

This field enables/disables the Drug Type field. A Presence will enable the Drug Type Field.

- **Presence** – Test concludes drugs were present in the system of the person.
- **Negative** – Test concludes drugs were not present in the system of the person.
- **Pending** – Result is not yet available from a test that was administered.
- **Cancelled per Positive Alcohol Result** – Test result cancelled due to positive result from alcohol test administered.
- **Unknown**



## DT4000 Crash Form

*Drug Type*                      *crashIndividualDrugType*

Indicates type of drug used by person obtained via results of tests performed to determine presence of drugs.

This field enables/disables depending upon the Drug Test Results field. If the test resulted in a Presence but obtained then the Drug Type field will enable and become required.

- **Central Nervous System (CNS) Depressant** – Substances that can slow brain activity. Sometimes referred to as sedatives and tranquilizers. Include medications for treating anxiety and sleep disorders.
- **CNS Stimulant** – Agent that increase physical activity, mental alertness, and attention span. Include drugs to treat attention-deficit hyperactivity disorder (ADHD) and narcolepsy.
- **Hallucinogens** – Drugs that cause hallucinations or profound distortions in a person's perceptions of reality. For example, the drug LSD.
- **Dissociatives** – Distort perceptions of sight and sound and produce feelings of detachment (or dissociation) from the environment and self. These mind-altering effects are not hallucinations. For example, ketamine.
- **Narcotic Analgesics** – Also known as opioids. Drugs that relieve pain, can cause numbness and induce a state of unconsciousness. Examples include morphine, codeine, Vicodin.
- **Inhalants** – Chemicals found in ordinary household or workplace products that people inhale recreationally. For example, nitrous oxide.
- **Cannabis** – Also known as marijuana. Can be smoked or ingested.
- **Phencyclidine** – Commonly referred to as PCP, or "angel dust", is a dissociative drug.
- **Steroids** – "Anabolic Steroids" are synthetic variants of the male sex hormone testosterone. Includes legally prescribed, or otherwise.
- **Other**

## DT4000 Crash Form

### Vehicle Subgroup CrashVehicleGroup

Depending upon the type of Unit Type chosen, this sub group may be visible or not. There is at maximum one vehicle group per unit. If the Unit is a pedestrian then this group is not visible. But, any other unit type will result in the vehicle group opening. Once the Unit type is entered, if needed this field will be added. If the Unit type is changed to pedestrian then this group will delete. See adding and deleting groups if needed. The fields within the group are shown in the figure below.

Vehicle					
01 UNIT VEHICLE 01	01	License Plate Number	Plate Type	St	Country of Issuance
		Vehicle Identification Number		Year	Make
		Model	Body Style	Color	
		Initial Contact Point	Vehicle Damage		
		Extent Of Damage			
		Towed Due To Damage	Vehicle Factors		
		Vehicle Removed By			
		What Driver Was Doing	Driver Prior Action Other	Bus Use NOT A BUS	
		Driver Actions		Driver Distractions	

Documents

\\documents\AddingorDeletingGroups.pdf

#### **License Plate Number** crashVehiclePlateNumber

The alphanumeric identifier or other characters, exactly as displayed, on the registration plate or tag affixed to the motor vehicle. For combination trucks, motor vehicle plate number is obtained from the power unit or tractor.

#### **Plate Type** crashVehiclePlateType

The standard 3 letter abbreviation for the license plate type. The plate type must coincide with the unit type.

This field is filtered based on the Vehicle Type field in the Unit Summary group. Some vehicle types do not have plates.

Document

Codes in Appendix C

#### **State** crashVehicleRegistrationIssuanceState

The state where the license plate was registered.

After entering this field, County of Issuance fields will automatically fill in.

Document

Codes in Appendix B

## DT4000 Crash Form

### **Country of Issuance** *crashVehicleRegistrationIssuanceCountry*

The country the license plate was registered in.

This field automatically fills in when entering the State field.

Document

Codes in Appendix B

### **Vehicle Identification Number** *crashVehicleVehicleIdentificationNumber*

Unique combination of alphanumeric characters assigned to a specific motor vehicle that is designated by the manufacturer.

### **Year** *crashVehicleModelYear*

The year which is assigned to a motor vehicle by the manufacturer.

### **Make** *crashVehicleMake*

The distinctive (coded) name applied to a group of motor vehicles by a manufacturer.

Document

..\document\VehicleMakes.pdf

### **Model** *crashVehicleModel*

The manufacturer-assigned code denoting a family of motor vehicles (within a make) that have a degree of similarity in construction, such as body, chassis, etc.

### **Body Style** *crashVehicleBodyStyle*

Indicates the general configuration or shape of a motor vehicle distinguished by characteristics such as number of doors, rows of seats, windows, or roof line.

Document

..\document\VehicleBodyStyles.pdf

### **Color** *crashVehicleColor*

The predominant color of the vehicle. If two-tone color information is necessary, record this information in the narrative.

Document

..\document\VehicleColors.pdf

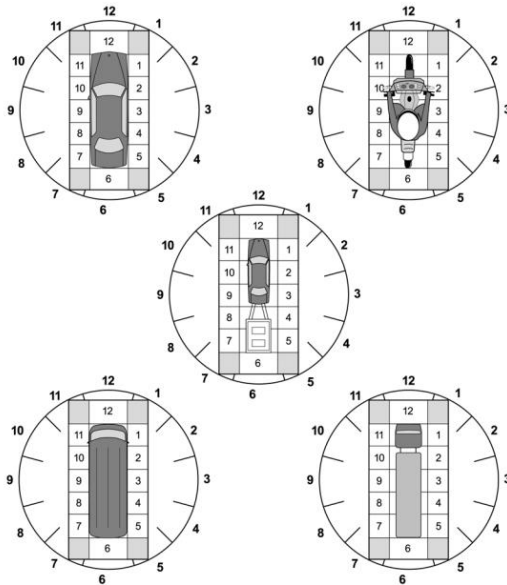
### **Initial Contact Area** *crashVehicleContactPoint*

The approximate contact point on this vehicle associated with this vehicles initial harmful event. If the initial harmful event does not involve a collision, then code "Non-Collision". Numbers 1 through 12 are shown in the figure below. Use numbers 8, 1 and 2 for damage to the power unit. Numbers 3 through 7 and 9 are to record damage to the trailer or towed unit. In the case of a double-bottom trailer, use numbers 7, 9 and 3 to record damage to one trailer, and numbers 4, 5 and 6 to record damage to the second trailer.

- **Non-Collision** – No contact with the vehicle.
- **1-- Right Front Corner**
- **2--Right Side Front**
- **3--Right Side Middle**
- **4--Right Side Rear**

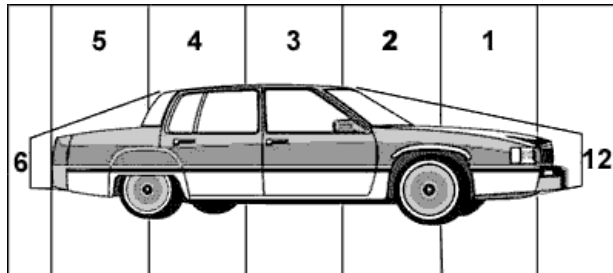
## DT4000 Crash Form

- **5--Right Rear Corner**
- **6--Rear**
- **7--Left Rear Corner**
- **8--Left Side Rear**
- **9--Left Side Middle**
- **10--Left Side Front**
- **11--Left Front Corner**
- **12--Front**
- **Top** – Initial contact was received from a vertical direction above an upright vehicle or to the “top” area of a vehicle that is on its side. For example, a tree falls on a vehicle, a vehicle goes airborne landing on another, or a vehicle on its side from a previous crash is struck in the roof in a second crash.
- **Undercarriage** – Impacts to the underside of a vehicle such as contacts to tires/wheels, axles, exhaust system, etc.
- **Cargo Loss** – When initial contact involves striking another vehicle, person, or property by virtue of a load/cargo that falls from or is propelled by the vehicle. For example, a log truck has logs fall from the truck onto the top of a vehicle in an adjacent lane.
- **Unknown**

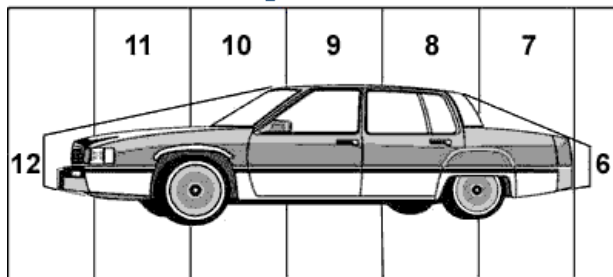


Source: FARS Coding Manual

## DT4000 Crash Form



**Right Side**



**Left Side**

### **Extent of Damage** *crashVehicleExtentOfDamage*

Identifies the extent to which the damage affects the vehicle's operability rather than the cost to repair.

- **No Damage** – No apparent damage to the vehicle.
- **Minor Damage** – Damage of a cosmetic nature or does not affect the operation or disable the vehicle. Examples include paint scratches, tire scuff marks, bumper rub marks. Dents or missing trim pieces that do not affect operation, and missing trim pieces.
- **Functional Damage** – Vehicle is still operational, although the damage from the crash has affected the functionality of any parts.
- **Disabling Damage** – Any damage that would render the vehicle inoperable.
- **Unknown** – Extent of vehicle damage is unknown to the investigating officer. Examples include a vehicle repaired prior to the police investigation, vehicle returned to home state after the crash, and unidentified hit and run vehicle fleeing the crash scene.

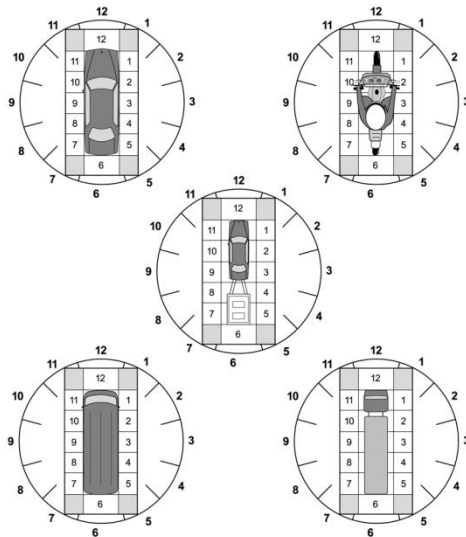
### **Vehicle Damage** *crashVehicleDamageArea*

Identifies all areas damaged on the vehicle as a result of the crash, including the initial contact area. This diagram is used for all units except pedestrians. Use numbers 8, 1 and 2 for damage to the power unit. Numbers 3 through 7 and 9 are to record damage to the trailer or towed unit. In the case of a double-bottom trailer, use numbers 7, 9 and 3 to record damage to one trailer, and numbers 4, 5 and 6 to record damage to the second trailer. The numbers in the figure above (describing initial contact area) apply to areas of vehicle damage.

- **1--Right Front Corner**
- **2--Right Side Front**
- **3--Right Side Middle**

## DT4000 Crash Form

- **4--Right Side Rear**
- **5--Right Rear Corner**
- **6--Rear**
- **7--Left Rear Corner**
- **8--Left Side Rear**
- **9--Left Side Middle**
- **10--Left Side Front**
- **11--Left Front Corner**
- **12--Front**
- **Top** – Initial contact was received from a vertical direction above an upright vehicle or to the “top” area of a vehicle that is on its side. For example, a tree falls on a vehicle, a vehicle goes airborne landing on another, or a vehicle on its side from a previous crash is struck in the roof in a second crash.
- **Undercarriage** – Impacts to the underside of a vehicle such as contacts to tires/wheels, axles, exhaust system, etc.
- **All Areas** – When a vehicle has damage to all plane/number values on the vehicle (1 through 12, top, and undercarriage). For example, a vehicle that rolls and is then consumed by fire or involved in a severe crash with multiple impacts resulting in damage all over the vehicle.
- **No Damage**
- **Unknown**



Source: FARS Coding Manual

## DT4000 Crash Form

### **Towed Due To Damage** *crashVehicleTowedDueToDamage*

Identifies if a vehicle involved in a crash is removed from the scene due to damage incurred. Towing assistance without removal of the vehicle from the scene, such as pulling a vehicle out of a ditch, is not considered to be "towed" for the purposes of this element.

This field enables/disables the Vehicle Removed By field.

- **Towed Due to Disabling Damage** – Indicates any towing which is due to disabling damage caused by this crash which prohibits vehicle movement under its own power. Vehicles which could be driven but would be further damaged by doing so should be counted as disabled.
- **Towed but Not Due to Disabling Damage** – Indicates vehicle did not sustain disabling damage, but the vehicle had been removed from the scene of the crash by tow truck or other vehicle for other reasons (e.g., arrest). For a vehicle that is towed both because it is disabled and for other reasons (e.g., driver arrest) the attributed "**Towed Due to Disabling Damage**" should be used.
- **Not Towed** – Indicates vehicle can depart the scene of the crash under its own power (not disabling damage) and did not have to be towed for other reasons.

### **Vehicle Removed By** *crashVehicleRemovedBy*

This is a TraCS field requested by the FAC (Forms Advisory Council) and is populated by the agency. To add more Towing Companies contact your local TraCS coordinator.

This field is enabled/disabled by values in Towed due to Damage field.

### **Vehicle Factors** *crashVehicleVehicleFactors*

Indicates all pre-existing motor vehicle defects or maintenance conditions that may have contributed to the crash.

- **Brakes** – Includes loss of brake fluid (or system error), faded brakes, or ineffective brakes due to a grossly overloaded vehicle. Excludes locked wheels.
- **Exhaust System** – Includes exhaust system leaking into vehicle and exhaust manifold(s), headers, muffler, catalytic converter, tailpipe, etc.
- **Body, Doors** – Includes trunk, hood, tailgate, rear doors of cargo vans, etc.
- **Steering** – Includes failure of manual or power steering mechanism, tie rod, kingpin, ball joint, etc.
- **Power Train** – Includes twisted or sheared driveline, or driveline that has become detached. Also includes universal joint drive shaft transmission, engine clutch, gas pedal, motorcycle chain, gears, etc.
- **Suspension** – Includes springs, shock absorbers, MacPherson struts, axle bearing, control arms, etc. Also includes any modifications to standard suspension, such as a suspension lift kit.
- **Tires** – Includes defective tires, tread separation, sidewall failure, excessively worn, bubbled, or bald tires. Tires improperly sized for this vehicle. Excludes improper tire pressure, and tire damage produced in the crash.
- **Wheels** – Includes wheels that have collapsed or split, or bolts that have sheared, allowing the wheel to detach from the vehicle. Also includes hub caps, multiple-piece rings.
- **Head Lamps** – Includes defective/faulty/under-maintained head lamps. Does not include failure to use head lamps, or misuse of head lamps.
- **Turn Signals** – Includes defective/faulty/under-maintained turn signals. Does not include failure to use turn signals, or misuse of turn signals.
- **Tail Lamps** – Includes defective/faulty/under-maintained tail lamps. Does not include failure to use tail lamps, or misuse of tail lamps.

## DT4000 Crash Form

- **Stop Lamps** – Includes defective/faulty/under-maintained stop lamps. Does not include failure to use stop lamps, or misuse of stop lamps.
- **Windows/Wind Shield** – Includes any issues with windows/windshields, including tinting that would obscure driver's vision.
- **Mirrors** – Any issues with mirrors that would limit driver's awareness of surroundings, including missing mirrors.
- **Wipers** – Defective/faulty/under-maintained wipers. Does not include failure to use wipers when needed.
- **Coupling Device/Trailer Hitch/Safety Chains** – Defective trailer hitch denotes improperly adjusted trailer hitch, lack of safety chain, 5<sup>th</sup> wheel hitch, etc. Improper towing denotes towing without a hitch, towing by cable, rope, chain, etc.
- **Disabled Due to Prior Crash** – Any vehicle that was not able to move under its own power prior to the crash.
- **Other Disabled**
- **Other**
- **Not Applicable**
- **Unknown**

### *What Driver was Doing*                      *crashVehicleDriverPriorAction*

The controlled maneuver for this motor vehicle prior to the beginning of the sequence of events. This describes what the maneuver the vehicle was doing just prior to the crash.

