FLORIDA A SAFER
HIGHWAY SAFETY AND MOTOR VEHICLES

2016 Crash Record Reporting Training

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Objectives

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After completing this training module, you will be able to…

- Know that your commitment to accurate reporting is crucial to highway safety. ✓

- Validate Crash Report data fields. ✓

- Identify incorrect Crash Report data fields. ✓

- Correct common errors on Crash Reports. ✓

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DHSMV Traffic Crash Program

DHSMV is responsible for the collection and dissemination of all state crash records, including **Fatality Analysis Reporting System** and **Florida Traffic Crash Facts.** *(F.S. 316.066)*

http://www.flhsmv.gov/courts/crash

Introduction - TRCC

FDOT's Traffic Records Coordinating Committee (TRCC) awarded the **Florida Department of Highway Safety and Motor Vehicles (DHSMV)** the 2016 Crash Data Timeliness and Quality Improvement Project GRANT to improve timeliness and quality of crash data.

www.fltrafficrecords.com

Strategic Highway Safety Plan

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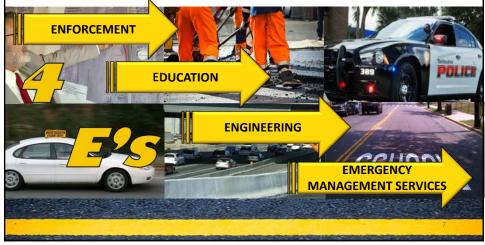
Developed and implemented by numerous state and local partners, including Florida Police Chiefs Association, Florida Sheriffs Association, DHSMV, FHP, DOT, DOE, DOH, the Metropolitan Planning Organization Advisory Council, city and county engineers, and other traffic safety stakeholders.

-Florida Department of Transportation

DRIVING DOWN FATALITIES

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Overview-SHSP

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Motor vehicle crash reporting provides valuable data to many different groups who need timely, complete, and accurate motor vehicle crash information. Main focus areas include:

4 E's

ENFORCEMENT

EDUCATION

ENGINEERING

EMERGENCY MANAGEMENT SERVICES

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Overview-SHSP

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The application for some of the federal funding that Florida receives is tied to this plan. Focus areas are:

- Impaired driving
- Teen drivers
- Aging drivers
- Occupant protection (seatbelts/child safety seats)

- Speeding/aggressive driving
- Commercial vehicles
- Wrong-way driving
- Work zone safety
- And more…

Many of these areas use grant funding to support training, enhanced enforcement (high-visibility enforcement and overtime) and media campaigns for awareness.

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Overview-SHSP

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Prioritization is:

- data-driven
- based on evaluation of data obtained from crash reports entered by the reporting officers

So, accurately documenting:

- alcohol and drug involvement
- driver behaviors
- crash events

…on the crash report is a vital component of the process.

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SHSP-Timeliness

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Electronic records
- 90% crash reports transmitted in XML format
- Loaded to state repository daily

Paper crash records
- 10% received and processed
- Data entered by a third party
- Transmitted and loaded into the state's repository

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2015 Crash Summary

FLORIDA
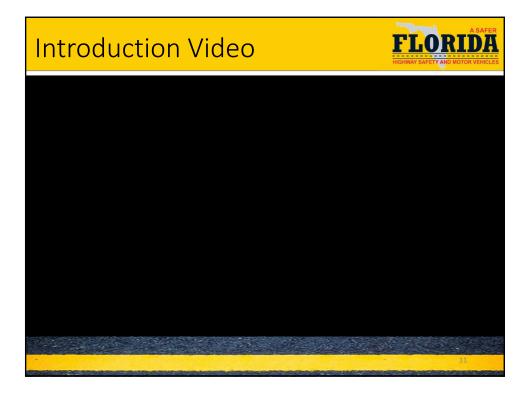A SAFER
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Approximately 243,000 people were injured in addition to just under 3,000 deaths due to motor vehicle crashes on Florida's highways last year (2015).
Each of these events is described in the Crash Report that law enforcement officials prepare daily.

FIRES
FLORIDA'S INTEGRATED REPORT EXCHANGE SYSTEM

https://firesportal.com/Pages/Public/QuickStats.aspx

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Introduction Video

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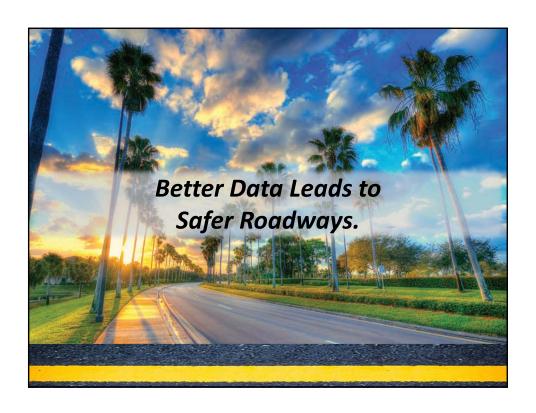
Introduction
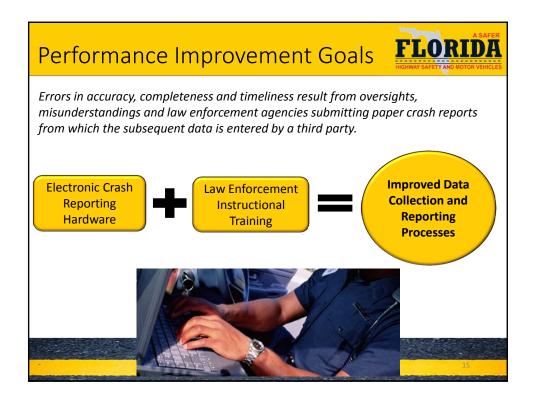
All stakeholders need high-quality data to develop policies and programs that will improve the safety and the operation of Florida's roadway transportation network.

Improving motor vehicle traffic crash data will help State and local agencies do the following:

- identify specific traffic safety problems
- communicate safety issues to the public
- make better programming and resource allocation decisions
- enable better monitoring and program evaluation

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Better Data Leads to Safer Roadways.

Florida Traffic Crash Reports

Performance Improvement Goals

Errors in accuracy, completeness and timeliness result from oversights, misunderstandings and law enforcement agencies submitting paper crash reports from which the subsequent data is entered by a third party.

Electronic Crash Reporting Hardware **+** Law Enforcement Instructional Training **=** Improved Data Collection and Reporting Processes

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Florida Traffic Crash Report

The Florida Traffic Crash Report, which can be designated as either the "Long Form" or "Short Form", is used by Florida law enforcement officers to report traffic crashes to the Department of Highway Safety and Motor Vehicles.

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HSMV 90010S Long Form

A Long Form Report (HSMV 90010S) in its entirety must include a Narrative and Diagram when ONE or more of the following criteria are met:

- Resulted in death of, personal injury to, or any indication or complaints of pain or discomfort by any of the parties or passengers involved in the crash
- Leaving the scene involving damage to attended vehicles or property *(F.S. 316.061 (1))*
- Driving while under the influence *(F.S. 316.193)*
- Rendered a vehicle inoperable to a degree that required a wrecker to remove it from the scene of the crash
- Involved a commercial motor vehicle
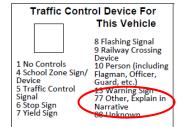
Only the crash reports that meet the above criteria are included in year-end statistics.

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HSMV 90010S Short Form

The Short Form Report designation is used to report other types of traffic crashes.

If form HSMV 90010S is used as a Short Form Report, a diagram and narrative are not required unless '*77: Other-Explain in Narrative*' is selected.

Traffic Control Device For This Vehicle

1 No Controls
4 School Zone Sign/ Device
5 Traffic Control Signal
6 Stop Sign
7 Yield Sign

8 Flashing Signal
9 Railway Crossing Device
10 Person (including Flagman, Officer, Guard, etc.)
13 Warning Sign
77 Other, Explain in Narrative
88 Unknown

A code of "other – explain in narrative" or "unknown", especially when it is the only value entered for a data element such as Drivers Actions At Time Of Crash or Harmful Event, will potentially prevent the crash from consideration, so it is better to use a more specific code if it applies.

When "77: Other, Explain in Narrative" is selected, the Narrative Page must be completed.

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Completing Crash Reports

- The Florida Traffic Crash Reports are completed by filling in the blanks with required information obtained from an investigation of the event.

- In some cases, the report displays a list of values for certain data that pertains to vehicles, drivers, non-motorists, passengers, and the scene of the traffic crash. The **investigating** officer is required to select and enter a value in the appropriate data field. Some data fields are constructed to accept more than one value if warranted. The values needed to complete the event, vehicle, or person sections are displayed next to the data fields or dropdown.

Please enter the first contributing circumstance.

None
Road Surface Condition (wet, icy, snow slush, etc.)
Obstruction in Roadway
Debris
Traffic Control Device Inoperative, Missing or Obscured
Non-Highway Work

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Completing Crash Reports
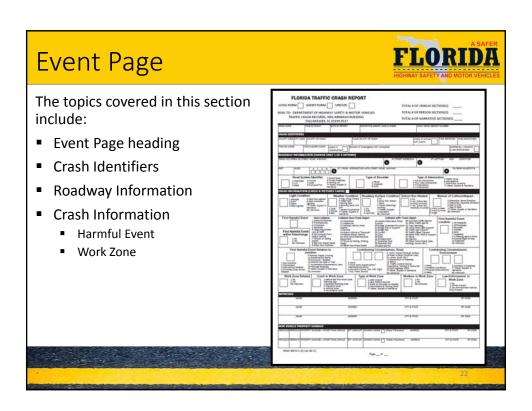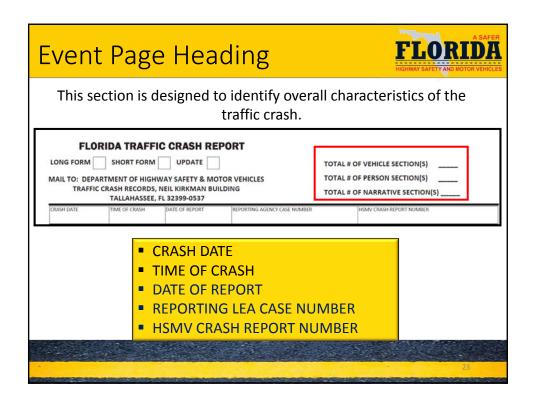
All Long Form and Short Form crash reports must include:

- The date, time, and location of the crash
- Description of vehicle(s) involved
- Names and address' of all parties involved, including drivers and passengers
- Names and address' of all witnesses
- Names of insurance companies
- The name, badge number and agency of the officer investigating the crash

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Crash Report
Event Page

Event Page

The topics covered in this section include:

- Event Page heading
- Crash Identifiers
- Roadway Information
- Crash Information
  - Harmful Event
  - Work Zone

Event Page Heading

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This section is designed to identify overall characteristics of the traffic crash.

