State of Texas

Traffic Records Assessment

May 15, 2018

National Highway Traffic Safety Administration

Technical Assessment Team

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Executive Summary

Out of 391 assessment questions, Texas met the Advisory ideal for 136 questions (34.8%), partially met the Advisory ideal for 71 questions (18.2%), and did not meet the Advisory ideal for 184 questions (47.1%).

As Figure 1 illustrates, within each assessment module, Texas met the criteria outlined in the *Traffic Records Program Assessment Advisory* 31.6% of the time for TRCC, 25% of the time for Strategic Planning, 38.6% of the time for Crash, 48.7% of the time for Vehicle, 46.7% of the time for Driver, 31.6% of the time for Roadway, 13% of the time for Citation and Adjudication, 40.7% of the time for Injury Surveillance, and 0% of the time for Data Use and Integration.

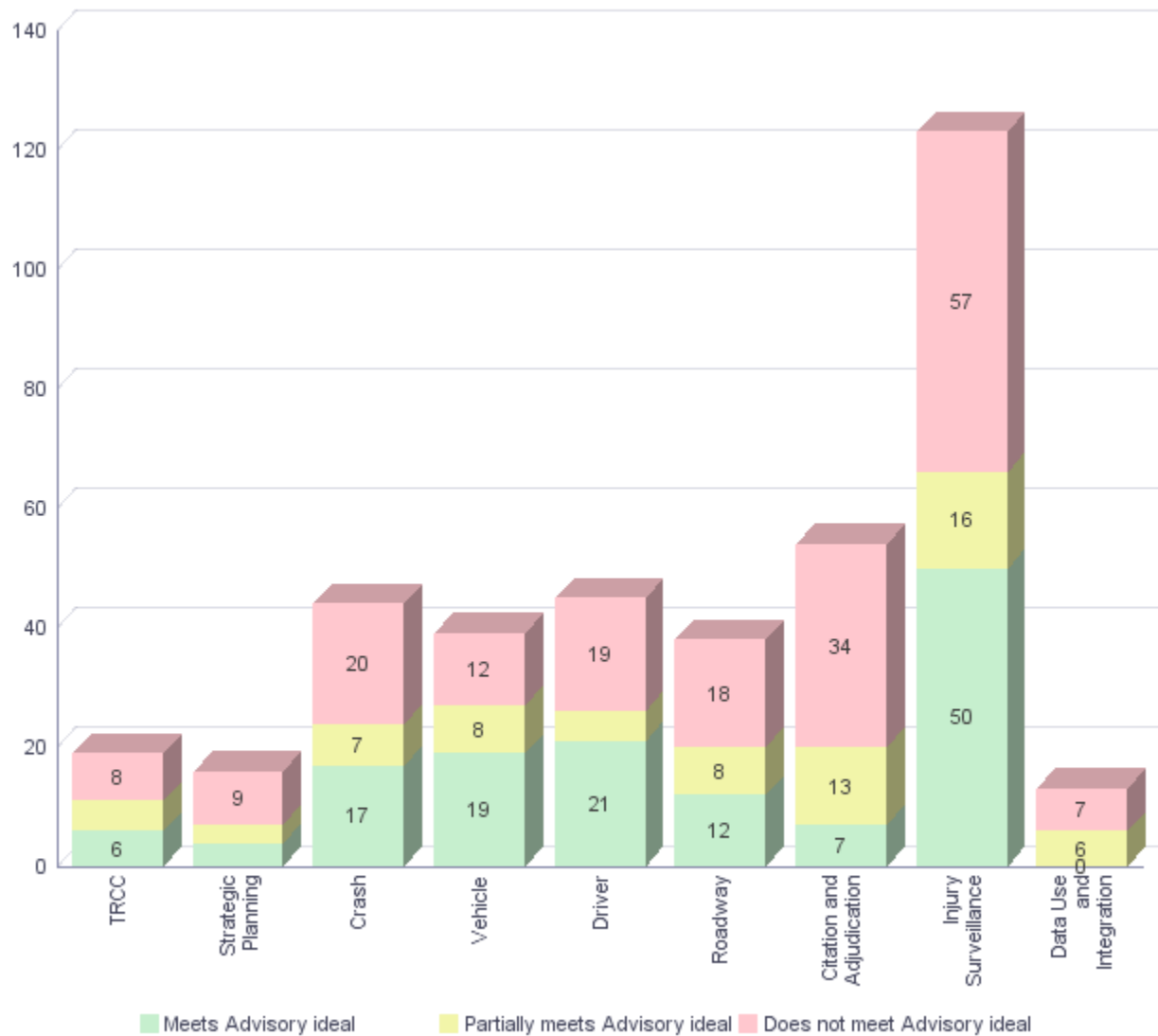**Figure 1: Rating Distribution by Module**

Figure 2: Assessment Section Ratings

	Crash	Vehicle	Driver	Roadway	Citation and Adjudication	Injury Surveillance
Description and Contents	96.4%	100.0%	76.7%	93.3%	61.4%	70.6%
Applicable Guidelines	80.0%	100.0%	100.0%	66.7%	43.9%	82.5%
Data Dictionaries	70.0%	100.0%	100.0%	46.7%	36.5%	66.7%
Procedures / Process Flow	66.7%	80.3%	82.4%	70.8%	69.1%	77.0%
Interfaces	33.3%	57.6%	57.1%	72.2%	40.5%	33.3%
Data Quality Control Programs	48.6%	56.1%	45.3%	47.3%	43.6%	56.7%
Overall	64.6%	72.4%	67.5%	61.7%	50.3%	64.5%

	Overall
Traffic Records Coordinating Committee Management	64.7%
Strategic Planning for the Traffic Records System	55.6%
Data Use and Integration	48.5%

Recommendations

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

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

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

According to 23 CFR Part 1200, §1200.22, applicants for State traffic safety information system improvements grants are required to maintain a State traffic records strategic plan that—

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

Strategic Planning Recommendations

Strengthen the TRCC's abilities for strategic planning to reflect best practices identified in the Traffic Records Program Assessment Advisory.

Crash Recommendations

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

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

Vehicle Recommendations

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

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

Driver Recommendations

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

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

Roadway Recommendations

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

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

Citation and Adjudication Recommendations

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

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

Improve the interfaces with the Citation and Adjudication systems to reflect best practices identified in the Traffic Records Program Assessment Advisory.

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

Injury Surveillance Recommendations

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

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

Data Use and Integration Recommendations

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

Introduction

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

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

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

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

Background

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

The *Advisory* is based upon a uniform set of questions derived from the ideal model traffic records data system. This model and suite of questions is designed to be used by independent subject matter experts in

their assessment of the systems and processes that govern the collection, management, and analysis of traffic records data in a given State.

Methodology

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

Figure 3: Traffic Records Assessment Time Table

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

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

The traffic records assessment is an iterative process that includes three question-answer cycles. In each, State respondents have the opportunity to answer each question assigned to them before the assessors examine their answers and supporting evidence, at which point the assessors rate each response. The second and third question and answer cycles are used to clarify responses and provide the most accurate rating for each question. In an attempt to prioritize the capabilities of each system being assessed, each question is ranked as "very important," "somewhat important" or "less important." To assist the State in

responding to each question, the *Advisory* also provides State respondents with standards of evidence that identify the specific information necessary to answer each assessment question.

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

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

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

States are encouraged to use the conclusions of this report as a basis for the State data improvement program strategic planning process, and are encouraged to review the conclusions at least annually to gauge how the State is addressing the items in this report. NHTSA can provide support in addressing these conclusions by means of GO Teams. NHTSA's Traffic Records GO Team program helps States improve their traffic records systems by deploying teams of subject matter experts to deliver tailored technical assistance and training based on States' actual needs.
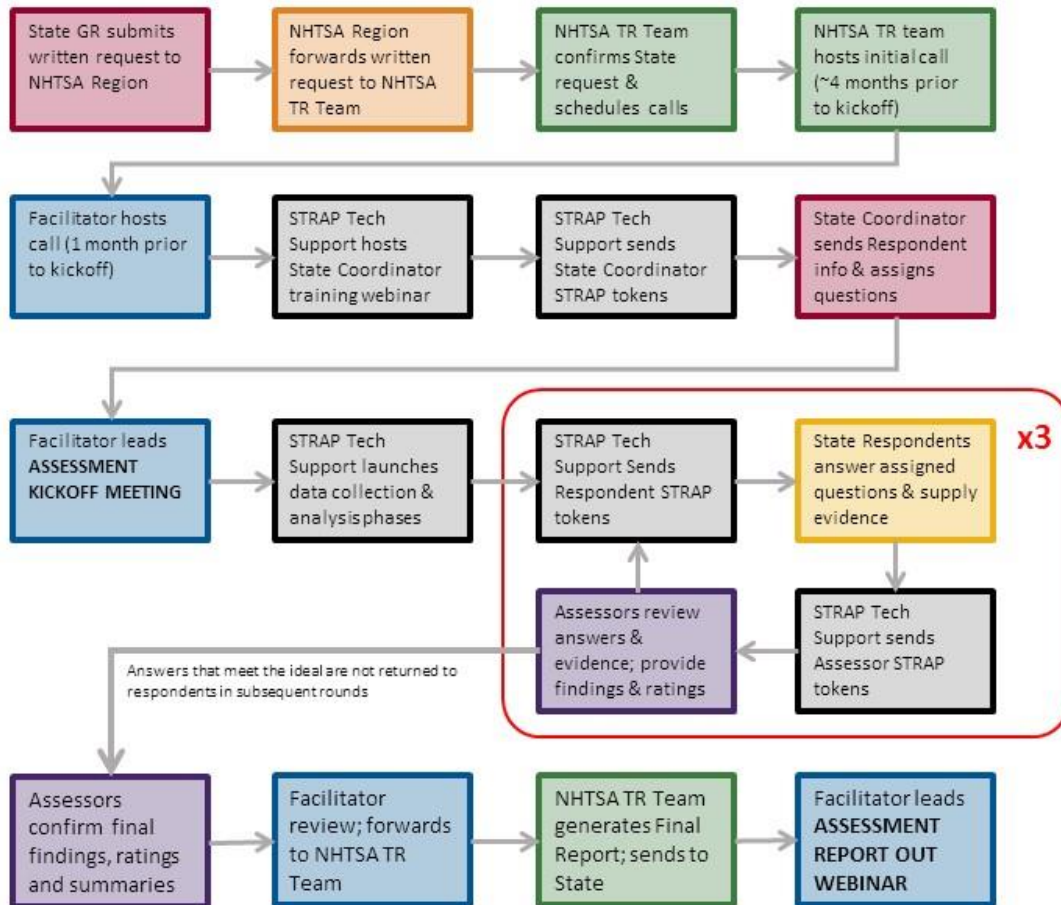
Figure 4: State Schedule for the Traffic Records Assessment

Kickoff	January 29, 2018
Begin first Q&A Cycle	January 29, 2018
End first Q&A Cycle	February 16, 2018
Begin second Q&A Cycle	March 05, 2018
End second Q&A Cycle	March 16, 2018
Begin third Q&A Cycle	April 02, 2018
End third Q&A Cycle	April 13, 2018
Assessors' Final Results Complete	April 28, 2018
Final Report Due	May 11, 2018
Debrief	May 15, 2018

Figure 5: State Traffic Records Assessment Process

| State GR submits written request to NHTSA Region | → | NHTSA Region forwards written request to NHTSA TR Team | → | NHTSA TR Team confirms State request & schedules calls | → | NHTSA TR team hosts initial call (~4 months prior to kickoff) |

| Facilitator hosts call (1 month prior to kickoff) | → | STRAP Tech Support hosts State Coordinator training webinar | → | STRAP Tech Support sends State Coordinator STRAP tokens | → | State Coordinator sends Respondent info & assigns questions |

x3

| Facilitator leads **ASSESSMENT KICKOFF MEETING** | → | STRAP Tech Support launches data collection & analysis phases | → | STRAP Tech Support Sends Respondent STRAP tokens | → | State Respondents answer assigned questions & supply evidence |

| Assessors review answers & evidence; provide findings & ratings | ← | STRAP Tech Support sends Assessor STRAP tokens |

Answers that meet the ideal are not returned to respondents in subsequent rounds

| Assessors confirm final findings, ratings and summaries | → | Facilitator review; forwards to NHTSA TR Team | → | NHTSA TR Team generates Final Report; sends to State | → | Facilitator leads **ASSESSMENT REPORT OUT WEBINAR** |

Legend:

| State Leadership | NHTSA Region | NHTSA TR Team | Facilitator |
| STRAP Support | State Respondents | Assessors |

Results

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

Legend:

Meets	Partially meets	Does not meet

TRCC

Texas employs a single tier model for its Traffic Records Coordinating Committee (TRCC) commonly referred to as the TRCC Executive Committee. The committee meets quarterly and consists of member agencies who have custodial responsibility for the core traffic records systems. A basic charter signed by the TxDOT Traffic Operations Division Director formally establishes the TRCC and outlines its authority, purpose, and overarching goals. The committee primarily focuses its quarterly meetings on high level planning activities and the development of improvement projects each year for NHTSA Section 405(c) grants. Time is also allocated across meetings for updates on existing traffic records improvement projects. In addition to the Executive Committee and its quarterly meetings, the State also benefits from a designated program manager who oversees the work of qualifying for and monitoring traffic records grants.

Although not a mandated requirement, the Traffic Records Program Assessment Advisory describes the ideal TRCC as a two-tier committee. One tier is focused on the technical aspects of the State's traffic records system and another tier is focused on policy issues and resource allocation. While this structure is not necessarily the only way for states to operate an effective TRCC, it represents the most common approach for capturing the full benefits of an active and engaged oversight body for statewide traffic records. For a state such as Texas, a single-tier TRCC that meets quarterly appears to limit meaningful coordination among stakeholders and curb the overall value of the committee in improving data quality across the core traffic data systems. Expanding the committee's structure and activities to more closely align with the elements outlined in the Program Advisory is the single most important step Texas can take to realize greater value and impact from its TRCC.

While the existing charter is sufficient to underpin the State's current level of TRCC activity, any efforts to enhance the structure of the committee in order to improve effectiveness and overall impact should include a significant expansion of the charter. Additional detail around roles and authority, specific member agencies and their representatives, and how a more technical-focused team would interact with a policy-focused executive tier would be in order. Expanding the charter to describe these elements while ensuring that each member agency expressly agrees to its terms would strengthen agency support for the TRCC and increase stakeholder involvement.

Beyond the work necessary to meet NHTSA Section 405(c) grant criteria, no formalized processes for performance measurement and quality control exist. This should be one of the State's primary areas of focus moving forward. Actively engaging the members of the TRCC in this work would strengthen commitment among constituent agencies, improve understanding of the health of individual systems along the six data quality metrics, and facilitate the development of effective improvement projects. System-specific quality control programs such as high-frequency error reports, sample-based audits, and data quality feedback surveys will ensure the TRCC can readily identify data system deficiencies and capitalize on opportunities for improvement.

Another area of focus should be the development of a comprehensive Traffic Records Inventory. An effective inventory would provide high-level overviews of each system and its sub-systems, basic flowcharts or diagrams to illustrate how data are collected and processed, a description of the technical architecture, easy-to-use data dictionaries, and contact information for system administrators or managers. Such a document would be an important tool for data users and help engage local stakeholders in the

work of the TRCC.

Considerations

Restructure the TRCC to more closely align with the Traffic Records Program Assessment Advisory.

Execute a more detailed charter expressly agreed to by all member agencies.

Implement a performance measurement and quality control program.

Create a comprehensive Traffic Records Inventory.

Question 1:
Does the State have both an executive and a technical TRCC?

Standard of Evidence:

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

Assessor conclusions:
Texas currently does not use a two-tier model for its Traffic Records Coordinating Committee. The single committee functioning in the State is referred to as the Executive Committee.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 2:
Do the executive TRCC members have the power to direct the agencies' resources for their respective areas of responsibility?

Standard of Evidence:

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

Assessor conclusions:
The TRCC charter grants authority to the committee to recommend projects for funding while the roles of members within their respective agencies indicate a level of management and oversight sufficient for directing organizational resources for the systems they represent.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 3:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Texas TRCC consists of a single tier referred to as the Executive Committee. This committee operates as something of a hybrid with mid-level managers and some executive level personnel as members. The committee meets quarterly, providing some space for technical discussions but focusing mostly on strategic planning and annual funding decisions. Although this approach appears to result in some effectiveness when it comes to management and coordination of the state's traffic records system, a two-tiered TRCC structure is likely to prove more beneficial to allow for greater focus on both technical and policy-focused topics within each tier.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 4:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The core traffic records data systems are appropriately represented by members of the Texas TRCC Executive Committee. However, because a technical committee does not exist, more detailed discussions of a technical nature occur infrequently and appear to take place only when executive members extend invitations to those who are more involved in the day-to-day operation of the core data systems.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 5:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The TRCC does not include representation from the State's IT agency, nor does it appear that member agencies coordinate independently with that agency on technology issues related to the core traffic records data systems.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 6:

Is there a formal document authorizing the TRCC?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Texas TRCC is formally chartered by member agencies. The charter document authorizes the committee, lists its constituent members, and outlines its purpose and authority.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 7:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The TRCC appears to play an active role in developing, implementing, and monitoring the strategic plan through its quarterly Executive Committee meetings. The Executive Committee uses its four meetings per year to develop the strategic plan update for the following year, under the guidance of the TRCC Moderator.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 8:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

There is no indication that the TRCC influences policy decisions related to the core traffic records data systems. This is likely the result of the single committee in Texas responsible for addressing the breadth of technical and policy issues commonly overseen by TRCCs. A quarterly meeting schedule significantly narrows the scope of topics reasonably addressed by the committee. Thus, the primary issues taken up by the committee concern high-level planning and the annual portfolio of projects funded by NHTSA traffic records grants.

Respondents assigned	5	Responses received	2	Response rate	40%

Question 9:

Does the TRCC allocate federal traffic records improvement grant funds?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The traffic records strategic plan details the use of both NHTSA 402 and 405(c) funds for improvement projects.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 10:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The strategic plan contains two performance measures: crash data timeliness and EMS/Trauma Registry completeness. Measures are not identified for the remaining core data systems. The state should consider identifying additional system-level measures from the Model Performance Measures for State Traffic Records Systems document that best suit the state's strategic goals. This action would help strengthen commitment among constituent agencies, improve understanding of the health of individual systems along the six data quality metrics, and facilitate the development of effective improvement projects to address deficiencies.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 11:

Does the TRCC enable meaningful coordination among stakeholders and serve as a forum for the discussion of the State's traffic records programs, challenges, and investments?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Texas's existing TRCC appears to provide a basic level of stakeholder coordination. However, broader value when it comes to the ultimate objective of improving data quality across the core traffic records systems is less discernible. Thus, while the current structure and level of activity are sufficient to meet federal grant criteria and provide some level of coordination among stakeholders, Texas is not realizing the full benefits of an active and engaged TRCC as outlined in the Traffic Records Program Assessment Advisory.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 12:

Does the TRCC have a traffic records inventory?

Standard of Evidence:

Provide the traffic records inventory.

Question Rank:
Somewhat Important

Assessor conclusions:

Texas does not have a traffic records inventory.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 13:

Does the technical TRCC have a designated chair?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Texas TRCC is comprised of a single tier committee, referred to as the Executive Committee. Consequently, neither a technical level committee nor a chair to this committee exist. It should be noted that the Executive Committee is formally chaired by the Director of the Traffic Operations Division within the Texas Department of Transportation.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 14:

Does the TRCC have a designated coordinator?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The TRCC charter indicates that the Director of the Traffic Operations Division within the Texas Department of Transportation is the State's designated Traffic Records Coordinator. However, TxDOT has a Traffic Records Program Manager who assumes the day-to-day functions typically fulfilled by a state coordinator. Consequently, it appears that the Director of the Traffic Operations Division is the coordinator only by designated title. The actual role of managing and coordinating Texas's traffic records program falls primarily to the dedicated program manager.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 15:

Does the executive TRCC meet at least once annually?

Standard of Evidence:

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

Assessor conclusions:

The TRCC Executive Committee meets quarterly throughout the year.

Question Rank:
Somewhat
Important

Respondents assigned	4	Responses received	1	Response rate	25%

Question 16:

Does the technical TRCC meet at least quarterly?
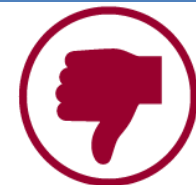
Standard of Evidence:

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

Question Rank:
Somewhat
Important

Assessor conclusions:

The Texas TRCC is comprised of a single tier referred to as the Executive Committee. This committee is mostly made up of mid-level managers and some executive level personnel. As currently constituted, the committee more closely resembles an executive level TRCC. Consequently, no true technical level TRCC exists at this time.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 17:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

As it currently stands, the TRCC Executive Committee does not play an active role in quality control and improvement programs for core data systems. The primary function of the committee appears to be overseeing updates to the traffic records strategic plan while vetting and approving the allocation of federal grant funding to improvement projects. The result is a TRCC that serves more in an advisory capacity than as a true oversight body. In this way, the State only captures a portion of the real management and coordination value an active and engaged two-tier TRCC offers. Expanding the TRCC structure by allowing for more technical level discussions and coordination would vastly enhance the overall value the committee provides in improving data quality across the six core traffic data systems.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 18:

Does the TRCC address technical assistance and training needs?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The TRCC does not explicitly include within its purview consideration for technical assistance and training needs related to the state's core traffic data systems. However, references to training related to new technology do appear in the strategic plan, so the TRCC does consider training needs at some level. The TRCC could easily add training and technical assistance as a topic of focus for one of its quarterly meetings. The committee should also consider training as a potential solution to certain types of data quality problems and not simply as a component of technology implementation.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 19:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The TRCC limits itself to the programming of federal Section 405(c) funds, with a small amount allocated from federal Section 402 funds. These sources are controlled by the same program authority, the Governor's Highway Safety Representative. There is no apparent effort to team strategically with agencies utilizing other federal funds in order to address broader data quality issues and accomplish shared objectives.

Respondents assigned	4	Responses received	1	Response rate	25%

Strategic Planning

Texas publishes its Texas Traffic Safety Information System Strategic Plan as Appendix C.b. within its FY18 HSP. The Plan contains much useful information such as the TRCC Charter, the voting members, the two major performance measures, information on current improvement projects, and more. What it lacks stems from the Texas-defined boundaries of its TRCC having only an executive committee. Certain functions ascribed to a technical committee by the Program Advisory are ignored by the TRCC, and therefore, are absent from the Plan. A TRCC that has such limited scope can only produce a Plan with those same limitations.