This field enables/disables the Driver Prior Action Other field is Other is entered.

- **Going Straight** – Indicates the vehicle's path of travel was straight ahead on the roadway without any attempted or intended changes.
- **Negotiating Curve** – Indicates a motor vehicle in the process of moving along a curved travel lane. Including the action or intended action of the driver. For example, a vehicle that unsuccessfully negotiates a curve and goes "straight" off the roadway would be "Negotiating a Curve" as the "straight" departure was an uncontrolled movement.
- **Backing** – A start from a parked or stopped position in the direction of the rear of the motor vehicle.
- **Changing Lanes** – Shift from one traffic lane to another traffic lane while moving in the same direction. On an undivided highway moving into the opposing travel lane would not be changing lanes. If a vehicle changes lanes while in the process of actively passing a car that would be "Overtaking". Determination of whether this is changing lanes or overtaking would be by officer investigation.
- **Overtake Right** – A motor vehicle that moves from behind a motor vehicle to in front of the same motor vehicle by passing on the right side.
- **Overtake Left** - A motor vehicle that moves from behind a motor vehicle to in front of the same motor vehicle by passing on the left side.
- **Right Turn** – Indicates a vehicle was moving forward and turned right, maneuvering from one roadway to a different roadway or landway (e.g., from or to a driveway, parking lot, or intersection).
- **Left Turn** - Indicates a vehicle was moving forward and turned left, maneuvering from one roadway to a different roadway or landway (e.g., from or to a driveway, parking lot, or intersection).



## DT4000 Crash Form

- **U-Turn** – Indicates a vehicle that is turning around to reverse direction on the same trafficway. Includes both legal and illegal U-turns.
- **Leaving Travel lane** – Motor vehicle moving outside the travel lane. Used for a vehicle that would be “exiting” a travel lane to utilize a ramp, enter the shoulder or roadside, enter a curbside parking position, etc. This would not be used for a vehicle that was turning from one lane to another.
- **Entering Traffic Lane** - Indicates a vehicle that would be “entering” a travel lane by entering after being stopped on the shoulder or roadside, leaving a curbside parking position, etc. Not used for a vehicle that was turning from one lane to another.
- **Slow/Stopping** - Indicates when a vehicle was travelling straight ahead within the road portion of the trafficway and was decelerating.
- **Legally Parked** – Any motor vehicle not in transport, other than a working motor vehicle, that is not in motion and not on the roadway in a legal area. In roadway lanes used for travel during some periods and for parking during other periods, a parked motor vehicle should not be considered to be in transport during periods when parking is forbidden. Any stopped motor vehicle where the entirety of the vehicle’s primary outline as defined by the four sides of the vehicle (e.g., tires, bumpers, fenders) and load, if any, is not within the roadway is parked. Also includes emergency vehicles parked with emergency lights activated regardless of the vehicles position on the roadway. Also includes a law enforcement vehicle parked, or a vehicle parked completely on the shoulder of the road.
- **Illegally parked** - Any motor vehicle not in transport, other than a working motor vehicle, which is not in motion and not on the roadway in an illegal area, or area where parking is not allowed. In roadway lanes used for travel during some periods and for parking during other periods, a parked motor vehicle should not be considered to be in transport during periods when parking is forbidden. Any stopped motor vehicle where the entirety of the vehicle’s primary outline as defined by the four sides of the vehicle (e.g., tires, bumpers, fenders) and load, if any, is not within the roadway is parked.
- **Stop in Traffic** – A motor vehicle which is stopped on the trafficway in an area normally used for vehicle travel (i.e. outside a parking lane). Includes but is not limited to motor vehicles legally stopped for a stop sign or signal, motor vehicles stopped to turn PRIOR to initiating a turn, motor vehicles stopped in traffic due to a slowdown in traffic ahead, and motor vehicles illegally stopped in a traffic lane. A vehicle stopped in traffic may or may not have a driver and the vehicle engine may or may not be running. Most “double parked” vehicles are actually stopped in traffic rather than parked.
- **Violating No Passing Zone** – Any vehicle who overtakes another vehicle from the left side on a two-way undivided road where overtaking is not allowed. Indicated by two solid painted yellow lines.
- **Parking Maneuver** – A motor vehicle that was in the process of turning, and/or slowing to park.
- **Turn on Red** – Indicates a vehicle was moving forward and turned right during a red light, maneuvering from one roadway to a different roadway or landway (e.g., from or to a driveway, parking lot, or intersection).
- **Merging** – A vehicle that has entered/exited from a ramp and is leaving the acceleration lane to join the normal travel lanes.
- **Accelerating in Road** - A motor vehicle that is accelerating while travelling on the roadway.
- **Starting in Road** – Any vehicle that is starting from a stopped position in the roadway.
- **Disabled or Parked in Traffic Lane** – Any vehicle that is parked on the trafficway in an area normally used for vehicle travel. Includes vehicles that have stopped for reasons other than congestion, or traffic control. A vehicle that is parked or cannot be moved on its own.

## DT4000 Crash Form

- **Leaving a Parked Position** – Any motor vehicle that is leaving the parked position to reenter the roadway.
- **Other**
- **Unknown**

### **Driver Prior Action Other** *crashVehicleDriverPriorActionOther*

This field is enabled/disabled by the Driver Prior Action field is Other is entered. Fill out the Other Prior Action that Driver committed.

### **Bus Use** *crashVehicleBusUse*

Describes the common type of bus service this vehicle was being used as at the time of the crash. Buses are any motor vehicle with seats to transport nine (9) or more people, including the driver's seat. This does not include vans which are owned and operated for personal use.

If this the unit type is not a bus then this field is disabled.

- **Not a Bus** – Vehicles that do not have a bus body type and are not being used as a bus in the crash. Should be used for vehicles with less than 9 seats (including the driver) and personal use vans with 9 or more seats (including the driver).
- **School Bus** – Vehicles that meets the definition of a bus and is being used by a public or private school or district or contracted carrier operation on behalf of the entity, providing transport for school children (up to 12<sup>th</sup> grade) to/from school or any other school function or activity.
- **Transit/Commuter** – A government entity or private company providing passenger transportation over fixed, scheduled routes, within primarily urban geographical areas. For example, an inner city mass transit bus service.
- **Intercity** – A company providing for hire, long distance passenger transportation between cities over fixed routes with regular schedules. For example, Greyhound bus service between major cities.
- **Charter/Tour** – A company providing transportation on a for-hire basis and demand-response basis, usually round trip service for a tour group or outing.
- **Shuttle** – Private companies providing transportation services for their own employees, non-governmental organizations (such as churches and non-profit groups), and non-educational units of government (such as departments of corrections). Examples include transporting people from airports, hotels, rental car companies, and business facility to facility.
- **Modified For Personal/Private Use** – A vehicle that has the body type of a bus and is being used for personal/private use and not the transport of people from place to place.
- **Other**
- **Not Reported/Unknown**

### **Driver Actions** *crashVehicleDriverActions Action or Actions*

Driver Actions at the time of Crash, by the driver that may have contributed to the crash.

- **Exceed Speed Limit** - Driver exceeding the posted speed limit or advisory speed.
- **Speed Too Fast for Conditions** – Operating vehicle at a speed that is unsafe for the given roadway conditions. For example, driving too fast during a snow storm, or during congestion.
- **Failure to Yield Right-of-Way** – Driver did not give way to vehicle with right of way. For example, driver at roundabout approach did not yield to circulating traffic.

## DT4000 Crash Form

- **Following too Closely** – Driver was positioned at a distance behind another motor vehicle or non-occupant that was too close to permit safe response to any change in movement or behavior by the other motor vehicle or non-occupant.
- **Improper Turn** – Driver executed a turning maneuver that was not allowed at the given location.
- **Unsafe Backing** – Driving in reverse at an unsafe time, or location.
- **Failure to Control** – Driver failed to maintain control of the vehicle.
- **Ran Off Roadway** – Driver failed to maintain vehicle path on the roadway.
- **Disregarded Red Light** – Driver continues through yellow caution light shortly before or after it turns red.
- **Disregarded Stop Sign** – Driver continues through intersection without stopping at location with "STOP" sign.
- **Disregarded Other Traffic Control** – Failing to obey traffic signs, such as yield signs, and other regulatory or advisory signs. Does not include stop signs or exceeding the posted speed limit or advisory speed.
- **Disregarded Other Road Markings** – Driver fails to obey road markings. For example, driver does not stop at stop bar painted on roadway.
- **Improper Overtaking/Passing Right** – Driver makes an improper passing maneuver on the right side of another vehicle.
- **Improper Overtaking/Passing Left** – Driver makes an improper passing maneuver on the left side of another vehicle.
- **Wrong Side or Wrong Way** – Operating the vehicle on the wrong side of the road, or in the wrong direction of travel.
- **Failed to Keep in Designated Lane** – Driver did not maintain position in appropriate travel lane.
- **Operated Motor Vehicle in Aggressive/Reckless Manner** – Driver operated motor vehicle in an unsafe, aggressive or reckless manner.
- **Operated Motor Vehicle in Inattentive, Careless, Negligent, or Erratic Manner** – Driver did not give proper attention to the driving task. Examples include putting on makeup while driving, reading a book while driving.
- **Swerved or Avoided Due to Wind, Slippery Surface, Motor Vehicle, Object, Non-Motorist in Roadway, Etc.** – Driver had to execute evasive maneuver to avoid another hazard in the roadway.
- **Over-correction/Over-Steering** – Driver compensates misjudging vehicle path by steering the opposite direction.
- **Racing** – Vehicle involved in a race.
- **Other Contributing Action**
- **No Contributing Action** – No improper driving actions at the time of the crash contributed to the crash.
- **Unknown**

### Driver Distractions *crashVehicleDriverDistractions*

Any distractions which may have influenced the driver performance. The distractions can be inside the motor vehicle (internal) or outside the motor vehicle (external).

- **Not Distracted** – Indicates the driver was "attentive to the driving task."

**Commented [s12]:** "Several that appear to be very similar. Need to review"

## DT4000 Crash Form

- **Manually Operating an Electronic Communication Device (Texting, Typing, Dialing)** – Driver was the act of manually manipulating an electronic communication device (cell phone, smart phone, hand-held radio, etc.). The types of device manipulation include dialing, texting, and typing.
- **Talking on Hands-Free Electronic Device** – Driver was conversing using a hands-free electronic device such as a Bluetooth equipped headset/earpiece or vehicle-integrated system.
- **Talking on Hand-Held Electronic Device** – Driver was conversing on a hand-held electronic device such as a cell phone.
- **Other Activity, Electronic Device** – Driver was in the act of using an electronic device for some purpose other than communicating, such as operating a navigation device, playing a game, or watching a video.
- **Passenger** – Occupant of motor vehicle other than driver source of distraction.
- **Other Inside Vehicle (Eating, Personal, Animal, Hygiene, Etc.)** – includes actions taken by the driver such as eating, drinking, smoking, etc., or distractions within the vehicle originating from neither the driver nor passengers, such as a pet or flying insect.
- **Outside the Vehicle (Includes Unspecified External Distractions)** – Driver distracted by something outside the vehicle such as birds or other animals or a roadside fire. This may include unspecified external distractions.
- **Vehicle Technology** – Driver distracted by technology inside the vehicle such as a vehicle navigation system.
- **Unknown if Distracted** – Indicates that it is not known if the driver was attentive to the driving task or distracted at the time of the crash.
- **Looked But Did Not See** – Driver was looking at the appropriate area of the roadway, but did not see the pertinent information.
- **By a Moving Object in Vehicle** – Driver distracted by something moving in the vehicle, such as a ball rolling around the car.
- **While Talking or Listening to Cellphone** – Driver distracted from talking/listening to a cellphone conversation. Includes hand-held or hands free cell phones.
- **Adjusting Audio or Climate Controls** – Driver distracted by adjusting audio or climate controls in the vehicle.
- **Using Other Component/Controls Integral to Vehicle** – Driver distracted by other vehicle controls, such as cruise control or windshield wiper controls.
- **Using or Reaching for Device/Object Brought into Vehicle** – Driver distracted by reaching for an object brought into the vehicle. For example, driver took eyes off the road to reach for a soda bottle.
- **Distracted by Outside Person, Object, or Event** – Driver distracted by a person, object, or event outside the vehicle. For example, a person promoting a business on the street corner.
- **Eating or Drinking** – Driver distracted from the driving task by eating or drinking food.
- **Smoking Related** – Driver distracted due to smoking related activities. For example, lighting a cigarette.
- **Other Cellular Phone Related** – Driver distracted from cellular phone activities other than talking/texting.
- **Distraction/Inattention** – General inattention that cannot be described with an above category.
- **Distraction/Careless** – General carelessness lead to distraction.

## DT4000 Crash Form

- **Careless/Inattention** – Driver was careless and inattentive leading to the crash.
- **Distraction Details Unknown** – Indicates driver was distracted but the exact details of the distraction do not fit into any of the other distraction categories listed.
- **Inattention Details Unknown** – Driver was inattentive at the time of the crash, but the exact details of the inattention are unknown.
- **Lost in Thought/Daydreaming** – Driver was lost in thought leading to inattention to the driving task.
- **Other Distraction**

### Sequence of Event Subgroup

### CrashSequenceofEventGroup

The Sequence of Event Subgroup is available for every form type except the non-domesticated animal form. The SOE is a subgroup on the Unit and has only one field. But, this group is always added 4 times. Only the first Subgroup in every unit is required. The event(s) in sequence related to this motor vehicle, including both non-collision, as well as collision events. When more than four events occur in a vehicle's sequence eliminate non-harmful events. This list is used for the 1st event, 2nd event, 3rd event, and 4th event.

Sequence of Events	
01	Event
02	Event
03	Event
04	Event

#### Document

This field is a special field and contains a Search button on the databar. The Search button will open up a search box for the Crash Event table. This table is filled with the attributes for a crash event and filtered to show only the objects. See how to search using violation search boxes in the user guide.

document

help\documents\HowtoSearchUsingViolationSearchBoxes.rtf

document \documents\AddingorDeletingGroups.pdf

#### **Event**      **crashSequenceofeventEvent**

The event(s) in sequence related to this motor vehicle, including both non-collision, as well as collision events. When more than four events occur in a vehicle's sequence eliminate non-harmful events. This list is used for the 1<sup>st</sup> event, 2<sup>nd</sup> event, 3<sup>rd</sup> event, and 4<sup>th</sup> event.

This field is a special field and contains a Search button on the databar. The Search button will open up a search box for the Crash Event table. This table is filled with the attributes for a crash event and filtered to show only the objects. See how to search using violation search boxes in the user guide.

- **Overturn/Rollover** – A motor vehicle that has overturned at least 90 degrees to its side.
- **Fire/Explosion** – A fire or explosion that was caused as the result of a crash. A fire/explosion is a non-collision harmful event.
- **Immersion** – Entry of a motor vehicle into liquid so that it is completely covered **OR** there is damage to the vehicle or harm to an occupant.