FLORIDA TRAFFIC CRASH REPORT

LONG FORM ☐   SHORT FORM ☐   UPDATE ☐

MAIL TO: DEPARTMENT OF HIGHWAY SAFETY & MOTOR VEHICLES
TRAFFIC CRASH RECORDS, NEIL KIRKMAN BUILDING
TALLAHASSEE, FL 32399-0537

TOTAL # OF VEHICLE SECTION(S) _____
TOTAL # OF PERSON SECTION(S) _____
TOTAL # OF NARRATIVE SECTION(S) _____

CRASH DATE	TIME OF CRASH	DATE OF REPORT	REPORTING AGENCY CASE NUMBER	HSMV CRASH REPORT NUMBER

- CRASH DATE
- TIME OF CRASH
- DATE OF REPORT
- REPORTING LEA CASE NUMBER
- HSMV CRASH REPORT NUMBER

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Crash Identifiers

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CRASH IDENTIFIERS

COUNTY CODE	CITY CODE	COUNTY OF CRASH	PLACE OR CITY OF CRASH	CHECK IF WITHIN CITY LIMITS	TIME REPORTED	TIME DISPATCHED
TIME ON SCENE	TIME CLEARED SCENE	CHECK IF COMPLETED	REASON (If Investigation NOT Complete)		Notified By: 1 Motorist 2 Law Enforcement	

- COUNTY CODE
- CITY CODE
- COUNTY OF CRASH
- PLACE OR CITY OF CRASH
- NOTIFIED BY

All reports must be coded
"**2 Law Enforcement**"

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Roadway Information

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Latitude/Longitude is not required however, **many agencies with software applications have integrated mapping functionality to plot the geolocation of the crash report.**

ROADWAY INFORMATION (CHOOSE ONLY 1 OF 4 OPTIONS)

CRASH OCCURRED ON STREET, ROAD, HIGHWAY   AT STREET ADDRESS #   ❶   ❷   AT LATITUDE   AND   LONGITUDE

FEET   MILES   N S E W   ❸ AT / FROM INTERSECTION WITH STREET, ROAD, HIGHWAY   ❹ OR FROM MILEPOST #

Road System Identifier		Type of Shoulder	Type of Intersection	
1 Interstate 4 County	7 Forest Road	1 Paved	1 Not at Intersection	5 Traffic Circle
2 U.S. 5 Local	8 Private Roadway	2 Unpaved	2 Four-Way Intersection	6 Roundabout
3 State 6 Turnpike/Toll	9 Parking Lot	3 Curb	3 T-Intersection	7 Five-Point, or More
	77 Other, Explain in Narrative		4 Y-Intersection	77 Other, Explain in Narrative

Ensure that that all fields are completed if possible.
Ignore the 'Choose only 1 of 4 options'.

The following slides are examples of geo-locations
provided by **Signal 4 Analytics.**

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Location Mapping (I of 3)

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Location Mapping (2 of 3)

Location Mapping (3 of 3)

SIGNAL FOUR ANALYTICS

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SIGNAL FOUR ANALYTICS

Florida *Signal Four Analytics* is an interactive, web-based system designed to support the crash mapping and analysis needs of law enforcement, traffic engineering, transportation planning agencies, and research institutions in the state of Florida.

This system is developed at the University of Florida, and funded by the state of Florida through the Traffic Records Coordinating Committee (TRCC).

For questions, or to learn more about Florida *Signal Four Analytics* go to *https://s4.geoplan.ufl.edu*.

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SIGNAL FOUR GEOLOCATION

S4 Geolocation Tool

ILIR BEJLERI
Geoplan Center – University of Florida

DHSMV Crash Report Training, Summer 2016

SIGNAL FOUR GEOLOCATION

Two 'Signal Four' (S4) Resources

S4 Analytics

S4 Geolocation Tool

SIGNAL FOUR GEOLOCATION

Focus of this presentation

S4 Analytics

S4 Geolocation Tool

SIGNAL FOUR GEOLOCATION
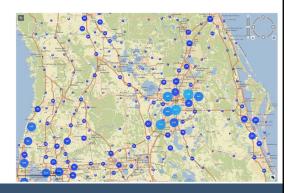
Mapping to Improve Traffic Safety

- Crash map to target enforcement

- Requires each crash
  report to be mapped
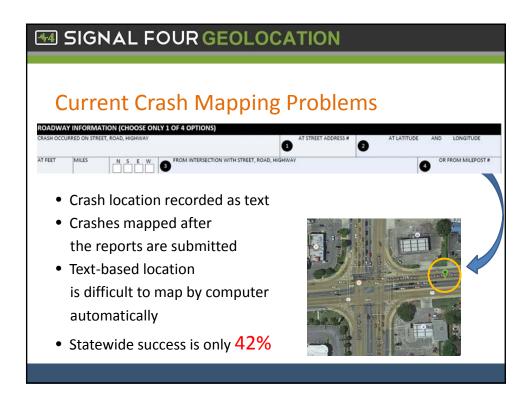
SIGNAL FOUR GEOLOCATION

Importance of Geolocation for Funding Safety Improvements

- Federal safety funding to prioritize engineering and enforcement countermeasures depends **on mapped crash data**

- The State must map crashes on the Florida unified map

SIGNAL FOUR GEOLOCATION

Current Crash Mapping Problems

ROADWAY INFORMATION (CHOOSE ONLY 1 OF 4 OPTIONS)

CRASH OCCURRED ON STREET, ROAD, HIGHWAY ① AT STREET ADDRESS # ② AT LATITUDE AND LONGITUDE

AT FEET | MILES | N S E W ③ FROM INTERSECTION WITH STREET, ROAD, HIGHWAY | ④ OR FROM MILEPOST #

- Crash location recorded as text
- Crashes mapped after
  the reports are submitted
- Text-based location
  is difficult to map by computer
  automatically
- Statewide success is only **42%**

SIGNAL FOUR GEOLOCATION

Post-Report Mapping Efforts

- Multiple efforts around the state

- Duplication of efforts,
  time and money spent

- Third party interpreting
  police reports to map crashes

- Quality not guaranteed

Which one is right?

SIGNAL FOUR GEOLOCATION

Solution: Map-based Crash Location

- The State has funded development of
  S4 Geolocation Tool

- Allows officers to map the crash
  point instead of typing the address

- Designed to be integrated in
  any crash reporting software

SIGNAL FOUR GEOLOCATION

Let's See How it Works

A new **Map Location** button opens the tool on any vendor crash form

SIGNAL FOUR GEOLOCATION

The tools finds the proper crash location information and automatically fills out all 14 crash form location fields

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SIGNAL FOUR GEOLOCATION

Illustration on TraCS

SIGNAL FOUR GEOLOCATION

Form is completed automatically

Crash Form (Open)

Field Help

Please enter the street address.

List

Next
Previous
Clear
Locate
Master Index

FLORIDA TRAFFIC CRASH REPORT

LONG FORM ☑ SHORT FORM ☐ DRIVER EXCHANGE ☐ UPDATE ☐

ADD GROUPS TO FORM

# OF VEHICLES	# OF DRIVERS	# OF PASSENGERS	# OF NONMOTORIST	# OF WITNESSES	# OF NVPD	# OF VIOLATIONS
1	0	0	0	0	0	0

SUBSEQUENT CRASH	EXEMPT FROM PUBLIC RECORDS	CRASH DATE	TIME OF CRASH	DATE OF REPORT	REPORTING AGENCY CASE #	HSMV CRASH REPORT #
		04/04/2016		04/04/2016		

CRASH IDENTIFIERS

COUNTY CODE	CITY CODE	COUNTY OF CRASH	PLACE OR CITY OF CRASH	WITHIN CITY LIMITS	TIME REPORTED	TIME DISPATCHED
11	34	ALACHUA	GAINESVILLE	YES		

TIME ON SCENE	TIME ROADWAY CLEAR	TIME CLEARED SCENE	COMPLETED	REASON (if investigation NOT Complete)	NOTIFIED BY
					LAW ENFORCEMENT

ROADWAY INFORMATION

ROAD SYSTEM IDENTIFIER	AT STREET ADDRESS #	CRASH OCCURRED ON STREET, ROAD, HIGHWAY
		E HENRY ST

AT FEET	OR MILES	Direction	AT/FROM INTERSECTION WITH STREET, ROAD, HIGHWAY	AT LATITUDE	AND LONGITUDE
			GOLF COURSE BLVD	26.925162	-32.001087

STREET LIST USED?	Locator Used?	OR FROM MILEPOST #	TYPE OF SHOULDER	TYPE OF INTERSECTION
No	Yes		PAVED	FOUR-WAY INTERSECTION

SIGNAL FOUR GEOLOCATION

Road Segment Example

3. Select Location Type -> **Road Segment**

Road Segment

4. **Pinpoint** Crash Location

Form is completed automatically

Ramp Example

1. Select One of the Address Fields

2. Click on **Locate** Button

3. Select Location Type -> **Ramp**

4. **Pinpoint** Crash Location

Form is completed automatically

Total 14 Data Elements can be determined by using Locate button

SIGNAL FOUR GEOLOCATION

What's in this for you?

