



State of Alaska

Traffic Records Assessment

July 15, 2016

National Highway Traffic Safety Administration

Technical Assessment Team





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Executive Summary

Out of 391 assessment questions, Alaska met the Advisory ideal for 130 questions (33.2%), partially met the Advisory ideal for 73 questions (18.7%), and did not meet the Advisory ideal for 188 questions (48.1%).

As Figure 1 illustrates, within each assessment module, Alaska met the criteria outlined in the *Traffic Records Program Assessment Advisory* 52.6% of the time for Traffic Records Coordinating Committee Management, 68.8% of the time for Strategic Planning, 25% of the time for Crash, 35.9% of the time for Vehicle, 35.6% of the time for Driver, 21.1% of the time for Roadway, 40.7% of the time for Citation / Adjudication, 30.1% of the time for EMS / Injury Surveillance, and 7.7% of the time for Data Use and Integration.

Figure 1: Rating Distribution by Module

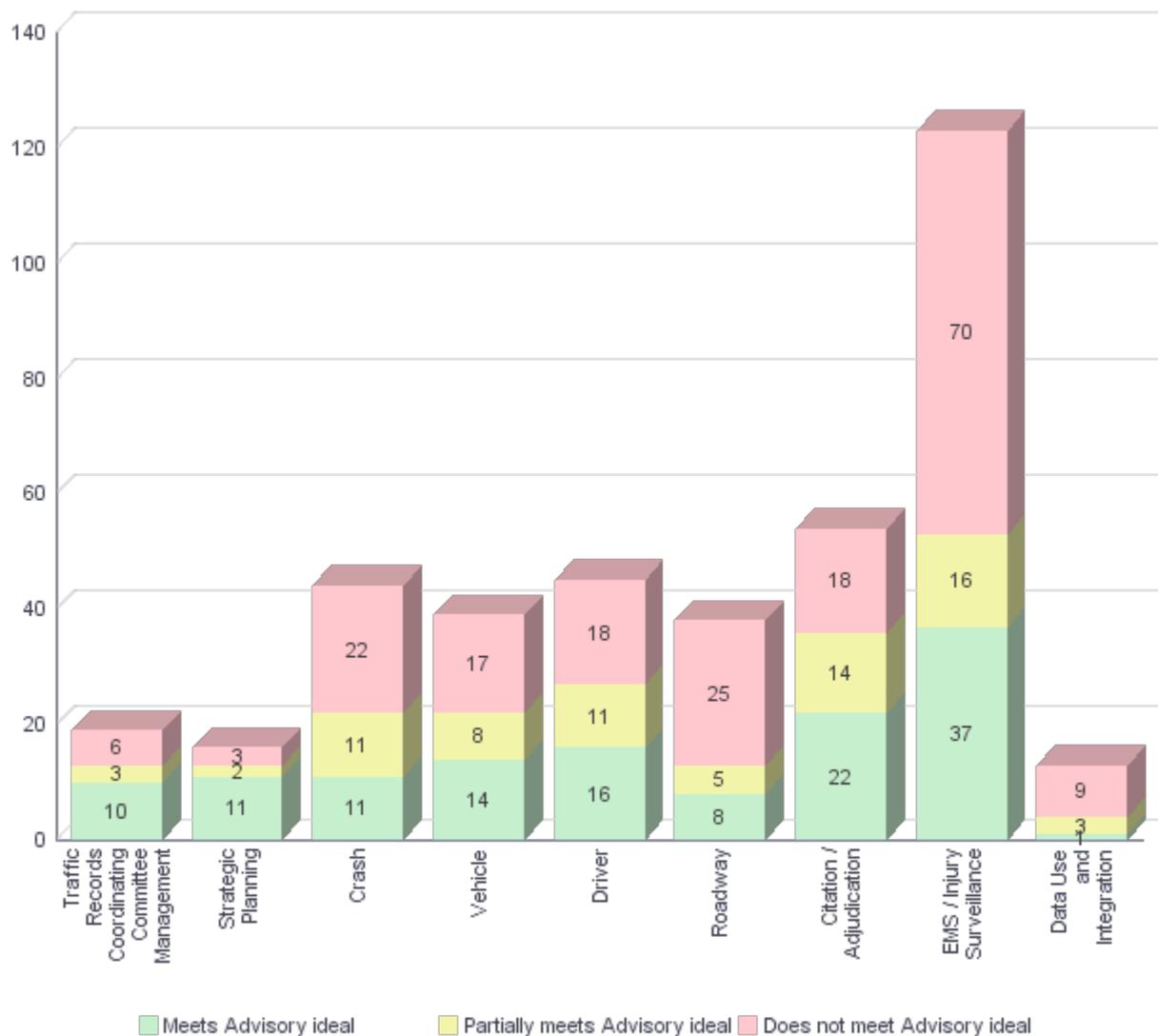




Figure 2: Assessment Section Ratings

	 Crash	 Vehicle	 Driver	 Roadway	 Citation / Adjudication	 EMS / Injury Surveillance
Description and Contents	88.1%	88.9%	70.0%	73.3%	73.7%	51.0%
Applicable Guidelines	100.0%	90.9%	100.0%	50.0%	57.9%	66.7%
Data Dictionaries	33.3%	71.4%	50.0%	33.3%	84.1%	73.3%
Procedures / Process Flow	68.8%	60.6%	85.3%	60.4%	90.1%	62.3%
Interfaces	46.7%	84.8%	66.7%	55.6%	57.1%	33.3%
Data Quality Control Programs	42.8%	49.6%	44.4%	47.3%	55.1%	54.9%
Overall	59.4%	64.6%	64.1%	53.0%	70.9%	57.5%

	Overall
Traffic Records Coordinating Committee Management	74.0%
Strategic Planning for the Traffic Records System	84.9%
Data Use and Integration	46.5%

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—





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

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

Crash Recommendations

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

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

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

Driver Recommendations

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

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

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 / 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 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.

EMS / Injury Surveillance Recommendations

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

Improve the 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.