## DT4000 Crash Form

- **Jackknife** – An uncontrolled articulation between a tractor and trailer(s) that occurs at any time during the crash sequence. A jackknife reflects a loss of control of the vehicle by the driver in which the trailer(s) yaw from its normal straight-line path behind the power unit.
- **Cargo/Equipment Loss or Shift** – Any loss or shift that causes damage to a motor vehicle, its occupants, or the cargo equipment itself. If cargo/equipment is lost and strikes another vehicle, that is a collision event. For example, if lumber falls from the bed of a truck and lands on a vehicle in the adjacent lane that would be the collision event “**Struck by Falling, Shifting Cargo**”.
- **Equipment Failure (Blown Tire, Brake Failure, Etc.)** – Any failure of the motor vehicle or any trailing units. Mechanical failures are not considered harmful events but can start the unstabilized situation and begin or occur as part of a vehicles sequence of events.
- **Separation of Units** – When the truck or truck tractor becomes separated from the semi-trailer and/or trailer(s) they are pulling.
- **Ran Off Roadway Right** – Any non-collision event where the motor vehicle in transport went off the roadway on the right side.
- **Ran Off Roadway Left** – Any non-collision event where the motor vehicle in transport went off the roadway on the left side.
- **Cross Median** – Any non-collision event on a divided trafficway where the vehicle completely crosses the median into the opposing flow of traffic.
- **Cross Centerline** – Any non-collision event on an undivided trafficway where the vehicle crosses the centerline into the opposing flow of traffic.
- **Downhill Runaway** – Any vehicle that cannot decelerate on a downhill grade.
- **Fell/Jumped from Motor Vehicle** – Motor vehicle occupant either involuntarily fell or intentionally leapt from the vehicle. For example, a passenger of a motor vehicle in transport leans against the car door, it opens and the passenger falls out and is injured by the fall.
- **Reentering Roadway** – A vehicle that departed the roadway portion of the trafficway and returns to the same roadway (e.g., a motor vehicle in transport runs off the roadway right, strikes the guardrail face, then reenters the roadway and collides with another motor vehicle in transport).
- **Thrown or Falling Object** – A non-collision event where an object is thrown or falls on or near a motor vehicle in transport at the time of the crash. Examples include falling trees or tree limbs, or large rocks from a hillside that fall on a vehicle.
- **Other Non-Collision** – Any other event that is not a collision. Examples include 1) driving off a cliff where damage is not the result of an overturn or collision with a fixed object, 2) an unbelted passenger hits his or her head on the roof of a vehicle and is injured, when the vehicle travels over a sharp dip in the road, 3) situation where a passenger is sickened or dies due to carbon monoxide fumes leaking from a motor vehicle in transport. Also includes when an occupant of a vehicle is run over by his/her own vehicle after falling from the vehicle.
- **Pedestrian** – A person who is not an occupant of a motor vehicle in transport or a pedalcyclist. Includes a person who is adjacent to the motor vehicle regardless of their actions.
- **Pedalcycle** – Includes bicycles, tricycles, unicycles, pedal cars, etc. Includes only occupied pedalcycles. A bicycle in the roadway without a rider that is struck would be an “**Other Non-Fixed Object**”.
- **Other Non-Motorist** – Includes person’s on personal conveyances (e.g., Segway, scooter, skateboard), person’s riding an animal (e.g., person on horseback), and person’s in or on an animal drawn conveyance and the device itself when occupied (e.g., a horse and buggy).
- **Railway Vehicle (Train, Engine)** – Any land vehicle (train, engine) that is 1) designed primarily for moving persons or property from one place to another on rails and 2) not in use on a land way

## DT4000 Crash Form

other than a railway. This would include a motor vehicle (e.g., pickup truck specially equipped to operate on rails when in use on a railway).

- **Animal (Alive)** – Used for collisions with live animals (domesticated or wild), excluding deer, that are not themselves being used as transportation or to draw wagon, cart, or other transport device. A dead animal (carcass) should be entered as “**Other Non-Fixed Objects**”. Default to **Animal (Alive)** if it cannot be determined if the struck animal was alive or dead at the time of the crash.
- **Deer** – Used for collisions with deer. A dead deer (carcass) should be entered as “**Other Non-Fixed Objects**”. Default to **Deer** if it cannot be determined if the struck animal was alive or dead at the time of the crash.
- **Motor Vehicle in Transport** – A motor vehicle is any motorized (mechanically or electrically powered) road vehicle not operated on rails. When applied to motor vehicles, “in transport” refers to being in motion or on a roadway. Includes motor vehicle traffic on a highway, driverless motor vehicles in motion, motionless motor vehicles abandoned on a roadway, disabled motor vehicles on a roadway, etc. Only includes vehicles “in transport” on a roadway.
- **Parked Motor Vehicle** – A motor vehicle not in transport, other than a working motor vehicle, that is not in motion and not located on the roadway. In roadway lanes used for travel during some periods and for parking during other periods, a parked motor vehicle should be considered to be in transport during periods when parking is forbidden. Any stopped motor vehicle where the entirety of the vehicle’s primary outline as defined by the four sides of the vehicle (e.g., tires, bumpers, fenders) and load, if any, is not within the roadway is parked.
- **Struck by Falling, Shifting Cargo or Anything Set in Motion by Motor Vehicle** – Motor vehicle or non-motorist struck by cargo or other object that was set in motion by a motor vehicle. Examples include logs falling off or coming loose from a truck and striking a vehicle behind the truck, or a motor vehicle striking a parked car and pushing it into a passing pedestrian.
- **Work Zone/Maintenance Equipment** – A motor vehicle in the act of performing construction, maintenance, or utility work related to the traffic way. This work may be located within open or closed portions of the trafficway and motor vehicles performing these activities can be within or outside of the trafficway boundaries. This excludes vehicles being operated on the trafficway for other work purposes such as garbage trucks, delivery trucks, police vehicles, etc.
- **Other Non-Fixed Object** – A collision with an object other than a motor vehicle in transport, a pedestrian, another road vehicle in transit, a parked motor vehicle, a railway vehicle, a pedalcycle, an animal, or a fixed object. For example, a fallen tree.
- **Impact Attenuator/Crash Cushion** – A barrier at a spot location, less than 25 feet away, designed to prevent an errant motor vehicle from impacting a fixed object hazard by gradually decelerating the motor vehicle to a safe stop or by redirecting the motor vehicle away from the hazard.
- **Bridge Overhead Structure** – Any part of a bridge that is over the reference or subject roadway. Typically refers to the beams or other structural elements supporting a bridge deck. The overhead structure does not include the support structures in the middle of the bridge (piers or columns) and at the ends (abutments).
- **Bridge Pier or Support** – Support for a bridge structure including the ends (abutments).
- **Bridge Rail** – A barrier attached to a bridge deck or bridge parapet to restrain motor vehicles, pedestrians or other users. May be constructed of various materials including metal, concrete, stone, wood, and/or combinations of these materials. For example, a longitudinal barrier along the top of a bridge that is faced with “guardrail” material should be coded as “Bridge rail”.
- **Cable Barrier** – Flexible barrier system which uses several cables typically supported by steel posts. These can be used on the roadside or as a median barrier. These barriers are designed to help lessen impact or keep vehicles within the confines of the road.

## DT4000 Crash Form

- **Culvert** – An enclosed structure providing free passage of water under a roadway with a clear opening of less than twenty feet measured along the center of the roadway. An example of a culvert and ditch is shown below.
- **Curb** – A raised edge or border to a roadway. Curbs may be constructed of concrete, asphalt, or wood and typically have a face height of less than 9 inches.
- **Ditch** – Includes any man-made structure for drainage purposes. A ditch ends where a culvert begins and resumes on the opposite side of the culvert. A collision with the sides of a ditch (or “ditch embankment” should be coded as ditch rather than an embankment.
- **Embankment** – Earthen structure used to support a channel or roadway.
- **Guardrail Face** – Surface area of the guardrail other than the end.
- **Guardrail End** – The end of the guardrail. Typically painted a warning color and may include a breakaway or redirection design feature not to be confused with an **Impact Attenuator**.
- **Concrete Traffic Barrier** – Longitudinal traffic barrier constructed of concrete and located on the outside of the road surface, in a median, or in gore areas. This includes all temporary concrete barriers regardless of location (i.e., temporary “Jersey Barrier” on a bridge being used to control traffic during bridge repair/construction. Concrete walls (vertical side surfaces) such as the walls of a tunnel do not apply.
- **Other Traffic Barrier** – Longitudinal barriers other than guardrails, concrete traffic barriers, or cable barriers. They may be composed of material such as wood or rock.
- **Tree (Standing)** – Any tree standing upright and in the ground. A standing tree is a fixed object as opposed to a fallen tree that is a moveable object (“**Other Object – Not Fixed**”). Includes tree stumps. An entire tree or branches/limbs that fall from a tree that fall on a vehicle would be the Non-collision event “**Thrown or Falling Objects**”.
- **Utility Pole/Light Support** – Any pole constructed for the primary function of supporting an electric line, telephone line or other electrical-electronic transmission line or cable. This includes the support poles for roadway lighting.
- **Traffic Sign Support** – A pole, post, or other type of support for a traffic sign. Does not include traffic signal poles and posts.
- **Traffic Signal Support** – A pole, post, or other type of support for a traffic signal.
- **Other Post, Pole, or Support** – Any post, pole, or support that is not used for traffic signs or signals, utility, or lighting the roadway.
- **Fence** – A barrier, railing, or other upright structure enclosing an area of ground to mark a boundary, control access, or prevent escape. Includes fence posts. Typically made of wood, chain link, stone, etc. Excludes shrubs or hedges that serve as containment for property.
- **Mailbox** – Any mailbox, public or private.
- **Other Fixed Object (Wall, Building, Tunnel, Etc.)** – Includes walls, buildings, tunnels, shrubbery, etc.
- **Unknown**

document

help\documents\HowtoSearchUsingViolationSearchBoxes.rtf



## DT4000 Crash Form

### Violation Subgroup

### CrashViolationGroup

Each crash form can contain up to 999 Violation groups. The fields within the group are shown in the figure below. Violations can be written to any individual in that Unit and each unit can contain up to 99 violations. See directions for working with citations for more information.

Violation					
Unit	UTC Number	Issue To?	Statute Number	Seq Num	Description

#### Document

../documents/HowtoUseAGroupLookupButton.pdf">How to Use a Group Lookup Button</a>

../documents/HowtoSearchUsingViolationSearchBoxes.pdf">How to Search Using Violation Search Boxes

../documents/AddingorDeletingGroups.pdf">How to Add or Deleting Manually

../documents/WorkingwithCitations.pdf">Working with Citations

**UTC Number** *crashviolationELCIDocumentNumberReference*

UTC Number for crash citation or use auto-populate/replicate to bring citation data in automatically.

#### Document

../documents/WorkingwithCitations.pdf">Working with Citations

**Issued To?** *crashviolationIssuedTo*

The type of sequence number of the individual getting the citation

This field is a special field and contains a Search button on the databar. The Search button will open up a search box for the Violation Traffic table. This table is filled with all available traffic statutes. See how to search using violation search boxes in the user guide.

#### Document

../documents/HowtoUseAGroupLookupButton.pdf">How to Use a Group Lookup Button</a>

../documents/WorkingwithCitations.pdf">Working with Citations

**Statute Number** *crashviolationStatuteNumber*

The statute number of the violation the driver was cited for.

If you type the statute number, the query brings back the first statute number that matches, so if there are several charges with the same statute number you might not get the charge you want.

You may also key in a shortcut to return the statute number to the field(s).

Unless directly keyed, this field will auto fill the Seq Num.

#### Document

../documents/HowtoSearchUsingViolationSearchBoxes.pdf">How to Search Using Violation Search Boxes

../documents/WorkingwithCitations.pdf">Working with Citations

../documents/TrafficShortcuts.pdf">State Level Traffic Shortcuts

**Seq Num** *crashviolationStatuteSequenceNumber*

Select a description of the statute from the list.

This field should be prefilled unless a Statute Number was directly keyed.

## DT4000 Crash Form

**Description**                      **crashviolationStatuteDescription**

This is the statute description linked to the Statute Sequence number. This field is always disabled.

**Vehicle Owner Subgroup**                      **CrashVehicleOwnerGroup**

Depending upon the type of Unit Type chosen, this sub group may be visible or not. There is at maximum one vehicle owner sub group per unit. If the Unit is a pedestrian then this group is not visible. But, any other unit type will result in the vehicle group opening. Once the Unit type is entered, if needed this field will be added. If the Unit type is changed to pedestrian then this group will delete. This group is not needed for the Non-Domesticated Animal Crash and will not open. See adding and deleting groups if needed. The fields within the group are shown in the figure below.

Vehicle Owner						
UNIT  VEHICLE OWNER	01	<input type="checkbox"/> Vehicle Owner Same As Operator			<input type="checkbox"/> Use Operator Address	
	Organization Type		Company Name			
	INDIVIDUAL					
	Last Name		First Name		Middle Initial	Suffix      Date of Birth
	Street Address		Street Address2		PO Box	
	City		St	Zip Code		Country of Residence
	Telephone Number					

Documents

\\documents\AddingorDeletingGroups.pdf

**Vehicle Owner Same as Driver Flag**                      **crashVehicleOwnerSameAsOperatorFlag**

Toggle to fill vehicle owner information if it is same as driver.

**Use Operator Address**                      **crashVehicleOwnerUseOperatorAddressFlag**

Toggle to fill vehicle owner information if it is same as operator.

**Organization Type**                      **crashVehicleOwnerOrganizationType**

Indicates the organizational type of the vehicle owner.

- **Government** – Indicates the vehicle is owned by a local, State, or Federal government entity.
- **Individual** – Indicates the vehicle is owned by a private individual.
- **Organizational** – Vehicle is owned by an organization, private or public.
- **Unknown**

**Company Name**                      **crashVehicleOwnerNameCompany**

Company/Governmental Agency name of the owner of the vehicle.

**Last Name**                      **crashVehicleOwnerNameLast**

The last name of the person who owns vehicle involved in the crash.

**First Name**                      **crashVehicleOwnerNameFirst**

The first name of the person who owns vehicle involved in the crash.

## DT4000 Crash Form

**Middle Initial** *crashVehicleOwnerNameMiddle*

The middle initial of the person who owns vehicle involved in the crash.

**Suffix** *crashVehicleOwnerNameSuffix*

Suffix of the person who owns the vehicle involved in the crash.

**Date of Birth** *crashVehicleOwnerDateOfBirth*

The year, month, and day (MMDDYY) of birth (or age to be used only when date of birth cannot be obtained), of the owner of the vehicle involved in the crash.

**Address** *crashVehicleOwnerAddressStreet*

The current street address of the owner of the vehicle involved in the crash.

**Address 2** *crashVehicleOwnerAddressStreet2*

The current street address of the owner of the vehicle involved in the crash.

**PO Box** *crashVehicleOwnerAddressPOBoxNumber*

The current PO box (if any) of the owner of the vehicle involved in the crash.

**City** *crashVehicleOwnerAddressMunicipality*

The current city where the owner of the vehicle involved in the crash resides.

**State** *crashVehicleOwnerAddressState*

The current state where the owner of the vehicle involved in the crash resides.

This field determines the zip code databar. It will either be Canadian zip code or US zip code data bar. Entering this field will automatically fill in the Country field.

**Codes in Appendix B**

**ZIP Code** *crashVehicleOwnerAddressZipCode*

The current ZIP code where the owner of the vehicle involved in the crash resides.

If the state field is Canada the zip code databar will switch to Canadian zip codes. Entering this field with a blank City will automatically fill in the City or Municipality field.

**Codes in Appendix B**

**Country of residence** *crashVehicleOwnerAddressCountry*

The current country where the owner of the vehicle involved in the crash resides.

This field will probably be filled out automatically when the State Field is entered.

**Phone Number** *crashVehicleOwnerPhoneNumber*

The telephone number of the owner of the vehicle involved in the crash. If the operator does not have a phone, or has an unpublished/unlisted number which is not public record, print "NONE" in this field.

**Policy Holder Subgroup** *CrashPolicyHolderGroup*

Depending upon the type of Unit Type chosen, this sub group may be visible or not. There is at maximum one policy holder sub group per unit. If the Unit is a pedestrian, bicycle or equipment then this group is not required. This group is not needed for the Non-Domesticated Animal Crash or a private Property/Parking Lot crash. But, if required by the agency should be entered. Once the Insurance Yes/No field in the Unit Summary is entered, this group will be added/deleted. See adding and deleting groups if needed. The fields within the group are shown in the figure below.

## DT4000 Crash Form

Policy Holder				
UNIT HOLD ER	01	Insurance Company		<input type="checkbox"/> Policy Holder Same As Owner <input type="checkbox"/> Policy Holder Same As Driver
	Organization Type	Last Name	First Name	Policy Holder Company

**Documents**

\documents\AddingorDeletingGroups.pdf

**Insurance Company**      *policyHolderInsuranceCompany*

The name of the liability insurance company. Not the name of the insurance agent, agency, or motor club. This information is used to enforce Wisconsin's Safety Responsibility Law.

At the crash scene, ask each driver for the name of their insurance company. Select the name of the insurance company that issued the policy covering the vehicle from the list. It's very important to select the correct company. Some companies have several variations on their name. Do not enter the name of the insurance agent, agency or motor club. If the insurance company is not on the list, check the table below for an alternate name. If you still can't find it, key [Alt + O] or click "Other" on the databar and then key the name of the company.