- Easy, fast and accurate crash location
- Good reference for narratives and diagrams
- Increases location accuracy – better data
- You will save the State time and money
- Your data will show up 100% mapped in Signal Four Analytics and other analytical systems
- Makes data much more timely for utilization

It will save you time filling the form, while increasing accuracy multifold!
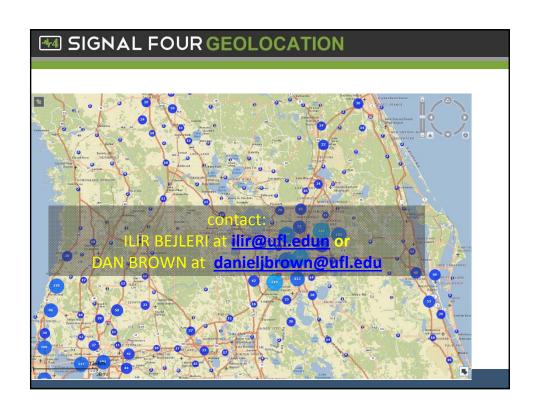
SIGNAL FOUR GEOLOCATION

Current Implementation Status

- The tool is operational in TraCS

- Currently working with FHP to integrate the geolocation service with their own mapping tool

- The State expect integration of the tool with other vendors in the next several months

- Minimal training is needed

SIGNAL FOUR GEOLOCATION

Thank you!

- Questions/Comments ?

SIGNAL FOUR GEOLOCATION

contact:
ILIR BEJLERI at **ilir@ufl.edun** or
DAN BROWN at **danieljbrown@ufl.edu**
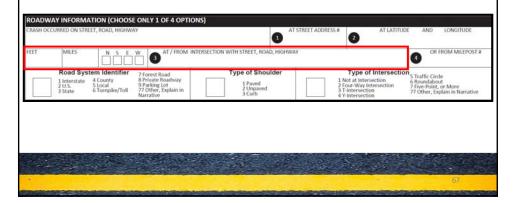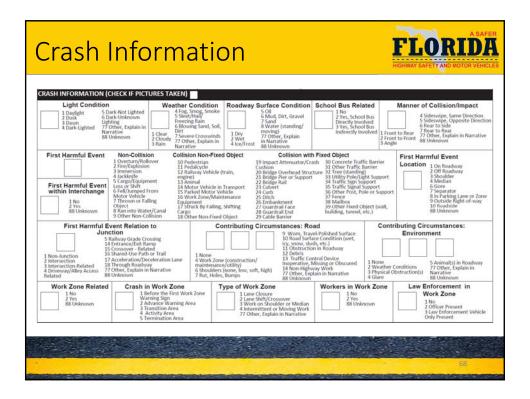
Roadway Information

Make sure the report includes a distance and direction from intersecting road or highway.

Please do not use block numbers, instead use a specific address or an at/from road and intersecting road.

Crash Information

Crash Information

First Harmful Event: *This classification is used to identify the first injury or damage-producing event that characterizes the traffic crash type.*
FIRST HARMFUL EVENT CODES are from 1 – 39.

Harmful Event Summary

HARMFUL EVENT	ORIGINAL TOTALS		
	CRASHES	INJURY	FATAL
Hit Bridge/Pier/Abutment/Rail	60	65	0
Hit Concrete Barrier Wall	93	74	0
Hit Fence	17	16	0
Hit Guardrail	358	305	1
Hit Sign/Sign Post	32	22	3
Hit Tree/Shrubbery	337	383	11
Other	245	228	9
Median Crossover	13	12	1
Overturned	259	367	13
Ran in Ditch/Culvert	180	181	5
Unknown	119	92	41
Utility/Light Pole	15	6	0

Harmful Event Summary
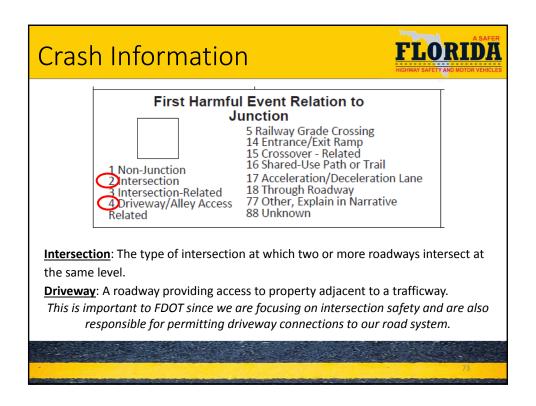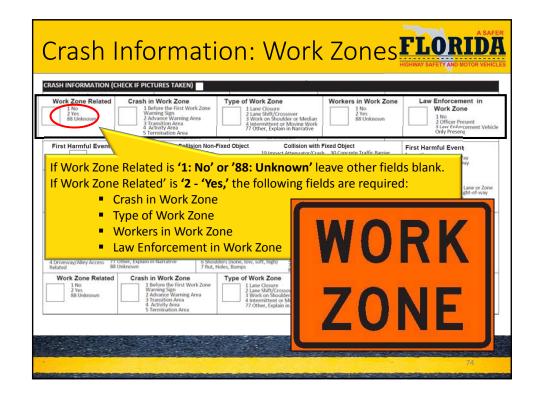
HARMFUL EVENT	ORIGINAL TOTALS			REVISED TOTALS		
	CRASHES	INJURY	FATAL	CRASHES	INJURY	FATAL
Hit Bridge/Pier/Abutment/Rail	60	65	0	65	68	0
Hit Concrete Barrier Wall	93	74	0	108	85	1
Hit Fence	17	16	0	20	17	1
Hit Guardrail	358	305	1	415	342	4
Hit Sign/Sign Post	32	22	3	41	37	3
Hit Tree/Shrubbery	337	383	11	432	469	32
Other	245	228	9	19	7	0
Median Crossover	13	12	1	16	18	3
Overturned *	259	367	13	333 *	482	34
Ran in Ditch/Culvert	180	181	5	212	198	7
Unknown	119	92	41	1	2	0
Utility/Light Pole	15	6	0	23	8	1

*NOTE: Of the 333 Overturn Crashes there were 34 that involved a collision with trees that resulted in 4 fatalities.
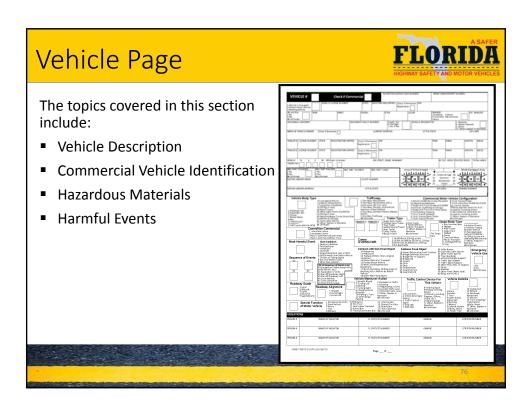
Recommendations

- Remove trees where front slopes are 1:4 or greater to create recovery area.

- Flatten front slopes and remove trees.

- Install guardrail where correcting front slopes and removing trees will adversely impact wetlands, R/W and etc…

Crash Information

First Harmful Event Relation to Junction

1 Non-Junction
2 Intersection
3 Intersection-Related
4 Driveway/Alley Access Related

5 Railway Grade Crossing
14 Entrance/Exit Ramp
15 Crossover - Related
16 Shared-Use Path or Trail
17 Acceleration/Deceleration Lane
18 Through Roadway
77 Other, Explain in Narrative
88 Unknown

Intersection: The type of intersection at which two or more roadways intersect at the same level.
Driveway: A roadway providing access to property adjacent to a trafficway.
This is important to FDOT since we are focusing on intersection safety and are also responsible for permitting driveway connections to our road system.

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Crash Information: Work Zones

If Work Zone Related is '1: No' or '88: Unknown' leave other fields blank.
If Work Zone Related' is '2 - 'Yes,' the following fields are required:
- Crash in Work Zone
- Type of Work Zone
- Workers in Work Zone
- Law Enforcement in Work Zone

WORK ZONE

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Vehicle Page

The topics covered in this section include:

- Vehicle Description
- Commercial Vehicle Identification
- Hazardous Materials
- Harmful Events

Vehicle Description

The vehicle data describes the characteristics, events and consequences of the motor vehicles involved in the traffic crash.