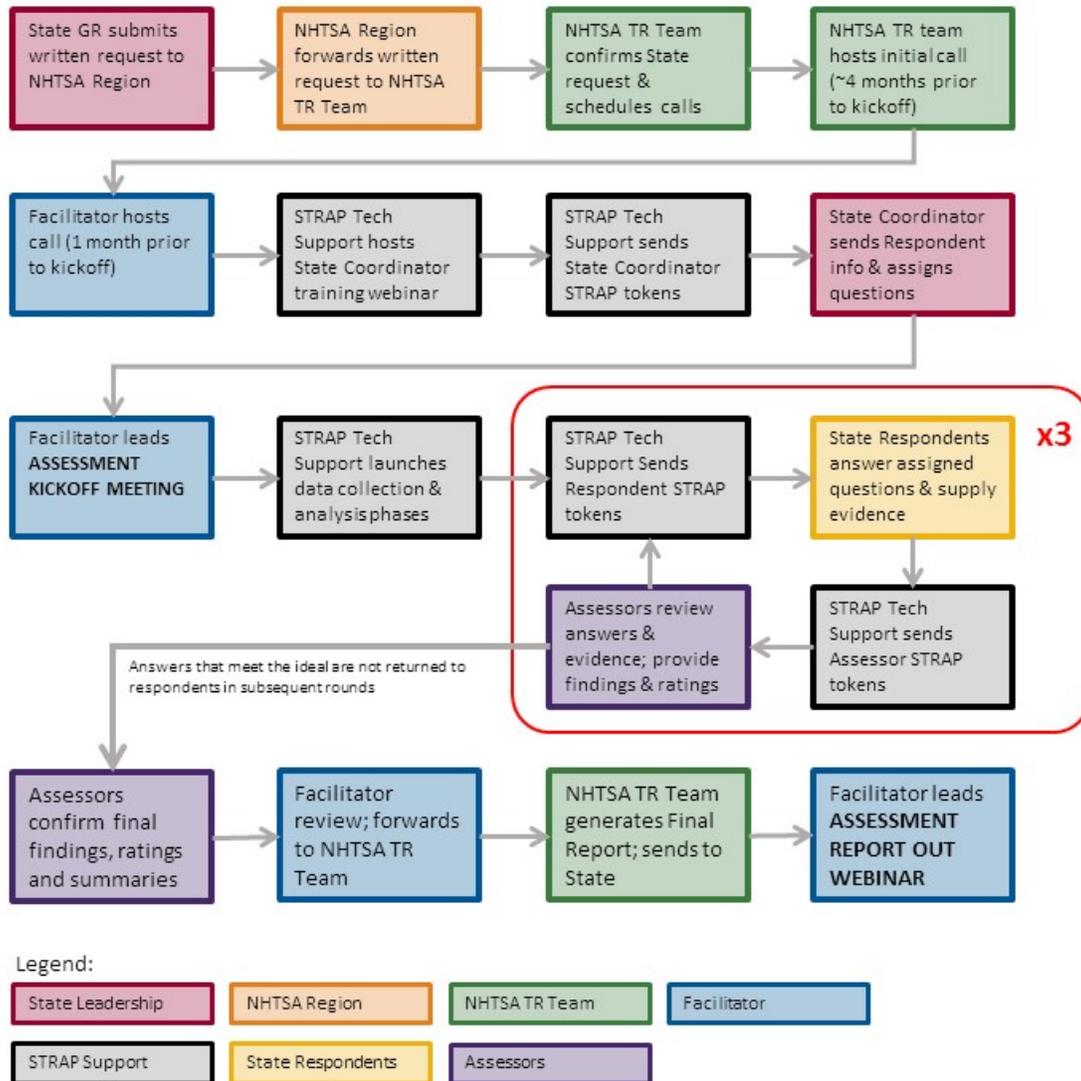
Figure 4: State Schedule for the Traffic Records Assessment

Kickoff	April 11, 2016
Begin first Q&A Cycle	April 12, 2016
End first Q&A Cycle	April 29, 2016
Begin second Q&A Cycle	May 12, 2016
End second Q&A Cycle	May 27, 2016
Begin third Q&A Cycle	June 09, 2016
End third Q&A Cycle	June 24, 2016
Assessors’ Final Results Complete	July 07, 2016
Final Report Due	July 15, 2016
Debrief	July 26, 2016





Figure 5: State Traffic Records Assessment Process





Results

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

Legend:



Meets



Partially meets



Does not meet





Traffic Records Coordinating Committee Management

Alaska's Traffic Records Coordinating Committee (TRCC) is a single-tier committee comprised of working-level, technical membership. It meets on a quarterly basis and its members are active. All of the six core component areas have representation on the TRCC, including the Alaska State Troopers and local law enforcement representation in the form of the Anchorage Police Department, as well as representatives from Injury Prevention, Health and Social Services, the Court System, Division of Motor Vehicles, the University of Alaska, and Transportation. Alaska is actively seeking to establish an executive level TRCC; however, at a minimum, the current TRCC would benefit from the addition of executive-level members in the short-term while the larger effort moves forward. Adding participation from executive-level members would serve to improve communication and sharing of knowledge. Active participation across core component areas at both the technical and executive levels will increase collaboration and communication and can only benefit traffic records system stakeholders.

The development, implementation, and monitoring of the Traffic Records Strategic Plan is a key responsibility of a State TRCC, as well as ensuring each core component area is represented in the plan. In Alaska, it appears the current strategic plan was adopted in 2012. While membership is briefed regularly on 405c funded projects, it appears only portions of the plan are updated annually. However, Alaska is scheduled to conduct a complete overhaul of their plan in FFY 2017. Performance measures with established goals and baselines have been thoroughly documented in the Alaska Traffic Records Strategic Plan for the core data systems and also cover timeliness, accuracy, completeness, accessibility, uniformity, and integration for each system. Goals have been identified for upcoming years and it appears that the TRCC receives updates on these performance measures on a quarterly basis.

Performance measure reporting and oversight on a regular basis at quarterly TRCC meetings, as well as discussions of problems, successes, and solutions, benefit the entire traffic safety community. Performance measures should be designed to provide important actionable information to data system managers. This will assist the TRCC and its partners with decision-making and allocation of funding to ensure it has the greatest impact on traffic safety. Improvement of performance measures in the strategic plan can be accomplished by making use of NHTSA resources and the CDIP and RDIP programs, for example. Also, routine monitoring of performance measures to ensure they continue to be useful is also important to an effective strategic plan. Well-crafted performance measures with meaningful goals and baselines are crucial to monitoring progress over time and provide a mechanism to judge improvements that are being made to the State's traffic records systems. The NHTSA Model Performance Measures for State Traffic Records Systems document is a good resource for considering and implementing measures for all of the traffic records datasets.

A more robust quality control program also can be beneficial. The TRCC should consider implementing a program which would allow committee members to receive more routine information regarding data quality. This would allow the TRCC to have some oversight and monitoring of quality and accuracy across all of the State's traffic records systems.

Alaska does have a single, extensive, and comprehensive statewide traffic records inventory which reflects all traffic records systems across the core component areas; however, it has not been kept up-to-date. It has been approximately six years since it was last updated. This is not





uncommon, as many States and their State agencies hold and maintain their data dictionaries and documentation for traffic safety systems independently from one another. It would be beneficial for Alaska to pursue an update to its traffic records inventory, as there likely have been changes made in data collection in multiple systems over time. An up-to-date traffic records inventory is a useful and pragmatic document that can be used to ensure efforts are not duplicated and data is accessible to those who need it to make good decisions. It can also help traffic records system owners identify areas where there are opportunities for data integration. As data from traffic records systems become more widely used, this will assist in streamlining processes, reduce duplication of effort, and allow data to be more fully utilized to make roadways safer.

Consideration should be given to conducting a training needs assessment which would be utilized to identify the overall needs of traffic records system users across all core component areas. It would benefit all members to hold a meeting to discuss the technical and training needs of traffic records system users. Frontline users, including local law enforcement, should be included in this discussion so that their needs can be documented and examined. Users of the various traffic records systems from State agencies should also be included. Active participation in the Alaska TRCC from system end users is equally as important as participation from the system owners. In addition, adding a topic to each meeting to discuss training needs would also help ensure monitoring of this important element.

The Alaska TRCC has established a formal process for reviewing, evaluating, and approving federal traffic records improvement grant funding annually, with the Alaska Highway Safety Office making the final awards and managing the grants. The Alaska TRCC receives updates on all 405c projects at their quarterly meetings. In addition, there are a number of other federal funding sources that have been identified and utilized for traffic records improvement efforts including funds from 408, HSIP, and the Statewide Transportation Improvement Program (STIP). Consideration should continue to be given to explore these and other potential funding sources for traffic records projects in addition to the NHTSA funding which is traditionally available. These funding sources, such as FHWA and FMCSA, should be explored and oftentimes there can be opportunities for State funding to be utilized as well. State representatives from FMCSA and FHWA should also be included in membership of the TRCC. They often have insight into other federal funding which may be available to the State. In addition, they can brief the committee regarding decisions that are being made at the federal level which may impact traffic records at the State level.