Yet, to produce the Plan as it exists, the TRCC had to be doing work not generally attributed to an executive TRCC. In the previous year it met four times, with substantial attendance and length of meetings. It was not evident why the TRCC made this investment in time and effort while at the same time claiming it has not performed many tasks normally attributed to a technical committee. There is the sense that the current TRCC is accomplishing more than is being acknowledged by the State. The existing TRCC could include many of the missing work tasks into its annual meeting cycle without adding members or increasing the number of meetings. It could cover even more if membership were broadened.

The current TRCC membership has no local agency highway engineers or technicians, first responders, or traffic safety enforcement personnel. It gets no direct input from local data collectors and users. Impediments to local agency participation on TRCCs and in developing strategic plans include difficulty in recruitment and hesitancy to grant full membership with voting privileges. Local agencies do value the opportunity to provide input, to be acknowledged and heard. There is a pool of talent waiting to be tapped. Having a vote is not as important as a meaningful exchange of information at meetings, and the status that confers upon the local participant. With video conferencing, there is no reason for the Texas TRCC to exclude local members and district level State agency staff.

Texas has not participated in a NHTSA-sponsored traffic records assessment since 2010. The Texas Plan does not mirror the shift in assessment strategy from expert assessor recommendations to a process involving the identification of data and data system deficiencies and the comparison to the Program Advisory model system. The transition from on-site assessments to an on-line assessment method is another change the State must accommodate at this time.

The next plan should be evaluated by the TRCC in terms of what material from the 2018 Plan is still relevant and worthy of inclusion. The Plan should contain format changes that better highlight the relationships between State goals, identified deficiencies, the project action plan for the current year plus two more, and progress over time. It should explain processes and methods used to arrive at program decisions, and it should expand performance measures. Lastly, the next Plan should be more readable, especially the contents currently in long awkward tables.

Following an assessment, it is often of great benefit to add a special strategic planning event to the usual annual planning cycle. Texas should consider scheduling a special event lasting one to two days during which small and large group planning exercises are led by a professional strategic planning facilitator. Such an event should include stakeholders beyond the current TRCC makeup. It should be viewed as an opportunity for outreach, education, and inclusion. The results from such a facilitated meeting are not set in stone but offer TRCC planners a wealth of information to augment the assessment results and use them

in developing the next strategic plan.

Considerations

After restructuring the TRCC (as suggested in the TRCC Management Module Summary), restructure the Plan accordingly to more closely align with the Program Advisory and better serve the State.

Allow the existing committee to take on tasks that currently are excluded by virtue of being "technical committee" work. Add both executive and technical members to broaden the scope. Reflect these changes in the Plan.

Revise the organization and presentation format of the Plan to highlight key inter-relationships of the Plan and improve the readability of some Plan sections.

Sponsor a broad strategic planning event led by a professional strategic planning facilitator, as follow up to this assessment, and prior to the creation of the next strategic plan.

Question 20:

Does the TRCC develop the TRCC strategic plan?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

TRCC meeting agendas and notes verify that the TRCC develops the Traffic Safety Information Systems (TSIS) strategic plan. Strategic planning by TRCC members seems to have only recently become a practice after the TRCC requested information about other state practices from the Texas Transportation Institute and received its analysis in 2017. This new information was relevant to all members of the TRCC. The "environmental scan" that is a first step in textbook strategic planning indeed matters. That said, key areas of strategic planning are missing. Texas is encouraged to broaden the scope of its plan according to guidance in the Advisory, to include more than a year-by-year work plan.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 21:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The most recent strategic plan submitted as an attachment to Texas Highway Safety Plan does not include reference to or information about data and data system deficiencies. The plan appears to use only recommendations from the previous assessment of ten years ago to guide ongoing improvement activities. How deficiencies are identified matters also, since NHTSA assessments are not the only way. In future updates to the strategic plan, the State should consider changing the focus from recommendations to deficiencies, indicating the sources and dates of those deficiencies. For each project in the action plan, there should be a link to the deficiency or deficiencies it is intended to address.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 22:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Section three of the strategic plan includes three objectives for improving traffic records in Texas. These objectives include efforts to "improve the individual core data systems" and "broaden availability and distribution of traffic safety data." The planned improvement activities underpinning these objectives include enhancements to the crash and injury surveillance systems. Although the data quality metrics impacted by the activities under this objective are not specified, several of the projects clearly improve data timeliness, completeness and accessibility. Strategies addressing the other core data systems are not included in the plan. Developing a broader set of objectives that address deficiencies across the traffic records system is one of the areas that holds great value for the Texas TRCC and the State as a whole. This should be done within a larger strategic planning initiative that looks holistically at deficiencies in an effort to develop effective strategies for improving all of the core data systems over time.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 23:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The strategic plan does not include details on how individual improvement projects are funded. Specific information relating to the funding of traffic records projects is only available in the Texas Highway Safety Plan. This is one of the areas that should be strengthened in order for the strategic plan to serve as a stand-alone document to guide the State's comprehensive traffic records program. The Texas Impaired Driving Plan, also included as an attachment to the Highway Safety Plan, is an effective model for a plan sufficiently comprehensive to guide the overall activities of a statewide program.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 24:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The TRCC uses an annual request for proposals to solicit improvement projects. These proposals are then prioritized and put to a formal vote of approval by the TRCC at one of the scheduled quarterly meetings.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 25:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

It appears that TRCC constituent agencies are left to independently submit performance measures for their respective data systems to include in the strategic plan. Consequently, a process for doing so within the structure of the TRCC does not currently exist. The absence of a more collaborative and thorough process for identifying measures across the traffic records system is likely why only a few measures representing two of the six core data systems are represented in the plan. A renewed focus on identifying measures across the traffic records system will allow the State to better gauge the health of each system, identify the most glaring deficiencies, and monitor improvements over time.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 26:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The TRCC strategic plan does not currently address technical assistance and training needs among stakeholders. Individual agencies do include training needs within their proposed projects, as they would do even without a TRCC strategic plan. A broader approach to the matter is needed that includes a process documented in the plan.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 27:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Leveraging refers to more than relationships between 405(c) and 402 funds--both administered from the same agency. Ideally a TRCC will be working in close cooperation with recipients of other sources of federal funding and assistance and will maximize improvement progress through coordination with them as opportunities arise. The strategic plan does not describe how the TRCC leverages federal resources beyond highway safety grants to include the variety of assistance programs available through various federal agencies.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 28:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The executive TRCC leaves the determination of timelines and responsibilities for traffic records improvement projects with the project directors in the lead agencies. Marginal oversight by the TRCC may occur at the meetings during which grant renewals are discussed. The strategic plan provides minimal details around planned and ongoing traffic records improvement projects. The plan includes only brief references to individual improvement projects in relation to the three objectives outlined in section three. These descriptions lack detail and for the most part omit timelines and the agencies responsible for project implementation.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 29:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The TRCC has no process for integrating State and local data needs and goals into the TRCC strategic plan. This is left to individual agencies, just as if there were no TRCC at all. Unless Texas decides to have a complete TRCC with executive and technical functions, and to add representatives from local safety agencies along with additional State level members, this situation will only continue. Broadening representation will enrich conversations around data quality and will ultimately facilitate the committee's efforts to make improvements across all the core traffic records data systems.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 30:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Project descriptions within the strategic plan indicate that the TRCC is mindful of technology solutions that have the potential to improve data quality. The State's response also referenced two projects whose focus is primarily centered on expanding capabilities through the use of recent technologies.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 31:

Does the TRCC consider lifecycle costs in implementing improvement projects?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:
The State's response provided the example of a project led by the Texas Office of Court Administration in which lifecycle costs were discussed at length by the TRCC prior to a formal funding decision.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 32:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:
The TRCC does not address the needs of all stakeholders in any direct way. This is a function of how the committee chooses to operate. Local agencies do not appear to have a clear mechanism to express needs and influence decision-making within the TRCC. Furthermore, the strategic plan itself makes no mention of local data users with the sole reference to local agencies being that of data collectors. The net effect is that the TRCC and the strategic plan essentially respond to state-level needs and strategic goals. Of course, local users benefit from general improvements to data quality. However, the strategic plan does not explicitly incorporate the needs of stakeholders except through the filter of the primary participating State agencies.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 33:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The Texas TRCC does not coordinate with federal traffic records data systems, nor does it plan for coordination in the strategic plan. Such coordination may or may not be ongoing in the individual data systems. The TRCC should be aware of the extent that individual custodial data agencies coordinate with federal data systems, and that coordination should be included in the strategic plan. The end result should be a TRCC that encourages and plans for such coordination through increased awareness of the value of doing so--the mutual benefit to both federal and state agencies.

Respondents assigned	5	Responses received	2	Response rate	40%

Question 34:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The TRCC has no process for identifying and addressing impediments to coordination with key Federal traffic records data systems. The TRCC assumes individual database managers are coordinating as needed, without presenting evidence that this coordination is occurring.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 35:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Executive Committee appears to limit its work in the review and update process to vetting and approving improvement projects funded through NHTSA grants. Beyond this, it is unclear to what extent the TRCC participates in updating the other components of the strategic plan.

Respondents assigned	5	Responses received	2	Response rate	40%

Crash

The Texas Department of Transportation (TxDOT) is the custodial agency for crash report processing in the State and law enforcement agencies are required to report crashes to the central repository. The crash data is consolidated into a single system made up of multiple relational datasets. Crash reports meeting the criteria for inclusion are accepted into the database, while records not meeting the criteria are returned to the agency. Crashes meeting the threshold for injury or property damage are submitted to the system even when not occurring on trafficways. These crashes are captured but flagged as not reportable. The FARS analysts are also located at TxDOT.

The crash system uses the guidelines from FARS, ANSI D16.1, and MMUCC for their injury and fatal crash definitions. The State is already using the MMUCC version 4 definition for "suspected serious injury" but has chosen not to adopt the other injury severity definitions.

There is no mandate to collect or submit crash reports electronically. A large number of agencies collect and submit reports via paper. This seems counterintuitive when looking at the high percentage of reports submitted electronically, currently 64% through the CRASH User Interface and another 29% through third party submission services. With no mandate to submit reports electronically, this is a major achievement for TxDOT.

With various ways to enter crash data into the statewide system care must be taken to ensure that any changes in software releases are conveyed to all vendors and that paper forms and manuals are kept current. This is especially true for updates to edit checks and validation rules since crash records must pass the validation rules as part of acceptance and submission to the statewide system.

Crash data is used by several areas to conduct problem identification, project prioritization, and resource allocation. Problem identification is conducted for the Highway Safety Plan. The Crash Analysis and Visualization (CAVS) tool is used to enhance the process of selecting safety projects and submitting them for HSIP funding consideration. Some agencies are using Data-Driven Approaches to Crime and Traffic Safety (DDACTS) to make decisions on staffing and scheduling. As TxDOT continues to expand processes to meet its new ten-year data retention schedule, the system supports improved data accessibility and better decision making for all safety stakeholders.

Considerations

Improve and expand the data dictionary to include all the data elements and their attributes, as well as the data edit checks and validation rules. The State could then also incorporate the business logic (documented separately) into the dictionary for ease of use. Although the FARS processes were provided for the assessment no documentation was available for SAFETYNET accessibility. The State may find it helpful to have the procedures documented in one place.

Two other areas the State may want to focus efforts on are performance measurement and integration. The Model Performance Measures for State Traffic Records Systems (DOT HS 811 441) is available through NHTSA and includes examples of suggested performance measures a state might use. Relationships built within the TRCC can lead to improved data sharing and integration projects.

The procedures for returning rejected crash reports is well documented but there is no mechanism to track returned reports. In addition to developing such a tracking system, the State could also begin to track high frequency errors and omissions to address improved training and system enhancements.

In addition, the State might reconsider its decision to only adopt the "Suspected Serious Injury" definition from MMUCC and incorporate the entire injury status definition.

Question 36:

Is statewide crash data consolidated into one database?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State's crash data is consolidated into a single statewide system (CRIS) comprised of multiple relational data sets.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 37:

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

Standard of Evidence:

Identify what agency has the custodial responsibility for the statewide crash system, detail the extent of the agency's role, and provide all relevant statutes.

Question Rank:
Very Important

Assessor conclusions:

The State Transportation Code defines the Department of Transportation as the custodian of the crash system and requires law enforcement officers to submit crash reports to the DOT.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 38:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Department of Transportation is the custodial agency for crash reports. DOT also houses a team that specifically works with the fatal crashes and enters them into FARS system. The State uses the guidelines from FARS, ANSI D.16, and MMUCC for their fatal crash definition.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 39:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Department of Transportation is the custodial agency for crash reports. The State uses the guidelines from FARS, ANSI D.16, and MMUCC for their injury crash definitions, using the KABCO scale. The assessors remind the State that the MMUCC 4th edition "Suspected Serious Injury" definition will be required to be used by all states by April 15, 2019.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 40:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State code for crash reporting states that crashes that result in no injury or death but have at least $1,000 in damage and involve a motor vehicle in transport require that a crash report be submitted to the State. Crash reports not meeting this criteria will be returned to be maintained at the local agency.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 41:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Crashes meeting the threshold for injury or property damage are submitted to the system even when not occurring on trafficways. These crashes are captured but flagged as not reportable.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 42:

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

Standard of Evidence:

Provide example reports and/or analyses that examine locations, roadway features, behaviors, driver characteristics, or vehicle characteristics as they relate to crash risk. If referencing large documents like the SHSP, please cite relevant page numbers.

Question Rank:
Very Important

Assessor conclusions:

Crash data is used to identify both engineering and behavioral risk factors. Calculations are performed to help identify and prioritize projects. In addition to the Highway Safety Plan, individualized reports are created using both the crash and roadway data.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 43:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has developed a Crash Analysis and Visualization (CAVS) tool to enhance the process of selecting safety projects to submit for HSIP funding consideration. This tool has been endorsed by the Traffic Operations Division for use statewide. The CAVS tool is planned to be incorporated into the crash system at a future date. Crash data is also used in calculating the Safety Improvement Index for prioritizing construction projects.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 44:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State uses crash data when utilizing Data-Driven Approaches to Crime and Traffic Safety (DDACTS) to make decisions on staffing and scheduling. A dashboard report showing the number of crashes, fatal, injuries, day of week and crash characteristics was provided as an example of the information that law enforcement officers have available.

Respondents assigned	5	Responses received	2	Response rate	40%

Question 45:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Although the State states that crash data looks at changes in crash severity and injuries over time, no examples of specific evaluation of a program was provided. Some program evaluation may be in the HSP and SHSP but no references were available to the assessors.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 46:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State conducted a MMUCC compliance exercise using the NHTSA spreadsheet for MMUCC mapping to version 4 and is tracking current status. No information was provided as to how the results will be used to identify what crash data elements and attributes the State collects or will begin to collect in the future.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 47:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The Instructions to Police for Reporting Crashes CR-100 relies heavily on ANSI D.16 definitions. The assessor notes that the State has adopted the Suspected Serious Injury definition from MMUCC version 4 but not the other injury level definitions. Consideration should be given to adopting the entire Injury Status element from MMUCC.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 48:

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

Standard of Evidence:

Provide a copy of the crash system data dictionary.

Question Rank:
Very Important

Assessor conclusions:

The State reports that the data dictionary provides a definition for each data element. The document provided as evidence does not demonstrate the data elements' definitions and allowable values.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 49:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Although the data dictionary does not provide system edit checks and validation rules, these are documented in a separate Business Logic document containing hundreds of checks across multiple entry methods.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 50:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

To keep the various documentations up to date, updates are relayed to the trainers, and incorporated in the instructional manual and other documents with each software release. As the State allows multiple ways for the data to be reported, it is still unclear how all of the different report forms and third party vendors are kept in sync with the system.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 51:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The statewide system, CRIS, has data linkages for the Crash users to access TLETS and RTS for auto population and look-up purposes for the driver and vehicle information.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 52:

Do all law enforcement agencies collect crash data electronically?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Not all agencies collect crash data electronically. The State provided a list of agencies submitting via paper but without a corresponding number of agencies submitting electronically. The State would get partial credit if it submits documentation as to the number and percent collecting electronically, along with any plans to move to 100% electronic collection. Evidence was included that showed the percentage of electronic submission but not electronic collection.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 53:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Although the majority of agencies are submitting crash reports electronically, about 64% through the CRASH UI and another 29% from third party submission services, just under 7% of crashes are still being submitted on paper. The State has a high electronic submission rate in light of the fact that electronic submission is not mandated.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 54:

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

Standard of Evidence:

Describe the validation processes used by the collecting agencies. Specify if the validation rules are applied to the data prior to submission to the statewide crash system. Include, in the description, how the validation rules are distributed to the collecting agencies and how the State checks the submitted data for consistency to rules in the statewide crash system.

Question Rank:
Very Important

Assessor conclusions:

The crash validations rules are applied prior to submission to the CRASH interface, a free online crash reporting service which is a component of CRIS. Crash records must also pass validation rules prior to submission to the statewide system (CRIS).

Respondents assigned	4	Responses received	1	Response rate	25%

Question 55:

Does the State maintain accurate and up to date documentation detailing the policies and procedures for key processes governing the collection, reporting, and posting of crash data—including the submission of fatal crash data to the State FARS unit and commercial vehicle crash data to SafetyNet?

Standard of Evidence:

Provide a process flow diagram (preferred) or narrative description documenting key processes governing the collection, reporting, and posting of crash data—including the submission of fatal crashes to the State FARS unit and commercial vehicle crashes to SafetyNet.

Question Rank:
Very Important

Assessor conclusions:

There are policies and procedures in place for the State to govern its use of the crash data. It maintains the CR-100 to document these processes. The narrative explained its governance and processes for crash records and FARS in detail. The State does not provide details in its process and governance of sharing data with SAFETYNET or other parties.
The State participates in many of the national data efforts and will begin a pilot using Electronic Data Transfer to share even more data with the various DOT programs.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 56:

Are the processes for managing errors and incomplete data documented?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has no process to record and monitor errors from the crash report. By using mandatory fields, the State eliminates incomplete data in key fields at a high level but none of these elements relate to driver behavioral issues. The State does not have processes for managing errors and incomplete data beyond these.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 57:

Do the document retention and archival storage policies meet the needs of safety engineers and other users with a legitimate need for long-term access to the crash data reports?

Standard of Evidence:

Provide a copy of the retention policy.

Question Rank:
Somewhat Important

Assessor conclusions:

The State is currently moving from a five to a ten year retention schedule as a result of a change in 2015. Data prior to 2015 are no longer available but an additional year of data will be added to the database until the requirement is met.

Respondents assigned	5	Responses received	2	Response rate	40%

Question 58:

Does the crash system interface with the driver system?

Standard of Evidence:

Provide narrative description of the crash-to-driver system interfaces that enable: verification and validation of the driver's personal information, access to driver records, identification of inconsistencies between the crash and driver records, and/or identification of the driver's prior crash involvement?

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not currently have an interface between the crash and driver systems but provides the driver system with a quarterly extract file.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 59:

Does the crash system interface with the vehicle system?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

There is no direct interface between the vehicle and crash systems.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 60:

Does the crash system interface with the roadway system?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has no interface between the roadway and crash systems. The assessors suggest the State revisit this response as this is a common linkage to bring location data into the crash system.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 61:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The crash records and citation and adjudication systems do not have any interfaces.

Respondents assigned	5	Responses received	2	Response rate	40%

Question 62:

Does the crash system interface with the injury surveillance system?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not have an interface between the crash and injury surveillance systems. A project is underway to obtain information from the Trauma Registry to combine with the FARS data for fatal crashes.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 63:

Are there automated edit checks and validation rules to ensure that entered data falls within a range of acceptable values and is logically consistent among data elements?

Standard of Evidence:

Provide the formal methodology or describe the process by which automated edit checks or validation rules ensure entered data falls within the range of acceptable values and is logically consistent between fields.

Question Rank:
Very Important

Assessor conclusions:

There are numerous edit and validation checks built into the crash system. Although the data dictionary does not provide system edit checks and validation rules, these are documented in a separate Business Logic document containing hundreds of checks across multiple entry methods.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 64:

Is limited state-level correction authority granted to quality control staff working with the statewide crash database to amend obvious errors and omissions without returning the report to the originating officer?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has developed guidelines to follow in the case of obvious errors and omissions that can be directly corrected at the state level. These are documented in the Approved Translations document. The changes are made in the system and not on the officer's copy of the crash report.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 65:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does an extensive job of documenting returning rejected crashes procedures, however there is no tracking of re-submission of the reports. If an agency returns the report with the "Return Form" attached the reports are manually entered into a spreadsheet for tracking.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 66:

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

Standard of Evidence:

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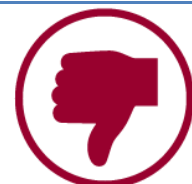
Question Rank:
Very Important

Assessor conclusions:
No timeliness performance measure information was provided.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 67:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:
No accuracy performance measure information was provided.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 68:

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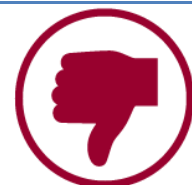
Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:
No completeness performance measure information was provided.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 69:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:
No uniformity performance measure information was provided.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 70:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:
The State reports no integration between crash and other systems so, therefore, has no integration performance measures.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 71:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:
No accessibility performance measures were provided.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 72:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

No performance measure information was provided so there are no goals for those measures.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 73:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

No examples of reports given to users providing feedback on performance reporting was provided.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 74:

Is the detection of high frequency errors used to generate updates to training content and data collection manuals, update the validation rules, and prompt form revisions?

Standard of Evidence:

Provide the formal methodology or describe the process by which high frequency errors are used to generate new training content and data collection manuals, update the validation rules, and prompt form revisions.

Question Rank:
Very Important

Assessor conclusions:

The State does not currently track high frequency errors as a means to improve training or validation rules. The State is starting to review these errors with a plan to implement new, or modify the current, validation rules.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 75:

Are quality control reviews comparing the narrative, diagram, and coded contents of the report considered part of the statewide crash database's data acceptance process?

Standard of Evidence:

Provide the formal methodology or describe the process by which quality control reviews comparing the narrative, diagram, and coded contents of the report are considered part of the statewide crash database's data acceptance process.

Question Rank:
Somewhat Important

Assessor conclusions:

The State currently does not conduct quality control reviews comparing the narrative, diagram, and coded contents of the report.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 76:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not conduct auditing of the database content, however there is auditing of the data entry accuracy in place.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 77:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State uses Business Intelligence to identify anomalies across years and jurisdictions. These reports are run several times a year and reviewed for inconsistencies.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 78:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State receives different types of feedback from local users and investigates if it is a data quality issue or an uninformed data user. Typically the feedback is in regards to enhancement suggestions and errors. It is unclear if the State utilizes user feedback to make enhancements or changes to improve data quality.