Vehicle Description

- Check if Commercial
- Hit and Run
- Make
- Model
- Style
- Towed due to Damage
- Vehicle Traveling
- Total Lanes

Vehicle Description

When completing a crash report:

- If the crash is **not** a **'Hit and Run,'** the **vehicle owner information** is required. **'Same as Driver'** is not acceptable.
- When entering a person's name, both their **first and last names** must be recorded.
- A **'Parked Car'** cannot have a driver.
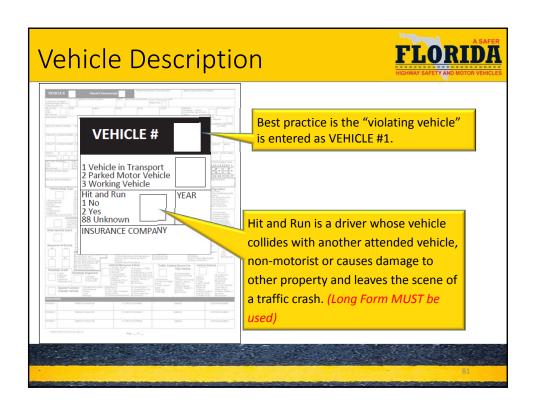
Parked or Stopped Vehicle
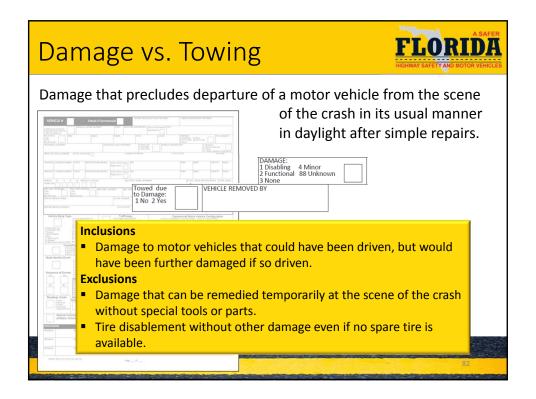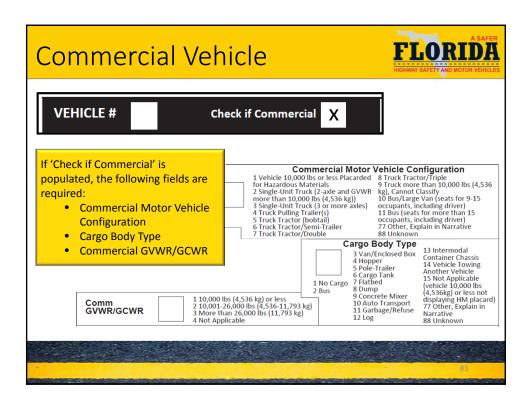
Recording Information for Parked or Stopped Vehicle Off the Roadway

- Parked Motor Vehicle - A motor vehicle not in transport. To be 'parked' the vehicle must be legally parked off the roadway.

- Vehicle 'in-transport' is a vehicle which is in motion within the trafficway or on the roadway. This includes an illegally parked vehicle.

Vehicle Description

VEHICLE #

1 Vehicle in Transport
2 Parked Motor Vehicle
3 Working Vehicle

Hit and Run
1 No
2 Yes
88 Unknown

YEAR

INSURANCE COMPANY

Best practice is the "violating vehicle" is entered as VEHICLE #1.

Hit and Run is a driver whose vehicle collides with another attended vehicle, non-motorist or causes damage to other property and leaves the scene of a traffic crash. *(Long Form MUST be used)*

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Damage vs. Towing

Damage that precludes departure of a motor vehicle from the scene of the crash in its usual manner in daylight after simple repairs.

DAMAGE:
1 Disabling   4 Minor
2 Functional 88 Unknown
3 None

Towed due to Damage:
1 No 2 Yes

VEHICLE REMOVED BY

Inclusions
- Damage to motor vehicles that could have been driven, but would have been further damaged if so driven.

Exclusions
- Damage that can be remedied temporarily at the scene of the crash without special tools or parts.
- Tire disablement without other damage even if no spare tire is available.

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Commercial Vehicle

VEHICLE # [ ] **Check if Commercial** [X]

If 'Check if Commercial' is populated, the following fields are required:
- Commercial Motor Vehicle Configuration
- Cargo Body Type
- Commercial GVWR/GCWR

Commercial Motor Vehicle Configuration

1 Vehicle 10,000 lbs or less Placarded for Hazardous Materials
2 Single-Unit Truck (2-axle and GVWR more than 10,000 lbs (4,536 kg))
3 Single-Unit Truck (3 or more axles)
4 Truck Pulling Trailer(s)
5 Truck Tractor (bobtail)
6 Truck Tractor/Semi-Trailer
7 Truck Tractor/Double
8 Truck Tractor/Triple
9 Truck more than 10,000 lbs (4,536 kg), Cannot Classify
10 Bus/Large Van (seats for 9-15 occupants, including driver)
11 Bus (seats for more than 15 occupants, including driver)
77 Other, Explain in Narrative
88 Unknown

Cargo Body Type

[ ]
1 No Cargo
2 Bus

3 Van/Enclosed Box
4 Hopper
5 Pole-Trailer
6 Cargo Tank
7 Flatbed
8 Dump
9 Concrete Mixer
10 Auto Transport
11 Garbage/Refuse
12 Log
13 Intermodal Container Chassis
14 Vehicle Towing Another Vehicle
15 Not Applicable (vehicle 10,000 lbs (4,536kg) or less not displaying HM placard)
77 Other, Explain in Narrative
88 Unknown

Comm GVWR/GCWR [ ]
1 10,000 lbs (4,536 kg) or less
2 10,001-26,000 lbs (4,536-11,793 kg)
3 More than 26,000 lbs (11,793 kg)
4 Not Applicable

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Commercial Vehicle *continued*

What is a commercial motor vehicle?

A commercial motor vehicle is any self-propelled or towed vehicle used on the public highways in commerce to transport passengers or cargo if such vehicle:

- Has a gross vehicle weight rating of more than 10,000 pounds
- Is designed to transport more than 9 passengers, including the driver
- Is used in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act, as amended *(49 U.S.C. ss.1801 et seq.)*

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Commercial Vehicle *continued*

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If **'Comm GVWR/GCWR'** is populated with a 1, 2, or 3, the following fields are required:
- Check if Commercial
- Haz. Mat. Placard
- Motor Carrier Name
- US DOT Number
- Motor Carrier Address, City, State and Zip Code

Comm GVWR/GCWR
1 10,000 lbs (4,536 kg) or less
2 10,001-26,000 lbs (4,536-11,793 kg)
3 More than 26,000 lbs (11,793 kg)
4 Not Applicable

HAZ. MAT. RELEASED 1 No 2 Yes 88 Unknown	HAZ. MAT PLACARD 1 No 2 Yes 88 Unknown	HAZ. MAT. NUMBER	HAZ. MAT. CLASS		
MOTOR CARRIER NAME			US DOT NUMBER		
MOTOR CARRIER ADDRESS		CITY & STATE		ZIP CODE	PHONE NUMBER

85

Commercial GVWR/GCWR

A SAFER
FLORIDA
HIGHWAY SAFETY AND MOTOR VEHICLES

Comm GVWR/GCWR
1 10,000 lbs (4,536 kg) or less
2 10,001-26,000 lbs (4,536-11,793 kg)
3 More than 26,000 lbs (11,793 kg)
4 Not Applicable

Gross Vehicle Weight Rating (GVWR) is the value specified by the manufacturer as the recommended maximum loaded weight of a single motor vehicle.
Gross Combination Weight Rating (GCWR) is the value specified by the manufacturer(s) as the recommended maximum loaded weight of a combination (articulated) motor vehicle.

GVWR 7,000 lbs.
(Power Unit – Chevy Avalanche)

GVWR 7,000 lbs. (approx.)
(Cargo Trailer)

GCWR = 14,000 lbs.

86

Commercial GVWR/GCWR

FLORIDA
A SAFER
HIGHWAY SAFETY AND MOTOR VEHICLES

Comm GVWR/GCWR		1 10,000 lbs (4,536 kg) or less 2 10,001-26,000 lbs (4,536-11,793 kg) 3 More than 26,000 lbs (11,793 kg) 4 Not Applicable

GVWR 7,000 lbs.
(Power Unit – Chevy Avalanche)

GVWR 7,000 lbs. (approx.)
(Cargo Trailer)

GCWR = 14,000 lbs.

Note code 1 = 10,000 Lbs. or less…
Any self-propelled vehicle- with or without trailer- being used in **commerce** to transport cargo, passengers, or any vehicle displaying a hazardous material placard including a van, etc.

87

GVWR Location

FLORIDA
A SAFER
HIGHWAY SAFETY AND MOTOR VEHICLES

The weight ratings, including GVWR, are printed on the certification label located here.
- driver's door or door frame
- cab behind driver's seat
- driver-side visor
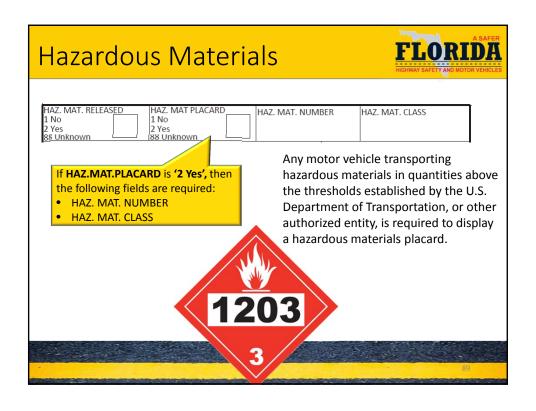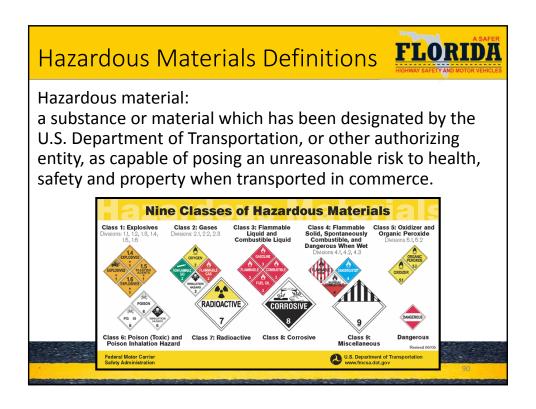
Second-stage manufacturers may add an additional GVWR plate, which can be a yellow sticker located on the door frame.