Overall, the Alaska TRCC seems to be functioning well under its current structure, although consideration should be given to the addition of an executive-level TRCC or inclusion of executive membership on the existing TRCC. Opportunities for TRCC growth in the coming years include: expanding executive-level membership and adding representatives from State FMCSA and FHWA offices, updating the strategic plan and establishing regular quality control reporting, updating the comprehensive formal traffic records inventory, and organization of a training and technical needs assessment.





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:

Alaska does not currently have an executive level TRCC. It has an active technical TRCC with participation from all core component areas which meets on a monthly basis in winter, spring, and fall. However, it should be noted that Alaska is actively working to establish an executive TRCC.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 2:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

While Alaska does not currently have an executive level TRCC, they are working to establish one. They have identified the key personnel for participation, those who have the ability to direct their respective agency resources, and are communicating with them.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 3:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Alaska does not currently have an active executive level TRCC; however, they are in the process of attempting to engage the proper individuals to participate on an executive-level committee and would include this function as part of its responsibilities once that committee has been established.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 4:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Alaska has representation from all six core component areas on their technical TRCC; however, has no executive level committee. Participation from all areas is crucial to the success of the TRCC. Communication between agencies responsible for various traffic records systems is important to system improvement and integration.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 5:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The Alaska technical TRCC engages IT personnel within their respective agencies as needed when planning and implementing traffic records projects to help ensure project success. The State's technical TRCC lacks the leadership and authority to direct multi-agency IT projects to integrate crash data with other core systems. The State sees value in a more "statewide" IT approach to traffic records system integration and looks to improve communication on this front in future projects and with the establishment of a formal executive-level TRCC.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 6:

Is there a formal document authorizing the TRCC?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Alaska has a formal charter authorizing the technical TRCC, which was most recently updated in March 2016.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 7:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's technical TRCC developed and adopted their current strategic plan in 2012. They also review and update the plan each fiscal year. It does seem like the State has the leadership and coordination necessary to develop, implement, and monitor the TRCC strategic plan. TRCC members are briefed quarterly on 405c funded projects. The plan is scheduled for a complete overhaul in FFY2017 to incorporate the findings and considerations of the 2016 Traffic Records Assessment.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 8:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The technical TRCC has helped influence policy decisions that impact the State's traffic records system. The TRCC membership has conducted research into modifying the 12-200 crash reporting form based on feedback from law enforcement. Their intent is to help streamline the crash reporting process for law enforcement officers without sacrificing the collection of crucial traffic safety data elements. In doing so, they will help to re-shape the State's policy on crash data collection on a statewide level.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 9:

Does the TRCC allocate federal traffic records improvement grant funds?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Alaska TRCC has established a formal process for reviewing, evaluating, and approving federal traffic records improvement grant funding annually, with the Alaska Highway Safety Office making the final awards and managing the grants.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 10:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Performance measures with established goals and baselines have been thoroughly documented in the Alaska Traffic Records Strategic Plan for the core data systems and also cover timeliness, accuracy, completeness, accessibility, uniformity, and integration for each system. Goals have been identified for upcoming years and it appears that the TRCC receives updates on these performance measures on a quarterly basis.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 11:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

With active participation from all traffic records system core component areas, the Alaska TRCC is able to establish an environment for meaningful discussion and coordination among stakeholders. Communication is essential to making traffic records improvements and the improvement of the crash data backlog and identification of possible paths for implementation of an eCitation system are great cases illustrating how a TRCC can be influential in identifying and facilitating solutions to traffic records challenges.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 12:

Does the TRCC have a traffic records inventory?



Standard of Evidence:

Provide the traffic records inventory.

Question Rank:
Somewhat Important

Assessor conclusions:

Alaska does have a comprehensive traffic records inventory reflecting traffic records systems from core component areas; however, it has not been kept up-to-date. It has been approximately six years since the inventory has been updated. A review of the traffic records inventory would be beneficial to the Alaska TRCC and would help identify areas which may need to be updated. In addition, it would allow stakeholders to identify possible improvements which can be made and potential opportunities for integration across traffic records systems.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 13:

Does the technical TRCC have a designated chair?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Administrator/Manager of the Alaska Highway Safety Office currently serves as the designated chair of the Alaska TRCC. This is defined in the Alaska TRCC Bylaws and Committee Charter, as well as in the position's job description and duties.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 14:

Does the TRCC have a designated coordinator?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

A FARS Analyst serving in a Research Analyst role currently serves as the designated coordinator of the Alaska TRCC in a part-time capacity. The TRCC coordinator responsibilities are defined in the position's job description and duties.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 15:

Does the executive TRCC meet at least once annually?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Alaska does not currently have an executive level TRCC. However, they seek to establish one and anticipate that it would meet at a minimum on an annual basis.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 16:

Does the technical TRCC meet at least quarterly?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The Alaska technical TRCC meets at least on a quarterly basis. Typically, the Alaska TRCC meets monthly, except for in the summer months.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 17:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Alaska TRCC does not regularly oversee quality control or quality improvement programs which impact core data systems. However, the technical TRCC is provided updates on issues with the core data systems. There is an opportunity for Alaska to research and implement a system to provide this oversight moving forward. Doing so will help enable the TRCC to identify potential for streamlining and standardizing data collection across traffic records systems and will help identify opportunities for system integration.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 18:

Does the TRCC address technical assistance and training needs?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The Alaska TRCC does not currently address technical assistance or training needs of traffic records systems users. There is an opportunity for Alaska to implement better oversight in this area to ensure traffic records system users are receiving adequate technical assistance and proper training in order to best leverage, utilize, and analyze the wealth of data being collected across the core component systems. End users and data collectors must have solid technical support and training on how best to access and collect traffic safety data. This helps ensure the accuracy, consistency, reliability, timeliness, completeness, and proper analysis of the data being collected.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 19:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's technical TRCC uses a variety of federal funds for allocation of resources on traffic records improvement projects. The Alaska Traffic Records Strategic Plan identifies numerous traffic records projects that have been funded by a variety of federal and state funding sources including, but not limited to, 405c, 408, HSIP, and the Statewide Transportation Improvement Program (STIP).

Respondents assigned	2	Responses received	1	Response rate	50%
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Strategic Planning

Alaska has an impressive TRCC Strategic Plan and the State should be very proud of their work in developing the plan. They have a very clear process through which the document was developed and is regularly updated. The strategic plan identifies data system deficiencies, outlines steps taken to address each deficiency, and lists performance measures used to gauge progress.

The strategic plan does an excellent job of identifying strategies that address established goals, as well as documenting prioritization of projects underway, funding sources used, and how each project furthers the State's goals. The plan is reviewed and updated annually as well as rewritten every five years to reflect changes to its membership, goals, strategies, action plans, projects, performance measures, progress achieved, and planning processes.