Insurance Company Alias names may be used in this version. While in the Company Name field, key [Alt + O] and then key the appropriate Alias Name. A select number of alias names have been provided for your convenience.

**Document**

\documents\InsuranceAlias.pdf

**Policy Holder Same as Driver Flag**      *policyHolderSameAsOwnerFlag*

Toggle to fill Policy Holder information if it is same as driver.

**Use Operator Address**      *policyHolderSameAsDriverFlag*

Toggle to fill Policy Holder information if it is same as operator.

**Organization Type**      *policyholderOrganizationType*

Indicates the organizational type of the Policy Holder.

- **Government** – Insurance policy is held by a local, State, or Federal government entity.
- **Individual** – Insurance policy is held by an individual private citizen.
- **Organizational** – Insurance policy is held by an organization, public or private.
- **Unknown**

**Last Name**      *policyHolderNameLast*

The last name of the insurance policy holder.

**First Name**      *policyHolderNameFirst*

The first name of the insurance policy holder.

**Company Name**      *policyHolderNameCompany*

The name of the insurance policy holder company.

**Trailer Subgroup**      *CrashTrailerGroup*

Each crash form can contain up to 999 Trailer sub-groups. The fields within the group are shown in the figure below. A Unit can contain up to 5 Trailers. To enter the number of Trailers for the group, put it in

## DT4000 Crash Form

the Total Trailers field in the Unit Summary. This field adds and deletes the Trailer group. If the trailer group is not empty then it will not delete automatically and deletion will need to be manually completed.

Trailer/Towed					
UNIT  TRAILER/TOWED	Plate Number	Plate Type	State	Country of Issuance	
	Make		Unit Type	Vehicle Identification Number	
	<input type="checkbox"/> Trailer Owner Same As Vehicle				
	Organization Type		Company Name		
	Last Name		First Name	Middle Initial	Suffix
	Street Address		Street Address2	PO Box	
	City		St	Zip Code	Country of Residence
	Telephone Number				

Document

../documents/AddingorDeletingGroups.pdf">How to Add or Deleting Manually

**Plate Number** **crashTrailerPlateNumber**

The alphanumeric identifier or other characters, exactly as displayed, on the registration plate or tag affixed to the trailer obtained from the power unit or tractor.

**Plate Type** **crashTrailerPlateType**

The standard 3 letter abbreviation for the trailer license plate type. The plate type must coincide with the power unit type.

**State** **crashTrailerRegistrationIssuanceState**

The state where the trailer license plate was issued.

**Codes in Appendix B**

**Country of Issuance** **crashTrailerRegistrationIssuanceCountry**

The country where the trailer license plate was issued.

**Codes in Appendix B**

**Make** **crashTrailerMake**

The distinctive (coded) name applied to a group of trailers by a manufacturer.

Document

\\documents\VehicleMakes.pdf

**Unit Type** **crashTrailerTowedType**

Indicates the type of the towed unit.

- **Auto** – Motor vehicle designed to carry a small number of people.
- **Truck** – Motor vehicle designed primarily for carrying property.
- **Bus** – Motor vehicle consisting primarily of a transport device designed for carrying more than eight persons.

## DT4000 Crash Form

- **Full Trailer** – Attached full sized trailer of a motor vehicle or occupant of a motorcycle caboose.
- **Mobile Home** – A large house trailer that is parked in one particular place and used as a permanent living accommodation.
- **Recreational** – A motor vehicle with a frame-mounted recreational unit added behind the driver or cab area or mounted on a bus/truck chassis that is suitable to live in and drive across the country.
- **Equipment** – Any motorized device in which the primary purpose is not transporting people or property. A motor vehicle with the primary purpose of assisting labor.
- **Semi Trailer** – Attached semi-trailer of a motor vehicle or occupant of a motorcycle caboose.
- **Utility Trailer** – Attached utility trailer of a motor vehicle or occupant of a motorcycle caboose.

**Vehicle Identification Number (VIN)** *crashTrailerVehicleIdentificationNumber*

The unique vehicle identification number for the trailer.

**Trailer Owner Same as Vehicle** *crashTrailerOwnerSameAsVehicleFlag*

Fills in trailer name if same as vehicle owner.

**Organization Type** *crashTrailerOrganizationType*

Indicates the organizational type of the trailer owner.

- **Government** – Indicates the trailer is owned by a local, State, or Federal government entity.
- **Individual** – Indicates the trailer is owned by a private individual.
- **Organizational** – trailer is owned by an organization, private or public.
- **Unknown**

**Company Name** *crashTrailerNameCompany*

Company/Governmental Agency name of the trailer of the vehicle.

**Last Name** *crashTrailerNameLast*

The last name of the person who owns trailer involved in the crash.

**First Name** *crashTrailerNameFirst*

The first name of the person who owns trailer involved in the crash.

**Middle Initial** *crashTrailerNameMiddle*

The middle initial of the person who owns trailer involved in the crash.

**Suffix** *crashTrailerNameSuffix*

Suffix of the person who owns the trailer involved in the crash.

**Date of Birth** *crashTrailerDateofBirth*

The year, month, and day (MMDDYY) of birth (or age to be used only when date of birth cannot be obtained), of the owner of the trailer involved in the crash.

**Address** *crashTrailerAddressStreet*

The current street address of the owner of the trailer involved in the crash.

**Address 2** *crashTrailerAddressStreet2*

The current street address of the owner of the trailer involved in the crash.

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**PO Box** *crashTrailerAddressPOBoxNumber*

The current PO box (if any) of the owner of the vehicle involved in the crash.

**City** *crashTrailerAddressMunicipality*

The current city where the owner of the vehicle involved in the crash resides.

**State** *crashTrailerAddressState*

The current state where the owner of the vehicle involved in the crash resides.

This field determines the zip code databar. It will either be Canadian zip code or US zip code data bar. Entering this field will automatically fill in the Country field.

**Codes in Appendix B**

**ZIP Code** *crashTrailerAddressZipCode*

The current ZIP code where the owner of the trailer involved in the crash resides.

If the state field is Canada the zip code databar will switch to Canadian zip codes. Entering this field with a blank City will automatically fill in the City or Municipality field.

**Codes in Appendix B**

**Country of residence** *crashTrailerAddressCountry*

The current country where the owner of the trailer involved in the crash resides.

This field will probably be filled out automatically when the State Field is entered.

**Phone Number** *crashTrailerPhoneNumber*

The telephone number of the owner of the trailer involved in the crash. If the operator does not have a phone, or has an unpublished/unlisted number which is not public record, print "NONE" in this field.

**Truck Bus Subgroup** *CrashTruckBusGroup*

This section contains information about trucks and buses that are in crashes that meet certain criteria. A Truck and Bus Accident group should be completed for each vehicle that meets the following criteria:

A): it was a truck or truck combination > 10,000 lbs GVWR or GCWR, OR it was any vehicle displaying a hazardous materials placard, OR it was any vehicle designed to carry 9 or more persons including the driver;

AND

B): a person was fatally injured in the crash, OR a person injured in the crash needed to be transported for immediate medical treatment, OR one or more vehicles had to be towed from the scene due to damage in the crash.

## DT4000 Crash Form

Truck or Bus					
UNIT  TRUCK BUS	<input type="checkbox"/> Use Vehicle Owner Same as Carrier			Source	
	US DOT #			Carrier Name	
	Carrier Address		Carrier Address 2		Carrier PO Box Number
	City		State	Zip Code	Country of Residence
	GVWR		Vehicle Configuration		Cargo Body Type
	Carrier Type			Permitted Load	
	<input type="checkbox"/> OS/DW Load		WI Permit Number		<input type="checkbox"/> Permitted Vehicle On Permitted Route
	<input type="checkbox"/> Escort Vehicle Required By Permit			<input type="checkbox"/> Escort Vehicle Present	
	Measured Height		Measured Length		Measured Width
					Measured Weight

If you need to add or subtract a Truck or Bus group, see Document Adding or Deleting Groups.

**Use Vehicle Owner Same as Carrier**      *crashTruckBusCopyVehicleOwnerFlag*

Toggle to fill in carrier name if the same as vehicle owner.

**Source**      *crashTruckBusSource*

Select the source of the carrier number information. This field is not required for the State Crash form and was added at the request of the FAC (Forms Advisory Committee) Ask your Agency if this is required for you.

**US DOT #**      *crashTruckBusUSDOTNumber*

The USDOT or state issued identification number of the carrier. The number can usually be found on the outside door panel of the power unit.

**Carrier name**      *crashTruckBusCarrierName*

The name of the individual, partnership, or corporation responsible for the transportation of persons or property as indicated on the shipping manifest.

**Carrier Street Address**      *crashTruckBusCarrierAddressStreet*

The street address of the individual, partnership or corporation responsible for the transportation of persons or property as indicated on the shipping manifest.

**Carrier Street Address 2**      *crashTruckBusCarrierAddressStreet2*

The street address of the individual, partnership or corporation responsible for the transportation of persons or property as indicated on the shipping manifest.

**Carrier PO Box**      *crashTruckBusCarrierAddressPOBoxNumber*

The current PO box (if any) of the owner of the vehicle involved in the crash.

**City**      *crashTruckBusCarrierAddressMunicipality*

The current city where the individual, partnership, or corporation responsible for the transportation of persons or property as indicated on the shipping manifest resides.



## DT4000 Crash Form

### **State** *crashTruckBusCarrierAddressState*

The current state where the individual, partnership, or corporation responsible for the transportation of persons or property as indicated on the shipping manifest resides.

This field determines the zip code databar. It will either be Canadian zip code or US zip code data bar. Entering this field will automatically fill in the Country field.

Codes in Appendix B

### **ZIP Code** *crashTruckBusCarrierAddressZipCode*

The current ZIP code where the individual, partnership, or corporation responsible for the transportation of persons or property as indicated on the shipping manifest resides.

If the state field is Canada the zip code databar will switch to Canadian zip codes. Entering this field with a blank City will automatically fill in the City or Municipality field.

### **Country of Residence** *crashTruckBusCarrierAddressCountry*

The current country where the individual, partnership, or corporation responsible for the transportation of persons or property as indicated on the shipping manifest resides.

This field will probably be filled out automatically when the State Field is entered.

Codes in Appendix B

### **GVWR – Gross Vehicle Weight Rating** *crashTruckBusGrossVehicleWeightRating*

The amount recommended by the manufacturer as the upper limit to the operational weight for a motor vehicle and any cargo (human or other) to be carried.

- **Not Applicable** – Vehicles 10,000 pounds or less, not displaying a hazardous materials placard. Includes buses less than 9 seats (including driver), and for all motor homes.
- **10,000 lbs. or Less** – Passenger cars and light trucks with 10,000 pounds or less GVWR/GCWR when displaying a hazardous materials placard or for buses with 9 or more seats (including driver) with 10,000 pounds GVWR or less.
- **10,001-26,000 lbs.** – Vehicles with GVWR/GCWR between 10,001 pounds and 26,000 pounds when displaying a hazardous materials placard or for buses with 9 or more seats (including driver) with GVWR/GCWR between 10,001 pounds and 26,000 pounds.
- **More than 26,000 lbs.** – Vehicles with GVWR/GCWR greater than 26,001 pounds when displaying a hazardous materials placard or for buses with 9 or more seats (including driver) with GVWR/GCWR greater than 26,001 pounds.










### **Vehicle Configuration** *crashTruckBusVehicleConfiguration*

Indicates the general configuration of this motor vehicle.

- **Vehicle 10,000 lbs. or Less Placarded for Hazardous Materials** – A cargo van or other vehicle with a GVWR less than 10,000 pounds with carrying hazardous materials that require a placard.
- **Single-Unit Truck (2-Axle and Gross Vehicle Weight Rating (GVWR) More than 10,000 lbs.)** – A power unit that includes a permanently mounted cargo body (also called a straight truck) that has only two axles and a GVWR of over 10,000 pounds.
- **Single-Unit Truck (3 or More Axles)** – A power unit that includes a permanently mounted cargo body (also called a straight truck) that has three or more axles.
- **Vehicle Pulling Trailers** – Any vehicle pulling a trailer.
- **Truck Tractor (Bobtail)** – A motor vehicle consisting of a single motorized transport device designed primarily for pulling semi-trailers.

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- **Truck Tractor/Semi-Trailer** – A truck tractor that is pulling a semi-trailer.
- **Truck Tractor/Double** – A truck tractor that is pulling a single semi-trailer and one full-trailer.
- **Truck Tractor/Triple** – A truck tractor that is pulling a single semi-trailer and two full-trailers.
- **Truck More Than 10,000 lbs., Can Not Classify/Unknown** – Vehicles that do not fit into any other category. Typically, this would be farm equipment or heavy machinery.
- **Bus (Seats for More than 15 Occupants, Including Driver)** – A motor vehicle with seating for transporting nine or more persons, including the driver.
- **Bus/Large Van (Seats for 9-15 Occupants, Including Driver)** – A motor vehicle with seating for transporting nine or more persons, including the driver.

VEHICLE CONFIGURATION	
Bus (9-15 Seats, Including Driver) 	Truck/Trailer (Single-Unit Truck Pulling a Trailer) 
Bus (16 or More Seats, Including Driver) 	Truck Tractor (Bobtail) 
Single-Unit (2 Axles, 6 Tires) 	Tractor/Semi Trailer (One Trailer) 
Single-Unit (3 or More Axles) 	Truck Tractor/Double (Two Trailers)  Truck Tractor/Triple (Three Trailers) 

### **Cargo Body Type** *crashTruckBusCargoBodyType*
















The type of body for buses and trucks more than 10,000 lbs. Gross Weight Vehicle Rating (GWVR).

- **No Cargo Body (Bobtail, Light Motor Vehicle with Hazardous Materials (HM), Placard, Etc.)** – Passenger vehicles that are recorded here because they are placarded for hazardous materials AND for vehicles with no cargo hauling capabilities such as fire trucks or truck tractors without a trailer. A tow truck without a vehicle attached should be considered **No Cargo Body**. However, if a vehicle is attached the correct Cargo Body is **Vehicle Towing Another Vehicle**.
- **Bus (Seats for More than 15 Occupants, Including Driver)** – A motor vehicle with seating for transporting fifteen or more persons, including the driver.
- **Bus/Large Van (Seats for 9-15 Occupants, Including Driver)** – A motor vehicle with seating for transporting between 9 and 15 persons, including the driver.
- **Van/Enclosed Box** – A single-unit truck, truck/trailer, or tractor/semi-trailer having an enclosed body integral to the frame of the motor vehicle.

## DT4000 Crash Form

- **Grain/Chips/Gravel** – Describes a cargo body type used for hauling these or other similar bulk commodities. They may be referred to as “open hoppers” or “belly dumps”.
- **Pole-Trailer** – Trailer designed to be attached to the towing vehicle by means of a reach or pole, or by being boomed or otherwise secured to the towing motor vehicle, and ordinarily used for carrying property of a long or irregular shape.
- **Cargo Tank** – A single-unit truck, truck/trailer, or tractor semi-trailer having a cargo body designed to transport dry bulk (fly, ash, etc.), liquid bulk (gasoline, milk, etc.), or gas bulk (propane, etc.).
- **Log Truck** – Cargo body type for trailers with a fixed middle beam and side support posts specifically designed for carrying logs. If the trailer can “telescope” to carry different log lengths, then it should be considered a pole trailer.
- **Intermodal Container Chassis** – A trailer specifically designed to have a rail or ship container mounted directly on the chassis. These should not be confused with van/enclosed box cargo body types. Intermodal containers may also be mounted on a flatbed trailer, in which case **Flatbed** is the cargo body type.
- **Vehicle Towing Motor Vehicle** – Vehicles that have no cargo carrying capability but are in the act of towing another motor vehicle. These are often called “drive-away, tow-aways” and will be applicable to tow trucks and specially rigged truck tractors.
- **Flatbed** – Cargo body is without sides or roof, with or without readily removable stakes which may be tied together with chains, slats, or panels. This includes trucks transporting containerized loads.
- **Dump** – Cargo body type that can be tilted or otherwise manipulated to discharge its load by gravity.
- **Concrete Mixer** – A single-unit truck having a body specifically designed to mix or agitate concrete.
- **Auto Transporter** – Cargo body type that is specifically designed to transport multiple, fully assembled automobiles. Single-unit flatbed tow-trucks hauling cars DO NOT qualify. Auto transporters are typically configured as truck-trailers.
- **Garbage/Refuse** – A single-unit truck having a body specifically designed to collect and transport garbage or refuse. This includes both conventional rear loading and over-the-top bucket loading garbage trucks.
- **Lowboy** – A semi-trailer with two drops in deck height, one right after the gooseneck and one right before the wheels.
- **Other**
- **Not Applicable (Motor Vehicle 10,000 lbs. or Less not Displaying HM Placard)**
- **Unknown**

## DT4000 Crash Form

CARGO BODY TYPE		
Bus (9-15 Seats, Including Driver) 	Dump 	Pole 
Bus (16 or More Seats, Including Driver) 	Concrete Mixer 	Log 
Van/Enclosed Box 	Auto Transporter 	Intermodal Chassis 
Cargo Tank 	Garbage/Refuse 	Vehicle Towing Motor Vehicle 
Flat Bed 	Grain, Chips, Gravel 	No Cargo Body 

**Carrier Type** **crashTruckBusCarrierType**

Indicates the type of interstate carrier responsible for the transportation of persons or property as indicated on the shipping manifest.