To access a web-based VIN decoder for **CMV's**, click this link:
www.nisrinc.com/cmv_id/cmv_id.asp

To access a web-based VIN decoder for **non-CMV's**, click this link:
https://services.flhsmv.gov/MVCheckWeb/InquiryView.aspx

88

Hazardous Materials

HAZ. MAT. RELEASED 1 No 2 Yes 88 Unknown	HAZ. MAT PLACARD 1 No 2 Yes 88 Unknown	HAZ. MAT. NUMBER	HAZ. MAT. CLASS

If **HAZ.MAT.PLACARD** is **'2 Yes'**, then the following fields are required:
- HAZ. MAT. NUMBER
- HAZ. MAT. CLASS

Any motor vehicle transporting hazardous materials in quantities above the thresholds established by the U.S. Department of Transportation, or other authorized entity, is required to display a hazardous materials placard.

89

Hazardous Materials Definitions

Hazardous material:
a substance or material which has been designated by the U.S. Department of Transportation, or other authorizing entity, as capable of posing an unreasonable risk to health, safety and property when transported in commerce.

90

Haz. Mat. Placards

Hazardous materials placard: a sign required to be affixed to any motor vehicle transporting hazardous materials in quantities above the thresholds established by the U.S. Department of Transportation, or other authorized entity.

Hazardous materials number: the four-digit number from the placard located either on an orange panel or a white 'square-on-point' panel.

Hazardous materials class number: a one or two-digit number with a decimal in the middle. The number is critical for identifying and studying various types of hazardous materials involved in traffic crashes. **The only number DHSMV accepts is the first.**

91

Haz. Mat. Class Numbers

- The class number is located at the bottom of the hazardous material placard.
- The number may be a single-digit or two-digit number with a decimal in the middle.
- Class number should also be visible on the required shipping papers.
- Class numbers presented with decimals, like 5.1, should be entered on the crash report as "5".

92

Haz. Mat. FAQs

What is meant by 'hazardous material released'?

Any material **other than fuel or oil carried by the vehicle for its own use** should be considered cargo. Fuel or oil carried by the vehicle for it's own use is NOT considered cargo and should NOT be reported as 'hazardous materials released' on the crash report.

How do you report a crash carrying multiple hazardous materials cargo?

If more than one hazardous material is being transported, record the information for the highest quantity of hazardous material transported.

93

Motor Carrier Definition

Motor Carrier: the business entity, individual, partnership, corporation, or religious organization <u>responsible</u> for the transportation of goods, property or people.

HAZ. MAT. RELEASED 1 No 2 Yes 88 Unknown	HAZ. MAT PLACARD 1 No 2 Yes 88 Unknown	HAZ. MAT. NUMBER	HAZ. MAT. CLASS		
MOTOR CARRIER NAME			US DOT NUMBER		
MOTOR CARRIER ADDRESS		CITY & STATE		ZIP CODE	PHONE NUMBER

94

Identifying Motor Carriers

Additional ways to identify motor carriers include:

- Shipping papers
- Lease/rental agreements
- Driver's log
- Vehicle registration

This information is essential:

- Full carrier name
- Physical address
- USDOT#

95

Markings of CMVs
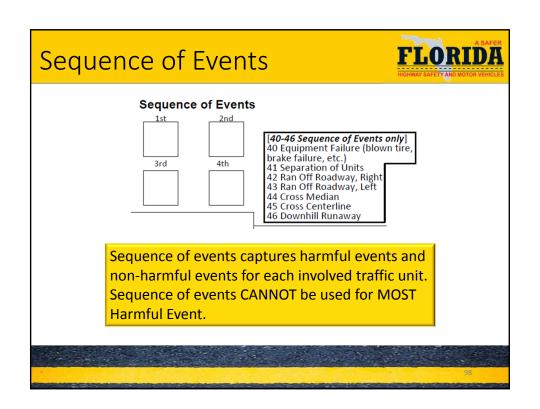
The CMV marking must display:
- Legal or a single trade name of the CMV

- Motor carrier ID number, preceded by "USDOT"

- If the name of any person other than the operating carrier appears, the name of the operating carrier must appear and be preceded by "Operated By"

Other identifying information may be displayed on the vehicle if it is __not inconsistent__ with the information required.

96

Most Harmful Event

Event which produced the most severe injury or greatest property damage for this vehicle.

Most Harmful Event

Non-Collision
1 Overturn/Rollover
2 Fire/Explosion
3 Immersion
4 Jackknife
5 Cargo/Equipment Loss or Shift
6 Fell/Jumped From Motor Vehicle
7 Thrown or Falling Object
8 Ran into Water/ Canal
9 Other Non-Collision

Sequence of Events
1st   2nd
3rd   4th

[40-46 Sequence of Events only]
40 Equipment Failure (blown tire, brake failure, etc.)
41 Separation of Units
42 Ran Off Roadway, Right
43 Ran Off Roadway, Left
44 Cross Median
45 Cross Centerline
46 Downhill Runaway

Collision with Non-Fixed Object
10 Pedestrian
11 Pedalcycle
12 Railway Vehicle (train, engine)
13 Animal
14 Motor Vehicle in Transport
15 Parked Motor Vehicle
16 Work Zone/Maintenance Equipment
17 Struck By Falling, Shifting Cargo or Anything Set in Motion by Motor Vehicle
18 Other Non-Fixed Object

Collision Fixed Object
19 Impact Attenuator/Crash Cushion
20 Bridge Overhead Structure
21 Bridge Pier or Support
22 Bridge Rail
23 Culvert
24 Curb
25 Ditch
26 Embankment
27 Guardrail Face
28 Guardrail End

29 Cable Barrier
30 Concrete Traffic Barrier
31 Other Traffic Barrier
32 Tree (standing)
33 Utility Pole/Light Support
34 Traffic Sign Support
35 Traffic Signal Support
36 Other Post, Pole, or Support
37 Fence
38 Mailbox
39 Other Fixed Object (wall, building, tunnel, etc.)

Exclusions:
Injury or damage resulting when a driver dies or loses consciousness because of a disease condition such as a stroke, heart attack, diabetic coma, or epileptic seizure.

97

Sequence of Events

Sequence of Events
1st   2nd
3rd   4th

[40-46 Sequence of Events only]
40 Equipment Failure (blown tire, brake failure, etc.)
41 Separation of Units
42 Ran Off Roadway, Right
43 Ran Off Roadway, Left
44 Cross Median
45 Cross Centerline
46 Downhill Runaway

Sequence of events captures harmful events and non-harmful events for each involved traffic unit. Sequence of events CANNOT be used for MOST Harmful Event.

98

Harmful Event: Non-Collision

| Most Harmful Event | Non-Collision 1 Overturn/Rollover 2 Fire/Explosion 3 Immersion 4 Jackknife 5 Cargo/Equipment Loss or Shift 6 Fell/Jumped From Motor Vehicle 7 Thrown or Falling Object 8 Ran into Water/Canal 9 Other Non-Collision | Comm GVWR/GCWR | 2 10,001-26,000 lbs (4,536-11,793 kg) 3 More than 26,000 lbs (11,793 kg) 4 Not Applicable | 10 Auto Transport 11 Garbage/Refuse 12 Log | 77 Oth Narrat 88 Unk |

Collision with Non-Fixed Object
10 Pedestrian
11 Pedalcycle
12 Railway Vehicle (train, engine)
13 Animal
14 Motor Vehicle in Transport
15 Parked Motor Vehicle
16 Work Zone/Maintenance Equipment
17 Struck By Falling, Shifting Cargo or Anything Set in Motion by Motor Vehicle
18 Other Non-Fixed Object

Collision Fixed Object
19 Impact Attenuator/Crash Cushion
20 Bridge Overhead Structure
21 Bridge Pier or Support
22 Bridge Rail
23 Culvert
24 Curb
25 Ditch
26 Embankment
27 Guardrail Face
28 Guardrail End

29 Cable Barrier
30 Concrete Traffic Barrier
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32 Tree (standing)
33 Utility Pole/Light Support
34 Traffic Sign Support
35 Traffic Signal Support
36 Other Post, Pole, or Support
37 Fence
38 Mailbox
39 Other Fixed Object (wall, building, tunnel, etc.)

Non-Collision
1 Overturn/Rollover
2 Fire/Explosion
3 Immersion
4 Jackknife
5 Cargo/Equipment Loss or Shift
6 Fell/Jumped From Motor Vehicle
7 Thrown or Falling Object
8 Ran into Water/ Canal
9 Other Non-Collision

99

Non-Collision Crashes

A vehicle overturns 90 degrees or more on its side or end-over-end.
- **Example:** A 12-person van slips sideways on a loose shoulder and flips on its passenger side on the right roadside injuring the occupants.

Injury or damage from a moving part of a vehicle in-transport; objects falling from, or in, a vehicle in-transport.
- **Example:** A stake truck hauling lumber stops abruptly causing the lumber to slide into the cab, striking and injuring a passenger.

100

Collision with Non-Fixed Object

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HIGHWAY SAFETY AND MOTOR VEHICLES

Collision Non-Fixed Object
10 Pedestrian
11 Pedalcycle
12 Railway Vehicle (train, engine)
13 Animal
14 Motor Vehicle in Transport
15 Parked Motor Vehicle
16 Work Zone/Maintenance Equipment
17 Struck By Falling, Shifting Cargo
18 Other Non-Fixed Object

Collision with a motor vehicle in-transport
Example: A trailer becomes unhitched from a motor vehicle then swipes the side of a motor vehicle traveling in the opposite direction on an undivided road causing disabling damage.

101

Collision with Fixed Object

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HIGHWAY SAFETY AND MOTOR VEHICLES

Collision with Fixed Object

19 Impact Attenuator/Crash Cushion
20 Bridge Overhead Structure
21 Bridge Pier or Support
22 Bridge Rail
23 Culvert
24 Curb
25 Ditch
26 Embankment
27 Guardrail Face
28 Guardrail End
29 Cable Barrier
30 Concrete Traffic Barrier
31 Other Traffic Barrier
32 Tree (standing)
33 Utility Pole/Light Support
34 Traffic Sign Support
35 Traffic Signal Support
36 Other Post, Pole or Support
37 Fence
38 Mailbox
39 Other Fixed Object (wall, building, tunnel, etc.)