Respondents assigned	4	Responses received	1	Response rate	25%

Question 79:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State reports they provide data quality reports to the TRCC but did not elaborate on the content or process and no examples were provided.

Respondents assigned	4	**Responses received**	1	**Response rate**	25%

Vehicle

The Texas Department of Motor Vehicles (TxDMV) has custodial responsibility for the State's vehicle data system that maintains all vehicle title and registration records in the Registration and Title System (RTS). Critical information related to ownership and identification of the State's vehicles (e.g., vehicle make, model, year of manufacture, body type, and title brands) is stored in RTS.

Texas validates every Vehicle Identification Number (VIN) via the VINtelligence verification software. The State's vehicle registration documents are barcoded using the 2D standard which allow law enforcement rapid and accurate collection of vehicle information. The State also includes the PDF-417 barcode on the registration renewal notice which can be scanned during the registration renewal processing.

The State provides all title information data to the National Motor Vehicle Title Information System (NMVTIS) through a nightly batch process. Texas queries and verifies all vehicle transactions through NMVTIS prior to issuance of a new title through a nightly batch process. In addition, the State participates in the Performance and Registration Information Systems Management (PRISM) program at the highest level of PRISM operations (level 8 – Gold Level).

The State maintains the Title and Registration data dictionary which includes definition for each data field in the vehicle data system. Automated edit checks and validation for data values in the vehicle system are performed in accordance with the Texas Department of Motor Vehicles business requirements and guidelines. The State maintains formal documentation regarding collection, reporting, and posting procedures for registration, title, and title brand information.

Texas maintains the print title flow diagram and additional detailed use case diagrams that specify different procedures and processes within the vehicle data system. However, the State does not have a process flow diagram describing the entire vehicle data system. The State records and maintains title brand history including information applied to vehicles by other States. The title brand information is applied if a brand from another State is reported and recognized in Texas. Texas flags records of vehicles reported as stolen to law enforcement through an interface between the vehicle system and the National Crime Information Center (NCIC). When a stolen vehicle has been recovered, the State removes the flag. The State does not purge any data from the vehicle system.

The Texas driver and vehicle data systems are maintained by different State departments. As a result, these two data systems are not linked, and they do not use the same conventions for personal information. Except for information that can be queried by law enforcement (via Texas Law Enforcement Telecommunication System – TLETS), the State does not have established automated program to verify and validate vehicle information from the vehicle data system during initial creation of a citation or crash report.

The State's vehicle system data is not completely processed in real-time. Some update procedures are tied to batch processes and the time to update records through these procedures range from 24 to 48 hours. Texas has automated edit checks and validation procedures during various stages of the data entry process. Only specific staff at the State and county level has State's permission to correct the vehicle system data. Further, the State maintains different error reports that are regularly reviewed by

management and used to evaluate needs for procedural or programming changes, updates to the State documentation, and/or training modifications. The Vehicle Data Management has principal responsibility for error corrections within the vehicle data system. In addition, Texas has well established protocols (e.g., information bulletins or webinars) to communicate error occurrences with key users and to receive users' inputs about potential changes or updates. The State also uses a change management process to triage and assess inputs that are received from key users and to initiate and prioritize further actions. Nonetheless, Texas does not have formal data quality management program related to the vehicle data system which includes established performance measures for data quality attributes.

Considerations

Overall, there are many commendable and notable procedures and practices that Texas has established for the State's vehicle data system many of whom meet the Traffic Records Program Assessment Advisory ideal. Nonetheless, opportunities for improvements exist within few areas. For example, the State should create a process flow diagram for the entire vehicle data system.

Similarly, efficiency could be improved by using real-time NMVTIS query process instead of currently used batch process. Although the two different State departments manage the State's vehicle and driver data systems, Texas should explore various options to link these two data systems in the future.

In addition, it would be beneficial to the State to develop automated programs to use vehicle system data to verify and validate the vehicle information during initial creation of a citation or crash report.

Texas should start to work toward the establishment of a formal, comprehensive data quality control program. This program will allow the State to measure, assess, and track the quality of data within the vehicle data system. Accordingly, the State should consider developing performance measures for all six attributes of the vehicle data system: timeliness, accuracy, completeness, uniformity, integration, and accessibility. Once formed, a comprehensive data quality control program, with all performance measures established, will be valuable tool for data managers and data users and it will allow them to quickly and easily identify areas that need improvement. Furthermore, in addition to established audits conducted by the Internal Audits Division and related to title and registration processing, the State should start performing periodical independent sample-based audits that are tied to quality aspects of the vehicle data system. Texas can also start conducting periodic comparative and trend analyses to identify unexplained differences in data across years and jurisdictions. A protocol can be established to provide, on regular basis, data quality reports to the State's TRCC committee for review.

Question 80:

Does custodial responsibility of the identification and ownership of vehicles registered in the State—including vehicle make, model, year of manufacture, body type, and adverse vehicle history (title brands)—reside in a single location?

Standard of Evidence:

Provide the custodial agency's name.

Question Rank:
Somewhat Important

Assessor conclusions:

The Texas Department of Motor Vehicles is the custodial agency of the State's vehicle data system that maintains all vehicle title and registration records. The vehicle record includes vehicle make, model, year of manufacture, body style, and title brands. Vehicle records are stored in the Registration and Title System (RTS).

Respondents assigned	6	Responses received	6	Response rate	100%

Question 81:

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

Standard of Evidence:

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

Question Rank:
Less Important

Assessor conclusions:

Texas uses a verification software called VINTelligence which is linked to the Registration and Title System (RTS) to validate every VIN during the initial processing of titles and again after the processing of transaction is completed in the RTS. A report containing invalid VINs is subsequently generated for further evaluation and processing. The State performs regular weekly updates to the VIN software.

Respondents assigned	6	Responses received	6	Response rate	100%

Question 82:

Are vehicle registration documents barcoded—using at a minimum the 2D standard—to allow for rapid, accurate collection of vehicle information by law enforcement officers in the field using barcode readers or scanners?

Standard of Evidence:

Provide a sample document, and identify the information encoded.

Question Rank:
Very Important

Assessor conclusions:

The State vehicle registration document is barcoded using the 2D standard and is used by law enforcement to allow for rapid and accurate collection of vehicle information. Also, the registration renewal notice includes the PDF-417 barcode, which can be scanned during the processing of registration renewals.

Respondents assigned	6	Responses received	6	Response rate	100%

Question 83:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Texas Department of Motor Vehicles provides a nightly batch file to the National Motor Vehicle Title Information System (NMVTIS) daily.

Respondents assigned	4	Responses received	4	Response rate	100%

Question 84:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State queries and verifies all vehicle transactions through NMVTIS prior to issuance of a new title. This is done through a nightly batch process. Error reports are generated and corrections made and re-submitted through NMVTIS before a new title is issued. Efficiency could be gained through a real-time query process instead of the batch process that is currently used.

Respondents assigned	4	Responses received	4	Response rate	100%

Question 85:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State incorporates brand information that is recommended by AAMVA or received through NMVTIS on the vehicle record that it has statutory authority to apply. If a specific brand is not recognized in Texas it is automatically mapped to an existing brand. A list of Texas brands was provided as well as the brand match matrix. The State maintains a very comprehensive documentation listing the State's title brands with their definitions including a description of requirements and procedures to apply title brands.

Respondents assigned	4	Responses received	4	Response rate	100%

Question 86:

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

Standard of Evidence:

Provide the PRISM processing instructions or a screen print.

Question Rank:
Very Important

Assessor conclusions:

Texas is participant in the Performance and Registration Information Systems Management (PRISM) program and is one of the States that are at the highest level of PRISM operations (level 8 - Gold Level). The State provided a detailed description of the PRISM query processing and appropriate screen prints.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 87:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has the Title and Registration data dictionary which contains definition for each data field in the vehicle data system.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 88:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State performs edit checks and data validations for data fields in the vehicle system at different levels. Some of the edit checks are real time and are prompted through users interface with screen messages, which indicate a need to correct data during the initial data entry. Additional edit and validation checks occur during the batch process update. The vehicle data system edit check and validation rules are based on the Texas Department of Motor Vehicles business requirements and guidelines.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 89:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State maintains formal documentation for the collection, reporting, and posting procedures for registration and titling in various publications such as the Motor Vehicle Title Manual, the Motor Vehicle Registration Manual, the Assembled and Rebuilt Vehicle Manual, and the Salvage/Nonrepairable Motor Vehicle Manual. These manuals are updated regularly (every quarter) to include potential changes in policies and procedures that are specified in the relevant publication(s).

Respondents assigned	6	Responses received	6	Response rate	100%

Question 90:

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

Standard of Evidence:

Provide the process flow diagram.

Question Rank:
Somewhat
Important

Assessor conclusions:

The State maintains the print title flow diagram and numerous detailed use case diagrams that specify different processes and procedures within the vehicle data system. However, the State does not have a process flow diagram describing the whole vehicle data system.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 91:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State vehicle data system flags records of vehicles reported as stolen to law enforcement authorities through interface between the vehicle system and the National Crime Information Center (NCIC). The State uses nightly batch and manual process to set a flag on the vehicle record.

Respondents assigned	4	Responses received	4	Response rate	100%

Question 92:

If the vehicle system does flag or identify vehicles reported as stolen to law enforcement authorities, are these flags removed when a stolen vehicle has been recovered or junked?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State removes the flag when a stolen vehicle has been recovered, which is initiated by nightly batch update file sent from law enforcement. In some instances, the flags are removed based on the manual inquiry of the NCIC system by the State personnel. Also, the State has a procedure in place to confirm the appropriateness of the flag removal.

Respondents assigned	6	Responses received	6	Response rate	100%

Question 93:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Texas record and maintain the title brand history previously applied to vehicles by other States. The title brand information is applied if a brand from another State is reported through NMVTIS or if it is present in the ownership document provided at the time of the title application and if that brand is recognized in Texas. The title brands from other States are converted to applicable Texas brands. However, when the title brand is not recognized by the State, the surrendered title is imaged as part of the title history, but the brand is not carried forward.

Respondents assigned	4	Responses received	4	Response rate	100%

Question 94:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has a title flow chart and documented procedures that describe the steps from initial titling event to final entry into the statewide vehicle system. The State also has a documented flow chart for online registration processes, which includes customer renewing at county office.

Respondents assigned	5	Responses received	5	Response rate	100%

Question 95:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has the title flow diagram with timeliness information (in days) needed to complete each step in the titling process. The State also has some timelines information associated with the titling processes (in the NMVTIS Guide) and the online registration processes. There are not any timelines information associated with in person registration processes.

Respondents assigned	6	Responses received	6	Response rate	100%

Question 96:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has the title flow diagram with information on alternative data flows and time (in days) needed to complete them. However, this flow diagram does not apply to all steps for titling and registration data entry into the vehicle data system, which may include additional information on alternative data flows and timeliness. The State has a separate diagram with alternative data flows For online renewals, which does not have timelines information.

Respondents assigned	6	Responses received	6	Response rate	100%

Question 97:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has established procedures for error correction and error handling. Some error correction procedures are specified in the Motor Vehicle Title Manual (e.g., error corrections during the initial steps of the title and registrations transactions). Additional error correction procedures exist within particular applications and/or may be part of various automated processes such as those related to title issuance, online registration renewal process, the NMVTIS inquiries, and the batch update procedures.

Respondents assigned	6	Responses received	6	Response rate	100%

Question 98:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:
Texas does not purge records from the vehicle data system.

Respondents assigned	6	Responses received	6	Response rate	100%

Question 99:

Are the driver and vehicle files unified in one system?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:
The vehicle data system is maintained by The Texas Department of Motor Vehicles and the driver data system is maintained by the Texas Department of Public Safety. Therefore, the driver and vehicle systems are not unified in one system.

Respondents assigned	6	Responses received	6	Response rate	100%

Question 100:

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

Standard of Evidence:

When the driver and vehicle systems are separate, provide extracts from the driver and vehicle system manuals detailing the data entry conventions for each.

Question Rank:
Very Important

Assessor conclusions:

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

Respondents assigned	6	Responses received	6	Response rate	100%

Question 101:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The vehicle data system can be queried by law enforcement via TLETS system and the vehicle information can be used for validation purposes during the creation of crash or citation reports. However, the State does not have established automated processes to validate vehicle information during the initial creation of a citation or crash report.

Respondents assigned	5	Responses received	3	Response rate	60%

Question 102:

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

Standard of Evidence:

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

Question Rank:
Less Important

Assessor conclusions:

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

Respondents assigned	5	Responses received	3	Response rate	60%

Question 103:

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

Standard of Evidence:

Identify the key variables used to retrieve vehicle records.

Question Rank:
Very Important

Assessor conclusions:

VIN, title number, and license plate number are the key variables used to retrieve vehicle records. In addition, the State has the ability to search vehicle records by using owner name.

Respondents assigned	6	Responses received	6	Response rate	100%

Question 104:

Is the vehicle system data processed in real-time?

Standard of Evidence:

Provide a narrative statement explaining the answer.

Question Rank:
Very Important

Assessor conclusions:

The vehicle data system is not processed in real-time completely. Registration and title transactions are processed by the 254 Texas County Tax Assessor-Collector locations and their agents. Record retrieval for the processing of transactions is real-time. However, the vehicle data system is updated through a batch process (after normal business hours) and the time to update records range from 24 to 48 hours depending on the type of transaction.

Respondents assigned	6	Responses received	6	Response rate	100%

Question 105:

Are there automated edit checks and validation rules to ensure that entered data falls within a range of acceptable values and is logically consistent among data elements?

Standard of Evidence:

Provide the formal methodology or describe the process by which automated edit checks or validation rules ensure entered data falls within the range of acceptable values and is logically consistent between fields.

Question Rank:
Very Important

Assessor conclusions:

Texas has established edit checks and validation procedures during various stages of the data entry process. These edit checks occur in both online and batch interfaces and processes.

Respondents assigned	6	Responses received	6	Response rate	100%

Question 106:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State allows for only certain approved State and county level personnel to correct or amend obvious errors and omissions in the vehicle data system. The majority of obvious errors and omissions that occur within a motor vehicle record are handled at the county tax assessor-collector's office. The Vehicle Data Management has principal responsibility for error corrections within the vehicle data system. Also, the Access & Identity Management Section of the Texas DMV Information Technology Services Division controls access and modifications to the vehicle system.

Respondents assigned	8	Responses received	8	Response rate	100%

Question 107:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

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

Respondents assigned	8	Responses received	8	Response rate	100%

Question 108:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

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

Respondents assigned	8	Responses received	8	Response rate	100%

Question 109:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

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

Respondents assigned	8	Responses received	8	Response rate	100%

Question 110:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

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

Respondents assigned	8	Responses received	8	Response rate	100%

Question 111:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

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

Respondents assigned	8	Responses received	8	Response rate	100%

Question 112:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

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

Respondents assigned	8	Responses received	8	Response rate	100%

Question 113:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not have any established numeric goals — performance metrics — for each performance measure as defined in the Advisory.

Respondents assigned	8	Responses received	8	Response rate	100%

Question 114:

Is the detection of high frequency errors used to generate updates to training content and data collection manuals, update the validation rules, and prompt form revisions?

Standard of Evidence:

Provide the formal methodology or describe the process by which high frequency errors are used to generate new training content and data collection manuals, update the validation rules, and prompt form revisions.

Question Rank:
Very Important

Assessor conclusions:

Texas generates various error reports that are regularly reviewed by management and used to evaluate what necessary steps need to be taken to correct error(s). As needed, the State conducts changes in the programming, updates the State documentation related to the vehicle data system, and/or provides training. The State also communicates the error occurrences with end users if needed to ensure necessary corrections are made. Stakeholder input is received for suggested changes and quarterly updates are provided to system users and stakeholders. Information is provided in the form of Registration Title Bulletins, Registration Title System Release Notes, as well as webinars to review changes and new procedures.

Respondents assigned	8	Responses received	8	Response rate	100%

Question 115:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has an Internal Audit Division that conducts audits for internal controls related to title and registration processing. While these audits are valuable to the State, they do not appear to be independent sample-based audits related to quality of the vehicle data system, as specified in the Advisory.

Respondents assigned	8	Responses received	8	Response rate	100%

Question 116:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State produces a variety of statistical reports and evaluates trends predominantly related to volumes of particular transactions or business functions. However, periodic trend and comparative analyses related to quality characteristics of data in the vehicle system across years and jurisdictions are not performed.

Respondents assigned	9	Responses received	9	Response rate	100%

Question 117:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The Texas Department of Motor Vehicles has a change management process to collect, review and implement input for users. Input can be submitted for recommended system improvements or to report an issue. The process allows for all inputs in the change management be triaged and assigned a priority. Meetings are held weekly to review new requests.

Respondents assigned	8	Responses received	8	Response rate	100%

Question 118:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Data quality management reports are not provided to the TRCC for regular review.

Respondents assigned	8	Responses received	8	Response rate	100%

Driver

The Texas Department of Public Safety (TxDPS), Driver License Division has custodial responsibility of the Texas driver data system. The driver system maintains all critical information including driver's personal information, license type, endorsements, status, conviction history, crash involvement and driver training, with the exception of commercial driver license training. There are plans to add this information in the future. Texas does not have a separate DUI system which prevents DUI data from being electronically linked to the driver system.

The State's driver data system interacts with the National Driver Register's Problem Driver Pointer System (PDPS) and the Commercial Driver's License Information System (CDLIS). Texas should be commended for meeting every ideal in the Advisory in the data dictionary sub-module. The contents of the data dictionary are well documented with each field defined and value depicted. The driver system also has edit checks and data collection guidelines. Updates to the data dictionary and edit checks are all documented and tracked. This is an important and excellent practice so the history of the system can be reviewed if necessary.

Texas meets many of the Advisory ideals for maintaining accurate and up-to-date procedural manuals regarding the issuance of the driver credential and the reporting and recording of driver education training. These procedures are maintained electronically in a Resource Guide. TxDPS maintains documentation called Evaluate Enforcement Action for further action related to changes in driver license status, which includes an audit log for any changes made. The Helpdesk Expert Automation Tool (HEAT) documents errors and resolutions by tracking customer interactions. Documented procedures are also maintained for the recording of non-citations and convictions. A third-party vendor is responsible for the reporting of criminal convictions and documented procedures were not available in this area.

The State does not have a process flow diagram related to key data process flows. Process flow diagrams can be useful to reveal overlap of processes or to identify where efficiencies could be gained. There was also not any documentation regarding the State's administrative authority to suspend licenses based on a DUI arrest independent of adjudication. Also, Texas does not have any purge process for the driver data system as the record retention is 125 years for all of the data. A healthy driver data system ensures that outdated information is removed, while necessary information is retained appropriately.

Texas has established model procedures to detect fraud pertaining to the driver data system. Facial recognition software is used for all photos captured each day, AAMVA fraudulent document recognition training is provided to all front-line staff and documents are validated through the Systematic Alien Verification of Entitlements (SAVE) program. There is a Fraud Team that works with law enforcement to detect potential fraudulent activity. Internal fraud is monitored through weekly audits of issuance transactions and the iWatch Program, which allows employees and customers to anonymously report fraudulent activity. Texas has established procedures to prevent CDL fraud and appropriately maintain system and information security. The State controls access to the driver data system and properly manages and tracks the release of driver information.

The State's crash and citation data is not electronically linked to the driver system. However, crash occurrence is transmitted in a daily batch file to the driver system. Citation data is sent electronically from certain courts and vendor. Texas is working on a project that would allow for electronic linkage for the

citation system and the driver system as well as other traffic records data systems. The Texas Office of Court Administration (OCA) is in the beginning stages of developing a new statewide court reporting system, which could provide electronic linkage between the new adjudication system and the driver system. These efforts are highly encouraged.

Texas has an interface link between the driver system and the Problem Driver Pointer System (PDPS), the Commercial Driver License Information System (CDLIS), and the Social Security Online Verification (SSOLV). Access to the driver data is provided to law enforcement and photographs are shared with approved law enforcement agencies through the Driver License Image Retrieval (DLIR) system. The State currently does not grant access to information in the driver system to authorized personnel from other States, except for information that is provided through PDPS and CDLIS. Texas efforts to implement the State to State (S2S) program with AAMVA in July 2019, are applauded.

While the State has some quality control processes in place such as edit checks and data validations, as well as a tracking system for errors and procedures to address high frequency errors, they do not have a formal data quality management program that includes performance measures, established numeric goals, performance reporting, quality control reviews, independent sample-based audits, periodic comparative and trend analyses, data quality feedback and data quality management reports. Such a data quality control program would be a great tool for data managers and date users to quickly and easily recognize areas that need further improvement.

Overall, the Texas Department of Public Safety has established a good foundation on which to continue to build and enhance their driver record system.

Considerations

Explore the creation of policy for purging of obsolete data in driver system.

Create a process flow diagram outlining the driver system's key data process flow, including inputs from other components.

Work towards linkage to crash data system.

Establish performance measures for timeliness, accuracy, completeness, uniformity, integration and accessibility. NHTSA Model Performance Measures for State Traffic Records Systems, Publication DOT HS 811 411 could be used as a guideline as well as the Traffic Records Program Assessment Advisory.

Question 119:

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

Standard of Evidence:

Provide a narrative identifying the custodial agency.

Question Rank:
Very Important

Assessor conclusions:

The Texas Department of Public Safety Driver License Division has custodial responsibility for the Texas Driver License System (DLS), which resides in a single location in the License in Records Services. The DLS system maintains information on all drivers including commercially licensed drivers.

Respondents assigned	10	Responses received	4	Response rate	40%

Question 120:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not have a separate DUI data system; therefore, the data cannot link electronically to the driver system.

Respondents assigned	10	Responses received	3	Response rate	30%

Question 121:

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

Standard of Evidence:

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

Question Rank:
Less Important

Assessor conclusions:

The Texas driver data system contains novice driver's training history information including types of driver education courses(parent-taught, commercial school or school district), provider names, and date of completion. The State retains the scanned copy of the certificate of completion. Also, Texas tracks the collision involvement for students who completed particular education course or who were taught by certain course instructor.

Respondents assigned	10	Responses received	3	Response rate	30%

Question 122:

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

Standard of Evidence:

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

Question Rank:
Less Important

Assessor conclusions:

The State driver system captures traffic violation data and driver improvement training, such as defensive driving, DUI treatment program, and drug education program. Provider names are not captured. Texas does not maintain the commercial driver license training information. There are plans to add this information to the driver data system in the future in accordance with federal mandates.