- **Interstate Carrier** – A commercial vehicle in the United States where the transit between the points of origin and termination does not occur entirely within the borders of the state of origin. A motor carrier that has authority to operate across state lines. Interstate operators are required to have a USDOT Number by the Federal Motor Carrier Administration.
- **Intrastate Carrier** – A motor carrier that operates entirely within the state and does not have the authority to engage in interstate commerce. Intrastate operators are required to have a USDOT Number by the Federal Motor Carrier Safety Administration if they have a GVWR or gross combination weight rating (GCWR) of 10,001 pounds or more, or is transporting material found to be hazardous and transported in a quantity requiring placarding.
- **Not in Commerce/Government** – Used for any qualifying government vehicle whether it is operated by the local, State, or Federal government. In most circumstances, the government-owned vehicle will not have a USDOT number.
- **Not in Commerce/Other Truck** – Qualifying personal rental vehicles (e.g., U-haul, Ryder, Penske) that qualify by size (over 10,000 lbs GVWR/ GCWR) that are operated by a private individual.
- **Other Operation/Not Specified**

**Permitted Load** **crashTruckBusPermittedLoad**

Indicates whether the size of the truck is permitted.

- **Over Sized, Over Weight (OSOW)** – Indicates the vehicle is permitted to haul an over sized, over weight load. For example, a motor vehicle permitted by the state to haul manufactured housing exceeding the 102 inch width limitation.
- **Long Truck** – Indicates the vehicle is permitted to operate a truck longer than standard permissible length on a designated route.

## DT4000 Crash Form

- **Not Permitted** – Indicates the vehicle is not permitted to be operating at its current weight/size.
- **Not Applicable**

**OS/OW Load**                      **crashTruckBusOSOWLoadFlag**

If this a Over Sized, Over Weight (OSOW) – Indicates the vehicle is an over sized, over weight load.

**Permit Number**                      **crashTruckBusWIPermitNumber**

Permit number for OS/OW load.

**Permitted Vehicle on Permitted Route**  
**crashTruckBusPermittedVehicleOnPermittedRouteFlag**

Indicates whether vehicle was permitted on a given route.

**Escort Vehicle Required by Permit**                      **crashTruckBusEscortVehicleRequiredFlag**

Indicates whether escort vehicle is required for a vehicle.

**Escort Vehicle Present**                      **crashTruckBusEscortVehiclePresentFlag**

Indicates whether escort vehicle was present.

**Measured Height**                      **crashTruckBusMeasuredHeight**

- FT The measured height of load or vehicle in feet.
- IN The measured height of the load or vehicle in inches.

**Measured Length**                      **crashTruckBusMeasuredLength**

- FT The measured length of the load or vehicle in feet.
- IN The measured length of the load or vehicle in inches.

**Measured Width**                      **crashTruckBusMeasuredWidth**

- FT The measured width of the load or vehicle in feet.
- IN The measured width of the load or vehicle in inches.

**Measured Weight – LBS**                      **crashTruckBusMeasuredWeight**

The measured weight of the vehicle in pounds. If weight is over capacity of scale, put in highest number allowed.

**Hazardous Material Subgroup**                      **CrashHazardousMaterialGroup**

This section contains information about vehicle that are in crashes that are carrying Hazardous Material. There is only one Hazardous Material Sub group per unit and it is added or deleted by checking yes to HazMat Transported

Hazardous Material			
HAZ MAT	01	HazMat Class	HazMat UN #
		HazMat Name	HazMat Released
			HazMat Placard Displayed

Document

Adding or Deleting Groups.

**Hazmat Class**                      **crashhazardousmaterialClass**

The 1 digit class number from the bottom of the diamond placard.

## DT4000 Crash Form

### **Hazmat UN #** *crashhazardousmaterialUNNumbers*

Four digit hazardous materials ID number taken from the middle of the diamond or rectangular box placard.

### **Hazmat Cargo Released** *crashhazardousmaterialReleased*

Indicates whether or not hazardous materials were released.

- **Yes** - Vehicle transporting hazardous material as cargo that was released as a result of the crash. Fuel or oil carried by the vehicle for its own use is NOT considered cargo and should not be reported.
- **No** – Hazardous material being transported as cargo by vehicle was not released as a result of the crash.
- **Not Applicable** – Vehicle not transporting hazardous materials.

### **Hazmat Name** *hazardousmaterialsPlacardName*

The name taken from the middle of the diamond or from the rectangular box placard.

### **Hazmat Displayed Placard (Cargo Only)** *crashHazardousMaterialPlacardDisplayedFlag*

Indication of whether or not the motor vehicle had a hazardous materials placard as required by Federal/State regulations.

- **Yes** - Indicates a vehicle with hazardous materials has the hazmat placard displayed on all four sides of the vehicle. For containers with bulk packages inside, if the required ID number is not visible, the transport vehicle must be marked on each side and each end.
- **No** - Vehicle transporting hazardous material without the approach placard affixed to the vehicle.
- **Not Applicable** – Vehicle not transporting hazardous materials.

### **Property Owner Group** *propertyownergroup.html*

This section contains information about owners of fixed objects struck in the crash. There should be a Property Owner group for each property owner in the crash. If you want to add or subtract a Property Owner group, see Adding or Deleting Groups.

**Note:** You will need a property owner group for every crash where some sort of fixed object is struck, including ditches, etc. If the property owner is unknown, just key "Unknown" in the last name field.

Several property owner aliases are included with TraCS for common companies and WisDOT. These are executed from the Company Name field. See the <F2> Help screen for a list of supplied aliases.

## DT4000 Crash Form

<b>Property Owner</b>						
PROP OWNER	01	Organization Type GOVERNMENT	Company Name WISCONSIN DEPT OF TRANSPORTATION			
		Last Name	First Name	Middle Initial	Suffix	
		Street Address 1681 SECOND AV S	Street Address2			PO Box
		City WI RAPIDS	St WI	Zip Code 544954768	Country of Residence UNITED STATES	
		Damage Tag Number FDADFAS		Telephone Number (715) 421-8301 EXT.		
	<b>Fixed Objects Struck</b>					
	01	Striking Unit 01	Struck Object TREE			
	02	Striking Unit	Struck Object			
Add Object						

### Documents

\\documents\AddingorDeletingGroups.pdf

\\crashobjectstruckgroup.html  Object Struck Group

### **Property Owner Organization Type** – *crashpropertyownerOrganizationType*

Indicates the organizational type of the property owner damaged in the crash. This can be an individual, government agency, or business.

- 
- Government – Property damaged in crash is owned by a local, State, or Federal government entity. This choice will enable the company name field and disable the last, first, middle and suffix name fields. The Damage Tag number will also be enabled and required.
- Individual – Property damaged in crash is owned by a private citizen. This choice will disable the company name field and enable the last, first, middle and suffix name fields. The Damage Tag number will also be disabled.
- Organization – Property damaged in crash is owned by an organization, private or public. This choice will enable the company name field and disable the last, first, middle and suffix name fields. The Damage Tag number will also be disabled.
- Unknown – This choice will disable all the other fields in this group.

**Commented [s13]:** What would be the reason for selecting blank

### **Property Owner Company Name** – *crashpropertyownerNameCompany*

The last name of the property owner with damaged property in the crash.

This field is a special field and contains a Search button on the databar. The Search button will open up a search box for the Property Owner table. This table is filled with WI Dept. of Transportation Highway District addresses along with agency specific address entered by hand. Several property owner aliases are included with TraCS for common companies and WisDOT. These are executed from the Company Name field. To add more Companies contact your local TraCS coordinator.

help\documents\HowtoSearchUsingViolationSearchBoxes.rtf

Help\documents\DefaultPropertyOwnerAliases.rtf

### **Property Owner Last Name** – *crashpropertyownerNameLast*

The last name of the property owner with damaged property in the crash.

## DT4000 Crash Form

**Property Owner First Name – *crashpropertyownerNameFirst***

The first name of the property owner with damaged property in the crash.

**Property Owner Middle Name – *crashpropertyownerNameMiddle***

The middle initial of the property owner with damaged property in the crash.

**Property Owner Street Name – *propertyownerAddressStreet***

The current street address of the property owner with damaged property in the crash.

**Property Owner Address 2 – *crashPropertyownerAddressStreet2***

The current street address of the property owner with damaged property in the crash.

**Property Owner PO Box – *crashPropertyownerAddressPOBoxNumber***

The current PO box (if any) of the property owner with damaged property in the crash.

**Property Owner City – *propertyownerAddressMunicipality***

The current city where the property owner with damaged property in the crash resides.

**Property Owner State – *crashPropertyownerAddressState***

The current state where the property owner with damaged property in the crash resides.

This field determines the zip code databar. It will either be Canadian zip code or US zip code data bar. Entering this field will automatically fill in the Country field.

- Codes in Appendix B

**Property Owner ZIP Code – *crashPropertyownerAddressZipCode***

The current ZIP code where the property owner with damaged property in the crash resides.

If the state field is Canada the zip code databar will switch to Canadian zip codes. Entering this field with a blank City will automatically fill in the City or Municipality field.

**Property Owner Country – *CrashpropertyownerAddressCountry***

The current country where the property owner with damaged property in the crash resides.

This field will probably be filled out automatically when the State Field is entered.

Codes in Appendix B

**Property Owner Phone Number – *crashPropertyownerPhoneNumber***

The telephone number of the property owner with damaged property in the crash. If they do not have a telephone number or their number is an unpublished/unlisted number which is not public record, key in 000 000-0000

**Property Owner Damage Tag Number – *propertyownerGovernmentDamageTag***

The yellow government damage tag number for agencies following the Damage Claim Program and Tagging System.

### Object Struck Subgroup

**Striking Unit – *crashobjectstruckStrikingUnit***

Unit number of the vehicle that struck this property. This is a special field that has a databar button that can help determine which unit you are looking for. help\documents\HowtoUseAGroupLookupButton.rtf

**Struck Object – *crashobjectstruckObjectType***

The type of fixed object struck by a vehicle. These are a subset of Most Harmful Event.



## DT4000 Crash Form

This field is a special field and contains a Search button on the databar. The Search button will open up a search box for the Crash Event table. This table is filled with the attributes for a crash event and filtered to show only the objects. See how to search using violation search boxes in the user guide.  
"help\documents\HowtoSearchUsingViolationSearchBoxes.rtf"

- **Bridge Overhead Structure** – Any part of a bridge that is over the reference or subject roadway. Typically refers to the beams or other structural elements supporting a bridge deck. The overhead structure does not include the support structures in the middle of the bridge (piers or columns) and at the ends (abutments).
- **Bridge Parapet End** –
- **Bridge Pier or Support** – Support for a bridge structure including the ends (abutments).
- **Bridge Rail** – A barrier attached to a bridge deck or bridge parapet to restrain motor vehicles, pedestrians or other users. May be constructed of various materials including metal, concrete, stone, wood, and/or combinations of these materials. For example, a longitudinal barrier along the top of a bridge that is faced with "guardrail" material should be coded as "Bridge rail".
- **Cable Barrier** – Flexible barrier system which uses several cables typically supported by steel posts. These can be used on the roadside or as a median barrier. These barriers are designed to help lessen impact or keep vehicles within the confines of the road.
- **Concrete Traffic Barrier** – Longitudinal traffic barrier constructed of concrete and located on the outside of the road surface, in a median, or in gore areas. This includes all temporary concrete barriers regardless of location (i.e., temporary "Jersey Barrier" on a bridge being used to control traffic during bridge repair/construction. Concrete walls (vertical side surfaces) such as the walls of a tunnel do not apply.
- **Culvert** – An enclosed structure providing free passage of water under a roadway with a clear opening of less than twenty feet measured along the center of the roadway. An example of a culvert and ditch is shown below.
- **Curb** – A raised edge or border to a roadway. Curbs may be constructed of concrete, asphalt, or wood and typically have a face height of less than 9 inches.
- **Ditch** – Includes any man-made structure for drainage purposes. A ditch ends where a culvert begins and resumes on the opposite side of the culvert. A collision with the sides of a ditch (or "ditch embankment" should be coded as ditch rather than an embankment.
- **Domesticated Animal (Alive)** – Includes collisions with live domesticated animals that are not being used as transportation or to draw a wagon, cart, or other transport device. Also used if it cannot be determined if the animal was alive or dead at the time of the crash.
- **Domesticated Animal (Dead)** – Includes collisions with any dead domesticated animals.
- **Embankment** – Earthen structure used to support a channel or roadway.

## DT4000 Crash Form

- **Fence** – A barrier, railing, or other upright structure enclosing an area of ground to mark a boundary, control access, or prevent escape. Includes fence posts. Typically made of wood, chain link, stone, etc. Excludes shrubs or hedges that serve as containment for property.
- **Fire Hydrant** – Any collision with a fire hydrant.
- **Guardrail End** – The end of the guardrail. Typically painted a warning color and may include a breakaway or redirection design feature not to be confused with an **Impact Attenuator**.
- **Guardrail Face** – Surface area of the guardrail other than the end.
- **Impact Attenuator/Crash Cushion** – A barrier at a spot location, less than 25 feet away, designed to prevent an errant motor vehicle from impacting a fixed object hazard by gradually decelerating the motor vehicle to a safe stop or by redirecting the motor vehicle away from the hazard.
- **Lum Light Support** – Any pole constructed for the primary function of supporting an electric line, telephone line or other electrical-electronic transmission line or cable. This includes the support poles for roadway lighting.
- **Mailbox** – Any mailbox, public or private.
- **Non-Domesticated Animal (Alive)** – Includes collisions with any live non-domesticated animals such as deer. Also use if it cannot be determined if the animal was alive or dead at the time of the crash.
- **Non-Domesticated Animal (Dead)** – Includes collisions with any dead non-domesticated animals.
- **Other Fixed Object (Wall, Building, Tunnel, Etc.)** – Includes walls, buildings, tunnels, shrubbery, etc.
- **Other Object - Non-Fixed** – A collision with an object other than a motor vehicle in transport, a pedestrian, another road vehicle in transit, a parked motor vehicle, a railway vehicle, a pedalcycle, an animal, or a fixed object. For example, a fallen tree.
- **Other Post, Pole, or Support** – Any post, pole, or support that is not used for traffic signs or signals, utility, or lighting the roadway.
- **Other Traffic Barrier** – Longitudinal barriers other than guardrails, concrete traffic barriers, or cable barriers. They may be composed of material such as wood or rock.
- **Overhead Sign Post** - Any post, pole, or support for a traffic sign that extends over the roadway.
- **Traffic Sign Post** – A pole, post, or other type of support for a traffic sign. Does not include traffic signal poles and posts.
- **Traffic Signal** – A pole, post, or other type of support for a traffic signal.

## DT4000 Crash Form

- **Tree** – Any tree standing upright and in the ground. A standing tree is a fixed object as opposed to a fallen tree that is a moveable object (“**Other Object – Not Fixed**”). Includes tree stumps. An entire tree or branches/limbs that fall from a tree that fall on a vehicle would be the Non-collision event “**Thrown or Falling Objects**”.
- **Utility Pole**– Any pole constructed for the primary function of supporting an electric line, telephone line or other electrical-electronic transmission line or cable. This includes the support poles for roadway lighting.