Guardrail Face
- **Example:** A driver of a Motor Vehicle falls asleep at the wheel, causing his vehicle to strike the front portion of the pole.

102

Collision with Fixed Object

Collision with Fixed Object

19 Impact Attenuator/Crash Cushion
20 Bridge Overhead Structure
21 Bridge Pier or Support
22 Bridge Rail
23 Culvert
24 Curb
25 Ditch
26 Embankment
27 Guardrail Face
28 Guardrail End
29 Cable Barrier

30 Concrete Traffic Barrier
31 Other Traffic Barrier
32 Tree (standing)
33 Utility Pole/Light Support
34 Traffic Sign Support
35 Traffic Signal Support
36 Other Post, Pole or Support
37 Fence
38 Mailbox
39 Other Fixed Object (wall, building, tunnel, etc.)

Bridge Overhead Structure
- **Example:** A truck with a tall load attempts to go under a bridge, striking the overhead structure.

© The East Maine Bridge Facebook

103

e-Crash Layout Example

Static:
Doesn't change

www.flhsmv.gov/ddl/ecrash/EcrashLayoutExample.pdf

Dynamic:
Repeats as necessary

Person Page

The person data elements describe the characteristics, actions, and consequences to the person(s) involved in the crash.

Each person involved in the crash must be given a unique number.

106

e-Crash Person Page

Person Section Variations

➢ Passenger
➢ Non Motorist
➢ Driver

Each require different
data elements.

www.flhsmv.gov/ddl/ecrash/EcrashPersonVariations.pdf

Person

For the field **'Driver/Non-Motorist/Passenger'**,
enter either **'1:Driver'**, **'2:Non-Motorist'**, or **'3:Passenger'**.

- ▪ If **'1: Driver'** is chosen, all of the Driver applicable fields are required.
- ▪ If **'2: Non-Motorist'** is chosen, all of the Non-Motorist applicable fields are required.

108

CDL Exemptions

A SAFER FLORIDA
HIGHWAY SAFETY AND MOTOR VEHICLES

PERSON #					REPORTING AGENCY CASE NUMBER	HSMV CRASH REPORT NUMBER	

| 1 Driver 2 Non-Motorist 3 Passenger | VEHICLE # | NAME | | | | PHONE NUMBER | Check if Recommend Driver Re-exam |

CURRENT ADDRESS (Number and Street)	CITY & STATE	ZIP CODE

DATE OF BIRTH	SEX: 1 Male 2 Female 88 Unknown	DRIVER LICENSE NUMBER	STATE	EXPIRES	INJURY SEVERITY (INJ) 1 None 4 Incapacitating 2 Possible 5 Fatal (within 30 days) 3 Non-incapacitating 6 Non-Traffic Fatality

Exemptions to Being Required to Have a CDL

- Active duty military possessing a military license, operating a military vehicle.
- Firefighters meeting approved training standards and operating authorized emergency vehicles.
- Farmers
- Individuals operating motor homes or other vehicles used exclusively to transport personal possessions or family members, for non-business purposes.

109

Injury Severity

A SAFER FLORIDA
HIGHWAY SAFETY AND MOTOR VEHICLES

PERSON #					REPORTING AGENCY CASE NUMBER	HSMV CRASH REPORT NUMBER	

| 1 Driver 2 Non-Motorist 3 Passenger | VEHICLE # | NAME | | | | PHONE NUMBER | Check if Recommend Driver Re-exam |

CURRENT ADDRESS (Number and Street)	CITY & STATE	ZIP CODE

DATE OF BIRTH	SEX: 1 Male 2 Female 88 Unknown	DRIVER LICENSE NUMBER	STATE	EXPIRES	INJURY SEVERITY (INJ) 1 None 4 Incapacitating 2 Possible 5 Fatal (within 30 days) 3 Non-incapacitating 6 Non-Traffic Fatality

- A **fatality**: <u>**ANY**</u> person(s) killed in or outside of any vehicle (truck, bus, car, etc.) involved in the crash or who dies within *30 days of the crash* as a result of an injury sustained in the crash.

- An **injury**: <u>**ANY**</u> person(s) injured as a result of the crash who immediately receives medical treatment.

110

Reporting FSBI

Driver

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HIGHWAY SAFETY AND MOTOR VEHICLES

- *DL Type (enter a #, not a letter)*
- *Driver Distracted By*
- *Required Endorsements*
- *Driver Vision Obstructions*

When "77: Other, Explain in Narrative" is selected, the Narrative Page must be completed.

113

Driver

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HIGHWAY SAFETY AND MOTOR VEHICLES

- Driver's Actions at Time of Crash: A first occurrence is required, additional actions are optional.
- Condition at Time of Crash

114

Driver or Passenger

DRIVER OR PASSENGER

Helmet Use (HU)
1 DOT-Compliant Motorcycle Helmet
2 Other Helmet
3 No Helmet

Eye Protection (EP)
1 Yes
2 No
3 Not Applicable

Restraint Systems (RS)
1 Not Applicable
2 None Used - Motor Vehicle Occupant
3 Shoulder and Lap Belt Used
4 Shoulder Belt Only Used
5 Lap Belt Only Used
6 Restraint Used - Type Unknown
7 Child Restraint System - Forward Facing
8 Child Restraint System - Rear Facing
9 Booster Seat
10 Child Restraint Type Unknown
77 Other, Explain in Narrative

DRIVER OR PASSENGER

Motor Vehicle Seating Position:

LOCATION: SEAT ROW OTHER (LOC)

Seat
1 Left
2 Middle
3 Right
77 Other (explain in narrative)
88 Unknown

Row
1 Front
2 Second
3 Third
4 Fourth
77 Other Row
88 Unknown

Other
1 Not Applicable
2 Sleeper Section of Truck Cab
3 Other Enclosed Cargo Area
4 Unenclosed Cargo Area
5 Trailing Unit
6 Riding on Motor Vehicle Exterior (non-trailing unit)
88 Unknown

Air Bag Deployed (ABD)
5 Deployed-Other (knee, air belt, etc.)
6 Deployed-Combination
7 Deployed-Curtain
88 Deployment Unknown
1 Not Applicable
2 Not Deployed
3 Deployed-Front
4 Deployed-Side

Ejection (EJECT)
1 Not Ejected
2 Ejected, Totally
3 Ejected, Partially
4 Not Applicable
88 Unknown

ADDITIONAL PASSENGERS

PERSON #	VEHICLE #	NAME	DATE OF BIRTH	INJ	SEX	LOC: S	R	O	EJECT	HU	EP	ABD	RS

115

Seating Chart

Seat #	Seat (S) Position	Row #	Row (R) Position	Other #	Other (O) Position
1	Left	1	Front	1	NA
2	Middle	2	Second	2	Sleeper/Truck Cab
3	Right	3	Third	3	Other Enclosed Cargo Area
4	--	4	Fourth	4	Unenclosed Cargo Area
5	--	5	--	5	Trailing Unit
6	--	6	--	6	Riding on MV Exterior
77	Other	77	Other	77	--
88	Unknown	88	Unknown	88	Unknown

116

1st Number = Seat Number
2nd Number = Row Number

117

Non-Motorist

Non-Motorist required fields:
- Non-Motorist Description
- Non-Motorist Location at Time of Crash
- Action Prior to Crash
- Safety Equipment
- Non-Motorist Actions/Circumstances

118

Alcohol/Drug

If **'2: Yes'** is selected, fields **'Alcohol/Drug Tested,'** **'Alcohol/Drug Test Type,'** and **'Alcohol/Drug Test Results'** are required.

If **'3: Test Given'** is selected, the field **'Alcohol Test Type'** is required.

- Alcohol Test Result
  If **'2: Completed'** is selected, the **'BAC'** field is required.

EMS

Source of Transport to Medical Facility
If **'2: EMS'** is selected, complete the following fields:
- 'EMS Agency Name or ID'
- 'EMS Run Number'
- 'Medical Facility Transported To'

EMS

What is the meaning of 'immediate medical attention?'

A person who immediately receives medical attention and is transported directly from the scene of an crash to a hospital or medical facility.

121
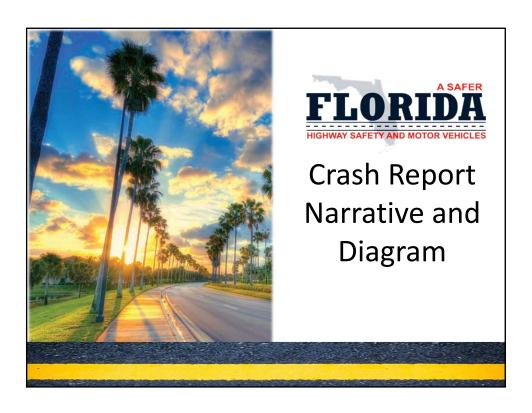
EMS
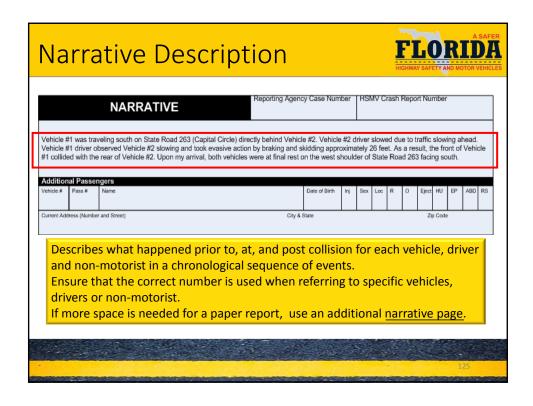
Must a person who is injured in a crash be transported to a treatment facility in an ambulance?
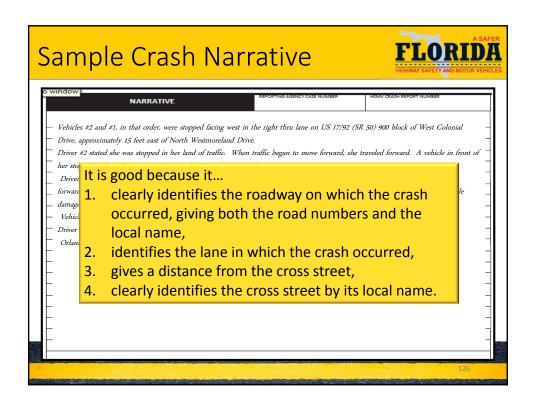
Any type of vehicle may be used to transport an injured person from the crash scene to a treatment facility.