However, there are some areas of the plan that need to be further developed. A process for identifying and addressing technical assistance and training needs should be created. As processes become more advanced and electronic in nature, it is important to have technical assistance and training for users. Training offers a prime opportunity to expand knowledge, develop skills, enhance job performance, and strengthen job satisfaction. The State considers new technology in several projects, but fails to consider lifecycle costs in implementing traffic records projects. The initial capital outlay cost is important, but it is only a portion of the costs over the asset's lifecycle that needs to be considered when making the investment decisions. The strategic plan does show funding sources; however, no process for leveraging federal funds and assistance programs seems to exist. The State's TRCC does explore and discuss the use of other federal funds, but this is more informal in nature. Developing and implementing a formal process may assist with communication and collaboration among groups. This may help address problems such as the TRCC not knowing about the Roadway Data Improvement Program until after it occurred in the State. The State should also develop a formal process for integrating State and local data needs and goals. The TRCC is discussing how to obtain representatives from local law enforcement and community organizations to participate in the TRCC. It is recommended that they continue these discussions and develop a formal 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:

The Alaska TRCC develops the strategic plan. It's developed in three phases, which allows them to update the overall strategic plan in coordination with recommendations from assessments, identify missions, goals, and objectives, and then finally use the plan as a guide to prioritize, implement, and monitor projects.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 21:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's strategic plan does identify deficiencies within the core data systems and it also identifies ways to improve these deficiencies.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 22:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has identified performance measures for each of their objectives within the strategic plan. These objectives address the different strategies for improving the core data systems with regards to timeliness, accuracy, completeness, uniformity, integration, and accessibility.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 23:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's strategic plan does identify the funding source and amount for each of their projects. It also identifies the appropriate goals and performance measures.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 24:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The TRCC has a method to prioritize projects based on the five year Strategic Plan. These projects are reviewed annually. The TRCC uses a scoring sheet to determine which projects are given priority status. Those already in the five year Strategic plan are given higher points in the scoring system.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 25:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

NHTSA's Model Performance Measures for Traffic Records Systems document is used as a guideline in developing the State's performance measures and objectives. With the help of a contractor, these were implemented as part of the strategic plan in 2012. There are performance measures and metrics for each core data system. Each performance measure references back to project numbers.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 26:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State's strategic plan does not currently address technical assistance and training needs.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 27:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

While the State's strategic plan contains a document that specifies which funds are to be used on each project, the TRCC does not have a process for leveraging federal funds and assistance programs in the strategic plan.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 28:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Within the grant applications for traffic system improvement funds (405c), performance measures and timelines must be included in the project proposal. Also, the technical TRCC ensures each objective is clearly stated, specific, and measurable.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 29:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There is not a formal process; however, there are discussions to integrate State and local needs. Representatives from local law enforcement and community organizations participate in the TRCC.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 30:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State's strategic plan does consider the use of new technology.

One of the largest ongoing projects is the Traffic and Criminal Software (TraCS). The TRCC continually monitors, funds, and promotes the deployment of this system to law enforcement agencies statewide to capture electronic crash records.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 31:

Does the TRCC consider lifecycle costs in implementing improvement projects?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State's strategic plan does not consider lifecycle costs in implementing improvement projects.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 32:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The TRCC works regularly with local agencies and organizations, as they are willing to participate. A local agency has been working with the committee to improve data transmitted to the courts. Additionally, the State plans to develop an inventory of potential data users in the future, but this project is not active currently.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 33:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Representatives from the State's FARS and SAFETYNET systems are active members of the technical TRCC. They have a voice and assist with the development, implementation, and monitoring of the strategic plan.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 34:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's technical TRCC does not have a process in place for identifying and addressing any impediments with Federal traffic records data systems.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 35:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's Strategic plan is reviewed annually and rewritten every five years based on the recommendations of the most current assessment.

Respondents assigned	2	Responses received	1	Response rate	50%
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Crash

Responsibility for collecting crash data lies with the Division of Motor Vehicles in the Department of Administration, but the custodial responsibility for crash data is granted to the Department of Transportation through a Memorandum of Understanding. Reportable motor vehicle crashes are defined in statute, but there are some discrepancies when it comes to reporting fatal crashes. Some fatal crashes that differ from the MMUCC and FARS definitions get entered in the State database, but are not counted in the State's performance measures which only use FARS reportable fatalities. Crashes that occur in non-trafficway areas are sometimes reported, but not with consistency.

Although some data is collected electronically and some on paper, the State uses one set of crash elements and all reports are consolidated into one statewide database. Personnel at the State level enter the paper reports into the database. The crash report form was updated to incorporate the MMUCC elements and attributes, as well as ANSI D-16 and ANSI D-20 definitions. The State has a three year backlog of crash data entry currently and is encouraged to continue its efforts to increase electronic crash data collection and submission and to make sure that all collection applications adhere to the most current State defined edits.

The crash system as a whole seems to lack readily available documentation such as a data dictionary and process/procedural documentation for error correction. A data dictionary would be very helpful for those who wish to use the data to define all elements and their acceptable values. Likewise, it was difficult to determine what data corrections are made and by whom. With the current situation, the State is focused on eliminating the backlog, but good documentation will be invaluable to those creating or moving to electronic data collection and submission.

Eliminating the backlog is essential as crash data is used in the Strategic Highway Safety Plan, as well as determining HSIP funding to align with the SHSP strategies. Crash data is also used (somewhat limited) by law enforcement agencies to prioritize law enforcement activity at the agency level.

Because of the large crash data backlog, the State has not incorporated crash system performance measures nor invested in interfaces with other systems beyond the roadway data. The crash report format collects data that would make interfaces possible with the other systems and the State is encouraged to pursue laying the groundwork for this while simultaneously working to reduce the backlog. Performance measures could be determined and made ready to implement at this time as well. The State is to be congratulated for MMUCC-compliance and using crash data to determine crash risks and determine strategies to mitigate them, and encouraged to pursue documentation, interfaces with other data systems, and performance measurement.





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 has a single statewide crash database but agencies are allowed to submit the data in multiple ways. The State combines crash reports into a single Oracle database by using personnel to enter the data at the State level. Moving forward with electronic submission of crash data will help the State avoid the backlog it is currently struggling to clear.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 37:

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

Standard of Evidence:



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

Question Rank:
Very Important

Assessor conclusions:

State statute assigns the responsibility of collecting crash data to the Division of Motor Vehicles in the Department of Administration. This custodial responsibility is granted to the Department of Transportation through an MOU.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 38:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

A reportable motor vehicle traffic crash that results in a fatality is captured on a State accident report. This results in the State database sometimes differing from the more rigorous FARS definition. The State works to identify these differences and only uses the FARS-defined fatalities when setting performance measures.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 39:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

A reportable motor vehicle traffic crash must meet one of the following criteria (AS 28.35.080):

1. Resulted in a fatality as a result of the crash, or
2. A non-fatal personal injury as a result of the crash, or
3. Total property damage amounting to \$2,000 or more, as a result of the crash.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 40:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

A reportable motor vehicle traffic crash must meet one of the following criteria (AS 28.35.080):

1. Resulted in a fatality as a result of the crash, or
2. A non-fatal personal injury as a result of the crash, or
3. Total property damage amounting to \$2,000 or more, as a result of the crash.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 41:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not collect information on non-trafficway crashes as a general rule. Data may be collected in a case that may result in criminal charges, but it is unclear if this data becomes part of the statewide database.

Respondents assigned	2	Responses received	2	Response rate	100%
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Question 42:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's Strategic Highway Safety Plan (SHSP) ties activities to crash data risks. These include behavioral, engineering, and other non-engineering risk factors.

Respondents assigned	3	Responses received	3	Response rate	100%
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Question 43:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's process for determining HSIP funding begins with crash data and the alignment with the SHSP strategies. The HSIP uses crash analytics (location, type of crash, roadway) in relation to engineering construction projects.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 44:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

It does not appear that crash data is being used on a regular basis to prioritize law enforcement activity at the State level. It appears that any crash data analytics in relation to enforcement activity happens at the agency level.

Respondents assigned	2	Responses received	2	Response rate	100%
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Question 45:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Crash data drives the development of programs. The State projects funded with HSIP dollars are required to evaluate the effectiveness of the projects using three years of post-construction crash data by computing actual benefit/cost ratios and crash reduction factors. The computed crash reduction factors for several countermeasures are catalogued for periodic review and update of the HSIP manual. Crash data is also used in performance measurement for the State's HSP and SHSP.