### Witness Group CrashWitnessGroup

This section contains information about witnesses to the crash. There should be a Witness group for each witness to the crash. If you want to add or subtract a Witness group, see Adding or Deleting Groups.

Witness				
WITNESS 01	Last Name	First Name	Middle Initial	Suffix
	Street Address	Street Address 2	PO Box	
	City	State	Zip Code	Country of Residence
	Date of Birth	Phone Number		
Add Witness				

#### Documents

\\documents\AddingorDeletingGroups.pdf

**Witness Last Name** *crashwitnessNameLast*

The last name of the witness who observed the crash.

**Witness First Name** *crashwitnessNameFirst*

The first name of the witness who observed the crash.

**Witness M.I.** *crashwitnessNameMiddle*

The middle initial of the witness who observed the crash.

**Witness Suffix** *crashwitnessNameSuffix*

Suffix of the witness who observed the crash.

**Witness Address 1** *crashwitnessAddressStreet*

The current street address of the witness who observed the crash.

## DT4000 Crash Form

**Witness Address 2** *crashwitnessAddressStreet2*

The current street address of the witness who observed the crash.

**Witness PO Box** *crashwitnessAddressPOBoxNumber*

The current PO box (if any) of the witness who observed the crash.

**Witness City** *crashwitnessAddressMunicipality*

The current city where the witness who observed the crash resides.

**Witness State** *crashwitnessAddressState*

The current state where the witness who observed the crash resides.

Entering a State will automatically fill in the Country Field.

Link to \documents\Appendix B

**Witness ZIP Code** *crashwitnessAddressZipCode*

The current ZIP code where the witness who observed the crash resides.

If the state field is Canada the zip code databar will switch to Canadian zip codes. Entering this field with a blank City will automatically fill in the City or Municipality field.

**Witness Country** *crashwitnessAddressCountry*

The current country where the witness who observed the crash resides.

This field will probably be filled out automatically when the State Field is entered.

Link to \documents\Appendix B

**Witness Date of Birth** *crashwitnessDateOfBirth*

The year, month, and day (MMDDYY) of birth (or age to be used only when date of birth cannot be obtained), of the witness who observed crash.

**Witness Phone Number** *crashwitnessPhoneNumber*

The telephone number of the witness who observed the crash. If the witness does not have a phone, or has an unpublished/unlisted number which is not public record, print "NONE" in this field.

**Description Group** *CrashDescriptionGroup*

This section contains additional description of the crash. This group is not always visible, if the crash is a non-domesticated animal hit it is not required. See Adding Deleting groups for more information.

## DT4000 Crash Form

<b>Description</b>	
Reconstruction By 000	Photos By
Additional Information	
Diagram	Narrative
Amended Change Summary	

**Documents**

\documents\AddingorDeletingGroups.pdf  
 document \documents\AddingorDeletingGroups.pdf

**Reconstruction by**      *crashdescriptionReconstructionBy*

Name and agency case number of agency conducting crash reconstruction. If the agency is not in the list use the Other Option for entering the name.

**Photos By**      *crashdescriptionPhotosBy*

Enter the name of the Individual(s) that took the photos or video recordings of the scene

**Additional Information**      *crashdescriptionAdditionalInformation*

Indicates other type(s) of supplemental reports completed for this crash.

This field will be added to automatically for some items. If the Photo's by field is entered, then photo is checked. If Reconstruction by has a value then Reconstruction By is checked. When replicating to a fatal supplement, fatal supplement is checked. When Auto populating to a Driver Behavior and Condition, Driver Behavior and Condition is checked. When Auto populating to a DMV inspection, DMB Inspection is checked.

## DT4000 Crash Form

- **Fatal Crash Supplement** – MV3480 or its electronic equivalent to be completed when one or more individuals involved in the crash suffers a fatal injury as a result of the crash.
- **Driver Behavior and Condition** – MV3141 or its electronic equivalent can be completed when an officer suspects a driver involved in the crash may have been impaired or suffering from a medical condition.
- **Drug Influence (DRE)** – A report completed by a certified Drug Recognition Expert (DRE) when the officer suspects a driver may be impaired by a substance.
- **Criminal Incident** – When the traffic crash is a result of, or results in, criminal activity.
- **DMV Inspection** – When a commercial motor vehicle undergoes inspection as a result of a traffic crash.
- **Non-CMV Inspection** – When a vehicle that is not a commercial motor vehicle undergoes an inspection as a result of a traffic crash.
- **Witness Statements** – Indicates other statements have been completed, either by the driver or a witness.
- **Reconstruction** – Indicates a reconstruction of the crash has been conducted.
- **Measurements** – Indicates measurements of the crash scene has been conducted.
- **ECM/EDR Download** – Indicates data used from the Electronic Control Module (ECM)/Electronic Data Recorder (EDR).
- **Photos** – Indicates photos of the crash scene were taken.
- **Video(s)** – Indicates videos of the crash or crash scene exist or were taken.
- **None**
- **Other**

### **Diagram**      *crashdescriptionDiagram*

Diagram which corresponds with the narrative description of the crash. Every crash report, except the abbreviated single vehicle property damage car/deer crashes, must have a diagram. All items drawn in the diagram should be labeled. If the units have been moved prior to arrival at the crash scene, complete a diagram of the crash with any remaining visible evidence. If the crash was not investigated at the scene, the diagram should be completed based on statements of the operator(s) and label the diagram "BASED ON OPERATOR(S) STATEMENT(S)".

### **Narrative**      *crashdescriptionNarrative*

Used to describe the sequence of events for all units involved in the crash. The narrative, along with the diagram, should give a clear picture of what took place. Every crash report, except the abbreviated single vehicle property damage crashes, or non-domesticated animal crashes not resulting in injury, must have a narrative.

### **Amended Change Summary**      *crashdescriptionAmendmentReason*

Identifies reason for the crash report to be amended.

This field only enables for amended forms. It auto enters when replicating to an amended form and places a copy in the original crash report.

Document

[Working with Amended Crash Form](..\documents/WorkingwithAmendedCrashForm.pdf)

## DT4000 Crash Form

### Agency Group      CrashAgencyGroup

Each Crash form contains one Law Enforcement Agency group. The fields within the group are shown in the figure below. The Agency Space field is 200 characters. The fields within the group are shown in the figure below.

#### Law Enforcement Agency

Agency Space				
Officer Rank A-CHF	Officer Last Name WILLIAMS	Officer First Name FRANCES	Officer Middle Name L	Suffix
DOT Officer ID 3333		DNR Officer ID	Officer Badge Number B333	
Officer Email				
Local Agency Number	Law Enforcement Agency Jurisdiction TRACS TEST		Law Enforcement Agency type OTHER	
Law Enforcement Agency Name TEST POLICE DEPARTMENT		TAS Agency Name TEST POLICE DEPARTMENT		
Law Enforcement Agency Street Address PO BOX 7319		Law Enforcement Agency Street Address2 4802 SHEBOYGAN AVE		
Law Enforcement Agency City MADISON	LEA State WI	Law Enforcement Agency Zip Code 53707		
Law Enforcement Agency Phone Number (608) 267-1847 EXT.	ORI Number WITEST000	BFUNC Agency TEST	TraCS Agency Number 012	

#### Agency Space

Space for law enforcement officer to collect any info they want. This field is available for your agency's use. They will instruct you how to use it.

#### Officer Rank

The Rank of the officer completing the crash report.

#### Officer Last Name

The last name of the officer completing the crash report.

#### Officer First Name

The first name of the officer completing the crash report.

#### Officer M.I.

The middle initial of the officer completing the crash report.

#### Officer Suffix

The preferred suffix of the officer completing the crash report.

#### Law Enforcement Officer ID

The reporting law enforcement officer ID number. This number is sent to the DOT and Courts and is used to uniquely identify the officer.

#### Law Enforcement Officer DNR ID

The reporting law enforcement officer DNR ID number. Unless the officer works for the DNR, this 9 digit number is the same for the agency the officer works for.

#### Law Enforcement Officer Badge Number

The Badge Number of the officer completing the crash report. This number can change in the agency.

## DT4000 Crash Form

### ***Officer Email***

The email of the officer completing the crash report.

### ***Enforcement Agency Number***

Identifying number for the law enforcement agency that reported the crash.

### ***Enforcement Agency Jurisdiction***

The jurisdiction of the enforcement agency that reported the crash.

### ***Enforcement Agency Type***

The jurisdiction of the enforcement agency that reported the crash.

- **State Patrol**
- **County Sheriff**
- **City Police**
- **Village Police**
- **Town Police**
- **Tribal**
- **Other**

### ***Enforcement Agency Name***

The name of the enforcement agency that reported the crash.

### ***TAS Agency Name***

The TraCS name of the enforcement agency that reported the crash.

### ***Law Enforcement Agency Address 1***

The current street address of the law enforcement agency responding to the crash scene.

### ***Law Enforcement Agency Address 2***

The current street address of the law enforcement agency responding to the crash scene.

### ***Law Enforcement Agency City***

The current city where the law enforcement agency responding to the crash resides.

### ***Law Enforcement State***

The current state where the law enforcement agency responding to the crash resides.

### ***Law Enforcement Agency ZIP Code***

The current ZIP code where the law enforcement agency responding to the crash resides.

### ***Law Enforcement Agency Phone Number***

The telephone number of the law enforcement agency reporting the crash.

### ***ORI Number***

Or 9 digit NCIC number assigned to the enforcement agency by the Department of Justice.

### ***BFUNK Number***

The ID number that uniquely identifies a law enforcement agency in Wisconsin that reported the crash.



## DT4000 Crash Form

### TAS Number

The 3 digit TraCS ID of the enforcement agency that reported the crash.

### Attachment Group CrashAttachmentGroup

Each Alcohol form contains one or more Attachment groups. The fields within the group are shown in the figure below. Depending on the policies of your agency, you may attach files to your report. Not all agencies use attachments.

Attachment							
<b>01</b>	<input type="checkbox"/> Confidential File Link						
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 20%; text-align: left;">Attached File</th> <th style="text-align: left;">File Name</th> </tr> <tr> <td style="height: 20px;"></td> <td></td> </tr> <tr> <td colspan="2" style="padding: 2px;">Agency Space</td> </tr> </table>	Attached File	File Name			Agency Space	
Attached File	File Name						
Agency Space							

Documents

\\documents\AddingorDeletingGroups.pdf

#### Attached File – crashattachmentFile

In the databar click on File to choose the file to attach. Click File Link to attach a file link. The file will be saved in a common TraCS attachment directory. Click Bar Code Imager to import an image from the bar code scanner. (Needs IT to set up.) Click Scanner to import from a scanner attached to the computer.

If you attached the wrong file, simply click on the Attached File field and select the correct file.

#### Confidential File Link – crashattachmentConfidentialFlag

If the file needs to be confidential choose yes. This also changes the options of the attached file to only file link.

#### File Name – crashattachmentFilename

Enter the file name, this field is automatically generated if blank from the attached file name.

#### Agency Space – crashattachmentAgencySpace

Enter any miscellaneous comments to include.

### Warning Log Group CrashWarningLogGroup

This group is not editable and only contains one field. After a validation all the warnings for the form are written to the field.

Warning Log
Warning Log <b>WARNING: Testing is critical to Fatal Data Collection - Please Test whenever possible; PBT is acceptable:warninglogWarningLog=101</b> <b>WARNING: Testing is critical to Fatal Data Collection - Please Test whenever possible; PBT is acceptable:warninglogWarningLog=101</b>



# DT3480 Fatal Supplement Form

## DT3480 Fatal Supplement

### Document Group **fatalsupplementDocumentGroup**

Each Fatal Supplement form contains one Document group. The fields within the group are shown in the figure below.

### Motor Vehicle Fatal Supplement Report Form DT3480

Form Version #	Version Date	Baseline	Pack	Machine #
Police Number	Tags			

#### **Document Number**

Document number of the fatal supplement form. Automatically generated via TraCS. For amended reports, this value is taken from the document number override field.

Document

\\documents\HowareTraCSDocumentNumbersGenerated.pdf (document not added)

#### **Machine Number**

TraCS Machine Number that the Crash report was written on.

#### **Pack**

Wisconsin TraCS Pack version that the Crash Report was written on.

#### **Baseline**

TraCS Baseline version that the Crash report was written on.

#### **Police Number** **fatalsupplementDocumentPoliceNumber**

Identifier used by law enforcement agencies (LEA) to denote a crash. This field is for your agency's use and is optional.

Document

../documents/AddingorDeletingGroups.pdf">How to Add or Deleting Manually

../documents/WorkingwiththeFatalCrashes.pdf">Working with a Fatal Crash

../documents/HowareTraCSDocumentNumbersGenerated.pdf">How are TraCS Document Numbers Generated

Groups

"fatalsupplementDocumentGroup.html"> Document Group information

"fatalsupplementSummaryGroup.html"> Summary Group information

"fatalsupplementUnitGroup.html"> Unit Group information

"fatalsupplementIndividualGroup.html"> Individual Sub-Group information

"fatalsupplementAgencyGroup.html"> Agency Group information

"fatalsupplementAttachmentGroup.html"> Attachment Group information

## DT3480 Fatal Supplement Form

### Tags

***fatalsupplementDocumentTags***

Used to categorize different types of contacts such as "Click It or Ticket It". Agencies can add their own tag types. This is an agency table with values being entered using the table manager tool. Instructions for this are in the installation guide in Task 3-5

### Summary Group **fatalsupplementSummaryGroup**

This section contains general information about the accident. Every Crash report contains one summary group. Most fields in this group are not editable on the Fatal Supplement and if needed needs to be Modified on the Crash form.

#### Summary

Document Number (From DT4000)	Crash Date 05/27/2016	Crash Time
Total Units	Total Killed	Date of Report 05/27/2016

#### Documents

../documents/WorkingwiththeFatalCrashes.pdf">Working with a Fatal Crash

#### **Document Number (From DT4000)**

This field is not editable in the Fatal Supplement

Document number of the initial form submission for the crash. Automatically generated via TraCS. For amended reports, this value is taken from the document number override field.

#### Document

\\documents\HowareTraCSDocumentNumbersGenerated.pdf

#### **Crash Date**

This field is not editable in the Fatal Supplement

The date at which the crash occurred.

This crash form, DT4000, has an effective date of 1/1/2017 any forms prior to that need to be filled out on the MV4000 (paper or electronic) putting a date in prior to 1/1/2017 will result in reversion to the old form. See document for more information

#### Document

../documents/ItIs2017WorkingWithA2016Crash.pdf">It is 2017 Working With a 2016 Crash

#### **Crash Time**

This field is not editable in the Fatal Supplement

The military time at which the crash occurred.

#### **Total Units**

This field is not editable in the Fatal Supplement

The total number of units involved in the crash. All modes of transportation, including equipment and non-motorized units.

This field is sometimes grayed out and set to 1. If the Crash Type is a non-domesticated animal without injury, then this field is always set to 1. This field adds and deletes the Unit group. If the unit group is not empty then it will not delete automatically and deletion will need to be manually completed.

## DT3480 Fatal Supplement Form

Documents

\documents\AddingorDeletingGroups.pdf

\crashUnitgroup.html\Unit Group

### **Total Killed**

This field is not editable in the Fatal Supplement

The total number of fatalities (motorists and non-motorists) that resulted from injuries sustained as the result of a specific motor vehicle crash. If a pregnant woman is involved in a fatal crash, she must be in the 3<sup>rd</sup> trimester for the fetus to be considered a fatality. In reporting fatality statistics, a 30-day counting rule is generally used for highway safety statistics. This rule provides that only deaths that occur within 30 24-hour periods of a crash will be counted for statistical purposes.

If this field is greater than zero then fields throughout the form will turn yellow. These yellow fields are required is sending an email to the FARS group at the DOT. See document for more information on Fatal Crashes.

Document

../documents/WorkingwiththeFatalCrashes.pdf">Working with a Fatal Crash

### **Date of the Report                      fatalsupplementSummaryDateReported**

The date (YYYYMMDD) the report for the crash was written.