122

Crash Report Narrative and Diagram

Narrative
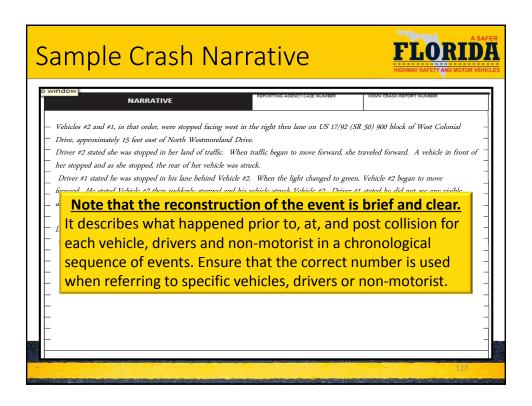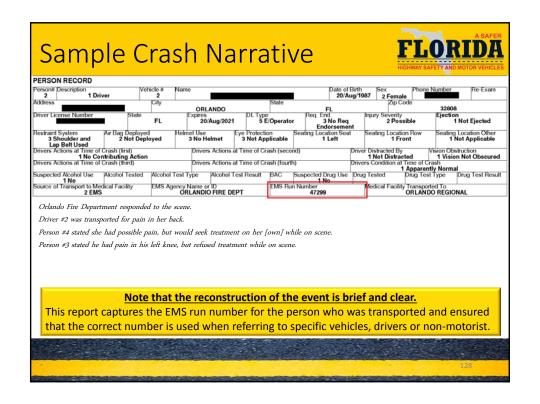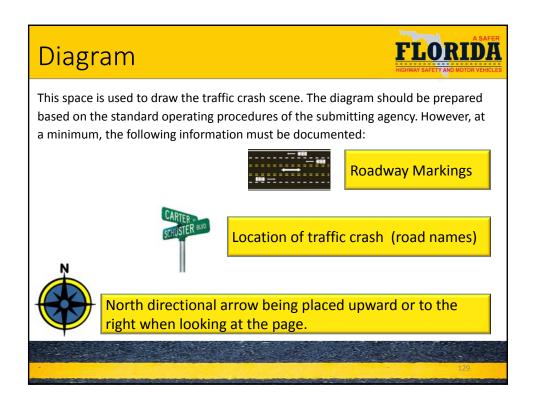
This page is used to describe the traffic crash scene. It is always used in conjunction with the Florida Traffic Crash Report Long Form, HSMV 90010S.

The investigating agency report number and the eight digit HSMV crash report number must be **identical** to all other report pages.

If there is a correlating field associated with the narrative, that data field must match. *(Exp. Injury field/BAC)*

Narrative Description

FLORIDA
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HIGHWAY SAFETY AND MOTOR VEHICLES

NARRATIVE	Reporting Agency Case Number	HSMV Crash Report Number

Vehicle #1 was traveling south on State Road 263 (Capital Circle) directly behind Vehicle #2. Vehicle #2 driver slowed due to traffic slowing ahead. Vehicle #1 driver observed Vehicle #2 slowing and took evasive action by braking and skidding approximately 26 feet. As a result, the front of Vehicle #1 collided with the rear of Vehicle #2. Upon my arrival, both vehicles were at final rest on the west shoulder of State Road 263 facing south.

Additional Passengers

Vehicle #	Pass #	Name	Date of Birth	Inj	Sex	Loc	R	O	Eject	HU	EP	ABD	RS

Current Address (Number and Street)	City & State	Zip Code

Describes what happened prior to, at, and post collision for each vehicle, driver and non-motorist in a chronological sequence of events.

Ensure that the correct number is used when referring to specific vehicles, drivers or non-motorist.

If more space is needed for a paper report, use an additional narrative page.

125

Sample Crash Narrative

FLORIDA
A SAFER
HIGHWAY SAFETY AND MOTOR VEHICLES

o window

NARRATIVE	REPORTING AGENCY CASE NUMBER	HSMV CRASH REPORT NUMBER

Vehicles #2 and #1, in that order, were stopped facing west in the right thru lane on US 17/92 (SR 50) 900 block of West Colonial Drive, approximately 15 feet east of North Westmoreland Drive.

Driver #2 stated she was stopped in her land of traffic. When traffic began to move forward, she traveled forward. A vehicle in front of her sto...

Driver...
forward...
damage...
Vehicl...
Driver...
Orlan...

It is good because it...

1. clearly identifies the roadway on which the crash occurred, giving both the road numbers and the local name,
2. identifies the lane in which the crash occurred,
3. gives a distance from the cross street,
4. clearly identifies the cross street by its local name.

126

63

Sample Crash Narrative

FLORIDA
A SAFER
HIGHWAY SAFETY AND MOTOR VEHICLES

o window

| NARRATIVE | REPORTING AGENCY CASE NUMBER | HSMV CRASH REPORT NUMBER |

Vehicles #2 and #1, in that order, were stopped facing west in the right thru lane on US 17/92 (SR 50) 900 block of West Colonial Drive, approximately 15 feet east of North Westmoreland Drive.

Driver #2 stated she was stopped in her land of traffic. When traffic began to move forward, she traveled forward. A vehicle in front of her stopped and as she stopped, the rear of her vehicle was struck.

Driver #1 stated he was stopped in his lane behind Vehicle #2. When the light changed to green, Vehicle #2 began to move forward. He stated Vehicle #2 then suddenly stopped and his vehicle struck Vehicle #2. Driver #1 stated he did not see any visible

Note that the reconstruction of the event is brief and clear.
It describes what happened prior to, at, and post collision for each vehicle, drivers and non-motorist in a chronological sequence of events. Ensure that the correct number is used when referring to specific vehicles, drivers or non-motorist.

127

Sample Crash Narrative

FLORIDA
A SAFER
HIGHWAY SAFETY AND MOTOR VEHICLES

PERSON RECORD

Person# Description	Vehicle #	Name	Date of Birth	Sex	Phone Number	Re-Exam
2 1 Driver	2		20/Aug/1987	2 Female		

Address	City	State	Zip Code
	ORLANDO	FL	32808

Driver License Number	State	Expires	DL Type	Req. End.	Injury Severity	Ejection
	FL	20/Aug/2021	5 E/Operator	3 No Req Endorsement	2 Possible	1 Not Ejected

Restraint System	Air Bag Deployed	Helmet Use	Eye Protection	Seating Location Seat	Seating Location Row	Seating Location Other
3 Shoulder and Lap Belt Used	2 Not Deployed	3 No Helmet	3 Not Applicable	1 Left	1 Front	1 Not Applicable

Drivers Actions at Time of Crash (first)	Drivers Actions at Time of Crash (second)	Driver Distracted By	Vision Obstruction
1 No Contributing Action		1 Not Distracted	1 Vision Not Obscured

Drivers Actions at Time of Crash (third)	Drivers Actions at Time of Crash (fourth)	Drivers Condition at Time of Crash
		1 Apparently Normal

Suspected Alcohol Use	Alcohol Tested	Alcohol Test Type	Alcohol Test Result	BAC	Suspected Drug Use	Drug Tested	Drug Test Type	Drug Test Result
1 No					1 No			

Source of Transport to Medical Facility	EMS Agency Name or ID	EMS Run Number	Medical Facility Transported To
2 EMS	ORLANDIO FIRE DEPT	47299	ORLANDO REGIONAL

Orlando Fire Department responded to the scene.

Driver #2 was transported for pain in her back.

Person #4 stated she had possible pain, but would seek treatment on her [own] while on scene.

Person #3 stated he had pain in his left knee, but refused treatment while on scene.

Note that the reconstruction of the event is brief and clear.
This report captures the EMS run number for the person who was transported and ensured that the correct number is used when referring to specific vehicles, drivers or non-motorist.

128

Diagram

This space is used to draw the traffic crash scene. The diagram should be prepared based on the standard operating procedures of the submitting agency. However, at a minimum, the following information must be documented:

Roadway Markings

Location of traffic crash (road names)

North directional arrow being placed upward or to the right when looking at the page.

e-Diagram Example

Legend
(1) Vehicle #1
(2) Vehicle #2
(3) Witness #1

3883 W. Colonial Dr (SR50)

Mercy Dr

3800 Block Of W. Colonial Dr (SR50)

Page Reconstructed, Not Drawn to Scale

e-Diagram Example

FLORIDA A SAFER
HIGHWAY SAFETY AND MOTOR VEHICLES

Legend
(1) Vehicle #1
(2) Vehicle #2
(3) Witness #1

3883 W. Colonial Dr (SR50)

POI

Mercy Dr

3800 Block Of W. Colonial

Page Reconstructed, Not Drawn to Scale

It is good because it shows…

- the median,
- the roadway markings,
- the north arrow,
- the road name for both the on-road and the intersecting road
- that the intersection in question is stop-controlled
- the position of the vehicles in the lane and on roadway at the point of first impact.
- a building with an address as a landmark which helps clear up confusion when multiple areas match the described location.