Respondents assigned	5	Responses received	5	Response rate	100%
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Question 46:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State used MMUCC in its latest crash report design and states that the new PAR is 100% MMUCC compliant.

Respondents assigned	2	Responses received	2	Response rate	100%
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Question 47:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

As with the MMUCC guidance, ANSI D.16 and ANSI D.20 were used to develop the new form.

Respondents assigned	2	Responses received	2	Response rate	100%
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Question 48:

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



Standard of Evidence:

Provide a copy of the crash system data dictionary.

Question Rank:
Very Important

Assessor conclusions:

The State has developed the Motor Vehicle Collision Report Instruction Manual, but it is not a complete data dictionary. The Manual does not define data elements, allowable values, or business edits that a data dictionary would.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 49:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

No validation rules and system edit checks for the Oracle crash database were available. The State indicates that there are validations for the import of electronic data, but this is not documented.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 50:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Motor Vehicle Collision Report Instruction Manual does not contain all of the information usually contained in a data dictionary.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 51:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not have a data dictionary and the user manual does not contain information on the roadway elements that are pulled from the geo-database. A data dictionary should clarify which elements are entered by the officer and which are auto-populated.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 52:

Do all law enforcement agencies collect crash data electronically?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Law enforcement agencies are collecting crash data via the TraCS system, their own records management system, or on paper. It is unclear what proportions of reports are captured by each method nor if there were plans to move all agencies to electronic submissions.

Respondents assigned	3	Responses received	3	Response rate	100%
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Question 53:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State consolidates crash reports into a single database, but reports come in in both electronic and paper formats. The State intends to encourage more agencies to report electronically. This will help with the large backlog currently facing the State.

Respondents assigned	2	Responses received	2	Response rate	100%
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Question 54:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Agencies using the TraCS software have the State validation rules applied. Although other agencies use validation rules, it is unclear if these match the State rules, and there is no documentation of how validation rules are distributed to participating agencies to ensure the validations are in sync.

Respondents assigned	2	Responses received	2	Response rate	100%
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Question 55:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Procedures around the data used for FARS and SafetyNet are routine and documented by the units doing the work. Both of these are manual processes that do not link to the State crash database. The State may also wish to document the policies and procedures for key processes governing the collection, reporting, and posting of crash data to others.

Respondents assigned	3	Responses received	3	Response rate	100%
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Question 56:

Are the processes for managing errors and incomplete data documented?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State flags a field as a non-standard entry if it is not contained in the look-up lists when they enter the crash data. It is unclear if staff mitigates the error or just flag them. There is no documentation for error handling or paper crash reporting. A goal of documenting procedures has been set as the State system evolves.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 57:

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



Standard of Evidence:

Provide a copy of the retention policy.

Question Rank:
Somewhat Important

Assessor conclusions:

Copies of the full crash report are kept for seven years according to the State retention policy. Additional data files are available for a much longer period, but do not contain the narrative and diagram. The system under development will allow access to the narrative and diagram as well.

Respondents assigned	2	Responses received	2	Response rate	100%
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Question 58:

Does the crash system interface with the driver system?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The crash system does not currently interface with the driver license database. The crash report does capture driver license number and name which could be used to link systems in the future.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 59:

Does the crash system interface with the vehicle system?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The crash system does not currently interface with the vehicle registration system. Data fields common to both are collected in the crash file so this linkage may be possible in the future.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 60:

Does the crash system interface with the roadway system?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Every crash is geo-located to the State's Linear Referencing System. The Oracle database links into the LRS and through that linkage can populate ADTs, regions, election district, and more geographic data elements.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 61:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The crash system does not currently interface with the citation and adjudication data systems. Crash data does include full name, date of birth, and a field to indicate that a citation was issued, so future linkage is a possibility.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 62:

Does the crash system interface with the injury surveillance system?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The crash system does not currently interface with the injury surveillance system, but this is a long term goal for the State and elements common to both are being collected in the crash system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 63:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has a schema and tables that define acceptable values for elements. It is unclear if the automation just flags the errors or rejects the record when errors are found. No evidence of business logic validation (e.g. pedestrians wearing seat belts) was available.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 64:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Data technicians working with the statewide database have the authority to make limited data corrections, but no documentation of what corrections are allowed, and when reports need to be returned to the officer, was available.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 65:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There are no formal procedures for returning a crash report back to the officer for correction. The State's current backlog (approximately three years) makes that unreasonable based on the length of time from crash submission to processing.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 66:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There are no current timeliness performance measures being tracked for the crash system and no intention to start tracking timeliness until the back log is brought up-to-date. Once the data is brought current, the State will benefit by having a timeliness measure to identify if the timeliness of crash processing starts to slip again in the future.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 67:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has a performance goal of locating a crash within 0.1 miles from the actual location. To be used as a performance measure, the State needs to track progress; for example, what percentage of crashes meets this expectation over time and is the percentage decreasing as desired.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 68:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There are no completeness performance measures currently being tracked for the crash system. As the State moves forward with its new system, a measure of completeness will be very helpful in determining areas that need training.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 69:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not track any uniformity performance measures for the crash system. As the State moves forward with its new system a measure of uniformity will be very helpful in determining training needs to ensure that all agencies are uniformly interpreting the data fields.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 70:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not track any integration performance measures for the crash system and reports no integration currently being conducted. As the State moves forward with its new system, there are many opportunities for integration and then a need for such measures.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 71:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not track any accessibility performance measures for the crash system. After the State clears the backlog of crash reports, they may want to measure the accessibility of that data to make sure the appropriate entities have access to the data collected.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 72:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State is not currently tracking performance measures for the crash system, but is drafting some to correspond with the Strategic Highway Safety Plan.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 73:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Law enforcement agencies are contacted when issues are identified, but there is no feedback to agencies on their reporting timeliness, accuracy, or completeness on a regular basis. This feedback could be an incentive for agencies to collect high quality data.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 74:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Commonly identified errors are called out in the data entry manual. The State notes that repeated errors will be brought to the TRCC, but no formal process for doing this is documented. The State could also use this information to make changes in the training materials or institute business rule validations that would prevent bad data from being entered into the database.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 75:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Crash data is accepted even if there are conflicts between the narrative or diagram and the coded values. There is some data comparison happening at the State level, but it is unclear if data corrections are being made because no formal process exists for validation and correction.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 76:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

There are no independent audit reviews done of crash reports. Such reviews are an excellent way to determine if the manual or training guides need clarification around elements that the officers are not interpreting as the State intends.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 77:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not conduct periodic analyses to identify unexplained differences in data, but these may be done as part of the undocumented QA/QC process. Until the large backlog is cleared, it would not be feasible to implement.

Respondents assigned	2	Responses received	2	Response rate	100%
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Question 78:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Data quality feedback from safety engineers to traffic data managers exists in an informal fashion. There was no information available to show how these issues are communicated to the data collectors or how improvements are made based on the feedback.

Respondents assigned	3	Responses received	3	Response rate	100%
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Question 79:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

No data quality management reports are provided to the TRCC for review. Most data quality reporting is done verbally between departments, and no formal process exists. The State could gain valuable information to help form the work of the TRCC through such reporting on a regular basis.

Respondents assigned	2	Responses received	2	Response rate	100%
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Vehicle

The Department of Administration, Division of Motor Vehicles (DMV) is the custodial agency of the Alaska vehicle data system that maintains critical information related to ownership and identification of vehicles, such as vehicle make, model, year of manufacture, body type, and title brands. Information for a vehicle record is retrieved through the use of VIN, license plate number, or owner name. The vehicle and driver files are in a unified system.