Respondents assigned	10	Responses received	2	Response rate	20%

Question 123:

Does the driver system capture and retain the dates of original issuance for all permits, licensing, and endorsements (e.g., learner's permit, provisional license, commercial driver's license, motorcycle license)?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State driver system captures and retains dates of original issuance for all permits, licensing, and endorsements including learner permits, commercial driver license and motorcycle license as evident from the narrative that was provided.

Respondents assigned	10	Responses received	4	Response rate	40%

Question 124:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Texas driver data system accommodates interaction with the National Driver Register's Problem Driver Pointer System (PDPS) and the Commercial Driver's License Information System (CDLIS).

Respondents assigned	10	Responses received	3	Response rate	30%

Question 125:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State maintains the Texas Driver License System (DLS) data dictionary with documented data definitions for each data field.

Respondents assigned	9	Responses received	3	Response rate	33.3%

Question 126:

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

Standard of Evidence:

Provide sample valid data field values from the data dictionary.

Question Rank:
Very Important

Assessor conclusions:

The State driver data system valid field values are documented in the data dictionary.

Respondents assigned	9	Responses received	3	Response rate	33.3%

Question 127:

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

Standard of Evidence:

Provide an example edit check and data collection guideline.

Question Rank:
Very Important

Assessor conclusions:

Edit checks and data field validation rules are documented in the DLS data dictionary.

Respondents assigned	9	Responses received	3	Response rate	33.3%

Question 128:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Texas Department of Public Safety has a documented process to update the data dictionary. The data dictionary is updated every time a new data element is created or changed. All changes/updates to the data dictionary are also documented and tracked.

Respondents assigned	9	Responses received	3	Response rate	33.3%

Question 129:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Texas maintains a Resource Guide in an electronic format that contains detailed information related to the licensing, permitting, and endorsement issuance procedures. The State also maintains a SharePoint site that includes all training modules, videos, presentations, training tests, job aides and other training documents. Any time there is a change to the driver systems or business process, the training documents are updated, new training is conducted, and notifications are sent to employees with the changes outlined.

Respondents assigned	10	Responses received	3	Response rate	30%

Question 130:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State maintains documentation for the reporting and recording of non-criminal traffic citations that are submitted from the courts through a batch process. Third party vendor provides a secure file transfer protocol (SFTP) with out of State convictions and business rules exist for the coding of hard copy criminal violation convictions; however, specific details were not provided or a copy of the business rules. Information regarding the business rules for the reporting and recording of criminal violations was insufficient.

Respondents assigned	10	Responses received	2	Response rate	20%

Question 131:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State collects driver education and driver improvement course information in accordance with the Texas Code of Criminal Procedures Article 45.051, Texas Penal Code 42A.403, and Texas Transportation Code Section 521.1601. The specific information collected is specified in the data dictionary.

Respondents assigned	10	Responses received	3	Response rate	30%

Question 132:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State maintains documentation called Evaluate Enforcement Action for Further Action related to changes in driver license status, which includes an audit log for any changes made. Evidence for this question was provided in question 133.

Respondents assigned	10	Responses received	3	Response rate	30%

Question 133:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State maintains documentation called Evaluate Enforcement Action for Further Action related to changes in driver license status, which includes an audit log for any changes made.

Respondents assigned	10	Responses received	3	Response rate	30%

Question 134:

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

Standard of Evidence:

Provide the process flow diagram.

Question Rank:
Very Important

Assessor conclusions:

The State does not have a process flow diagram related to key data process flows.

Respondents assigned	10	Responses received	2	Response rate	20%

Question 135:

Are the processes for error correction and error handling documented for: license, permit, and endorsement issuance; reporting and recording of relevant citations and convictions; reporting and recording of driver education and improvement courses; and reporting and recording of other information that may result in a change of license status?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Error correction processes related to the driver data system are utilized via the Helpdesk Expert Automation Tool (HEAT) software that documents error requests by tracking customer interactions and resolution information. A narrative description of processing and handling error requests for reporting and recording of driver education program via the HEAT software tool is provided. However, the State does not document other error correction processes, such as those related to reporting and recording of relevant citations and convictions or for other information that may result in a change of license status.

Respondents assigned	10	Responses received	1	Response rate	10%

Question 136:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not have any purge process for the driver data system as the record retention is 125 years for all of the data.

Respondents assigned	10	Responses received	2	Response rate	20%

Question 137:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State did not provide documentation or a description of the process or procedure to administratively suspend licenses based on DUI arrest independent of adjudication.

Respondents assigned	10	Responses received	1	Response rate	10%

Question 138:

Are there established processes to detect false identity licensure fraud?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has established procedures to detect false identity license fraud such as use of digital image verification software and social security verification. Texas also has a Fraud Team that works with law enforcement to detect potential fraudulent activity. In addition, new employees are required to complete AAMVA's fraudulent document training and current employees are required to complete refresher training.

Respondents assigned	10	Responses received	2	Response rate	20%

Question 139:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has established procedures to detect internal fraud by individual users or examiners. The State performs weekly audits of issuance transactions and conducts monthly inspections of all processes in the particular assigned location to detect internal fraud. Texas also utilizes an audit trail of all transactions, queries, and updates that are performed within the driver data system. Texas has also established iWatch, which is a program that allows employees and customers to anonymously report fraudulent activity. Every report is investigated and action taken against employees who participate in fraudulent activity.

Respondents assigned	10	Responses received	2	Response rate	20%

Question 140:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Texas complies with the Federal Motor Carrier Safety Regulations handbook section 383.73(m), title 49 Code Federal Regulation 384.206, and 49 CFR 383 in an effort to detect CDL Fraud.

Respondents assigned	10	Responses received	2	Response rate	20%

Question 141:

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

Standard of Evidence:

Provide copies of the relevant policies and procedure manuals.

Question Rank:
Very Important

Assessor conclusions:

The State has established and documented policies and procedures to maintain appropriate system and information security and follows guidelines of the Texas Department of Public Safety Cyber Security for secure storage and transmission of information. Accordingly, the State has procedures in place to protect the personally identifiable information and to conduct secure transmission of data via the secure file transfer protocol, virtual private network, and through encryption.

Respondents assigned	10	Responses received	2	Response rate	20%

Question 142:

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

Standard of Evidence:

Provide copies of the relevant procedures or manuals.

Question Rank:
Very Important

Assessor conclusions:

The State has established procedures to ensure appropriate access to the driver data system and release of driver information to individuals as well as companies.

Respondents assigned	10	Responses received	2	Response rate	20%

Question 143:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The crash data is transmitted to the driver data system through a batch process. However, the State's crash system and the driver system are not linked electronically.

Respondents assigned	12	Responses received	3	Response rate	25%

Question 144:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Texas does not currently have a citation system that allows for electronic linkage to the driver system. Files for citation and failure to comply with citations are sent electronically from certain courts and vendor. However, the State is working on a project to develop such system that will include citation data from different local jurisdictions throughout the State. This project is scheduled to be completed and implemented in the summer of 2019. In addition, it is expected that this project will allow for linking the citation system with the driver data system and other traffic records data systems in the State.

Respondents assigned	10	Responses received	2	Response rate	20%

Question 145:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not currently have an adjudication system that can be linked to the driver system. The Texas Office of Court Administration (OCA) is in the early stage of developing a new statewide court reporting system, which may lead to electronic linkage between this new adjudication system with the State's driver data system in the future.

Respondents assigned	10	Responses received	2	Response rate	20%

Question 146:

Is there an interface link between the driver system and: the Problem Driver Pointer System, the Commercial Driver Licensing System, the Social Security Online Verification system, and the Systematic Alien Verification for Entitlement system?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has an interface link between the driver system and the Problem Driver Pointer System (PDPS), the Commercial Driver Licensing System (CDLIS), the Social Security Online Verification system (SSOLV), and verification of lawful status (VLS), which is the application used to access the Systematic Alien Verification for Entitlement (SAVE) system.

Respondents assigned	9	Responses received	2	Response rate	22.2%

Question 147:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Texas Department of Public Safety has the capability to grant authorized law enforcement personnel access to information in the driver system. Photographs are shared with law enforcement who enter into a contract with the Texas Department of Public Safety for access to the Driver License Image Retrieval (DLIR) system. Driver record and history information is accessed by law enforcement through the Texas Law Enforcement Traffic System (TLETS).

Respondents assigned	10	Responses received	2	Response rate	20%

Question 148:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The courts do not have access to the driver system and therefore, are unable to be granted access to the system.

Respondents assigned	10	Responses received	1	Response rate	10%

Question 149:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Access to information in the Texas driver data system is provided to other States through PDPS and CDLIS. Law enforcement agencies from other States can obtain access to the Driver License Image Retrieval System by signing an agreement between the user Agency and the Texas Department of Public Safety. Texas also shares driver data system information with law enforcement agencies from other States by using the National Law Enforcement Telecommunications System (NLETS). The State plans to implement the State to State (S2S) program with AAMVA in July 2019, which will allow for the transfer of all driver data from one State to another.

Respondents assigned	10	Responses received	2	Response rate	20%

Question 150:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

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

Respondents assigned	10	Responses received	2	Response rate	20%

Question 151:

Are there automated edit checks and validation rules to ensure entered data falls within a range of acceptable values and is logically consistent among data elements?

Standard of Evidence:

Provide the formal methodology or describe the process by which automated edit checks or validation rules ensure entered data falls within the range of acceptable values and is logically consistent between fields.

Question Rank:
Very Important

Assessor conclusions:

The State performs edit checks and validation procedures to ensure that entered data falls within a range of acceptable values and is satisfying specific format and validation rules.

Respondents assigned	9	Responses received	2	Response rate	22.2%

Question 152:

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

Standard of Evidence:

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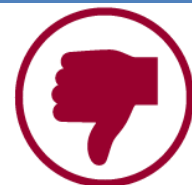
Question Rank:
Very Important

Assessor conclusions:

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

Respondents assigned	9	Responses received	1	Response rate	11.1%

Question 153:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

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

Respondents assigned	9	Responses received	1	Response rate	11.1%

Question 154:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

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

Respondents assigned	9	Responses received	1	Response rate	11.1%

Question 155:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

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

Respondents assigned	9	Responses received	1	Response rate	11.1%

Question 156:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

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

Respondents assigned	9	Responses received	1	Response rate	11.1%

Question 157:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

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

Respondents assigned	9	Responses received	1	Response rate	11.1%

Question 158:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has not established numeric goals—performance metrics—for each performance measure as defined in the Advisory. The Driver License Division has established some performance measures that appear to be related to responsibilities and performances of different business areas within the Driver License Division rather than to quality attributes of the State driver data system.

Respondents assigned	10	Responses received	1	Response rate	10%

Question 159:

Is the detection of high frequency errors used to generate updates to training content and data collection manuals, update the validation rules, and prompt form revisions?

Standard of Evidence:

Provide the formal methodology or describe the process by which high frequency errors are used to generate new training content and data collection manuals, update the validation rules, and prompt revisions.

Question Rank:
Very Important

Assessor conclusions:

Texas has established procedures to report high frequency errors and to enter them into a tracking system which contains all relevant details pertaining to errors including information about error resolutions. The Driver License System Support Team reviews this information on a monthly basis and provides a report to management, which is used for training and program/procedure updates as needed.

Respondents assigned	10	Responses received	1	Response rate	10%

Question 160:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The Texas Department of Public Safety has a Chief Auditor's Office that conducts random audits on the driver license system and conformity with standard operations procedures and processes. However, there was no evidence that detailed the audit methodology, frequency, or sample report to confirm that these sample based audits are periodically conducted of the driver data system, as specified in the Advisory.

Respondents assigned	10	Responses received	2	Response rate	20%

Question 161:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There are not any periodic comparative and trend analyses used to identify unexplained differences in the data across years and jurisdictions.

Respondents assigned	10	Responses received	1	Response rate	10%

Question 162:

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

Standard of Evidence:

Describe the process for transmitting and utilizing key users' data quality feedback to inform changes.
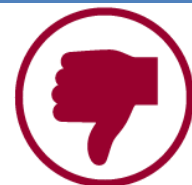
Question Rank:
Somewhat Important

Assessor conclusions:

The State has a formal tracking system that is used for issues that are reported by users. However, it does not appear that this system is used for anything other than reporting of issues.

Respondents assigned	10	Responses received	1	Response rate	10%

Question 163:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Driver system data quality management reports are not provided to the TRCC.

Respondents assigned	10	Responses received	1	Response rate	10%

Roadway

The Texas Department of Transportation (TxDOT) is the agency responsible for collecting and maintaining the roadway information system for the State. According to Highway Statistics 2016 (Federal Highway Administration), TxDOT maintains 80,484 miles of state-owned highways and ramps. This mileage represents roughly 26% of the 313,656 miles of road in Texas. The remaining miles of road are maintained by the 254 counties and over 1,200 municipalities.

Roadway and traffic data elements are maintained within a statewide linear referencing system (LRS). Through this LRS, TxDOT maintains data on all 313,656 miles of public road and enables linkages between road, traffic data, bridge, and pavement condition databases to develop their GRID roadway inventory system. As all the information contained within GRID is maintained by TxDOT, the data is collected according to a set of collection, management, and submission standards to insure the similar information quality. Local data is submitted to TxDOT and manipulated to be included in the system.

TxDOT maintains a data dictionary for all data elements including many of the Model Inventory of Roadway Elements (MIRE) Fundamental Data Elements (FDEs). MIRE FDE elements required by the Highway Performance Monitoring System (HPMS) are included and documented. However, those that are not required by HPMS are not documented, primarily those related to intersections and interchanges. TxDOT is developing plans to further identify MIRE FDEs in their data dictionary. The steps for incorporating new elements into GRID are described partially within a wiki-based documentation system, with workflows to show these steps.

Crash data is not directly integrated within the enterprise roadway information system. However, road and traffic data are integrated with crash data outside the roadway data system and used to develop safety analysis and safety management queries. Users can create crash data subsets by several road location elements.

Considerations

The Texas Department of Transportation has built an excellent foundation for their enterprise roadway data information system that has undergone continual improvement. As this process continues, TxDOT should focus on addressing inclusion of the remaining MIRE FDEs. Though the task seems monumental given the number of local agencies, TxDOT should continue their efforts to simplify and automate the inclusion of local data.

Additionally, with the data and established history of merging road data with crash data, TxDOT should further their safety analyses by interfacing the available data via the LRS. They could also explore the use of available analysis tools for this purpose.

Finally, TxDOT should build on their data entry quality control processes by establishing a spectrum of performance measures. This could include a formal process of accessing roadway data quality (timeliness, accuracy, completeness, uniformity, accessibility, and integration) by utilizing performance management information available in the National Highway Traffic Safety Administration's (NHTSA), "Model Performance Measures for State Traffic Records Systems." Additional information is also available in a follow-up document published by FHWA titled, "Performance Measures for Roadway Inventory Data."

Question 164:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has 313,500+ miles of public roadway. All of these miles are referenced with two linear referencing systems. Additionally, the 80,500 miles of state-owned roadways can be referenced by two additional linear referencing systems. The linear referencing systems for the entire state roadway system can be translated using the State's roadway inventory system.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 165:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has a compatible referencing system to which 20 different traffic-related elements are attached. The State uses a common key as opposed to a linear referencing system to connect the traffic-related data to the roadway-related data.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 166:

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

Standard of Evidence:

Describe the enterprise roadway information system, which should enable linking between the various roadway information systems including: roadway, traffic, location reference, bridge, and pavement data.

Question Rank:
Very Important

Assessor conclusions:

The State has an enterprise roadway information system that contains roadway, traffic, bridge, and pavement condition data.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 167:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State processes the crash data with the roadway data on an annual basis which incorporates the roadway linear referencing systems into the crash data.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 168:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has incorporated roadway data into the crash data system for analysis and use. Users of the crash data can query and subset crash data by various road data elements. This is not ideal but the data are at least linked to allow analysis of crash data using roadway data elements.

Respondents assigned	4	Responses received	2	Response rate	50%

Question 169:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State collects many of the MIRE FDE, primarily those that are segmental elements and more specifically those required for HPMS. The elements the State does not have currently are the intersection and interchange elements. However, the collection of roadway data elements is addressed within the State Strategic Traffic Records Plan. The State should consider noting in their roadway data dictionary which variables are MIRE FDEs and on what roads that data is collected on.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 170:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Though the State provided an excellent list of the MIRE elements and the relative status of collection for each for the State, the State did not address the question directly. It appears that the State is indicating that additional MIRE elements are collected, with some of the elements collected across all roads and others only for state roads, and that these elements do conform to MIRE data elements. The provided spreadsheet does not clearly indicate if these elements conform to the MIRE standard, it only notes whether they are a MIRE FDE or not. The State may want to consider expanding their roadway inventory list to include an indicator noting if the element conforms to MIRE. MIRE Guidelines: https://safety.fhwa.dot.gov/rsdp/mire.aspx

Respondents assigned	1	Responses received	1	Response rate	100%

Question 171:

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

Standard of Evidence:

Identify, with appropriate citations, the MIRE FDE-related contents of the enterprise system's data dictionary. Specify if the data dictionary applies to all public roads or to State roads only.

Question Rank:
Somewhat Important

Assessor conclusions:

The State has a developed, comprehensive data dictionary for the GRID system and an associated, more user-friendly and accessible data dictionary as well. Only those MIRE FDEs that are contained within the GRID system are documented. Therefore, to the extent that the MIRE FDEs are contained within the system, these elements are documented but not otherwise. However, the data dictionary does not clearly indicate which variables are MIRE FDEs and for what roads they are collected for. The State may want to consider integrating the MIRE Status Spreadsheet into the GRID Dictionary so that the State's MIRE roadway variables can clearly be identified and indicate which roads they are collected for.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 172:

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

Standard of Evidence:

Identify, with appropriate citations, the additional (non-FDE) MIRE data elements included in the data dictionary. Specify if the data dictionary applies to all public roads or to State roads only.

Question Rank:
Somewhat Important

Assessor conclusions:

The State has a developed, comprehensive data dictionary for the GRID system and an associated, more user-friendly and accessible data dictionary as well. Only those MIRE elements that are contained within the GRID system are documented. Therefore, to the extent that the MIRE elements are contained within the system, these elements are documented but not otherwise. The State should consider adding a MIRE indicator (e.g., MIRE FDE, MIRE other, or non-MIRE) to their GRID Data Dictionary so that each variable notes more clearly whether it is either a MIRE or non-MIRE variable. MIRE Guidelines: https://safety.fhwa.dot.gov/rsdp/mire.aspx

Respondents assigned	1	Responses received	1	Response rate	100%

Question 173:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Local entity data is accepted and included but does not comply with the State data dictionary standards. However, the State has plans to provide a better system for collecting a portion of the local entities, primarily county road data. The State should consider working with any counties or cities providing local roadway data with information on the data dictionary standards for submission to the State roadway system. The current State standards required for imported local data should be added to the State Data Dictionary as part of the documentation.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 174:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State data dictionary contains documentation of how to update the data dictionary but noted that there is no formal guidance on when to update it. Within the State, it is generally understood that the State will update it as anything changes. The State intention is to update the data dictionary as warranted. Also, the State did not provide evidence of any necessary controls and checks to be sure the data dictionary is always up to date. The State should consider creating a guideline document for updating any roadway data dictionary variables and include it in their Wiki-based dictionary.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 175:

Are the steps for incorporating new elements into the roadway information system (e.g., a new MIRE element) documented to show the flow of information?

Standard of Evidence:

Provide documentation or a narrative explaining the process for adding new data elements (e.g., a new MIRE element) to the roadway system. Identify who is responsible for each step in the process.

Question Rank:
Very Important

Assessor conclusions:

The State largely meets the ideal but, through self-admission, does not fully meet the ideal. However, the State is progressing toward meeting the ideal. The State identified an individual who is considered the creator / owner of the Wiki-based data documentation system. The State noted that any data management staff member could do the update but there does not appear to be any formal process in place as a guide. The State should consider having the creator or any data management staff member document the process for adding a new data element to the roadway information system and include it in the Wiki-based data dictionary.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 176:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has a well-developed set of instructions and flows to direct editing/updating roadway data which they are further updating as their system undergoes further development. Despite this current documentation and an understanding of the process, the State should consider more formally documenting the overall process described in their narrative and make it available in the data dictionary documentation.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 177:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has documentation in the work of a Wiki page and a 27-point checklist for archiving the roadway data which includes the parties responsible for each step. Access to the data is handled via a variety of means, whether internal network, GIS databases, or the internet

Respondents assigned	1	Responses received	1	Response rate	100%

Question 178:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has Wiki pages that contain documentation of the roadway inventory data update process. Additionally, the State is developing an application to facilitate local entity submission of data. The State noted that the current documentation could easily be used by the cities and MPOs (by changing all references in the documentation from county to either city or MPO). The State should consider enhancing their current documentation to note county, city, and/or MPO and provide information on who to contact within the State for additional help and assistance. That documentation should be noted / provided on the State Wiki pages website.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 179:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State, by self-admission, is unaware of local agency procedures and, thus, compatibility with the State enterprise roadway inventory. The State, due to its size, has a large number of local entities and, therefore, gathering knowledge of all local agency procedures is a large task. The State should consider working with those counties already submitting information in documenting their roadway data collection and management procedures and identifying who is responsible for each step. Those counties are most likely using the state standards otherwise the State could or would not use their data in the State roadway system. Having all the documentation for the State roadway system on the State Wiki website should make it easier for all local agencies (i.e., the 254 counties and over 1,200 cities) to access / see the necessary documentation and standards.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 180:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has Wiki-based documentation that guides data update procedures but did not provide documentation on the guidelines for collecting those roadway data variables. Additionally, the State is undergoing a current effort to review critical assets and, thus, updating the documentation. As part of this effort, the State should consider more formally documenting these noted data collection processes and make it available on their roadway Wiki data system website.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 181:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has compatible LRMs for their roadway information systems and the data are stored in their GRID system.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 182:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not have interface linkages but has integration connections. However, the State is building a GIS Data Warehouse which will use nightly copies and not direct interface with the live production data. The State may want to consider enhancing the current integration connection so that it would become an interface linkage roadway system (i.e., the GIS Data Warehouse) in the future.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 183:

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

Standard of Evidence:

Provide a narrative describing the location referencing system and the associated regional and local roadway systems. If there is more than one location referencing system in use, list each and the associated regional and local systems.