### **Unit Summary Group fatalsupplementUnitGroup**

This section contains information about the units involved in the crash. There should be a Unit group for each unit in the crash/fatal supplement. A unit can be the following

- Automobile and all the passengers in it.
- Truck and all the passengers in it.
- Motorcycle and all the passengers on it.
- Bus, Driver and all injured passengers in it.
- Equipment and all passengers in it unless it is a train, then the train engineer and all injured passengers.
- Bicycle and all passengers on it
- Pedestrian, each separate pedestrian is considered a Unit.

A unit contains 1 or more subgroups, below is an example of the unit group.

## DT3480 Fatal Supplement Form

	Unit # on Crash	Unit Status	Unit Type	License Plate Number
<b>01</b>  <b>UNIT</b>	Vehicle Type		Total Occs	Total Occs Killed
	Est. Travel Speed		Pre-Event Movement	
	Attempted Avoidance Movement		Attempted Avoidance Movement Other	
	Pre-Impact Stability NO DRIVER PRESENT OR UNKNOWN IF DRIVER PR		Pre-Impact Stability Other	
	Pre-Impact Location		Vehicle Circumstances	
	Compliance with License Restrictions			
	Driver Vision Obscured By			
	Related Factors			
	Method of Alcohol Determination of Driver by Police		Method of Drug Determination of Driver by Police	

### Documents

../documents/WorkingwiththeFatalCrashes.pdf">Working with a Fatal Crash

### **Unit # on Crash**

This field is not editable in the Fatal Supplement

Number assigned to uniquely identify each motor vehicle involved in the crash.

### **Unit Status**

This field is not editable in the Fatal Supplement

The status of the vehicle at the time of the crash. In Transit refers to a general motor vehicle crash

- **In Transit** – refers to a general motor vehicle crash
- **On Emergency** – Vehicle involved in **the** crash is operating as an emergency vehicle (lights and siren are activated).
- **Hit and Run/On Emergency – Indicates** when at least one of the units involved in the crash and/or it's driver is operating as an emergency vehicle (lights and siren are activated) and left the crash scene after the crash.
- **Hit and Run** – Indicates a vehicle and/or driver was involved in a crash and left the crash scene afterward.
- **Legally parked** – Vehicle was appropriately parked in a spot designated for parking. In roadway lanes used for travel during some periods and for parking during other periods, a parked motor vehicle should **NOT** be considered to be **Legally Parked** during periods when parking is forbidden. Any stopped motor vehicle where the entirety of the vehicle's primary outline as defined by the four sides of the vehicle (e.g., tires, bumpers, fenders) and load, if any, is not within the roadway is parked.
- **Non-Contact** – Vehicle involved in a crash that was not physically part of the collision, but was impacted in some way. For example a crash occurs, and the vehicle swerves off the roadway to avoid collision.

## DT3480 Fatal Supplement Form

- **Stolen** – Vehicle was taken from the original owner without permission.
- **Stolen/Hit and Run** – Vehicle was taken from the original owner without permission, involved in a crash and then the vehicle and/or driver who stole the vehicle left the scene of the crash.
- **Unknown**

### *Unit Type*

This field is not editable in the Fatal Supplement

The type of vehicle involved in the crash. Can be identified by license plate type

- **Automobile** – Motor vehicle designed to carry a small number of people.
- **Truck** – Motor vehicle designed primarily for carrying property.
- **Motorcycle** – Motor vehicle with two or three wheels in contact with the ground (excluding trailers suitable for motorcycle hauling) and having a seat or a saddle for driver and passenger as well as possessing wheel rim diameters of 10 inches or more. A motorcycle may or may not have an enclosure over the driver and passenger.
- **Bus** – Motor vehicle consisting primarily of a transport device designed for carrying more than eight persons.
- **Equipment** – Any motorized device in which the primary purpose is not transporting people or property. For example, motor vehicles with the primary purpose of assisting labor such as farm equipment, or a fork lift.
- **Bicycle** – Any pedalcycle that is not motorized.
- **Pedestrian** – A person who is not an occupant of a motor vehicle in transport or a pedalcyclist. Includes a person who is adjacent to the motor vehicle regardless of their actions. Pedestrian includes persons in wheelchairs, persons on horseback, persons walking bicycles, and persons on skateboards or roller skates.

### *License Plate Number*

This field is not editable in the Fatal Supplement

The alphanumeric identifier or other characters, exactly as displayed, on the registration plate or tag affixed to the motor vehicle. For combination trucks, motor vehicle plate number is obtained from the power unit or tractor.

### *Vehicle Type*

This field is not editable in the Fatal Supplement

Describes the vehicle body type. This field is limited by the Unit Type field.

- **(Sport ) Utility Vehicle** – Motor vehicle other than a motorcycle or bus consisting primarily of a transport device designed for carrying ten or fewer persons, and generally considered a multi-purpose vehicle that is designed to have off-road capabilities. These vehicles are generally four-wheel-drive (4x4) and have increased ground clearance. A utility vehicle has a gross vehicle weight rating (GVWR) of 10,000 pounds or less.
- **Passenger Van** – Van body style that is configured to carry people.
- **Cargo Van (10,000 lbs. or Less)** – Any van where the area behind the driver or cab is designed for transporting cargo or operated for general commercial use.
- **Utility Truck/Pickup Truck** – Any vehicle with an open cargo bed area behind the cab.
- **Motor Home** – A motor vehicle with a frame-mounted recreational unit added behind the driver or cab area or mounted on a bus/truck chassis that is suitable to live in and drive across the country.

## DT3480 Fatal Supplement Form

- **School Bus** – Motor vehicle used for the transportation of any school pupil at or below the 12<sup>th</sup>-grade level to or from a public or private school or school-related activity. It is externally identifiable by the color yellow, the words “school bus”, flashing red lights located on the front and rear, and lettering on both sides identifying the school or school district served, or the company operating the bus. **School Bus** is any school bus that is empty or only has a driver.
- **Pupil Transportation School Bus** – Motor vehicle used for the transportation of any school pupil at or below the 12<sup>th</sup>-grade level to or from a public or private school or school-related activity. It is externally identifiable by the color yellow, the words “school bus”, flashing red lights located on the front and rear, and lettering on both sides identifying the school or school district served, or the company operating the bus. **Pupil Transportation School Bus** is any school bus that has a driver and at least one school pupil inside.
- **Passenger Bus/Transit Bus** – A bus sold for public transportation provided by, or on behalf of, a State or local government, that is equipped with a stop-request system and that is not an over-the-road bus. An “Over-the-road bus” means a bus is characterized by an elevated passenger deck located over a baggage compartment.
- **Motor Coach** – A bus with a GVWR of 26,000 pounds or greater, 16 or more designated seating positions (including the driver), and at least 2 rows of passenger seats, rearward of the driver’s seating position, that are forward-facing or can convert to forward-facing without the use of tools. Motor coach includes buses sold for intercity, tour, and commuter bus service, but does not include a school bus, or an urban transit bus sold for operation as a common carrier in urban transportation along a fixed route with frequent stops.
- **Other Bus** – A motor vehicle consisting primarily of a transport device designed for carrying more than eight persons.
- **Motorcycle** – Motor vehicle with two or three wheels in contact with the ground (excluding trailers suitable for motorcycle hauling) and having a seat or saddle for driver and passenger as well as possessing wheel rim diameters of 10 inches or more. A motorcycle may or may not have an enclosure over the driver and passenger.
- **Moped** – Vehicle possessing two wheels in contact with the ground, a seat or saddle for driver and passenger, a steering handle bar, and a brake. Horsepower not exceeding 2 HP. Unlike motorcycles, a moped by definition cannot include an enclosure.
- **Low Speed Vehicle** – Motor vehicle with four or more wheels whose top speed is greater than 20 miles per hour, but not greater than 25 miles per hour. Low speed vehicles are required to be equipped with basic items of safety equipment: headlamps, stop lamps, turn signal lamps, tail lamps, reflex reflectors, parking brake, windshields, rearview mirrors, seatbelts, and vehicle identification numbers (VINs).
- **Golf Cart** – Self-propelled vehicle not designed primarily for operation on roadways. A golf cart has a design speed of less than 20 miles per hour, at least three wheels in contact with the ground, and an empty weight of not more than 1,300 lbs.
- **ATV/UTV (Utility Terrain Vehicle)** – A small, open motor vehicle with one or two seats and three or more wheels fitted with large tires, designed for use on rough ground.
- **Snowmobile** – Motor vehicle, especially one with runners in the front and caterpillar tracks in the rear, for travelling over snow.
- **Police Emergency** – A police vehicle that has been dispatched to an incident, or has initiated an emergency operation and is using an audible siren and/or has illuminated its emergency lighting devices. The police vehicle operator is using or is prepared to use emergency vehicle maneuvers as allowed by state law.
- **Straight Truck (Insert Truck)** – A motor vehicle where the power unit includes a permanently mounted cargo body that has three or more axles.



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- **Truck Tractor (Not Attached)** – A motor vehicle consisting of a single motorized transport device designed for pulling trailers that does not have any attached trailers.
- **Truck Tractor (Semi Attached)** – A motor vehicle consisting of a single motorized transport device pulling a semi-trailer.
- **Truck Tractor (Double Bottom)** – A motor vehicle consisting of a single motorized transport device pulling a semi-trailer and one full trailer.
- **Ambulance on Emergency** – An ambulance vehicle that has been dispatched to an incident, or has initiated an emergency operation and is using an audible siren and/or has illuminated its emergency lighting devices. The ambulance vehicle operator is using or is prepared to use emergency vehicle maneuvers as allowed by state law.
- **Fire Truck on Emergency** – A fire truck that has been dispatched to an incident, or has initiated an emergency operation and is using an audible siren and/or has illuminated its emergency lighting devices. The fire truck operator is using or is prepared to use emergency vehicle maneuvers as allowed by state law.
- **Farm Tractor/Self Propelled** – Motor vehicle with large, heavy treads, used for pulling farm machinery.
- **Other Working Machine** –
- **Railway Train** – A form of rail transport consisting of a series of vehicles that usually runs along a rail track to transport cargo or passengers. Motive power is provided by a separate locomotive or individual motors in self-propelled multiple units.
- **Snow Plow** – A motor vehicle designed for the purpose of clearing roads of snow by pushing it aside.
- **Miscellaneous**
- **Bicycle** – Any pedalcycle that is not motorized.
- **Pedestrian** – A person who is not an occupant of a motor vehicle in transport or a pedalcyclist. Includes a person who is adjacent to the motor vehicle regardless of their actions.
- **Fire Fighter on Emergency** – A fire fighter that has been dispatched to an incident while not in a fire truck. The fire fighter is using or is prepared to use emergency vehicle maneuvers as allowed by state law.
- **Trailer** – Attached trailer of a motor vehicle or occupant of a motorcycle caboose.
- **Horse and Buggy** – A carriage drawn by one or two horses.
- **Mini Bike/Dirt Bike** – A two wheeled vehicle designed for use on rough terrain, such as unsurfaced roads or tracks.

### **Total Occs**

This field is not editable in the Fatal Supplement

The total number of occupants in a unit.

### **Total Occs Killed**

This field is not editable in the Fatal Supplement

The total number of occupants killed in a unit.

### **Est. Travel Speed** *fatalsupplementunitEstimatedTravelSpeed*

Select the number from the drop-down box, identifying the estimated travel speed for EACH vehicle involved in the accident. Make sure the speed indicated is the estimated speed prior to the accident and NOT the estimated impact speed.

## DT3480 Fatal Supplement Form

If travel speed was not available, key N/A.

If travel speed was not estimated, key unknown. Officers should make every effort to make some kind of estimation regarding speed.

Does not need to be formally calculated – this is only an estimate.

This field will disable and default Pre-Event Movement, Attempted Avoidance Movement and Pre-Impact Stability fields. if the motor vehicle is stopped.

- 1-200
- Not Reported
- Unknown
- Stopped Motor Vehicle In-Transport

### **Pre-Event Movement** *fatalsupplementunitPreEventMovement*

This element identifies the attribute that best describes this vehicle's activity prior to the driver's realization of an impending critical event or just prior to impact if the driver took no action or had no time to attempt any evasive maneuvers.

This field will disable and default if the Est. Travel Speed is set to Stopped Motor Vehicle in –Transport.

- No Maneuver
- Object
- Poor Road Conditions
- Live Animal
- Motor Vehicle
- Pedestrian, Pedalcycle or Other Nonmotorist
- Phantom Non Contact Vehicle
- Unknown

### **Attempted Avoidance Movement** *fatalsupplementunitAttemptedAvoidanceMovement*

This element identifies movements/actions taken by the driver, to avoid a situation which could result in a crash.

Enable/disables the Attempted Avoidance Movement Other field.

This field will disable and default if the Est. Travel Speed is set to Stopped Motor Vehicle in –Transport.

- No Driver Present
- No Avoidance Maneuver
- Braking No Lockup
- Braking With Lockup
- Braking Lockup Unknown
- Releasing Brakes
- Steering Left
- Steering Right

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- Braking and Steering Left
- Braking and Steering Right
- Accelerating
- Accelerating and Steering Left
- Accelerating and Steering Right
- Other Action (Specify:)
- Unknown

### ***Attempted Avoidance Movement Other*** ***fatalsupplementunitAttemptedAvoidanceMovementOther***

If other is selected for the Pre-Event Movement, then explain what "other" is intended to mean.

This field only enables if other what chosen in the Attempted Avoidance Movement field.

### ***Pre-Impact Stability*** ***fatalsupplementunitPreImpactStability***

This element assesses the stability of the vehicle before the first harmful event.

Enable/disables the Pre-Impact Stability Other field.

This field will disable and default if the Est. Travel Speed is set to Stopped Motor Vehicle in –Transport.

- No Driver Present or Unknown If Driver Present
- Tracking
- Skidding Longitudinally
- Skidding Laterally Clockwise Rotation
- Skidding Laterally Counter Clockwise Rotation
- Skidding Laterally, Rotation Direction Unknown
- Other Vehicle Loss Of Control (Specify:)
- Precrash Stability Unknown

### ***Pre-Impact Stability Other*** ***fatalsupplementunitPreImpactStabilityOther***

If other is selected for the Pre-Impact Stability, then explain what "other" is intended to mean.

This field only enables if other what chosen in the Pre-Impact Stability field.

### ***Pre-Impact Location*** ***fatalsupplementunitPreImpactLocation***

Location of unit prior to impact

- No Driver Present / Unknown If Driver Present
- Stayed In Original Travel Lane
- Stayed On Roadway But Left Original Travel Lane
- Stayed On Roadway Not Know If Left Original Travel Lane
- Departed Roadway
- Remained Off Roadway
- Returned To Roadway
- Entered Roadway

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- Unknown

### **Compliance with License Restrictions** *fatalsupplementunitLicenseRestrictionsCompliance*

If the driver had restrictions was (s)he in compliance with those restrictions

- No Restrictions or Not Applicable
- Restrictions Complied With
- Restrictions Not Complied With
- Restrictions, Compliance Unknown
- Unknown

### **Vehicle Circumstances** *fatalsupplementunitVehicleCircumstances*

Identifies Vehicle circumstance

- Multi-Wheeled Motorcycle Conversion
- Vehicle Registration For Handicapped
- Vehicle Being Pushed By Non-Motorist
- Reconstructed/Altered Vehicle
- Transporting Children To/From Head Start/Day Care
- Highway Construction, Maintenance or Utility Vehicle, In-Transport (Inside or Outside Work Zone)
- Highway Incident Response Vehicle
- Police, Fire, or EMS Vehicle Working At The Scene Of an Emergency or Performing Other Traffic Control Activities
- Other Working Vehicle (Not Construction, Maintenance, Utility, Police, Fire, Or EMS Vehicle)
- Adaptive Equipment
- Unknown

### **Driver Vision Obscured By** *fatalsupplementunitObstructions*

This data element records impediments to a driver's visual field.

- No Obstruction Noted
- Rain Snow Fog Smoke Sand Dust
- Reflected Glare, Bright Sunlight, Headlights
- Curve, Hill, or Other Roadway Design Feature
- Building, Billboard, Other Structure
- Trees, Crops, Vegetation
- In Transport Motor Vehicle Including Load
- Not In Transport Motor Vehicle (Parked or Working)
- Splash or Spray Of Passing Vehicle
- Inadequate Defrost or Defog System
- Inadequate Vehicle Lighting System

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- Obstruction Interior To The Vehicle
- External Mirrors
- Broken or Improperly Cleaned Windshield
- Obstructing Angles On Vehicle
- No Driver Present or Unknown If Driver Present
- Vision Obscured - No Details
- Other Visual Obstruction
- Unknown

### **Related Factors** *fatalsupplementunitRelatedFactors*

This element identifies factors related to this driver expressed by the investigating officer.