Alaska does not use a VIN verification software. Consideration should be given to incorporate software to validate VINs during the application process. The State automatically queries and uploads data into the National Motor Vehicle Title Information System (NMVTIS) for every title transaction. While Alaska reviews all title brands from other States in NMVTIS, they actually only issue titles as “reconstructed”. Junk or salvaged titles must go through a certification process for titling as reconstructed; otherwise, they are not considered road worthy and will not be titled.

The State vehicle registration includes a 2D barcode that can be scanned by law enforcement to aid in the verification of vehicle information. Law enforcement may validate current vehicle information through their telecommunications network, Alaska Public Safety Information Network (APSIN). Alaska participates in the Performance and Registration Information Systems Management (PRISM) program through a partnership between the Division of Measurement Standards and Commercial Vehicle Enforcement (MSCVE) and the DMV. The FMCSA website currently reflects that Alaska is at a “Step 3 or Purple” level. Opportunity exists here to increase level of participation in order to improve highway safety among the commercial drivers.

Alaska has an excellent State Procedures Manual that documents the collection, reporting, and posting procedures for registration and titles; however, they do not have any type of diagrams that depict the process flow of the vehicle system. Development of flow diagrams often encourages efficiencies and elimination of repetitive or unnecessary steps in the process. The vehicle system is supported with a data dictionary; however, data definitions for each field do not exist. Efforts to add this additional piece of information should be considered for future enhancements. The State does not have an automated purge process; but, they have clear procedures for titles that need deleted from the system.

The Alaska vehicle system has some edit checks; though, sufficient evidence was not available to determine specifically the eminence of edit checks. Detailed edit checks could be incorporated with the data dictionary in order to have a well-documented data system, which could support future vehicle system enhancements. Stolen vehicle flags are not reflected in the State vehicle system, but they are displayed in the Alaska License and Vehicle Information Network (ALVIN) via APSIN and in NMVTIS. Having stolen vehicles immediately flagged in the vehicle system could prevent re-registration or re-titling of a vehicle prior to the data being available in NMVTIS.

Alaska vehicle records are not flagged for possible updating when discrepancies are identified during data entry in the crash data system. The State does address high frequency of errors through training and updates to training contents, form revisions, and validation rules; however, there is not any formal documentation or tracking of errors. Having a formal tracking of errors and how they were handled could ensure that whatever methods were used to prevent the errors were actually effective. System records may be corrected by quality control staff members that have been given authority to make corrections.





The major area for improvement of the Alaska vehicle data system is within data quality control programs. The State should consider developing a concept for a formal data quality management program that includes timeliness, accuracy, completeness, uniformity, integration, and accessibility performance measures for the vehicle data system. This would give the State a greater ability to fully understand the quality of their vehicle data. Such a data quality control program would be a great tool for data managers and data users to quickly and easily recognize areas that need further improvement. Alaska should also consider performing periodic independent sample-based audits to examine vehicle data or reports, and conducting periodic comparative and trend analyses to identify unexplained differences in data across years and area jurisdictions. While the State should be commended for the data quality feedback that is communicated to data collectors and managers as needed, a more formalized process that provides for regular communication will provide a proactive process to ensure that the data collected is complete and users' needs are being met. Finally, data quality reports should be created and provided to the State's TRCC for regular review.

Question 80:

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



Standard of Evidence:

Provide the custodial agency's name.

Question Rank:
Somewhat Important

Assessor conclusions:

The Department of Administration, Division of Motor Vehicles has custodial responsibility for the identification and ownership of vehicles registered in the State.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 81:

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



Standard of Evidence:

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

Question Rank:
Less Important

Assessor conclusions:

Alaska does not use any VIN verification software; therefore, VINs are not validated during the application process.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 82:

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



Standard of Evidence:

Provide a sample document, and identify the information encoded.

Question Rank:
Very Important

Assessor conclusions:

The State's vehicle registration is 3D barcoded to AAMVA standards. This allows for rapid and accurate collection of vehicle information by law enforcement officers in the field that utilize barcode readers.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 83:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The vehicle system uploads title information data to the National Motor Vehicle Title Information System (NMVTIS) automatically when each title transaction is processed.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 84:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Alaska automatically queries NMVTIS before issuing any new title. Standard operating procedures are clearly documented.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 85:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State reviews all brands added by other States through NMVTIS; however, they only utilize "reconstructed" title brand. All other title brands would either not be issued an Alaska title or if "junk" or "salvage" brand were on the title, the customer would need to follow the reconstructed vehicle procedures in order to obtain an Alaska title.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 86:

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



Standard of Evidence:

Provide the PRISM processing instructions or a screen print.

Question Rank:
Very Important

Assessor conclusions:

The State participates in the Performance and Registration Information Systems Management (PRISM) program through a partnership between the Division of Measurement Standards and Commercial Vehicle Enforcement (MSCVE) and the Division of Motor Vehicles (DMV).

Respondents assigned	2	Responses received	2	Response rate	100%
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Question 87:

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



Standard of Evidence:

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

Question Rank:

Somewhat Important

Assessor conclusions:

The vehicle system data dictionary includes format and length for each data field; however, there is not a data definition for the fields.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 88:

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



Standard of Evidence:

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

Question Rank:

Somewhat Important

Assessor conclusions:

While the vehicle system has many complex edit checks, no documentation was available.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 89:

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



Standard of Evidence:

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

Question Rank:

Very Important

Assessor conclusions:

While the State only uses two title brands, the collection, reporting, and posting procedures for registration, title, and title brand information is documented in the DMV's standard operating procedures.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 90:

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



Standard of Evidence:

Provide the process flow diagram.

Question Rank:

Somewhat Important

Assessor conclusions:

The State does not have a flow chart for the vehicle database processes. Flow charts have value in terms of providing step-by-step instructions for processes and could be developed using the State Procedure Manual, but they also provide a means by which the State can re-evaluate its processes to ensure they are as efficient as possible. Development of flow diagrams often inspires efficiencies and elimination of repetitive or unnecessary steps in processes.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 91:

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



Standard of Evidence:

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

Question Rank:

Very Important

Assessor conclusions:

The State's vehicle system does not flag or identify stolen vehicles. Stolen vehicle information is entered by law enforcement in the Alaska Public Safety Information Network (APSIN) which is then reflected in the Alaska License and Vehicle Information Network (ALVIN) and NMVTIS. Having stolen vehicles immediately flagged in the vehicle system is key to preventing re-registration or re-titling of a vehicle prior to the data being available from NMVTIS.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 92:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State vehicle system does not reflect stolen vehicle flags; however, the stolen vehicle flags that are reflected in the ALVIN and NMVTIS are removed when the vehicle is recovered.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 93:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Alaska has just two title brands, but carries forward brands from other States if they can be converted to Alaska brands. They will not issue a title if the vehicle is junked by a previous State.