Question Rank:
Somewhat Important

Assessor conclusions:

All public roadways are located per a set of compatible LRMs.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 184:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Per self-admission, roadway data systems maintained by regional and local custodians do not interface with the State enterprise roadway information system. However, the State has noted that it receives some roadway data from counties. The State may want to consider working with these counties to determine if they are maintaining their own local roadway systems and to see if they might want to establish an interface directly with the state system in the future.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 185:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State provides on-demand access to the state via year-end data files and a variety of internet-based options.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 186:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Though the State does not produce reports there exists a quality checking system which tests data as entered. This system includes drop-down choices, an extensive set of business rules, and a developing series of SQL statements. However, the data quality checking system does not equate to a set of reports that, for example, lists the checks performed and success rate (e.g., percent or number passed/failed). The State noted that it is more interested in getting quality data into the system than to monitor the success rate of data entering passing the business rules. The State should consider using the results of these business rule checks, perhaps noting the percent of values for a particular variable that were in the proper range for example (a large percent in range would be good). Any time the percent was low would be cause for concern (check the capturing and processing of that variable for a problem). The State should consider creating such a summary / report detailing the results of these 100 business rule checks. In addition, the State should consider randomly checking the accuracy of key roadway variables in a limited audit of a small number of locations spread across the state.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 187:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has an extensive set of business rules and drop-down-based menu choices to help ensure data quality.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 188:

Are there procedures for prioritizing and addressing detected errors?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has procedures to prioritize and address data entry and updates due to detected errors. Error detection, error prioritizing (e.g., based on department critical needs), and correcting errors are noted in their narrative. Additionally, the State has an effort underway to review roadways and roadway attributes.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 189:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has three primary methods to share quality control information and methods between data collectors through individual and agency-level feedback and training.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 190:

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

Standard of Evidence:

Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

The State, through self-admission, does not have timeliness performance measures for the roadway information system. The State does mention a starting point for standards development from which performance could then be measured and there are still key dates for roadway data (HPMS) to be completed for FHWA. The State should consider developing a set of performance measures for the timeliness of the State Roadway system based on these key dates (see NHTSA Document entitled "Model Performance Measures for State TR Systems" on page 24 is a list for Roadway Database example performance measures for accessibility, accuracy, completeness, integration, timeliness, and uniformity).

Respondents assigned	1	Responses received	1	Response rate	100%

Question 191:

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

Standard of Evidence:

Provide the metrics used.

Question Rank:
Somewhat Important

Assessor conclusions:

The State maintains the roadway data for the entire public road system and, thus, there are no applicable performance measures for local or regional custodians. The local counties providing the State with roadway data agencies must keep their own copy of the roadway data. The State should consider working with those counties to help them establish timeliness performance measures for roadway data they submit to the State.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 192:

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

Standard of Evidence:

Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

The State does not have accuracy performance measures for the roadway inventory data but does has an extensive set of business rules and drop-down menu choices to facilitate data quality. These latter do not equate to performance measures. The State should consider creating performance measures for accuracy and monitor it every year starting with the HPMS variables (see NHTSA Document entitled "Model Performance Measures for State TR Systems" on page 24 is a list for Roadway Database example performance measures for accessibility, accuracy, completeness, integration, timeliness, and uniformity).

Respondents assigned	1	Responses received	1	Response rate	100%

Question 193:

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

Standard of Evidence:

Provide the metrics used.

Question Rank:
Somewhat Important

Assessor conclusions:

The State, through self-admission, has no accuracy performance measures related to data maintained by local or regional agencies. However, the State noted previously that some counties do submit roadway data to them. The State should consider working with those counties to develop and establish performance measures for accuracy at the county level.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 194:

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

Standard of Evidence:

Provide the metrics used.
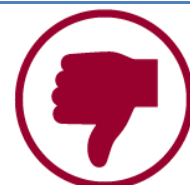
Question Rank:
Very Important

Assessor conclusions:

The State appears to assert that HPMS validation checks function as the State roadway inventory completeness measures. However, these validation checks are not performance measures per se. See examples on page 66 of the NHTSA Traffic Records Assessment Advisory document - https://crashstats.nhtsa.dot.gov/Api/Public/ViewPublication/811644. The State should consider creating performance measures for the completeness of their roadway data (starting with the HPMS data and extending it to all their roadway system data variables). See NHTSA Document entitled "Model Performance Measures for State TR Systems" on page 24 is a list for Roadway Database example performance measures for accessibility, accuracy, completeness, integration, timeliness, and uniformity).

Respondents assigned	1	Responses received	1	Response rate	100%

Question 195:

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

Standard of Evidence:

Provide the metrics used.

Question Rank:
Somewhat Important

Assessor conclusions:

The State, through self-admission, has no completeness performance measures related to data maintained by local or regional agencies.   The State does receive some county roadway data submitted by county collectors. The State should consider working with these counties to develop and to establish performance measures of completeness for their roadway data.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 196:

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

Standard of Evidence:

Provide the metrics used.
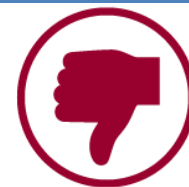
Question Rank:
Very Important

Assessor conclusions:

Though the State requirements for full attribution and documentation thereof are laudable, these do not equate to performance measures per se. Moreover, the State response does not appear to address uniformity. The State should consider developing and creating formal performance measures for the uniformity of their state roadway data (see NHTSA Document entitled "Model Performance Measures for State TR Systems" on page 24 is a list for Roadway Database example performance measures for accessibility, accuracy, completeness, integration, timeliness, and uniformity).

Respondents assigned	1	Responses received	1	Response rate	100%

Question 197:

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

Standard of Evidence:

Provide the metrics used.

Question Rank:
Somewhat Important

Assessor conclusions:

The State, through self-admission, has no uniformity performance measures related to data maintained by local or regional agencies. The State does receive some county roadway data submitted by county collectors. The State should consider working with these counties to develop and establish performance measures of uniformity of the roadway data they collect and submit to the State.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 198:

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

Standard of Evidence:

Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

Again, though laudable and informative, the State provided "standard products" list does not equate to a performance measure. See examples on page 66 of the NHTSA Traffic Records Assessment Advisory document - https://crashstats.nhtsa.dot.gov/Api/Public/ViewPublication/811644. The State should consider developing an established performance measure or measures for the accessibility of their enterprise roadway information systems (see NHTSA Document entitled "Model Performance Measures for State TR Systems" on page 24 is a list for Roadway Database example performance measures for accessibility, accuracy, completeness, integration, timeliness, and uniformity). An example would be to make roadway data accessible to legitimate users in an easy and timely fashion -- the performance measure could be the percent of legitimate users having access to the current roadway data.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 199:

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

Standard of Evidence:

Provide the metrics used.

Question Rank:
Somewhat Important

Assessor conclusions:

The State, through self-admission, has no accessibility performance measures related to data maintained by local or regional agencies. The State does receive some county roadway data submitted by county roadway data collectors. The State should consider working with these counties to develop and establish performance measures of uniformity of the roadway data they submit.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 200:

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

Standard of Evidence:

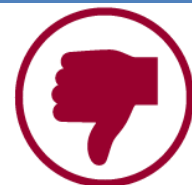Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

Again, though laudable and informative, the State provided "standard products" list does not equate to a performance measure. See examples on page 66 of the NHTSA Traffic Records Assessment Advisory document - https://crashstats.nhtsa.dot.gov/Api/Public/ViewPublication/811644. The State should consider developing and establishing performance measures for the integration of their roadway data and other critical data systems. An example of an integration performance measure might be the percent of the roadway data which can be linked / integrated with County LE station locations in the state (see NHTSA Document entitled "Model Performance Measures for State TR Systems" on page 24 is a list for Roadway Database example performance measures for accessibility, accuracy, completeness, integration, timeliness, and uniformity). An example might be to calculate the percentage of appropriate records in the roadway inventory database that can be linked to the bridge / intersection / railroad crossing roadway data (where the data is from a separate file distinct from the inventory file).

Respondents assigned	1	Responses received	1	Response rate	100%

Question 201:

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

Standard of Evidence:

Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

The State, through self-admission, has no integration performance measures related to data maintained by local or regional agencies. The State does receive some county roadway data submitted by county collectors. The State should consider working with these counties to develop and establish performance measures for the integration of the roadway data they submit.

Respondents assigned	1	Responses received	1	Response rate	100%

Citation and Adjudication

The State of Texas faces some challenges in management of citation and adjudication processes, due to the size and number of agencies involved, as well as the lack of a unified State court system. Numerous local courts that process traffic violations are autonomous and a number of different case management systems are in use. Additionally, hundreds of law enforcement agencies contribute the data that is collected on citations. Addressing data integrity in a State with so many autonomous inputs is difficult at best. However, the Office of Court Administration has plans underway to build a statewide citation tracking system, which would provide not only a centralized means of accessing and gathering data for analysis, but could help in establishing accountability and tracking that would improve data integrity for the entire State. Some positive efforts are currently in place. The Department of Public Safety has developed some performance measures and metrics for citations and the courts are currently tracking and providing guidance for use of deferrals and dismissal of charges. Record retention schedules and security protocols are in place at the State level.

Development of a citation tracking system can provide numerous benefits from a data standpoint, allowing for decision-making that is informed and more likely to be successful. Currently, law enforcement officials use crash data for enforcement purposes. With a successful citation tracking system, it should be possible to determine the location of all enforcement activity within the State, and ascertain what impact that enforcement had on incidence and severity of crashes. Once that is possible, it will be much easier to develop effective countermeasures, putting the enforcement dollars to their most efficient and effective use.

A tracking system that follows a citation from its issuance to the officer to posting on the driver file can provide accountability for citations; all citations issued (or numbers issued for electronic citations) should be accounted for, whether the officer voids them, the courts opt not to file the charges, or dismiss, defer, or plea-bargain the charges, and whether every citation disposition is transmitted for inclusion on the driver history file.

Development of a DUI tracking system can add to the usefulness of citation and adjudication data by providing information on the impact of alcohol or drug evaluation or of court-ordered sanctions, or administrative sanctions such as education, therapy, incarceration, probation, or ignition interlock devices. Impact of these various actions on recidivism rates can point to the most effective means to address the impaired driver, and having the BAC for all impaired drivers can provide insight into the effect of high BACs on recidivism. An added benefit of a DUI tracking system is that it allows the State to ensure that the number of criminal filings for DUI and the administrative filings are similar, which informs the State that appropriate administrative charges are being filed.

Citation tracking is also a viable means of tracking court efficiency, in terms of time to adjudicate various charges. Regional differences in timeliness can point to a need for more resources and can provide the data necessary to demonstrate the need. Regional differences in adjudication of various charges can point to the need for judicial or prosecutor training, or even law enforcement training, if citations are lacking appropriate data to support findings.

One important step for the State to take at this point is to develop baseline measures. The benefits of a new citation tracking system will be apparent if pre- and post-implementation data quality management

statistics are available. This planned system should have the effect of improving accuracy, timeliness, completeness, uniformity, integration opportunities and accessibility of data. It is important to be able to support the improvements with metrics. Additionally, a single system, available to local entities should have a major impact on the State's ability to improve its level of uniformity both with citation and adjudication processes.

Considerations

Develop baseline measures for aspects of data quality before implementation of the new citation system, in an effort to demonstrate data improvements that are attributable to the new system.

Develop performance measures for citation and adjudication systems, perhaps using the performance measures that the Department of Public Safety developed.

Collect accurate BACs for DUI arrests, rather than ranges, in order to ascertain the role of high BAC in recidivism.

Build DUI tracking into the proposed and planned citation tracking system, to identify sanctions and services for impaired drivers that are most effective in preventing recidivism.

Question 202:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Law Enforcement Agencies and Officers in Texas have access to criminal history and traffic record information through the Texas Law Enforcement Telecommunications System (TLETS), which provides both State and, through NLETS, nationwide information.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 203:

Do all law enforcement agencies, parole agencies, probation agencies, and courts within the State participate in and have access to a system providing real-time information on individuals driving and criminal histories?

Standard of Evidence:

Name the groups that have real time access and describe the system that these agencies use to access driver or criminal histories, i.e., police dispatch, direct system access, telephone help desk.
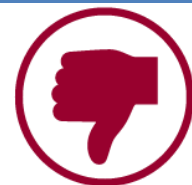
Question Rank:
Very Important

Assessor conclusions:

Law enforcement and local courts have access to criminal history and driver data through the Texas Law Enforcement Telecommunication System (TLETS) and the Criminal Justice Information System (CJIS), but appellate courts do not.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 204:

Is there a statewide authority that assigns unique citation numbers?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Currently, law enforcement agencies assign their own unique numbers to their citations, meaning that there is potential, at the State level, for duplicate citation numbers. To its credit the Office of Court Administration is planning to develop a statewide citation system, which will assign a unique identifier to each citation.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 205:

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

Standard of Evidence:

If a statewide data tracking system exists, describe the means by which citation dispositions are transmitted and posted. If the system is the driver history file, note if deferrals or dismissals are posted. If the statewide system is managed through the courts, indicate whether all courts that handle traffic violations report to the same tracking system.

Question Rank:
Somewhat Important

Assessor conclusions:

At the time of this assessment, no statewide system is in place for citation data, but the Office of Court Administration is planning a project that will uniquely identify every citation. Such a system is invaluable in determining the level and locations of all enforcement actions statewide and, as a result, the State will be able to use that data in its determination of the most appropriate countermeasures and use of law enforcement resources, when the data is used in conjunction with crash data.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 206:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Currently courts report appropriate dispositions to the Driver License Division. However, conviction data alone tells only part of the story about enforcement actions, and does not include the cases that are dismissed, not filed by prosecutors, or deferred. These are areas which can be vital to understanding issues like officer training needs and deficiencies, differential treatment of some violations by jurisdiction, total number of citations written, and the nature of the charges.

Respondents assigned	10	Responses received	3	Response rate	30%

Question 207:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Texas' size and the fact that the court system is decentralized both play a role in the fact that courts use a variety of Case Management Systems, which are not inter-operable. This fact makes data aggregation difficult.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 208:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Texas uses citation data from the crash system to determine types of violations that are being charged in crashes, and requires that high-visibility enforcement efforts rely on those data. More specificity could be gained by addressing the type, time and location of all enforcement efforts, then relating that data to crash occurrence and severity, in order to determine if enforcement is effective in preventing crashes or, at least, mitigating their severity.

Respondents assigned	5	Responses received	2	Response rate	40%

Question 209:

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

Standard of Evidence:

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

Question Rank:
Less Important

Assessor conclusions:

The response indicated that Texas Department of Public Safety is not aware whether the citation and adjudication systems adhere to NCIC guidelines. In general, whomever reports the data to NCIC will be notified if any aspect of the data uses different terminology or data elements than NCIC. For example, if a State uses different vehicle color coding than NCIC, it will be entered by NCIC, but it will be non-compliant.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 210:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not know if the citation and adjudication systems adhere to UCR guidelines. This would be related to capturing and being able to report on DUI charges under the UCR rules.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 211:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The respondent accurately notes that NIBRS involves serious crimes, not traffic violations, it does include impaired driving offenses as well as vehicular assault and vehicular homicide. These are not addressed by the response.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 212:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The respondent did not know whether or not the State is compliant with NLETS.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 213:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

This question relates to a Michigan-based system. Other states will not meet this Advisory ideal.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 214:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Currently, there are numerous traffic courts in Texas, which are not centrally managed. The Office of Court Administration will consider such requirements when it develops its planned statewide system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 215:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not have a single citation/adjudication system, and the State-level systems are not NIEM compliant. We have no information about whether the various local systems use NIEM guidelines. However, as the State prepares to build its statewide system, it will consider the potential for NIEM compliance.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 216:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Although Texas does not have a unified statewide court system, its State courts use OASIS Legal XML ECF for e-filing.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 217:

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

Standard of Evidence:

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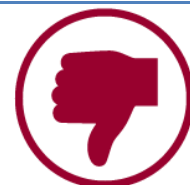
Question Rank:
Somewhat Important

Assessor conclusions:

Texas' eFiling system adheres to the Global Justice Reference Architecture guidelines.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 218:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

No impaired driver tracking system exists in Texas currently, but its feasibility has been studied. The value of such a system is that it provides a means to follow a DUI offender through the violation and adjudication phases. An effective system would also measure recidivism. The information gleaned from such a system is invaluable in determining what types of evaluation, probation, treatment, equipment and education most often lead to the ultimate goal of successful compliance. It is important to provide a path to compliance, rather than having an offender opt out of the system and continue to drive unlicensed.

Respondents assigned	6	Responses received	3	Response rate	50%

Question 219:

Does the citation system have a data dictionary?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

With a non-unified court system, there are generally numerous independent systems used by autonomous local courts and Texas lists seven currently in use but no data dictionaries are provided in response to this question.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 220:

Do the citation data dictionaries clearly define all data fields?

Standard of Evidence:

If a statewide citation tracking system exists, does its data dictionary clearly define all data fields. If there are two or more repositories of citation data, provide data dictionaries for the two largest. NOTE: This response does not require data dictionaries from individual law enforcement agencies that track their own citations—it refers to a statewide system or one used by multiple agencies.

Question Rank:
Very Important

Assessor conclusions:

No statewide citation tracking system exists at this time. Citation tracking provides a multitude of safety data related to the State's overall enforcement efforts, in terms of times, locations, types of violations, which violations are most often cited in crashes and the demographics of violators. This data can provide the basis for effective countermeasures, violator demographics for use in safety education campaigns, and and other important analyses.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 221:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There is no statewide citation system at this time to ensure compliance with this standard. The good news is that Texas shows great awareness of what needs to be done to make its system successful when it is developed next year. Ensuring consistency across data collection and coding manuals and reports can pave the way for local courts to utilize the same approach in their separate and varied systems, which could ultimately contribute to more, if not complete, statewide uniformity.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 222:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Highway Patrol provided a list of data elements from its citations. Those data elements are apparently not integrated, linked or interfaced with a statewide citation system.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 223:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

A list of case management systems in use and a data dictionary for one was provided. Unfortunately, the data elements listed were not accompanied by complete definitions. While many elements are self-explanatory, the data dictionary should be more explicit as to the data to be entered into each field.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 224:

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

Standard of Evidence:

Use the data dictionaries provided in response to Question 223.

Question Rank:
Somewhat Important

Assessor conclusions:

With a decentralized court, the State does not have access to the data dictionaries, if they exist, for all the systems utilized within the courts. The data dictionary provided indicates all data fields for one appellate court, but the definitions are more limited than they should be. Data dictionaries should be useful to users as well as IT personnel and more complete definitions of the information expected in each data element benefits data collectors and improves the overall quality of the data.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 225:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The data dictionary provided does not indicate the fields that are populated through links to other systems. Ideally, a comprehensive citation tracking system would link to the driver system for collection and verification of driver license and demographics, the vehicle system for verification of vehicle information and collection of the Vehicle Identification Number, the individual law enforcement agency's citation system (if they exist) for data elements from the citation and the courts for adjudication information.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 226:

Do the prosecutors' information systems have data dictionaries?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

No information was provided about prosecutors' systems.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 227:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not track citations from issuance through posting on the driver file at this time. With the planned statewide system, it should be possible to do so in the near future. This methodology provides for accountability and data integrity, in terms of determining which charges were not filed by the courts, or any citations that were written but not subsequently sent to courts, and finally, which charges were adjudicated but not sent to the Department of Public Safety for posting on the driver history.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 228:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not measure compliance with the citation lifecycle chart. The lifecycle chart could be useful to the team developing the proposed and planned citation system.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Question 229:

Is the State able to track DUI citations?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not currently track DUI citations. Successful tracking of DUI violators and their journey though the administrative and criminal systems is an excellent way to determine optimal sanctions and treatments for DUI offenders based on statistical evidence of what has and has not previously worked for DUI offenders. This can include analyses of the most effective sanctions in the criminal versus administrative process.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 230:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There is an image of a document within the document management for the driver file. There is not a DUI tracking system within Texas. The codes do not indicate the specific BAC, but whether it was within a range. Specific BAC figures are important to analysis of risk factors and can be useful for enhanced sentencing when high alcohol levels are present.

Respondents assigned	9	Responses received	2	Response rate	22.2%

Question 231:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

DPS does track administrative actions within the driver file. Documentation was provided regarding the process.

Respondents assigned	10	Responses received	3	Response rate	30%

Question 232:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There is no system to separately track juvenile offenders who receive traffic citations; however, they are tracked as are other violators. Tracking of juvenile offenders is useful in determining the success of various graduated driver licensing violations for juveniles and, generally, for developing educational programs and countermeasures aimed at novice, risky driving behaviors, and the tracking should provide for such analyses.

Respondents assigned	10	Responses received	2	Response rate	20%

Question 233:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Administrative dispositions are tracked by the Office of Court Administration. It is unknown, however, if all courts track these types of dispositions or even have the capacity to code cases as such.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 234:

Does the State track deferral and dismissal of citations?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The Office of Court Administration collects data regarding deferrals and dismissals at an aggregate level, but the DPS does not. The data is not being reviewed to determine ultimate success or recidivism of those whose charges are deferred, and to ensure that there is not a great deal of jurisdictional variance of their use or use on specific types of violations. Without a DUI tracking system, this is an interim means of determining the courts' approach to alcohol- or drug-related charges. Since this data is collected and available, it should be optimally utilized for traffic safety purposes. Tracking subsequent actions of deferred drivers provides a great deal of information about driver behavior, demonstrating whether or not deferral is an effective tool of the courts for these charges.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 235:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Two documents guide Texas prosecutors and judges in regard to deferral or dismissal of charges. They are OCA's "Official Monthly Report Instruction" and "Texas Municipal Courts Education Clerk Study Guide – Level 2, Overview of Processing Cases."

Respondents assigned	1	Responses received	1	Response rate	100%

Question 236:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The Office of Court Administration provides a records retention schedule for State courts. The local courts are subject to the provisions of the Texas Local Government code. While the code does not mandate purging, there are mandatory minimum retention schedules for each type of local government.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 237:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The Office of Court Administration has protocols for its data security. No information is provided as to the various local governments and their data security.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 238:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

No citation system in Texas is linked to the driver data system. When citation data is linked to the driver file, the benefits can be numerous. If violations are listed on driver histories, pending adjudication, courts can see whether pending charges exist in other jurisdictions, the driver file manager can determine if dispositions are missing, and analysts can get a better idea of the way courts treat various charges, whether deferred, not filed, dismissed or plea-bargained.

Respondents assigned	11	Responses received	1	Response rate	9.1%

Question 239:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The driver file is updated through an electronic conviction reporting process, but not through linkage to the court files.