- None
- Unknown
- Careless Driving
- Aggressive Driving/Road Rage
- Mentally Challenged
- Reaction to or Failure to Take Drugs/Medication
- Mother of Dead Fetus/Mother of Infant Born Post Crash
- Seat Back Not in Normal Upright Position, Seat Back Reclined
- Traveling on Prohibited Trafficway
- Legally Driving on Suspended or Revoked License
- Leaving Vehicle Unattended with Engine Running/Leaving Vehicle Unattended in Roadway
- Overloading or Improper Loading of Vehicle With Passengers or Cargo
- Towing or Pushing Improperly
- Failure to Dim Lights or to Have Lights on When Required
- Operating Without Required Equipment
- Following Improperly
- Improper or Erratic Lane Changing
- Failure to Keep in Proper Lane
- Illegal Driving on Road Shoulder, in Ditch, on Sidewalk or on Median
- Making Improper Entry to or Exit From Trafficway
- Starting or Backing Improperly
- Opening Closure into Moving Traffic or While Vehicle is in Motion
- Passing Where Prohibited by Posted Signs, Pavement Markings, Hill or Curve, or School Bus Displaying Warning Not to Pass Line
- Passing on Wrong Side

## DT3480 Fatal Supplement Form

- Passing With Insufficient Distance, or Inadequate Visibility, or Failing to Yield to Overtaking Vehicle
- Operating the Vehicle in an Erratic, Reckless or Negligent Manner Operating at Erratic or Suddenly Changing Speeds
- Police or Law Enforcement Officer
- Police Pursuing This Driver or Police Officer in Pursuit
- Failure to Yield Right -of-Way - 38
- Failure to Obey Actual Traffic Signs, Traffic Control Devices or Traffic Officers, Failure to Obey Safety Zone Traffic Laws
- Passing Through or Around Barrier
- Failure to Observe Warnings or Instructions on Vehicles Displaying Them
- Failure to Signal Intentions
- Driving Less Than Posted Minimum
- Making Right Turn From Left-Turn Lane, Left Turn from Right-Turn Lane
- Making Other Improper Turn
- Driving Wrong Way on One-Way Trafficway
- Driving on Wrong Side of Road(Intentional or Unintentional)
- Operator Inexperience
- Unfamiliar with Roadway
- Stopped in Roadway (Vehicle Not Abandoned)
- Locked Wheel
- Overcorrecting
- Getting Off/Out of or On/In to a Vehicle
- Driver Has Not Complied With Learner's Permit or Intermediate Driver License Restrictions(GDL Restrictions)
- Driver Has Not Complied With Physical or Other Imposed Restrictions (not including GDL Restrictions)
- Driver has a Driving Record or Drivers License from More Than One State
- Non-Traffic Violation Charged (manslaughter, homicide, or other assault offense committed without malice)
- Severe Crosswind
- Wind From Passing Truck
- Slippery or Loose Surface
- Tire Blowout or Flat
- Debris or Objects in Road
- Ruts, holes, Bumps in Road
- Live Animals in Road
- Vehicle in Road

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- Phantom Vehicle
- Pedestrian, Pedal Cyclist, or Other Non-Motorist
- Ice, Snow, Slush, Water, Sand, Dirt Oil, Wet, Leaves on Road
- Trailer Fishtailing or Swaying

**Method of Alcohol Determination of Driver by Police**  
*fatalsupplementunitAlcoholDeterminationMethod*

How the Police determined alcohol were/weren't a factor for this unit in the crash

- **Evidential Test**
- **PBT**
- **Behavioral**
- **Passive Alcohol Sensor**
- **Observed**
- **Other Method**

**Method of Drug Determination of Driver by Police**  
*fatalsupplementunitDrugDeterminationMethod*

How the Police determined Drugs were/weren't a factor for this unit in the crash

- **Evidential Test**
- **Drug Recognition Technician Experts**
- **Behavioral**
- **Other Method**

**Individual Subgroup**                      *fatalsupplementIndividualGroup*

This section contains information about the passengers in vehicles involved in the crash. The number of individuals on a fatal supplement report can be different than on the crash report.

- Every unit driver should be added.
- Every individual that suffered a fatality.
- Every individual that was transported to the hospital.

Individual						
UNIT INDIVIDUAL	01	Occupant # on Crash	Person Type			Sex
		Last Name	First Name	Middle Initial	Suffix	Date of Birth
		Hospital		Hospital Other		
		Location of Death		Date of Death	Time of Death	
		Ambulance Notification				Time Notified
		Ambulance Arrived at Scene				Time Arrived at Scene
		Ambulance Arrived at Hospital				Time Arrived at Hospital

## DT3480 Fatal Supplement Form

Documents

../documents/WorkingwiththeFatalCrashes.pdf">Working with a Fatal Crash

### **Occupant # on Crash**

This field is not editable in the Fatal Supplement

Individual Sequence number on the Crash form.

### **Person Type**

This field is not editable in the Fatal Supplement

The type of person involved in the crash.

- **Driver** – An occupant who is in actual physical control of a motor vehicle or, for an out-of-control motor vehicle, an occupant who was in control until control was lost. For an illegally parked vehicle, the driver would be the last person who drove the vehicle.
- **Passenger** – Occupant of motor vehicle other than the driver.
- **Pedestrian** – A person who is not an occupant of a motor vehicle in transport or a pedalcyclist. Includes a person who is adjacent to the motor vehicle regardless of their actions.
- **Other Pedestrian** – A person on a personal conveyance (person in a wheelchair, skater, etc.) and for any person in a building.
- **Bicyclist** – Two-wheeled, non-motorized cycle. Includes all persons (operator and passengers) on a bicycle.
- **Other Cyclist** – Non-motorist using a non-motorized pedal-powered vehicle other than a bicycle, such as a unicycle or adult tricycle.
- **Occupant of Motor Vehicle Not in Transport** – Persons in all seating positions in a motor vehicle that is not in transport. Includes all persons occupying parked and working vehicles.
- **Occupant of Non-Motor Vehicle Transportation Device** – persons riding in an animal-drawn conveyance (e.g., horse-drawn carriage), on an animal, or injured occupants of railway vehicles, etc.
- **Unknown Type of Motorist** – Used only when it cannot be determined which attribute is applicable for a person that is known to have not been in a motor vehicle.
- **Unknown**

**Commented [s14]:** I think we really need to look at the legally parked vs. illegally parked vehicles. This really make a difference whether a crash goes on persons driving record. There is a lot of confusion regarding this topic. - TWE

### **Sex**

This field is not editable in the Fatal Supplement

The sex of the person involved in the crash.

- **Male**
- **Female**
- **Unknown**

### **Last Name**

This field is not editable in the Fatal Supplement

The last name of the person involved in the crash.

### **First Name**

This field is not editable in the Fatal Supplement



## DT3480 Fatal Supplement Form

The first name of the person involved in the crash.

### ***Middle Initial***

This field is not editable in the Fatal Supplement

The middle name of the person involved in the crash.

### ***Suffix***

This field is not editable in the Fatal Supplement

The suffix of the person involved in the crash.

### ***Date of Birth***

This field is not editable in the Fatal Supplement

The year, month, and day of birth, of person involved in the crash.

### ***Hospital***

This field is not editable in the Fatal Supplement

The number of the medical facility receiving patient.

This information is most important for Fatal Crash Reporting to the Federal Government.

### ***Hospital Other*** *fatalsupplementindividualHospitalOther*

If this field is opened then it is required and not enough information for the Hospital was entered on the crash form.

The number of the medical facility receiving patient.

This information is most important for Fatal Crash Reporting to the Federal Government.

### ***Location of Death*** *fatalsupplementindividualDeathLocation*

This element identifies if this person died at the scene of the crash or enroute to a hospital or treatment facility.

- **Died At Scene**
- **Died En Route**
- **Died At Hospital**
- **Unknown**
- **Not Applicable**

### ***Date of Death***

This field is not editable in the Fatal Supplement

The Date of Death of the Individual in a fatal Crash

### ***Time of Death***

This field is not editable in the Fatal Supplement

The Time of Death of the Individual in a fatal Crash

### ***Ambulance Notification*** *fatalsupplementindividualAmbulanceNotifyReason*

This field will enable/disable the Ambulance arrived at scene field

- Not Applicable (Not Notified)
- Unknown EMS Notification Time

## DT3480 Fatal Supplement Form

- Ambulance Notified, Time Known
- Ambulance Notified, Known Hours But Unknown Minutes
- Unknown If Notified

### ***Time Notified***      ***fatalsupplementindividualTimeAmbulanceNotified***

Key the four digit military time at which the ambulance was notified.

Midnight is 2400. One minute after midnight is entered 0001. This is the start of the day. 9:17AM is 0917, 12:00 noon is 1200. Beginning with 1PM, add 12 to the hour to get the correct military time. Example: 1:00PM equals 1300 (1:00 + 12:00 = 13:00), 2:21PM equals 1421 (2:21 + 12:00 = 1421), and 10:05PM equals 2205 (10:05 + 12:00 = 2205). All military time must include four digits.

### ***Ambulance Arrived at Scene*** ***fatalsupplementindividualAmbulanceSceneReason***

The time the ambulance arrived at the scene of the crash

- Not Applicable (Not Notified)
- Officially Canceled
- Unknown EMS Scene Arrival Time
- Ambulance Arrived, Time Known
- Ambulance Arrived, Known Hours But Unknown Minutes
- Unknown

### ***Time Arrived at Scene*** ***fatalsupplementindividualTimeAmbulanceArrivedAtScene***

Key the four digit military time at which the ambulance arrived at the scene.

Midnight is 2400. One minute after midnight is entered 0001. This is the start of the day. 9:17AM is 0917, 12:00 noon is 1200. Beginning with 1PM, add 12 to the hour to get the correct military time. Example: 1:00PM equals 1300 (1:00 + 12:00 = 13:00), 2:21PM equals 1421 (2:21 + 12:00 = 1421), and 10:05PM equals 2205 (10:05 + 12:00 = 2205). All military time must include four digits.

### ***Ambulance Arrived at Hospital*** ***fatalsupplementindividualAmbulanceHospitalReason***

- Ambulance Arrived At Hospital Time Unknown Medflight Transport
- Not Applicable (Not Transported)
- Terminated Transport
- Officially Canceled
- Unknown If Transported
- Ambulance Arrived at Hospital, Time Known
- Ambulance Arrived at Hospital, Known Hours But Unknown Minutes
- Unknown

### ***Time arrived at Hospital*** ***fatalsupplementindividualTimeAmbulanceArrivedAtHospital***

Key the four digit military time at which the ambulance arrived at hospital.

If fatalities all occur on scene, code the arrival time at the hospital of the next most severely injured person.

## DT3480 Fatal Supplement Form

Midnight is 2400. One minute after midnight is entered 0001. This is the start of the day. 9:17AM is 0917, 12:00 noon is 1200. Beginning with 1PM, add 12 to the hour to get the correct military time. Example: 1:00PM equals 1300 (1:00 + 12:00 = 13:00), 2:21PM equals 1421 (2:21 + 12:00 = 14:21), and 10:05PM equals 2205 (10:05 + 12:00 = 22:05). All military time must include four digits.

### Agency Group fatalsupplementAgencyGroup

Each Crash form contains one Law Enforcement Agency group. The fields within the group are shown in the figure below. The Agency Space field is 200 characters. The fields within the group are shown in the figure below.

Law Enforcement Agency				
Agency Space				
Officer Rank OFCR/OFF	Officer Last Name ADMIN	Officer First Name SYSTEM	Officer Middle Name	Suffix
DOT Officer ID C0S03	DNR Officer ID 999999999	Officer Badge Number B123		
Local Agency Number	Law Enforcement Agency Jurisdiction		Law Enforcement Agency type	
Law Enforcement Agency Name TEST POLICE DEPARTMENT		TAS Agency Name		
Law Enforcement Agency Street Address PO BOX 7919		Law Enforcement Agency Street Address2 4802 SHEBOYGAN AVE		
Law Enforcement Agency City MADISON	LEA State WI	Law Enforcement Agency Zip Code 53707		
Law Enforcement Agency Phone Number (608) 267-1847 EXT.	ORI Number	BFUNC Agency	TraCS Agency Number 012	

#### Agency Space

Space for law enforcement officer to collect any info they want. This field is available for your agency's use. They will instruct you how to use it.

#### Officer Rank

The Rank of the officer completing the crash report.

#### Officer Last Name

The last name of the officer completing the crash report.

#### Officer First Name

The first name of the officer completing the crash report.

#### Officer M.I.

The middle initial of the officer completing the crash report.

#### Officer Suffix

The preferred suffix of the officer completing the crash report.

#### Law Enforcement Officer ID

The reporting law enforcement officer ID number. This number is sent to the DOT and Courts and is used to uniquely identify the officer.

#### Law Enforcement Officer DNR ID

The reporting law enforcement officer DNR ID number. Unless the officer works for the DNR, this 9 digit number is the same for the agency the officer works for.

## DT3480 Fatal Supplement Form

### ***Law Enforcement Officer Badge Number***

The Badge Number of the officer completing the crash report. This number can change in the agency.

### ***Officer Email***

The email of the officer completing the crash report.

### ***Enforcement Agency Number***

Identifying number for the law enforcement agency that reported the crash.

### ***Enforcement Agency Jurisdiction***

The jurisdiction of the enforcement agency that reported the crash.

### ***Enforcement Agency Type***

The jurisdiction of the enforcement agency that reported the crash.

- State Patrol
- County Sheriff
- City Police
- Village Police
- Town Police
- Tribal
- Other

### ***Enforcement Agency Name***

The name of the enforcement agency that reported the crash.

### ***TAS Agency Name***

The TraCS name of the enforcement agency that reported the crash.

### ***Law Enforcement Agency Address 1***

The current street address of the law enforcement agency responding to the crash scene.

### ***Law Enforcement Agency Address 2***

The current street address of the law enforcement agency responding to the crash scene.

### ***Law Enforcement Agency City***

The current city where the law enforcement agency responding to the crash resides.

### ***Law Enforcement State***

The current state where the law enforcement agency responding to the crash resides.

### ***Law Enforcement Agency ZIP Code***

The current ZIP code where the law enforcement agency responding to the crash resides.

### ***Law Enforcement Agency Phone Number***

The telephone number of the law enforcement agency reporting the crash.

### ***ORI Number***

Or 9 digit NCIC number assigned to the enforcement agency by the Department of Justice.

## DT3480 Fatal Supplement Form

### **BFUNK Number**

The ID number that uniquely identifies a law enforcement agency in Wisconsin that reported the crash.

### **TAS Number**

The 3 digit TraCS ID of the enforcement agency that reported the crash.

### **Attachment Group** `CrashAttachmentGroup`




Each Alcohol form contains one or more Attachment groups. The fields within the group are shown in the figure below. Depending on the policies of your agency, you may attach files to your report. Not all agencies use attachments.

Attachment	
01	<input type="checkbox"/> Confidential File Link
	Attached File
	File Name
	Agency Space
Add Next Attachment	

Documents

\\documents\AddingorDeletingGroups.pdf

### **Attached File –** `crashattachmentFile`

In the databar click on  File to choose the file to attach. Click  File Link to attach a file link. The file will be saved in a common TraCS attachment directory. Click  Bar Code Imager to import an image from the bar code scanner. (Needs IT to set up.) Click  Scanner to import from a scanner attached to the computer.

If you attached the wrong file, simply click on the Attached File field and select the correct file.

### **Confidential File Link –** `crashattachmentConfidentialFlag`

If the file needs to be confidential choose yes. This also changes the options of the attached file to only file link.

### **File Name –** `crashattachmentFilename`

Enter the file name, this field is automatically generated if blank from the attached file name.

### **Agency Space –** `crashattachmentAgencySpace`

Enter any miscellaneous comments to include.