Respondents assigned	1	Responses received	1	Response rate	100%
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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 does not have a process flow diagram; however, the steps from initial event (titling, registration) to final entry into the statewide vehicle system and issuance of title and/or registration have been documented informally. Process flow documents are valuable in terms of ensuring that the steps taken in any process or procedure are as efficient as they can be. Generally process flows are used by developers in building a new computer system or by operations staff in a continuous improvement process, by assessing which steps are necessary, which can be automated, or which can be made more efficient.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 95:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not have a diagram or document annotating the time required to complete each step for titling and registration due to the variations in the process. However, an effective flow diagram will address all types of alternate steps to address errors, problems, or lack of paperwork. In this case, it is helpful to determine the general timeframe for each step of the process, even exceptions.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 96:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not have a process flow diagram or document for alternate data flows and timelines.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 97:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not have a process flow diagram that includes error correction and error handling; however, a detailed summary of how errors are handled in the event it is a customer error or a DMV staff error has been documented informally. If it is an error with NMVTIS, then DMV staff are instructed to contact the NMVTIS helpdesk for error correction and handling.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 98:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not have an automated purge process; however, they have clear procedures for titles that need removed or deleted from the system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 99:

Are the driver and vehicle files unified in one system?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Alaska's driver and vehicle files are united in a single data system, linked where possible by the owner's driver license number.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 100:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's driver and vehicle files are in one system, which allows for driver and vehicle data to be entered in the same conventions.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 101:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Law enforcement may access current vehicle system information to verify and validate vehicle information through their telecommunications network, Alaska Public Safety Information Network (APSIN).

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 102:

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



Standard of Evidence:

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

Question Rank:
Less Important

Assessor conclusions:

Alaska does not have a link between vehicles and crashes, as crashes are added to the driver file, not the vehicle file. Therefore, vehicle records cannot be flagged for possible updating when discrepancies are identified during data entry in the crash data system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 103:

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



Standard of Evidence:

Identify the key variables used to retrieve vehicle records.

Question Rank:
Very Important

Assessor conclusions:

VIN, license plate number, and owner name are the key variables used to retrieve vehicle records. A title number cannot be used to retrieve a vehicle record.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 104:

Is the vehicle system data processed in real-time?



Standard of Evidence:

Provide a narrative statement explaining the answer.

Question Rank:
Very Important

Assessor conclusions:

The State vehicle system processes data in real-time.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 105:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has documented the posting of dispositions to the driver file. So, it is assumed that the vehicle file would have similar documentation. It is not clear if there are any edits embedded into the system to prevent inconsistent data from being entered into the file.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 106:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Limited State-level authority is granted by the Department of Administration, Division of Motor Vehicles to quality control staff to amend obvious errors and omissions.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 107:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not have any vehicle system timeliness performance measures. An example of a timeliness measure could be the median or mean number of days from (a) the date of a critical status change in the vehicle record (e.g., suspension due to failure to maintain financial responsibility) to (b) the date the status change is entered into the database.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 108:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not have any vehicle system accuracy performance measures. An example of an accuracy measure could be the percentage of vehicle records with no errors in critical vehicle data elements.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 109:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Alaska does not have vehicle data completeness measures. Performance measures help to keep a finger on the pulse of the health of the various traffic records data systems. Examples of completeness measures for the vehicle system are: Percentage of vehicle records with no missing data elements, or percentage of unknowns or blanks in critical data elements for which unknown is not an acceptable value.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 110:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not have any vehicle system uniformity performance measures. An example of a uniformity measure would be: Number of standards-compliant data elements entered into the database or obtained via linkage to other datasets. One standard that would apply to the vehicle data system is the ANSI D.20 data dictionary managed by AAMVA.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 111:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not have any vehicle system integration performance measures. Integration measures can the number of data systems to which the vehicle system is linked. The driver and vehicle systems are linked through the vehicle owners' driver license numbers. Another helpful measure might be the number of common data elements between the vehicle system and other traffic records component systems. Knowing this information makes integration efforts more viable and easily accomplished.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 112:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not have any vehicle system accessibility performance measures. These measures would address access for authorized data users under the DPPA, such as researchers, to the vehicle data for traffic safety purposes; this would include the number of requests for data, and the number that were able to be accommodated by the Division.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 113:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not have any established numeric goals—performance metrics—for each performance measure. Having established performance metrics can help to identify weaknesses in the vehicle system and provide invaluable information for future enhancements to the system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 114:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State addresses high frequency errors at training and they are used to generate new or updated training content, form revisions, and updates to validation rules. However, there is no formal process or record of errors, so that there is no question of which types of errors are occurring most frequently. Then, after changes to manuals, training, or forms are made, having such a record of errors would make it possible to ensure that the mitigation was, indeed, effective in reducing the errors.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 115:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not conduct independent sample-based audits periodically for the vehicle system. Such audits could be done by section supervisors, selecting perhaps 100 records and checking for errors. These do not have to be accomplished by a third party, just something outside the regular course of business. Such audits are a way to ensure that procedures are being followed or that procedures cover all existing processes.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 116:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

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

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 117:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Data quality feedback from key users is regularly communicated to data collectors and data managers by email and follow-up discussions occur as needed. By making regular inquiries to data users regarding the perceived quality and completeness of data, it is possible to ensure that the data collected is complete and the users' needs are being met.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 118:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not provide data quality management reports, nor is the vehicle system data quality discussed at the TRCC meetings.

Respondents assigned	1	Responses received	1	Response rate	100%
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Driver

Alaska's driver data system is managed by the Division of Motor Vehicles (DMV) within the Department of Administration. The integrity of the data is protected by the State's ability to ascertain and track access to records by its employees and its processes to detect fraud. Automated CDLIS and PDPS checks upon issuance insure that licenses are issued to eligible recipients, which provides a measure of traffic safety for the State. Additionally, the system includes "hard stops" which prevent licensing commercial drivers who have not provided all appropriate documentation, such as background checks. All commercial license transactions are also reportedly audited.

The DMV maintains a thorough procedure manual which is available to its staff and is updated as processes and statutes change, through an internal business process analysis. User feedback regarding data quality is communicated to employees as it is received.

There continues to be potential for data improvement within the driver system. The data dictionary for the system contains data elements and formats, but does not include data definitions. An update to the data dictionary which fully outlines each data element would be useful both to those who enter data into the system and to those who use data within the system. Although it is reported that updates to the procedure manual are completed as processes and statutes change, it would be helpful to have a review of the manual and of the data dictionary on a regularly scheduled basis to ensure that all changes are fully documented.

Some data received electronically continue to be manually processed. This is the case with judgment data from the courts, which has proven to be less accurate than needed for the driver system. Additionally, endorsement information is not included in the driver system, but is kept and searched separately through a manual process.

There are potential improvements to be experienced through integration, interfaces and linkages, particularly between the courts and the driver file. Processes to ensure that only correct data can be entered onto the file should be established, so that the State can fully utilize the e-disposition (EDispo) system to its advantage.

A data quality management program is needed. Data quality should be continually monitored and reported upon. With the amount of data contained and entered into the system, it is important to have a finger on the pulse of the system's health. Process or staff changes can quickly degrade system integrity without a constant monitoring of the data system. Data integration, interfaces and linkages, help to insure that data throughout the traffic records system components are correct and uniform. A review of potential linkages is a first step to improving data integration. Much traffic safety-related data includes driver behaviors, which are documented on the driver history file.

Besides data quality management, regular random audits of records helps management to ensure that procedures are followed and records are correct. Trend analyses perform a similar function, but also help the State to understand its driver demographics and changes that may be occurring. It is imperative that driver licensing personnel understand the level of their contribution to improved traffic safety in Alaska through their efforts to ensure data completeness, uniformity, and integrity within their data systems.