Respondents assigned	11	Responses received	2	Response rate	18.2%

Question 240:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Citation records are not linked to the vehicle system.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 241:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Adjudication data is not transmitted to the vehicle file from the State courts at this time. There is no indication as to whether this occurs at the local level through any courts or administrative authority. Linkage of citation and adjudication files to the vehicle system can be of use in terms of ensuring all applicable vehicles are equipped with Ignition interlocks if they are ordered by the court. Additionally, such linkages can ensure vehicle sanctions are taken or can provide information about various vehicle to demonstrate over-representation of some vehicle types or colors in crashes. This information is invaluable to engineers and those who develop traffic safety educational campaigns.

Respondents assigned	5	Responses received	3	Response rate	60%

Question 242:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The crash file is not linked with citation files at this time. Such linkages make it easier for analysts to determine crash causation, leading to development of successful countermeasures.

Respondents assigned	7	Responses received	3	Response rate	42.9%

Question 243:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Adjudication data and crash data are not linked in Texas at this time.

Respondents assigned	5	Responses received	2	Response rate	40%

Question 244:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

There are currently no performance measures for citation timeliness. The State is planning to develop measures with the design of the new statewide citation system. As this system is developed, however, it is very important to take some baseline measures now in order to provide a clear and substantiated picture of the effect and effectiveness of the new system on timeliness of citations in Texas. Being able to record improvements that result from technological upgrades is essential in procuring future legislative approval to provide funding to upgrade or replace legacy data systems.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 245:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Texas Department of Public Safety has an accuracy performance measure with the goal of 3% or less error rate on critical elements. However, there is no overall performance measurement of citation accuracy for the State.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 246:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Completeness measurements for citations can be two-dimensional: Are all data fields completed? and do all issued citations make it to the courts? Texas DPS performs weekly audits to determine the completeness of data input on citations. There is no indication how this data is used or tracked, or if it is reported back to data collectors. A more thorough completeness measure should be developed, including goals and metrics, with the new citation system and the number of paper citations or electronic citation numbers used versus those that are received by the courts should be examined. While it is understood that the Office of Court Administration has no authority over local agencies, there is value in providing feedback about common errors or omissions, particularly as they impact determination of guilt.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 247:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Department of Public Safety has uniformity measures, but none exist on a statewide level. Recognizing that the hundreds of police agencies and courts are autonomous, it would be beneficial to review the uniformity and consistency of data capture in those data elements that are mandatory statewide. The number of uniform data elements collected by various law enforcement agencies on their citations would provide an indication of statewide uniformity. Goals, metrics and reporting should be included in any measure developed.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 248:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State currently does not have integration measures for the the citation system. With the planning of the new system, it is a prime time to determine where common data elements exist that can be used to link the various systems to provide a more comprehensive picture of the violating driver. This is particularly helpful to adjudication, as well as to the study of driver behavior and countermeasures.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 249:

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

Standard of Evidence:

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

Question Rank:
Less Important

Assessor conclusions:

While there is no statewide accessibility measure, the Department of Public Safety has developed an accessibility measure and a goal therefor.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 250:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State reports that it currently has no performance measures for the timeliness of adjudication system. It is unknown if timeliness measures are used in local courts. Adjudication timeliness will be measured by the planned new system, and should be measured at a baseline prior to implementation to demonstrate the effect of the new system.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 251:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

No accuracy measures currently are in use for the adjudication systems in Texas, at the State level, but it is unknown if they are in use at the local level or to what extent.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 252:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

No completeness adjudication measures are currently used by Texas courts at the State level.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 253:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State currently has no integration measures. A simple initial measure of integration would be which other components of the traffic records system have linkages to the adjudication system: driver, vehicle, roadway, injury surveillance, citation or crash.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 254:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Citation numbers are determined at a local level. This is understandable in a State with home rule and numerous autonomous local courts. However, numbering and assignment of numbers by a central entity will ensure that there are no duplicate citation numbers, which will be more and more problematic as processes are performed electronically, such as electronic citations.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 255:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not have a DUI tracking system at this time.

Respondents assigned	3	Responses received	1	Response rate	33.3%

Injury Surveillance

An injury surveillance system is a valuable resource intended for use by the public, researchers, government agencies, public health officials, and anyone with a vested interest in public health and safety. An injury surveillance system provides information about the characteristics and trends in non-fatal injuries, identifies emerging injury problems, identifies at-risk persons, and informs decision-making for programs and policies. With regard to traffic records, an injury surveillance system that includes crash records can describe the true nature and severity of injuries sustained by person involved in a motor vehicle crash by the status of the vehicle occupant, by the type of restraint system used – or not used, by the type of vehicle involved in the crash, by crash location, or by any number of other crash and person characteristics.

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

Texas has the five major components of a traffic records injury surveillance system and most of that data is available and accessible to traffic safety partners, as well as the public through either aggregate summary tables or department approved data use agreements. There are statutory barriers to accessing emergency department data, but hospital discharge records are available for analysis. The traffic safety community in Texas has used each of the available data sets collaboratively to identify problems and evaluate programs, such as pedestrian safety, which illustrates the strength and effect of having such data available. Related data sets, such as submersion, traumatic brain injury, spinal cord injury, and poison control registries, are also available for incorporation into analyses.

The pre-hospital data collection system is managed by the Department of State Health Services (DSHS) Office of EMS/Trauma System and all data is submitted electronically. The data management system is NEMSIS-compliant (version 3.4) and incorporate appropriate edit checks and validations to ensure that the data falls within acceptable parameters. There is formal documentation of a data dictionary and user manuals for providers. The DSHS staff do not have the authority to correct any errors; all reports must be returned to the submitting agency for correction, although there is no documented procedure for tracking those corrections and resubmissions. There are no formal performance measures in place and information is not regularly shared with the Traffic Records Coordinating Committee (TRCC). The State is encouraged to create metrics and translate them into performance measures to round out the data quality management program for EMS. This is the major piece of improvement that should be considered because there is a sound feedback loop between users and data collectors as well as performance reporting to submitting agencies from the State and all of these processes are clearly documented.

The statewide emergency department and hospital discharge data systems are managed by the Texas Health Care Information Collection (THCIC), but emergency department data is not available and some safety partners rarely use the hospital inpatient information. There are publicly available documents related to these systems, including data dictionaries. DSHS staff do not have the authority to correct errors in records, but there is a clearly established process for returning records for correction and tracking them

to ensure resubmission. There is open communication with regards to training and error correction between the THCIC and the submitting hospitals to ensure that data is as accurate as possible. Data quality performance measures have not been developed and or implemented. Regular quality reporting is not shared with the TRCC, but aggregate data is available through the agency website. The State is encouraged to work with the THCIC to gain access to the emergency department data and regularly provide quality information to the traffic safety community at-large.

There is a statewide trauma registry that is also managed at the DSHS Office of EMS/Trauma System. It is compliant with the National Trauma Data Standard and a data dictionary is readily available. There are no established data quality performance measures, but the State has a documented process for returning error records to the submitting facility and tracking it to resubmission. Data quality reports are shared with participating facilities, but they are not shared with the TRCC. The State is encouraged to incorporate the trauma registry data into more analyses, especially those related to serious injuries. Trauma registries include a wealth of detail related to injury location, type, severity, and health outcomes which may be very beneficial when conducting problem identification and program evaluation.

The DSHS Vital Statistics section is responsible for managing all vital statistics data including death certificates. The Texas Electronic Registration System is used to manage that data. As with most other States, Texas collects death certificates from hospitals, funeral homes, and coroners and submits all data to the National Center for Health Statistics (NCHS) for quality review and assignment of cause-of-death ICD-10 codes. Due to strict requirements from the NCHS, the State relies on that quality review to ensure that all State data conforms to standards. That is the extent, however, of the quality control for death records in the State and there are no data performance measures or standard quality reports that are shared among stakeholders or with the TRCC. Death certificates contain valuable information, especially with regards to the Fatality Analysis Reporting System (FARS) analyst for the State, so it is important to promote the collaboration and inclusion of Vital Statistics data staff with the TRCC. The State should consider developing performance measures and regularly tracking the information that is submitted to the death certificate repository as a means of being aware and correcting any errors before the data is sent to the NCHS.

The traffic records injury surveillance system in Texas is mostly complete with four of the five major components available to traffic safety partners; however, the emergency department data is not accessible due to statutes. The State is encouraged to expand the relationship with the Texas Health Care Information Collection as a means to utilize the emergency department data because a significant portion of traffic crash victims, more than capture in the hospital discharge or trauma registry, are treated only in an emergency department. Also, the DSHS should consider developing some State-level components of a data quality management system to supplement and complement the National Center for Health Statistics processes.

Ideally, the core components of the injury surveillance system would be integrated and then linked to the State's crash data. An integrated database that includes records spanning from the time of crash through hospital discharge provides a comprehensive look at the medical and financial outcomes of crashes occurring in Texas. The resulting analyses can be used to implement data-driven traffic safety priorities and other highway safety applications at the State level; it can be used to quantify and report on the benefits of safety equipment and legislation; and it can support the government's highway safety offices, public health departments and injury prevention programs, transportation departments, and other such agencies and traffic safety stakeholders.

Considerations

Pursue access to the emergency department data set. It's understood that statutes may be a barrier, but Traffic Records Executive Management may elevate this need.

Document processes for returning records to submitting agencies for correction and following through to ensure resubmission. This is most needed within the EMS system.

Develop data quality performance measures and implementing them into the management processes of each system.

Participate in and share data quality metrics with the Traffic Records Coordinating Committee. Injury systems are a critical component of the larger traffic records world and the TRCC is an ideal way to build partnerships.

Expand (or create) a relationship between the Department of State Health Services Vital Statistics section and the Fatality Analysis Reporting System analyst. This will promote cross-checking of fatality information and potentially increase the accuracy and completeness of each data system.

Question 256:
Does the injury surveillance system include EMS data?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:
The State includes EMS in the injury surveillance system; a 2014 report showing the number of EMS transports, and the percentage that were related to motor vehicle crashes was available for review.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 257:

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

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has emergency department available but has not been able to acquire the last several years due to IRB issues. While the data is collected by the hospitals, current statutes prevent its use by the Department of State Health Services.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 258:

Does the injury surveillance system include hospital discharge data?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State collects injury data in its hospital discharge data set. The 2013 'Burden of Injury' report provides information on fatal and non-fatal injuries that occur in the State

Respondents assigned	1	Responses received	1	Response rate	100%

Question 259:

Does the injury surveillance system include trauma registry data?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Texas Department of State Health Services, Injury Epidemiology and Surveillance branch utilizes the EMS and Trauma Registry database as part of their injury surveillance activities.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 260:

Does the injury surveillance system include rehabilitation data?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Rehabilitation is reportedly available but, to date, has not been used in a report for the injury surveillance system.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 261:

Does the injury surveillance system include vital records data?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Vital records data is available and used in the injury surveillance system (e.g., part of a CDC indicator report).

Respondents assigned	1	Responses received	1	Response rate	100%

Question 262:

Does the injury surveillance system include other data?

Standard of Evidence:

List any other databases or sources included in the injury surveillance system and provide a sample report using data from each of these sources. Additional data resources may include medical examiner reports, payer-related databases, traumatic brain injury registry, and spinal cord injury registry.

Question Rank:
Very Important

Assessor conclusions:

The State's injury surveillance system has access to several additional registries including those related to submersion, traumatic brain injury, spinal cord injury, and poison control center data. A report tracking poisoning cases starting with a a call to the poison control center through medical treatment was available for review.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 263:

Does the EMS system track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?

Standard of Evidence:

Provide the most recent motor vehicle-related incident counts for the EMS system, any injury severity categorizations applied, and the provider's primary impression (if applicable).

Question Rank:
Very Important

Assessor conclusions:

The EMS system does track multiple variables related to motor vehicle injuries. The Texas A&M Transportation Institute conducted a study linking the EMS data and the crash data. That analysis was able to show the response time and survival status of motor vehicle crash victims where the linkage was successful.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 264:

Does the emergency department data track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?

Standard of Evidence:

Provide the most recent motor vehicle-related incident counts for the emergency department data, any injury severity categorizations applied (e.g., Abbreviated Injury Score, Injury Severity Scale), and principal diagnosis.

Question Rank:
Very Important

Assessor conclusions:

Emergency department data does track multiple relevant motor vehicle related injury variables. However, emergency department data is not currently being used for this purpose.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 265:

Does the hospital discharge data track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?

Standard of Evidence:

Provide the most recent motor vehicle-related incident counts for the hospital discharge data, any injury severity categorizations applied (e.g., Abbreviated Injury Score, Injury Severity Scale), and principal diagnosis.

Question Rank:
Very Important

Assessor conclusions:

The hospital discharge data can be used to track the nature and frequency of injuries sustained as the result of a motor vehicle crash. From the CDC Injury Indicators and Burden of Injury reports, it is unclear whether severity of injuries is also tracked.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 266:

Does the trauma registry data track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?

Standard of Evidence:

Provide the most recent motor vehicle-related incident counts for the trauma registry data, any injury severity categorizations applied (e.g., Abbreviated Injury Score, Injury Severity Scale), and principal diagnosis.

Question Rank:
Very Important

Assessor conclusions:

Trauma registry data tracks frequency, severity, and nature of injuries. The Pedestrian Safety Toolkit and Statistics Summary Memo was available for review.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 267:

Does the vital records data track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?

Standard of Evidence:

Provide the most recent motor vehicle-related incident counts from the vital records data and the cause of death.

Question Rank:
Very Important

Assessor conclusions:

The vital statistics data is collected by the Department of State Health Services; while counts of fatalities from traffic crashes is noted, the data is not used regularly to identify and track the types and severity of injuries sustained by fatally injured motor vehicle crash victims.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 268:

Is the EMS data available for analysis and used to identify problems, evaluate programs, and allocate resources?

Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized EMS data to identify a problem, evaluate a program, or allocate resources.

Question Rank:
Very Important

Assessor conclusions:

The Rural Transportation Safety Toolkit includes the use of EMS data to help reduce transportation related deaths and serious injuries. In particular, the data is useful to help describe specific injury types and can be used to track emergency response times.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 269:

Is the emergency department data available for analysis and used to identify problems, evaluate programs, and allocate resources?

Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized emergency department data to identify a problem, evaluate a program, or allocate resources.

Question Rank:
Very Important

Assessor conclusions:

Emergency department data is not used at this time to support problem identification and program evaluation activities.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 270:

Is the hospital discharge data available for analysis and used to identify problems, evaluate programs, and allocate resources?

Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized hospital discharge data to identify a problem, evaluate a program, or allocate resources.

Question Rank:
Very Important

Assessor conclusions:

Availability of hospital discharge data for analysis is statutorily required. However, the Department of State Health Services is not currently using hospital discharge data for this purpose.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 271:

Is the trauma registry data available for analysis and used to identify problems, evaluate programs, and allocate resources?

Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized trauma registry data to identify a problem, evaluate a program, or allocate resources.

Question Rank:
Very Important

Assessor conclusions:

Trauma registry data was used as part of the Rural Tool Kit to improve transportation safety. The data can provide information on injury severity, injury types, and hospital charges.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 272:

Is the vital records data available for analysis and used to identify problems, evaluate programs, and allocate resources?

Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized vital records data to identify a problem, evaluate a program, or allocate resources (e.g., research in support of helmet or GDL legislation).

Question Rank:
Very Important

Assessor conclusions:

De-identified vital records data is available through the Texas Center for Health Statistics, but is not currently being used to support highway safety programs.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 273:

Does the State have a NEMSIS-compliant statewide database?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's EMS database is certified compliant with NEMSIS 3.4. Submission to the system is in progress with completion expected by Spring 2018.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 274:

Does the State's emergency department and hospital discharge data conform to the most recent uniform billing standard?

Standard of Evidence:

Provide the data dictionaries for both the emergency department and hospital discharge data as appropriate as well as any relevant State statutes or regulations.

Question Rank:
Very Important

Assessor conclusions:

Emergency department and hospital discharge systems comply with the most current National Uniform Billing Committee UB-04 code sets.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 275:

Does the State's trauma registry database adhere to the National Trauma Data Standards?

Standard of Evidence:

Provide the trauma registry data dictionary and any relevant State statutes or regulations.

Question Rank:
Very Important

Assessor conclusions:

The State's trauma registry meets the National Trauma Data Standards.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 276:

Are Abbreviated Injury Scale (AIS) and Injury Severity Scores (ISS) derived from the State emergency department and hospital discharge data for motor vehicle crash patients?

Standard of Evidence:

Provide a distribution of AIS and ISS scores for the most recent year available.

Question Rank:
Somewhat Important

Assessor conclusions:

Currently the AIS and ISS are not derived from either the State's emergency department or hospital discharge data systems. The data elements (ICD codes) necessary for the calculations should be available in both systems but, at this time, there are no plans to generate these data points.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 277:

Are Abbreviated Injury Scale (AIS) and Injury Severity Scores (ISS) derived from the State trauma registry for motor vehicle crash patients?

Standard of Evidence:

Provide a distribution of AIS and ISS scores for the most recent year available.

Question Rank:
Very Important

Assessor conclusions:
AIS and ISS scores are reportedly being derived from the injury codes included in the in the trauma registry. However, they are not specifically identified by injury mechanism and there are no reports showing the distribution of these scores.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 278:

Does the State EMS database collect the Glasgow Coma Scale (GCS) data for motor vehicle crash patients?

Standard of Evidence:

Provide a distribution of GCS scores for motor vehicle crash patients for the most recent year available.

Question Rank:
Less Important

Assessor conclusions:
GCS is included as part of the NEMSIS data.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 279:

Does the State trauma registry collect the Glasgow Coma Scale (GCS) data for motor vehicle crash patients?

Standard of Evidence:

Provide a distribution of GCS scores for motor vehicle crash patients for the most recent year available.

Question Rank:
Less Important

Assessor conclusions:
GCS is a part of the State's trauma registry data system. A distribution of GCS scores for persons with a traumatic brain injury is included in the State's report linking crash with EMS and hospital data.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 280:

Are there State privacy and confidentiality laws that supersede HIPAA?

Standard of Evidence:

Provide the applicable State laws and describe how they are interpreted—including the identification of situations that may impede data sharing within the State and among public health authorities.

Question Rank:
Very Important

Assessor conclusions:

De-identified data is available for research. To receive identifiable health data, the requester must receive IRB clearance. The State has additional statutes that cover the confidentiality of medical records relating to injury. Specifically, all information and records relating to injuries are confidential, including information from injury investigations. While information may be released for statistical purposes, it is required that a person not be identified.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 281:

Does the EMS system have a formal data dictionary?

Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank:
Very Important

Assessor conclusions:

The EMS system has a formal data dictionary currently based on NEMSIS 3.3.4 (in the process of upgrading to 3.4) and a set of data elements specific to the State.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 282:

Does the EMS system have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?

Standard of Evidence:

Provide a user's manual or other form of documentation of the EMS data collection system. Such documentation should include a list of the dataset's variables and a description of how the data is collected, managed and maintained.

Question Rank:
Very Important

Assessor conclusions:

The NEMSIS data dictionary contains a detailed description of the data elements, but no additional documentation has been developed to describe the data collection and data management processes. The State recognizes the value of a summary data set for researchers and institutional knowledge.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 283:

Does the emergency department dataset have a formal data dictionary?

Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.
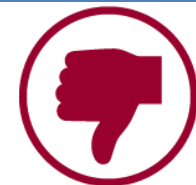
Question Rank:
Very Important

Assessor conclusions:

A formal data dictionary for the publicly available ED data set is available.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 284:

Does the emergency department dataset have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?

Standard of Evidence:
Provide the documentation.

Question Rank:
Very Important

Assessor conclusions:
Due to limited resources, a summary of the emergency department dataset is not available.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 285:

Does the hospital discharge dataset have a formal data dictionary?

Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank:
Very Important

Assessor conclusions:
A data dictionary for the hospital discharge data is available.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 286:

Does the hospital discharge dataset have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?

Standard of Evidence:
Provide the documentation.

Question Rank:
Very Important

Assessor conclusions:
The Texas Health Care Information Collection does not provide a summary dataset and a users' manual that details the data collection and management processes was not available.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 287:

Does the trauma registry have a formal data dictionary?

Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank:
Very Important

Assessor conclusions:
The trauma registry uses the NTDB 2016 data dictionary. It supplements the dictionary with definitions of data customized for the State.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 288:

Does the trauma registry dataset have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?

Standard of Evidence:

Provide the documentation.

Question Rank:
Very Important

Assessor conclusions:

The trauma registry does not have a summary dataset. The State does recognize the value of a summary dataset for researchers as well as for institutional knowledge.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 289:

Does the vital records system have a formal data dictionary?

Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank:
Very Important

Assessor conclusions:

A data dictionary is available for the vital records data set.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 290:

Does the vital records system have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?

Standard of Evidence:

Provide the documentation.

Question Rank:
Very Important

Assessor conclusions:

No summary data set or user's manual describing the data collection and management processes were available for the vital records data system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 291:

Is there a single entity that collects and compiles data from the local EMS agencies?

Standard of Evidence:

Identify the State agency or third party to which the EMS data is initially submitted.

Question Rank:
Very Important

Assessor conclusions:

The Texas Department of State Health Services collects and compiles data from all of the State's EMS agencies.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 292:

Is there a single entity that collects and compiles data on emergency department visits from individual hospitals?

Standard of Evidence:

Identify the State agency or third party to which the data on emergency department visits is initially submitted.

Question Rank:
Very Important

Assessor conclusions:

Emergency department administrative claims are collected by the Texas Health Care Information Center. Data includes reason for visit, diagnostic codes, and procedure codes, while other emergency department information is collected by other programs within Department of State Health Services.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 293:

Is there a single entity that collects and compiles data on hospital discharges from individual hospitals?

Standard of Evidence:

Identify the State agency or third party to which the data on hospital discharges is initially submitted.

Question Rank:
Very Important

Assessor conclusions:

Hospital discharge (HD) administrative claims are collected by the Texas Health Care Information Collection. Other HD data is collected by other programs within Department of State Health Services.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 294:

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

Standard of Evidence:

Provide the flow diagram. Alternatively, provide a narrative description of the EMS data process flows from dispatch to submission of the report to the State EMS repository.

Question Rank:
Very Important

Assessor conclusions:

The State does not have a flow diagram showing how EMS data flows into and out of the system.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 295:

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

Standard of Evidence:

Provide the flow diagram. Alternatively, provide a narrative description of the emergency department data process flows from patient arrival to submission of the uniform billing data to the State repository.

Question Rank:
Very Important

Assessor conclusions:

A process flow diagram illustrating the data collection and management processes has not been developed for the emergency department database.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 296:

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

Standard of Evidence:

Provide the flow diagram. Alternatively, provide a narrative description of the hospital discharge data process flows from patient arrival to submission of the uniform billing data to the State repository.