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FLORIDA A SAFER
HIGHWAY SAFETY AND MOTOR VEHICLES

Crash Report Updates

132

Crash Report Updates

This report is used to update or upgrade information previously recorded on a Florida Traffic Crash Report.
When completing an update:
- Select 'Update' only. 'Long Form' or 'Short Form' should NOT be selected.
- Code entries must correspond to the vehicle, driver or non-motorist section they are intended to represent.

Event Page Updates

Required information:
1. Crash Date
2. Date of Report: Date of Update
3. Reporting Agency Case Number
4. HSMV Crash Report Number (*Must use original crash report number*)
5. County Code: Appendix C
6. County of Crash: Appendix C
    http://www.flhsmv.gov/ddl/ecrash/CrashManualComplete.pdf

Vehicle/Person Page Updates

FLORIDA
A SAFER
HIGHWAY SAFETY AND MOTOR VEHICLES

Enter the vehicle or person information that is being updated.

Example:

A long form has been submitted to the Department of Highway Safety and an update of the following information is needed:

- Injury Severity: Changed Injury Severity Code from 4 to 5
- BAC: Add results

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Vehicle/Person Page Updates

FLORIDA
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HIGHWAY SAFETY AND MOTOR VEHICLES

0003 (Submitted)

VEHICLE MANEUVER ACTION		TRAFFICWAY		ROADWAY GRADE		ROADWAY ALIGNMENT			TRAFFIC CONTROL FOR THIS VEHICLE	
STRAIGHT AHEAD		1 - TWO-WAY, NOT DIVIDED		LEVEL		S - STRAIGHT			NO CONTROLS	
1ST SEQUENCE OF EVENTS		2ND SEQUENCE OF EVENTS		3RD SEQUENCE OF EVENTS		4TH SEQUENCE OF EVENTS		MOST HARMFUL DETAIL		
MOTOR VEHICLE IN TRANSPORT								MOTOR VEHICLE IN TRANSPORT		

DRIVER

PERSON #	VEHICLE #	NAME					ADDRESS			
1	1	GALINDOCLINE	ONE PAO	LICENSE			2900 US HWY 27 B335 MS59			

CITY		STATE		ZIP CODE		DRIVER LICENSE NUMBER		STATE	DOB	SEX
TALLY		FL - FLORIDA		32399		L-252-294-61-501-0		FL - FLORIDA	1/1/1961	FEMALE

PHONE NUMBER	EMAIL ADDRESS		RE-EXAM	EXPIRES		DL TYPE	END. REQ.		INJURY SEVERITY	EJECTION
(850) 410-6237	SUPPORT@TRACSFLORIDA.OR		NO	1/1/2024		1 - CLASS A	NO REQUIRED ENDORSEMENTS		POSSIBLE	NOT EJECTED

RESTRAINT SYSTEMS	AIR BAG DEPLOYED	HELMET USE		EYE PROTECTION	SEAT	ROW		OTHER	
SHOULDER AND LAP BELT USED	NOT APPLICABLE			NOT APPLICABLE	LEFT	FRONT			

DRIVERS ACTION AT TIME OF CRASH (FIRST)		DRIVERS ACTION AT TIME OF CRASH (SECOND)		DRIVER DISTRACTED BY		DRIVER VISION OBSTRUCTION	
NO CONTRIBUTING ACTION				NOT DISTRACTED		VISION NOT OBSCURED	

DRIVERS ACTIONS AT TIME OF CRASH (THIRD)		DRIVER ACTIONS AT TIME OF CRASH (FOURTH)		DRIVERS CONDITION AT TIME OF CRASH	
				APPARENTLY NORMAL	

SUSPECTED ALCOHOL USE	ALCOHOL TESTED	ALCOHOL TEST TYPE	ALCOHOL TEST RESULT	BAC	SUSPECTED DRUG USE	DRUG TESTED	DRUG TEST TYPE	DRUG TEST RESULT
YES	3 - TEST GIVEN	BLOOD	PENDING		YES	3 - TEST GIVEN	BLOOD	PENDING

SOURCE OF TRANSPORT TO MEDICAL FACILITY		EMS AGENCY NAME OR ID		EMS RUN NUMBER		MEDICAL FACILITY TRANSPORTED TO	
NOT TRANSPORTED							

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Vehicle/Person Page Updates

FLORIDA A SAFER
HIGHWAY SAFETY AND MOTOR VEHICLES

DRIVER

PERSON #	VEHICLE #	NAME			ADDRESS		
1	1	GALINDOCLINE ONE PAO LICENSE			2900 US HWY 27 B335 MS59		

CITY	STATE	ZIP CODE	DRIVER LICENSE NUMBER	STATE	DOB	SEX
TALLY	FL - FLORIDA	32399	L-252-294-61-501-0	FL - FLORIDA	1/1/1961	FEMALE

PHONE NUMBER	EMAIL ADDRESS	RE-EXAM	EXPIRES	DL TYPE	END. REQ.	INJURY SEVERITY	EJECTION
(850) 410-6237		NO	1/1/2024	1 - CLASS A	NO REQUIRED ENDORSEMENTS	INCAPACITATING	EJECTED, PARTIALLY

RESTRAINT SYSTEMS	AIR BAG DEPLOYED	HELMET USE	EYE PROTECTION	SEAT	ROW	OTHER
SHOULDER AND LAP BELT USED	NOT APPLICABLE		NOT APPLICABLE	LEFT	FRONT	

DRIVERS ACTION AT TIME OF CRASH (FIRST)	DRIVERS ACTION AT TIME OF CRASH (SECOND)	DRIVER DISTRACTED BY	DRIVER VISION OBSTRUCTION
NO CONTRIBUTING ACTION		NOT DISTRACTED	VISION NOT OBSCURED

DRIVERS ACTIONS AT TIME OF CRASH (THIRD)	DRIVER ACTIONS AT TIME OF CRASH (FOURTH)	DRIVERS CONDITION AT TIME OF CRASH
		APPARENTLY NORMAL

SUSPECTED ALCOHOL USE	ALCOHOL TESTED	ALCOHOL TEST TYPE	ALCOHOL TEST RESULT	BAC	SUSPECTED DRUG USE	DRUG TESTED	DRUG TEST TYPE	DRUG TEST RESULT
YES	3 - TEST GIVEN	BLOOD	COMPLETED	0.090	YES	3 - TEST GIVEN	BLOOD	POSITIVE

SOURCE OF TRANSPORT TO MEDICAL FACILITY	EMS AGENCY NAME OR ID	EMS RUN NUMBER	MEDICAL FACILITY TRANSPORTED TO
NOT TRANSPORTED			

REPORTING OFFICER

ID/BADGE #	RANK	OFFICER NAME	DEPARTMENT	TYPE OF DEPT

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Case Example: Narrative Update

FLORIDA A SAFER
HIGHWAY SAFETY AND MOTOR VEHICLES

Original

NARRATIVE

Reporting Agency Case Number	HSMV Crash Report Number
123456	4596873

Vehicle #1 was traveling south on South Monroe Street. Vehicle #1 attempted to make a right turn but failed to observe a yield sign. Vehicle #1 driver observed Non-Motorist #1 and attempted to take evasive action by braking. Driver of Vehicle #1 was unable to avoid impact with Non-Motorist #1 and as a result, Non-Motorist #1 was struck by the front of Vehicle #1 and thrown approximately 26 feet. Upon my arrival, both Vehicle #1 and Non-Motorist #1 were at final rest on the west shoulder of South Monroe Street, facing South. Non-Motorist #1 was transported to Miami General Hospital. BAC results pending.

Reporting Officer

ID/BADGE NUMBER	Rank & Name	DEPARTMENT	FHP SO PD OTHER
987	Sgt. Paul Williams	Miami Police Department	☐ ☐ ■ ☐

Case Example: Narrative Update

NARRATIVE

Reporting Agency Case Number
123456

HSMV Crash Report Number
4596873

Update: Person #1 succumbed to injuries sustained in the crash and died on 01/12/12 at Miami General Hospital. BAC results were .110.

Reporting Officer
ID/BADGE NUMBER 987
Rank & Name Sgt. Paul Williams
DEPARTMENT Miami Police Department
FHP SO PD OTHER

Crash Report Corrections

Common mailed crash report errors:

| Duplicate crash numbers | No HSMV number | Illegible reports | Missing pages |

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Crash Report Correction Letter

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Conclusion

- The Florida Traffic Crash Report is used by Law Enforcement Officers (LEO) in Florida to report traffic crashes to the DHSMV.

- Traffic crashes can be reported by the use of a long or short form Florida Traffic Crash Report and must be submitted to DHSMV within 10 days of the crash.

- It is important that those who investigate and complete traffic crash reports do so uniformly to ensure accuracy.

- A crash report must include a motor vehicle.

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Additional Resources

Florida Department of Highway Safety and Motor Vehicles
Court Assist: Courtassist@flhsmv.gov or call (850) 617-2589
Visit http://flhsmv.gov/courts

(Vehicle Information Check accessing VIN and GVWR for non-CMV vehicles)
https://services.flhsmv.gov/MVCheckWeb/InquiryView.aspx

FMCSA Company CMV Snapshot:
http://safer.fmcsa.dot.gov/CompanySnapshot.aspx

National Institute for Safety Research and FMCSA CMV ID 4.0
(accessing CMV VIN & Safetynet Crash Data):
www.nisrinc.com/cmv_id/cmv_id.asp

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Florida's Integrated Report Exchange System

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Florida's Integrated Report Exchange System

The FIRES Portal is a valuable resource for accessing traffic accident reports completed by Florida law enforcement agencies. To gain access, contact:
FIRES Portal
website: https://firesportal.com
Email: fires@appriss.com
Phone: (866) 495-4206

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Thank you for participating in this Training.
We are interested in your feedback!

Please send us your comments, questions, concerns, or any input you wish to provide to DHSMV email at:
Courtassist@flhsmv.gov

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