Question Rank:
Very Important

Assessor conclusions:

A process flow diagram was available for inpatient discharge records.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 297:

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

Standard of Evidence:

Provide the flow diagram. Alternatively, provide a narrative description of the hospital discharge data process flows, from trauma activation to submission of the trauma data to the State registry.

Question Rank:
Very Important

Assessor conclusions:

A process flow diagram illustrating the data collection and management processes has not been developed for the State's trauma registry data system.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 298:

Are there separate procedures for paper and electronic filing of EMS patient care reports?

Standard of Evidence:

Provide a copy of the procedures for paper and electronic filing or a narrative describing the procedures.

Question Rank:
Less Important

Assessor conclusions:

All EMS data is submitted electronically to the State. An online process is available through either the State or local agency vendors.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 299:

Are there procedures for collecting, editing, error-checking, and submitting emergency department and hospital discharge data to the statewide repository?

Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process of collecting, editing and submitting emergency department and hospital discharge data to the statewide repository.

Question Rank:
Very Important

Assessor conclusions:

An audit guide describing the edit checks that are in place for the State's hospital data systems was available for review.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 300:

Does the trauma registry have documented procedures for collecting, editing, error checking, and submitting data?

Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for collecting, error-checking and submitting trauma registry data.

Question Rank:
Very Important

Assessor conclusions:

The trauma registry has documented procedures for collecting and submitting data, but not for error checking and editing.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 301:

Are there procedures for collecting, editing, error-checking, and submitting data to the statewide vital records repository?

Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for collecting, error-checking and submitting data to the vital records repository.

Question Rank:
Very Important

Assessor conclusions:

The vital statistics data is collected in accordance with the National Center for Health Statistics guidelines. The Department of State Health Services (DSHS) follows the federal guidelines for edit corrections and analyses, but those guidelines are only available through the federal resources.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 302:

Are there documented procedures for returning data to the reporting EMS agencies for quality assurance and improvement (e.g., correction and resubmission)?

Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for returning data to the reporting EMS agencies for correction and resubmission.

Question Rank:
Very Important

Assessor conclusions:

There are no documented procedures for returning data to reporting EMS agencies.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 303:

Are there documented procedures for returning data to the reporting emergency departments for quality assurance and improvement (e.g., correction and resubmission)?

Standard of Evidence:

Provide a copy of the procedures or a narrative that describes the process for returning data to the reporting emergency departments for correction and resubmission.

Question Rank:
Very Important

Assessor conclusions:

Outpatient Web Correct provides the State an opportunity to return hospital data to the submitting facility for correction and resubmission.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 304:

Are there documented procedures for returning hospital discharge data to the reporting hospitals for quality assurance and improvement (e.g., correction and resubmission)?

Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for returning data to the reporting hospitals for correction and resubmission.

Question Rank:
Very Important

Assessor conclusions:

Outpatient Web Correct provides the State an opportunity to return hospital data to the submitting facility for correction and resubmission.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 305:

Are there documented procedures for returning trauma data to the reporting trauma center for quality assurance and improvement (e.g., correction and resubmission)?

Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for returning data to the reporting trauma center for correction and resubmission.

Question Rank:
Very Important

Assessor conclusions:

There are no documented procedures for returning data to reporting trauma registry agencies.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 306:

Are there documented procedures for returning data to the reporting vital records agency for quality assurance and improvement (e.g., correction and resubmission)?

Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for returning data to the reporting vital records agency for correction and resubmission.

Question Rank:
Very Important

Assessor conclusions:

There reportedly is a vital records handbook describing instructions for completing and amending death records, but it was not available for review.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 307:

Is aggregate EMS data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?

Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the EMS data for analytical purposes.

Question Rank:
Very Important

Assessor conclusions:

The State has protocols for making requests for aggregate EMS data.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 308:

Is aggregate emergency department data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?

Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the emergency department data for analytical purposes.

Question Rank:
Very Important

Assessor conclusions:

Aggregate ED data is available to outside parties through a webpage.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 309:

Is aggregate hospital discharge data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?

Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the hospital discharge data for analytical purposes.

Question Rank:
Very Important

Assessor conclusions:

Aggregate HD data is available to outside parties through a webpage.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 310:

Is aggregate trauma registry data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?

Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the trauma registry data for analytical purposes.

Question Rank:
Very Important

Assessor conclusions:

Aggregate trauma registry data is available to outside parties through a webpage.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 311:

Is aggregate vital records data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?

Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the vital records data for analytical purposes.

Question Rank:
Very Important

Assessor conclusions:

De-identified data is available from the National Center for Health Statistics. A requester must define the years and data elements requested and, if applicable, provide a copy of the associated IRB approval.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 312:

Is there an interface among the EMS data and emergency department and hospital discharge data?

Standard of Evidence:

Provide a narrative description of the interface link between the EMS data and the emergency department and hospital discharge data. If available provide the applicable data exchange agreement.

Question Rank:
Somewhat Important

Assessor conclusions:

No statutory authority has been given to establish an interface between the EMS and hospital data systems.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 313:

Is there an interface between the EMS data and the trauma registry data?

Standard of Evidence:

Provide a narrative description of the interface link between the EMS data and the trauma registry data. If available provide the applicable data exchange agreement.

Question Rank:
Very Important

Assessor conclusions:

Both EMS and trauma registry data are housed in the same agency. An interface between the two systems would indicate that data collected by an EMS agency could be seamlessly transmitted to the receiving trauma center, thereby helping populate data fields in the trauma registry system.

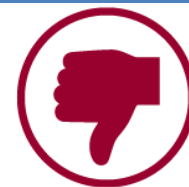| Respondents assigned	1	Responses received	1	Response rate	100%

Question 314:

Is there an interface between the vital statistics and hospital discharge data?

Standard of Evidence:

Provide a narrative description of the interface link between the vital statistics and hospital discharge data. If available provide the applicable data exchange agreement.

Question Rank:
Somewhat Important

Assessor conclusions:

There is no interface in place between the vital statistics and hospital discharge data systems.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 315:

Are there automated edit checks and validation rules to ensure that entered data falls within a range of acceptable values and is logically consistent among data elements?

Standard of Evidence:

Provide the formal methodology or describe the process by which automated edit checks and validation rules ensure entered data falls within the range of acceptable values and is logically consistent among fields.

Question Rank:
Very Important

Assessor conclusions:

Data imported into the State EMS system is validated through the NEMSIS Schematron that also contains Texas-specific validation rules. Records that do not conform to these standards are rejected and not imported into the system.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 316:

Is limited state-level correction authority granted to quality control staff working with the statewide EMS database in order to amend obvious errors and omissions without returning the report to the originating entity?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

There is no state-level authority to amend obvious errors in the EMS database. Data with errors must be returned to the submitting agency for correction. However, the State may adjust and correct variables in closed datasets that have been downloaded from the system.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 317:

Are there formally documented processes for returning rejected EMS patient care reports to the collecting entity and tracking resubmission to the statewide EMS database?

Standard of Evidence:

Provide the formal methodology or describe the process by which rejected EMS patient care reports are returned to the collecting agency and tracked through resubmission to the statewide EMS database.

Question Rank:
Very Important

Assessor conclusions:

The State does not have a formal process in place for informing the users in local agencies that EMS records have been rejected by the State system. It is unclear how data with errors is corrected, since the State does not have authority to make corrections.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 318:

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

Standard of Evidence:

Provide a complete list of timeliness performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Performance measures are designed to provide a big picture view of what success looks like. They begin by assessing baseline, current levels of performance, and then build aspirational goals that define improvement and success. A good performance measure will have a baseline value and be measured on a periodic basis to track the health of the data system. An example of a timeliness performance measure would be percentage of EMS run reports submitted to the State system within 24 hours of the transport.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 319:

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

Standard of Evidence:

Provide a complete list of accuracy performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Accuracy checks are built into the EMS system through business and validation rules, but no performance measures have been set for this metric.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 320:

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

Standard of Evidence:

Provide a complete list of completeness performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The State is in the process of updating their agencies to the latest version of NEMSIS and has not established performance measures for the EMS data system.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 321:

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

Standard of Evidence:

Provide a complete list of uniformity performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The State is in the process of updating their agencies to the latest version of NEMSIS and has not established performance measures for the EMS data system.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 322:

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

Standard of Evidence:

Provide a complete list of integration performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The State is in the process of updating their agencies to the latest version of NEMSIS and has not established performance measures for the EMS data system.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 323:

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

Standard of Evidence:

Provide a complete list of accessibility performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The State is in the process of updating their agencies to the latest version of NEMSIS and has not established performance measures for the EMS data system.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 324:

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

Standard of Evidence:

Provide specific numeric goals and related performance measures for each attribute as determined by the State.

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not have numeric goals associated with each EMS system performance measure. There are plans to develop numeric goals in 2018, now that evaluations to discern baselines have been completed.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 325:

Is there performance reporting for the EMS system that provides specific timeliness, accuracy, and completeness feedback to each submitting entity?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There are tools that track the timeliness and completeness of EMS report submission, but they are not modeled after performance measures. Using these values as baselines and then tracking an agency's progress will help identify the strengths and weaknesses of their data system.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 326:

Are high frequency errors used to update EMS system training content, data collection manuals, and validation rules?

Standard of Evidence:

Provide the formal methodology or describe the process by which high frequency errors are used to update EMS system training content, data collection manuals, and validation rules.

Question Rank:
Very Important

Assessor conclusions:

The EMS system uses patterns of data errors to provide feedback to submitting agencies as well as to guide training with other agencies if the issue occurs broadly.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 327:

Are quality control reviews conducted to ensure the completeness, accuracy, and uniformity of injury data in the EMS system?

Standard of Evidence:

Provide a sample quality control review of injury records that details the system's data completeness.

Question Rank:
Somewhat Important

Assessor conclusions:

Data quality reviews in the EMS system are conducted annually looking at completeness, accuracy, and uniformity. The State has measures in place for all components of their EMS system with the exception of accessibility.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 328:

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

Standard of Evidence:

Describe the analyses, provide a sample record or output, and specify their frequency.

Question Rank:
Less Important

Assessor conclusions:

A comparison of annual reports can be used to identify discrepancies and identify trends. Trend tracking will begin next year to potentially identify unexplained differences, and differences between and within agencies.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 329:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Data quality feedback from key users is not communicated to EMS data collectors and data managers on a routine basis. Informal feedback from users may be used to make changes to the system to facilitate improved data quality. Any feedback to be communicated to system users will be done through a webinar.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 330:

Are EMS data quality management reports produced regularly and made available to the State TRCC?

Standard of Evidence:

Provide a sample quality management report and specify frequency of transmission to the State TRCC.

Question Rank:
Somewhat Important

Assessor conclusions:

EMS data quality management reports are created, but not regularly shared with the TRCC. There are plans to create a formal data quality management report in 2018. This report will be shared with State partners such as the TRCC.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 331:

Are there automated edit checks and validation rules to ensure that entered data falls within a range of acceptable values and is logically consistent among data elements?

Standard of Evidence:

Provide the formal methodology or describe the process by which automated edit checks and validation rules ensure entered data falls within the range of acceptable values and is logically consistent among fields.

Question Rank:
Very Important

Assessor conclusions:

The Texas Health Care Information Collection has automated edit checks to ensure that data entered through the online system falls within a range of acceptable values and is logically consistent.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 332:

Is limited state-level correction authority granted to quality control staff working with the statewide emergency department and hospital discharge databases in order to amend obvious errors and omissions without returning the report to the originating entity?

Standard of Evidence:

Provide the formal methodology or describe the process by which limited state-level correction authority is granted to quality control staff working with the statewide emergency department and hospital discharge databases.

Question Rank:
Somewhat Important

Assessor conclusions:

The Texas Health Care Information Collection (THCIC) has limited authority to remove erroneous data. It may only do so if it affects major populations. It does not have authority to correct or amend obvious errors or omissions.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 333:

Are there formally documented processes for returning rejected emergency department and hospital discharge records to the collecting entity and tracking resubmission to the statewide emergency department and hospital discharge databases?

Standard of Evidence:

Provide the formal methodology or describe the process by which rejected emergency department and hospital discharge records are returned to the collecting agency and tracked through resubmission to the statewide emergency department and hospital discharge databases.

Question Rank:
Very Important

Assessor conclusions:

The Texas Health Care Information Collection (THCIC) documentation describes the data elements and the acceptable range of values that may be entered. Data not falling within prescribed ranges or data that is incorrectly formatted will be rejected. Rejected records are not tracked to insure they are resubmitted to the statewide emergency department and hospital discharge databases.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 334:

Are there timeliness performance measures tailored to the needs of emergency department and hospital discharge database managers and data users?

Standard of Evidence:

Provide a complete list of timeliness performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Performance measures are designed to provide a big picture view of what success looks like. They begin by assessing baseline, current levels of performance, and then build aspirational goals that define improvement and success. Using statutory guidelines as a goal and tracking a facility's progress in meeting those goals would be a useful performance measure for the State.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 335:

Are there accuracy performance measures tailored to the needs of emergency department and hospital discharge database managers and data users?

Standard of Evidence:

Provide a complete list of accuracy performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The 100% accuracy expectation may be a start towards developing a systemwide standard and method for measuring improvement and success. However, with no formal performance measure for accuracy, it's not possible to evaluate progress toward that goal. Modifications to the current data system would be needed to support performance measure tracking.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 336:

Are there completeness performance measures tailored to the needs of emergency department and hospital discharge database managers and data users?

Standard of Evidence:

Provide a complete list of completeness performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Completeness performance measures have not been developed for HD and ED data. There is concern that the development of performance measures would require authorization. However, performance measures do not need to be mandates, but can be aspirational goals based on a baseline and providing a method for measuring improvement.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 337:

Are there uniformity performance measures tailored to the needs of emergency department and hospital discharge database managers and data users?

Standard of Evidence:

Provide a complete list of uniformity performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

There is no authority to add additional requirements other than those that are already in place through the logic checks and business rules developed within the data collection system. Performance measures can be established without statutory authority. They are simply a way to examine the data that is submitted to determine its quality with regard to metrics described in the Advisory.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 338:

Are there integration performance measures tailored to the needs of emergency department and hospital discharge database managers and data users?

Standard of Evidence:

Provide a complete list of integration performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:
No data integration performance measures have been established.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 339:

Are there accessibility performance measures tailored to the needs of emergency department and hospital discharge database managers and data users?

Standard of Evidence:

Provide a complete list of accessibility performance measures for the emergency department and hospital discharge database and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:
Accessibility performance measures have not been established.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 340:

Has the State established numeric goals—performance metrics—for each emergency department and hospital discharge database performance measure?

Standard of Evidence:

Provide specific numeric goals and related performance measures for each attribute as determined by the State.

Question Rank:
Somewhat Important

Assessor conclusions:
No metrics have been established to support the development of performance measures and there are currently no plans for their development.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 341:

Is there performance reporting for the emergency department and hospital discharge databases that provides specific timeliness, accuracy, and completeness feedback to each submitting entity?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Rejection and error reports are sent to the individual facilities after the data submission process has been completed.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 342:

Are high frequency errors used to update emergency department and hospital discharge database training content, data collection manuals, and validation rules?

Standard of Evidence:

Provide the formal methodology or describe the process by which high frequency errors are used to update emergency department and hospital discharge database training content, data collection manuals, and validation rules.

Question Rank:
Very Important

Assessor conclusions:

Data is monitored by the THCIC staff and their contractor. When a high number of errors are identified, the facility is contacted to investigate the problem. If a problem is discovered, the data collection system is corrected and/or additional training is provided to facilities depending on the nature of the problem.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 343:

Are quality control reviews conducted to ensure the completeness, accuracy, and uniformity of injury data in the emergency department and hospital discharge databases?

Standard of Evidence:

Provide a sample quality control review of injury records that details the system's data completeness.

Question Rank:
Somewhat Important

Assessor conclusions:

There is a process by which the submitted data is monitored for overall quality and any concerns with that quality are addressed. When high frequency errors are noticed, the contractor and State work with submitting agencies to correct the problem.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 344:

Are periodic comparative and trend analyses used to identify unexplained differences in the emergency department and hospital discharge data across years and agencies?

Standard of Evidence:

Describe the analyses, provide a sample record or output, and specify their frequency.

Question Rank:
Less Important

Assessor conclusions:

Periodic trend analysis of the data is only conducted as time permits, most commonly when evaluating legislative mandated reports. The THCIC is able to conduct these analyses, but does not have the resources to do so for quality control purposes.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 345:

Is data quality feedback from key users regularly communicated to emergency department and hospital discharge data collectors and data managers?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

When data users report quality issues to the State, THCIC staff check for accuracy of the concern. If it is determined that the concern is legitimate, it is shared with the submitting agency and the State assists with its resolution. This is a manual process that occurs on an ad hoc basis.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 346:

Are emergency department and hospital discharge data quality management reports produced regularly and made available to the State TRCC?

Standard of Evidence:

Provide a sample quality management report and specify frequency of transmission to the State TRCC.

Question Rank:
Somewhat Important

Assessor conclusions:

HD and ED data quality management reports are created quarterly. They are not provided to the TRCC because facility-specific information cannot be shared with outside entities. However, a de-identified summary report combining all agencies' metrics may be useful for future planning efforts.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 347:

Are there automated edit checks and validation rules to ensure that entered data falls within a range of acceptable values and is logically consistent among data elements?

Standard of Evidence:

Provide the formal methodology or describe the process by which automated edit checks and validation rules ensure entered data falls within the range of acceptable values and is logically consistent among fields.

Question Rank:
Very Important

Assessor conclusions:

Trauma data must pass through two automated checks; the NTDB XSD, which checks answer choices and formatting, as well as Texas-specific rules before being imported into the system. Otherwise data will not be imported.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 348:

Is limited state-level correction authority granted to quality control staff working with the statewide trauma registry in order to amend obvious errors and omissions without returning the report to the originating entity?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not alter the data contained within the 'live' trauma registry system. Data with errors must be returned to the submitting agency for correction. However, the State may adjust and correct variables in closed datasets that have been downloaded from the system.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 349:

Are there formally documented processes for returning rejected data to the collecting entity and tracking resubmission to the statewide trauma registry?

Standard of Evidence:

Provide the formal methodology or describe the process by which rejected data is returned to the collecting agency and tracked through resubmission to the statewide trauma registry.

Question Rank:
Very Important

Assessor conclusions:

There is a formal process for informing the system users that a report has been rejected. An XML file submission report is emailed to the user and stored within the system. The system is also capable of tracking whether the record has been updated and resubmitted correctly.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 350:

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

Standard of Evidence:

Provide a complete list of timeliness performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Process measures are determined by first reviewing the state of data submission timeliness system-wide. Then aspirational goals are set to allow for monitoring incremental levels of improvement. This creates a method for tracking improvement on a local as well as statewide level.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 351:

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

Standard of Evidence:

Provide a complete list of accuracy performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The State's trauma data is submitted through a web service which includes automatic data accuracy checks. However, no performance measures have been developed associated with this effort.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 352:

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

Standard of Evidence:

Provide a complete list of completeness performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No specific performance measures related to completeness have been developed.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 353:

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

Standard of Evidence:

Provide a complete list of uniformity performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No specific performance measures related to uniformity have been developed.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 354:

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

Standard of Evidence:

Provide a complete list of integration performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No performance measures related to the integration of trauma registry data with other traffic records system components have been established.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 355:

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

Standard of Evidence:

Provide a complete list of accessibility performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

There are no accessibility performance measures for the trauma registry data system.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 356:

Has the State established numeric goals—performance metrics—for each trauma registry performance measure?
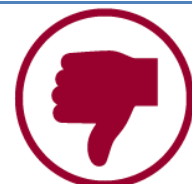
Standard of Evidence:

Provide specific numeric goals and related performance measures for each attribute as determined by the State.

Question Rank:
Somewhat Important

Assessor conclusions:

No numeric goals have been established in association with performance measures, although the State plans to do so in 2018.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 357:

Is there performance reporting for the trauma registry that provides specific timeliness, accuracy, and completeness feedback to each submitting entity?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There are localized tools for tracking and providing feedback regarding timeliness and completeness of trauma data. The XML file submission report provides some metrics. However, the State does not appear to provide accuracy feedback to submitting agencies.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 358:

Are high frequency errors used to update trauma registry training content, data collection manuals, and validation rules?

Standard of Evidence:

Provide the formal methodology or describe the process by which high frequency errors are used to update trauma registry training content, data collection manuals, and validation rules.

Question Rank:
Very Important

Assessor conclusions:

Errors are tracked by the vendor. Low frequency or local issues are addressed with the submitting agency. High frequency errors are addressed with additional training on a system-wide level.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 359:

Are quality control reviews conducted to ensure the completeness, accuracy, and uniformity of injury data in the trauma registry?

Standard of Evidence:

Provide a sample quality control review of injury records that details the system's data completeness.

Question Rank:
Somewhat Important

Assessor conclusions:

The trauma registry data regularly undergoes a 'cleaning and deduplication' process which allows the State to address issues in the completeness, accuracy, and uniformity of the data.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 360:

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

Standard of Evidence:

Describe the analyses, provide a sample record or output, and specify their frequency.

Question Rank:
Less Important

Assessor conclusions:

The trauma registry dataset is reviewed annually. The query system allows the user to select the year of interest and provides comparative tables and graphs.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 361:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Data quality concerns from data users are not regularly communicated to trauma data collectors and managers. However, the concerns from "key users" are often used to make systemic changes.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 362:

Are trauma registry data quality management reports produced regularly and made available to the State TRCC?

Standard of Evidence:

Provide a sample quality management report and specify frequency of transmission to the State TRCC.

Question Rank:
Somewhat Important

Assessor conclusions:

Trauma data quality reports are regularly produced. There is an intention to share the report with the grant manager and TRCC in 2018. A summary of the XML data may be sufficient for their needs.

Respondents assigned	1	Responses received	1	Response rate	100%

Question 363:

Are there automated edit checks and validation rules to ensure that entered data falls within a range of acceptable values and is logically consistent among data elements?

Standard of Evidence:

Provide the formal methodology or describe the process by which automated edit checks and validation rules ensure entered data falls within the range of acceptable values and is logically consistent among fields.

Question Rank:
Very Important

Assessor conclusions:

The Texas Electronic Registration System has built-in edit checks and business rules to ensure consistency across the data. The system also includes a question indicating whether the record involved a transportation injury.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 364:

Is limited state-level correction authority granted to quality control staff working with vital records in order to amend obvious errors and omissions without returning the report to the originating entity?

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Records must be amended by the person who certified the manner and cause of death. This data cannot be amended at any other level.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 365:

Are there formally documented processes for returning rejected data to the collecting entity and tracking resubmission to vital records?

Standard of Evidence:

Provide the formal methodology or describe the process by which rejected data is returned to the collecting agency and tracked through resubmission to vital records.

Question Rank:
Very Important

Assessor conclusions:

The vital records system's initial validation checks prevent a record from being rejected after it has been entered into the system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 366:

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

Standard of Evidence:

Provide a complete list of timeliness performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

A submission deadline helps set the baseline for a performance measure but is not a performance measure on its own. An example of a performance measure in this case would be - 98% of all death certificates in the State are submitted within 10 days of death.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 367:

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

Standard of Evidence:

Provide a complete list of accuracy performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

NCHS standards for collecting and analyzing mortality data are different from performance measures for accuracy. A performance measure takes into account the current status of data accuracy, then defines stepwise goals for the future that can be monitored to measure improvement.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 368:

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

Standard of Evidence:

Provide a complete list of completeness performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

There are no completeness performance measures for the vital records data system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 369:

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

Standard of Evidence:

Provide a complete list of uniformity performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The NCHS sets a standard for the quality of the data collected under their system. However, these standards are not established as performance measures that would help the State determine if any deficiencies develop in their data collection system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 370:

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

Standard of Evidence:

Provide a complete list of integration performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Performance measures related to the integration of vital records data with other traffic records system components have not been established.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 371:

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

Standard of Evidence:

Provide a complete list of accessibility performance measures for vital records and explain how these measures are used to inform decision-making.
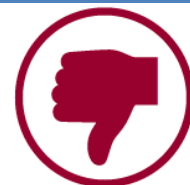
Question Rank:
Very Important

Assessor conclusions:

There are no accessibility performance measures for the vital records data system.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 372:

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

Standard of Evidence:

Provide specific numeric goals and related performance measures for each attribute as determined by the State.

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not have performance measures, and therefore also does not have numeric goals to track those measures.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 373:

Is there performance reporting for vital records that provides specific timeliness, accuracy, and completeness feedback to each submitting entity?

Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Timeliness, completeness, and accuracy check information is provided to vital records data submitters by the State. However, it is unclear if a specific metric has been established for this practice.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 374:

Are high frequency errors used to update vital records training content, data collection manuals, and validation rules?

Standard of Evidence:

Provide the formal methodology or describe the process by which high frequency errors are used to update vital records training content, data collection manuals, and validation rules.

Question Rank:
Very Important

Assessor conclusions:

The State holds regional and annual conference trainings, during which data quality issues are addressed.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 375:

Are quality control reviews conducted to ensure the completeness, accuracy, and uniformity of injury data in the vital records?

Standard of Evidence:

Provide a sample quality control review of injury records that details the system's data completeness.

Question Rank:
Somewhat Important

Assessor conclusions:

Validation errors provided by NCHS are reviewed by the State's vital records office, who then contacts providers to verify and correct the information if necessary.

Respondents assigned	2	Responses received	1	Response rate	50%

Question 376:

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

Standard of Evidence:

Describe the analyses, provide a sample record or output, and specify their frequency.

Question Rank:
Less Important

Assessor conclusions:

Periodic comparative and trend analyses are reportedly conducted, looking at sociodemographic and regional factors and for "several outcomes". Reports are not available to the public due to small counts and were not available for review.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 377:

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

Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State's vital records agency reviews validation errors provided by the National Center for Health Statistics and contacts submitting agencies to verify and correct information if needed. Input provided from other data users, researchers, and epidemiologists on data quality is received via a variety of means.

Respondents assigned	2	Responses received	2	Response rate	100%

Question 378:

Are vital records data quality management reports produced regularly and made available to the State TRCC?

Standard of Evidence:

Provide a sample quality management report and specify frequency of transmission to the State TRCC.

Question Rank:
Somewhat Important

Assessor conclusions:

Data quality management reports for the vital records system are not regularly made available to the State TRCC.

Respondents assigned	2	Responses received	1	Response rate	50%

Data Use and Integration

The ability to establish direct record linkage from one dataset to the associated record in another independent dataset is a challenge that all states find when attempting to establish traffic records data systems integration initiatives. Texas has demonstrated a culture of cooperation in their ability to grant access to specific agency data to other agencies and users. Sharing data among agencies is an essential prerequisite in eventual integration across multiple data custodians. That willingness by the State TRCC avoids the status quo exemplified by simple co-existence at best and a collection of "silo agencies" at worst.

Additionally, the State has had the foresight to reign in the threats of unstructured data governance by offering resources to individual agencies for the protection of PII/PHI data. This is especially important when the State remains a decentralized entity for overarching governance policy making. While the State has made the investment in a Statewide Data Coordinator and an Office of Statewide Data Program, this assessment found no narrative detailing how these resources support traffic safety data integration and formal data quality management. It should be noted that there is presently a FY 2018 initiative for the design and implementation of a comprehensive plan for data policy, access, and integration.

Integration capabilities between most major traffic records data sets were identified as either presently nonexistent or forthcoming. The exceptions were two specific evidence examples (EMS to Trauma record linkage and a special study using integrated crash, roadway, and citation data). Although, Injury Surveillance data linkage is valuable for crash severity specific questions, the State falls short of the desired goal of comprehensive traffic records data integration. And the special study, while demonstrating a notable accomplishment, did not support on-going linkage for further initiatives. The evolution of these capabilities should include the involvement of the State's TRCC for a needs identification over time. Additional consideration should be given to the full integration of all ancillary data sets to their crash records.

Overall, Texas has demonstrated a culture of committed traffic record system data use development, growth, and vision. Evidence presented in this assessment indicates a continued pursuit of knowledge for the improvement of traffic safety. The key consideration to take forth would be how the TRCC can support future initiatives and serve both as an advocate and stakeholder in a comprehensive traffic records system that uses routine integrated data sets in problem solving and quality improvement.

Considerations

Capitalize on the existing culture of willingness to share traffic records data sets.

Ensure the findings from their FY 2018 TTI plan includes the means of establishing standardized data access and use policies across TRCC represented agencies.

Consider a TRCC goal of telling the story of what has been accomplished and highlight plans to enhance further accessibility and integration.

Establish TRCC goals around data accessibility and integration to reduce preventable death and injury based on data-driven decision making.

Question 379:

Do behavioral program managers have access to traffic records data and analytic resources for problem identification, priority setting, and program evaluation?

Standard of Evidence:

Identify the data source(s), (crash, roadway, driver, vehicle, citation adjudication, injury surveillance), discuss and provide examples of program specific analysis (e.g., reports, fact sheets, web pages, ad hoc analyses.

Question Rank:
Very Important

Assessor conclusions:

The State's TRCC individual programs have various levels of access and analytical capabilities to either their own data or data from other agencies. The State DOT has referenced early successful results in an evolving effort that included crash mapping, citation record linkage to driver records, and additional linkage of crash to injury records.

The map entitled, "Bexar County Fatal/Incap (K/A) Crashes 8/1/2014 through 7/31/2017" was submitted as evidence and demonstrates the integration of roadway and crash data through their TxDOT's CRIS system. This map type was used in problem identification and resource allocation.

In getting to a full understanding of the State's capabilities the review of the evidence associated with the referenced successes in citation and driver records linkage, as well as, their linkage of crash to injury records would be very helpful. Especially, in the outcome of such uses. Additional evidence in the form of standard reports (such as fact sheets), ad-hoc analysis capability (e.g. a web portal), or expert resources for ad-hoc analyses would help in achieving a "Meets Advisory Ideal" rating.

Respondents assigned	10	Responses received	6	Response rate	60%

Question 380:

Does the State have a data governance process?

Standard of Evidence:

Provide a narrative detailing the State's data governance process, identifying the personnel involved and describing how it supports traffic safety data integration and formal data quality management.

Question Rank:
Somewhat Important

Assessor conclusions:

The State does have valuable resources in the form of a Statewide Data Coordinator (SDC) and their Office of the Statewide Data Program (SWDP) to provide expertise in governance policy and process. However, the State remains a decentralized State regarding overarching policy development and relies upon individual state agencies for program specific policy development. It would be helpful to the assessors if an example of how these capabilities were used in the successful implementation of a present data governance process at the agency level. Specifically, how these resources have supported traffic safety data integration and formal data quality management.

Respondents assigned	3	Responses received	2	Response rate	66.7%

Question 381:

Does the State have a formal traffic records system inventory that identifies linkages useful to the State and data access policies?

Standard of Evidence:

Provide a copy of the system inventory specifying all traffic records data sources, system custodians, data elements and attributes, linkage variables, linkages useful to the State, and data access policies.

Question Rank:
Very Important

Assessor conclusions:

The State does not currently have a formal traffic records system inventory that identifies linkages useful to the State and support of data access policies. However, it should be noted that the State plans on working with their TTI agency to develop such an inventory and access policies.

Respondents assigned	10	Responses received	5	Response rate	50%

Question 382:

Does the TRCC promote data integration by aiding in the development of data governance, access, and security policies for integrated data?

Standard of Evidence:

Identify, with appropriate citations, the TRCC strategic plan sections that demonstrate the promotion of data integration.

Question Rank:
Somewhat Important

Assessor conclusions:

The State is presently awaiting the results of a data-governance research project initiated in FY 2018. Once this project is completed they expect to have a clear path towards meeting the goals of traffic records integration, policy, and access.

Respondents assigned	6	Responses received	1	Response rate	16.7%

Question 383:

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

Standard of Evidence:

Document an integrative crash-driver link, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include an assessment of graduated drivers' license (GDL) law effectiveness or of crash risk associated with motorcycle rider training, licensing, and behavior.

Question Rank:
Very Important

Assessor conclusions:

Driver data is not currently integrated with crash data for specific analytical purposes. However, it should be noted that their driver history data is shared quarterly with the Department of Public Safety for independent data analysis.

Respondents assigned	8	Responses received	2	Response rate	25%

Question 384:

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

Standard of Evidence:

Document an integrative crash-vehicle link, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include crash trends among vehicle types or vehicle weight restriction by road classification.

Question Rank:
Very Important

Assessor conclusions:

Vehicle data is not currently integrated with crash data for specific analytical purposes. However, it should be noted that vehicle data is made available to the Department of Public Safety, the Law Enforcement Communications System, and to the CRIS crash reporting system per Chapter 730 of the Texas Transportation Code.

Respondents assigned	7	Responses received	3	Response rate	42.9%

Question 385:

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

Standard of Evidence:

Document an integrative crash-roadway link, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include the identification of high crash locations and locations with similar roadway attributes or an assessment of engineering countermeasures' effectiveness.

Question Rank:
Very Important

Assessor conclusions:

The State affirmed that they can pull crash data by road segment latitude and longitude, control sections and miles points, and Distance from Origin. It has been used in the calculation of crash rates by injury severity and presented in map format through their MAP application. However, there does not appear to be any actual linkage between crash and roadway data, nor were any examples of analysis making use of the linked data provided. The example STEP maps and the sample Tableau file (Map of Travis County Crash Map and a Tableau report for Bosque County Crashes, 2016-2017) both show examples of crash data analysis, but do not integrate roadway feature data with the crash data. If further explanation to support linkage detail were submitted, an improved rating might have been possible.

Respondents assigned	7	Responses received	4	Response rate	57.1%

Question 386:

Is citation and adjudication data integrated with crash data for specific analytical purposes?

Standard of Evidence:

Document an integrative crash-citation or adjudication link, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include an assessment of the relationship between illegal actions and crashes for specific driver subpopulations (e.g., older drivers) or of crash-involved DUI offenders' adjudications.

Question Rank:
Very Important

Assessor conclusions:

Citation and adjudication data is not currently integrated with crash data for specific analytical purposes. It should be noted that their future statewide citation system may provide data to the Department of Transportation crash staff to perform analysis. Thus offering the potential integration of adjudication and crash data.

A "Partial" rating was given because the state did demonstrate this capability with a special study where modeling techniques were used based upon crash, roadway, and citation data integration. A final report note should include moving this capability from special to on-going.

Respondents assigned	8	Responses received	4	Response rate	50%

Question 387:

Is injury surveillance data integrated with crash data for specific analytical purposes?

Standard of Evidence:

Document an integrative crash-injury surveillance link, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include injury outcomes by specific crash type or injuries associated with occupant protection.

Question Rank:
Very Important

Assessor conclusions:

The State identified the fact that crash data is released to the Department of State Health Services (DSHS) by the Department of Transportation (DOT). However, there is no direct linkage between the DSHS and DOT data sets. It should be noted that the State currently links two of their ISS data sets (EMS and Trauma Registry) and results used for crash specific incident analyses.

An observational note: The specific goal of this question is an understanding of crash record integration with ISS data sets. While, ISS data sets to ISS data sets is a valuable outcome, it doesn't address this question.

Respondents assigned	6	Responses received	2	Response rate	33.3%

Question 388:

Are there examples of data integration among crash and two or more of the other component systems?

Standard of Evidence:

Document an integrative link among crash and multiple data systems, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include an assessment of the safety impact of differential speed limits for different vehicle types.

Question Rank:
Somewhat Important

Assessor conclusions:

The State has no examples of routine data integration among crash records and two or more of the other component systems. They have successfully linked EMS and Trauma data, but this does not represent specific crash record information in their linkage results. The State did use the example of their special study where modeling techniques were used based upon crash, roadway, and citation data integration. As a result a "Partial" rating was given again because the state did demonstrate this capability with a special study. A final report note should include using this successful initiative as a template for other routine multiple TRCC data set linkage projects.

Respondents assigned	11	Responses received	6	Response rate	54.5%

Question 389:

Is data from traffic records component systems—excluding crash—integrated for specific analytical purposes?

Standard of Evidence:

Document an integrative link using at least two traffic record component systems excluding the crash system. Include the systems, their linkage variables, example analysis, and the frequency of linkage. Example analyses could include an assessment of recidivism among specific driver populations.

Question Rank:
Somewhat Important

Assessor conclusions:

The State referenced the existence of data integration between Roadway Data systems and a variety of systems for various purposes such as project scoring and prioritization (through Decision Lens), identifying "Top 100 Congested Roadway Segments", and for the Pavement Management System. However, it is not clear if such integration includes other traffic records data systems, which would be: Driver, Vehicle, Citations and Adjudication, or Injury Surveillance. (Integration between different roadway data sets does not meet this question's intent.)

It should be noted that OCA will be looking at potentially sharing data with Injury Surveillance and Driver in the future, which would qualify for this question.

Respondents assigned	10	Responses received	6	Response rate	60%

Question 390:

Do decision-makers have access to resources—skilled personnel and user-friendly access tools—for the use and analysis of integrated datasets?

Standard of Evidence:

Identify the analytical resources available: personnel, software, or online resources. Specify the decision-makers who have access to these resources.

Question Rank:
Somewhat Important

Assessor conclusions:

A partial rating was given based on the fact that DPS has statisticians who have access to the CRIS system along with other databases, and provide data for creating analytical products. Some qualified users are given direct access to CRIS. However, it is unclear how many decision-makers have access to those resources. Additionally, it's unclear to what degree CRIS or the DPS really integrate data from multiple traffic records component systems. The State did submit a copy of their State Planning Map, but that tool does not really integrate data from multiple traffic records component systems and even if it did so, no evidence was submitted that specifically identify associated personnel, software, online resources or the decision-makers who have access to this resource.

Respondents assigned	16	Responses received	8	Response rate	50%

Question 391:

Does the public have access to resources—skilled personnel and user-friendly access tools—for the use and analysis of integrated datasets?

Standard of Evidence:

Identify the analytical resources available to the public: personnel, software, or online resources. Specify how the public has access to these resources.

Question Rank:
Somewhat Important

Assessor conclusions:

The State provided several examples of data access points to traffic records data. However, none of those references represent integrated data sets. As a result it is unclear whether users have access to skilled personnel and user-friendly access tools related to integrated data sets.

Respondents assigned	17	**Responses received**	9	**Response rate**	52.9%

Appendix A

Assessment Participants

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State and Local Respondents

The following State and Local staff assisted in the Assessment by providing responses to the Advisory criteria and questions.

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Appendix B

National Acronyms and Abbreviations

AADT	Average Annual Daily Traffic
AAMVA	American Association of Motor Vehicle Administrators
AASHTO	American Association of State Highway and Transportation Officials
ACS	American College of Surgeons
AIS	Abbreviated Injury Score
ANSI	American National Standards Institute
ATSIP	Association of Transportation Safety Information Professionals
BAC	Blood Alcohol Concentration
CDC	Center for Disease Control
CDIP	NHTSA's Crash Data Improvement Program
CDLIS	Commercial Driver License Information System
CODES	Crash Outcome Data Evaluation System
DDACTS	Data Driven Approaches to Crime and Traffic Safety
DHS	Department of Homeland Security
DMV	Department of Motor Vehicles
DPPA	Drivers Privacy Protection Act
DOH	Department of Health
DOJ	Department of Justice
DOT	Department of Transportation
DOT-TRCC	The US DOT Traffic Records Coordinating Committee
DRA	Deputy Regional Administrator (NHTSA)
DUI	Driving Under the Influence
DUID	Driving Under the Influence of Drugs
DWI	Driving While Intoxicated
ED	Emergency Department
EMS	Emergency Medical Service
FARS	Fatality Analysis Reporting System
FDEs	Fundamental Data Elements
FHWA	Federal Highway Administration
FMCSA	Federal Motor Carrier Safety Administration
GCS	Glasgow Coma Scale
GDL	Graduated Driver Licensing
GES	General Estimates System
GHSA	Governors Highway Safety Association
GIS	Geographic Information System
GJXDM	Global Justice XML Data Model
GPS	Global Positioning System
GRA	Government Reference Architecture
HIPAA	Health Information Privacy and Accountability Act
HPMS	Highway Performance Monitoring System
HSIP	Highway Safety Improvement Plan
HSP	Highway Safety Plan

ICD-10	International Classification of Diseases and Related Health Problems
IRB	Institutional Review Board
ISS	Injury Severity Score
IT	Information Technology
JIEM	Justice Information Exchange Model
LEIN	Law Enforcement Information Network
MADD	Mothers Against Drunk Driving
MCMIS	Motor Carrier Management Information System
MIDRIS	Model Impaired Driving Records Information System
MIRE	Model Inventory of Roadway Elements
MMUCC	Model Minimum Uniform Crash Criteria
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
NAPHSIS	National Association for Public Health Statistics and Information Systems
NCHIP	National Criminal History Improvement Program
NCHS	National Center for Health Statistics
NCIC	National Crime Information Center
NCSC	National Center for State Courts
NDR	National Driver Register
NEMSIS	National Emergency Medical Service Information System
NGA	National Governor's Association
NHTSA	National Highway Traffic Safety Administration
NIBRS	National Incident-Based Reporting System
NIEM	National Information Exchange Model
NLETS	National Law Enforcement Telecommunication System
NMVTIS	National Motor Vehicle Title Information System
NTDS	National Trauma Data Standard
PAR	Police Accident Report
PDPS	Problem Driver Pointer System
PDO	Property Damage Only
PII	Personally Identifiable Information
RA	Regional Administrator (NHTSA)
RDIP	FHWA's Roadway Data Improvement Program
RPM	Regional Program Manager (NHTSA)
RTS	Revised Trauma Score
RMS	Records Management System
RPC	Regional Planning Commission
SaDIP	FMCSA's Safety Data Improvement Program
SAVE	Systematic Alien Verification for Entitlements
SHSP	Strategic Highway Safety Plan
SME	Subject Matter Expert
SSOLV	Social Security Online Verification
STRAP	State Traffic Records Assessment Program
SWISS	Statewide Injury Surveillance System
TCD	Traffic Control Devices
TRA	Traffic Records Assessment
TRIPRS	Traffic Records Improvement Program Reporting System
TRCC	Traffic Records Coordinating Committee
TRS	Traffic Records System

UCR	Uniform Crime Reports
VIN	Vehicle Identification Number
VMT	Vehicle Miles Traveled
XML	Extensible Markup Language

State-Specific Acronyms and Abbreviations

CJIS	Criminal Justice Information System
CMS	Case Management System
CMV	Commercial Motor Vehicle
CRIS	TxDOT's Crash Records Information System
DL	Driver License
DLIR	Driver License Image Retrieval
DLS	Texas Driver License System
DPS HSOC	Texas Highway Patrol Division Highway Safety Operations Center
DSHS	Texas Department State Health Services
DUI	Driving Under the Influence
EDMS	Electronic Document Management System
ERMS	Electronic Records Management System
FEIN	Federal Employer Identification Number
FTP	File Transfer Protocol
GRA	Global Justice Reference Architecture
GRID	The Geospatial Roadway Inventory Database
HDD	Hospital Discharge Data
HEAT	Helpdesk Expert Automation Tool
HSM	AASHTO - Highway Safety Manual
IRP	International Registration Plan
LEA	law enforcement agency
LEL	Law Enforcement Liaison
LRS	Location Reference System
MAP-21	Moving Ahead for Progress in the 21st Century Act
MOU	memo of understanding
MVC	Motor Vehicle Crashes
MVR	Motor Vehicle Report
NCIB	National Crime Insurance Bureau
NCIPC	National Center for Injury Prevention and Control
NIEM	National Information Exchange Model
NTDB	National Trauma Data Bank
OWI	Operating While Impaired
PCR	Patient Care Report
PRISM	Performance and Registration Information Systems Management
QA	Quality Assurance
QC	Quality Control
QCQA	Quality Control Quality Assurance
RIMS	Roadway Information Management System
RTS	Texas Registration and Title System
SAFETYNET	Federal Motor Carrier Safety Administration database management system that allows entry, access, analysis, and reporting of data from driver/vehicle inspections, crashes, compliance reviews, assignments, and complaints
SDLC	Software Development Lifecycle
SFTP	Secure File Transfer Protocol
SPF	Safety Performance Function
STEP	Selective Traffic Enforcement Program

TCIC	Texas Crime Information Center (TCIC)
THCIC	Texas Health Care Information Collection
TLETS	Texas Law Enforcement Telecommunications System
TRA	Traffic Records Assessment
TRB	Transportation Research Board
TRSP	Traffic Records Strategic Plan
TSA	Transportation Security Administration
TSIP	Traffic Safety Improvement Plan
TSIS	Traffic Safety Information Systems
TTI	Texas Transportation Institute
TxDMV	Texas Department of Motor Vehicles
TxDOT	Texas Department of Transportation
TxDPS	Texas Department of Public Safety
TxOCA	Texas Office of Court Administration
UCR	United Carrier Registration - ICC
UI	User Interface
USCIS	United States Citizenship and Immigration Services
UTT	Uniform Traffic Ticket
WISQARS	Web-based Injury Statistics Query and Reporting System