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:

Custodial responsibility for both the driver and vehicle data systems resides with the Division of Motor Vehicles in the Department of Administration.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 120:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's Administrative License Revocation statistics are captured in an Access database, which is not linked to the driver file.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 121:

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



Standard of Evidence:

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

Question Rank:
Less Important

Assessor conclusions:

Novice driver training histories are not captured within the Alaska driver license database. The State captures the name of the examiner, but not whether training occurred.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 122:

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



Standard of Evidence:

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

Question Rank:
Less Important

Assessor conclusions:

Upon successful completion of a driver improvement course, the provider notifies the DMV which then updates the driving record. The name of the provider is not captured. The course completion information is captured only to reduce demerit points. If the provider names were captured, it might be possible to do an analysis of providers to see which courses are most successful in preventing future violations.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 123:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Alaska's driver records contain original issuance dates for permits and licenses. Endorsements and/or deletion dates are not retained on the record but can be searched manually.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 124:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Alaska's driver license issuance system is linked to both PDPS and CDLIS and the checks of these systems are automated for any license or permit issuance.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 125:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The driver system data dictionary includes all data fields, and the lengths and formats for each, locations within the file, and bit position among other elements; however, there are no actual data definitions for the data elements.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 126:

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



Standard of Evidence:

Provide sample valid data field values from the data dictionary.

Question Rank:
Very Important

Assessor conclusions:

A validation table for court dispositions is available, but that table was not part of the data dictionary.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 127:

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



Standard of Evidence:

Provide an example edit check and data collection guideline.

Question Rank:
Very Important

Assessor conclusions:

There is no indication of edits other than codes that are not contained in the table. There is no indication of embedded edits and validation rules which prevent conflicts, such as a default judgment within 10 days of the charge being filed.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 128:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The motor vehicle data dictionary is static, but there should be a scheduled review of the currency of the data elements--perhaps annually after the close of the legislative session, to check for statutory changes that might impact data collection and data fields. This would provide a means by which to ensure that the data dictionary is kept up-to-date.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 129:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Documentation of the driver license procedures is kept in a manual updated as procedures and statutes change, through internal business process analysis. The manual is available on Share-point software electronically to employees.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 130:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State had documented the process for posting convictions to the driver history in a desk manual.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 131:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The process for inclusion of driver improvement training on the record has been documented informally.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 132:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has processes for the addition of data which will institute a license status change, and has documented descriptions of situations in which that happens and how the processes occur. Court dispositions are received electronically through an e-disposition (EDispo) file.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 133:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State informally documented the procedure for making additions to the driver file that would cause a change in license status occur, and the percentage that is accomplished manually versus electronically.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 134:

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



Standard of Evidence:

Provide the process flow diagram.

Question Rank:
Very Important

Assessor conclusions:

Because the driver licensing process has so many variations and so many opportunities for withdrawal and reinstatement, it is imperative to have a document or process flow for each process and its alternatives. While labor intensive, development of process flow documents assists the driver licensing staff in ensuring that the steps are essential and sequential, so that no unnecessary work or unnecessarily complex work is performed. Development of process flows is an excellent means of devising a continuous improvement process. Alaska has not developed these process flows.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 135:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has informally documented how error correction and error handling is processed and documented. However, driver education errors are not tracked and problems exist in the time frame for error identification and correction for the area of driver improvement courses due to the means by which the errors are recorded. If the educator submits a successful course completion too late, this can result in erroneous (though temporary) suspension or revocation, which is not ideal.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 136:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State of Alaska does not purge data. Thus there is no policy.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 137:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Processes for administrative suspensions or revocations of licenses as a result of per se alcohol or drug violations are documented.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 138:

Are there established processes to detect false identity licensure fraud?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Alaska uses central issuance of driver licenses and image verification to prevent identity fraud in driver licensing.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 139:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State utilizes a division-wide audit standard for manual transaction auditing of license issuance and vehicle transactions and a separate standard for fiscal auditing. Discrepancies may be discovered outside of an audit. In all cases, discrepancies are investigated internally and handled accordingly. These processes are documented in the Standard Operating Procedures.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 140:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The CDL issuance process and system has been protected against external and internal fraud with "hard stops", which will not allow issuance of a Hazmat Endorsement without a federal background check or a CDL without a current medical card. It otherwise relies on compliance checks and audits by the compliance unit. Additional protections available could include facial recognition, covert audits of third party skills testers, computer programs that audit transactions by individual examiners to ensure no transactions occur outside of normal business hours, or that no single examiner or office processes an unusual number of commercial driver license applicants.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 141:

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



Standard of Evidence:

Provide copies of the relevant policies and procedure manuals.

Question Rank:
Very Important

Assessor conclusions:

The State has centralized State Information Technology Section's procedures for system and information security.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 142:

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



Standard of Evidence:

Provide copies of the relevant procedures or manuals.

Question Rank:
Very Important

Assessor conclusions:

The DMV is able to track all access to records by employees and keeps documentation of that access, but there is no formal policy and procedure. The value of policy and procedure is that when access is inappropriate, the DMV can demonstrate that its employees were notified and aware of the Division policy about record access.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 143:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The driver and crash files are not linked at this time.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 144:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The driver and citation files are not directly linked. The Department of Public Safety has its own citation system, but no current linkage exists. An indirect link through the "person" ID is possible, but the linkage portal has not been identified.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 145:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The EDispo system electronically transmits appropriate court convictions to the DMV. The DMV, then, manually inputs those dispositions that are for criminal offenses. There is no indication of the agency responsible for maintaining this linkage.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 146:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has informally recorded the processes for checking PDPS, CDLIS, and SSOLV. The State does not use the SAVE interface; therefore, it is not SAVE-compliant.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 147:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Law enforcement has the capacity to access driver data, either directly or through the Alaska Public Safety Information Network (APSIN). DMV data is pulled into the Public Safety system daily.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 148:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Court personnel do not have the ability to access the driver data system, except through APSIN.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 149:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Alaska driver data is accessed by other States through CDLIS and PDPS, but not yet through the State-to-State system, which is pending implementation.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 150:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Division of Motor Vehicles does not currently have a data quality program or measures of data quality.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 151:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has a process by which validation rules automatically ensure data falls within the range of acceptable values. If the data does not fall within an appropriate range when compared to a table of acceptable values for that field, the user cannot continue until the mistake is corrected.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 152:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Alaska has no timeliness performance measures for the driver system. A list of potential measures for the driver system is found in the Model Performance Measures for Traffic Records Systems, available from NHTSA.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 153:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There are no accuracy performance measures for the driver system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 154:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There are no performance measures for completeness of the driver data system. Such measures, particularly those which would indicate missing data or "unknown" listed in inappropriate fields, help the State to monitor its data quality. Consistent monitoring helps to prevent even subtle degradation of the system efficiency and data quality.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 155:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There are no uniformity measures for the driver data system. An example of such a measure would be: number of standards-compliant elements in the driver system database. Such a standard might be the AAMVA data dictionary for driver and vehicle systems, formerly known as ANSI D.20.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 156:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Alaska has no driver data integration measures. An integration measure would be the number of other traffic record component systems that are integrated with the driver system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 157:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

There are no accessibility performance measures for the driver data system. A potential measure might be the number of requests for driver data from authorized researchers that were able to be fulfilled in a certain period--i.e., quarterly, bi-annually, or annually.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 158:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

No performance measures have been provided, thus no numeric goals are available.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 159:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Alaska does not have written documentation, but has informal processes for addressing high-frequency errors. The first thing that must be addressed is how high frequency errors are identified. There is no indication that errors are recorded by type. Without that step, it is difficult to ensure that supervisors are addressing all high-frequency errors. Dependent upon their level of review, without some count or measurement of types and numbers of errors, it is possible that those errors most needing to be addressed will be missed.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 160:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

No independent, sample-based audits of driver data are undertaken. It should be noted that an independent audit need not be conducted by an independent agency; they should be outside the normal review of data by supervisory personnel though.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 161:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Periodic and trend analyses are not done using driver data from year to year. Such analyses would provide information about such things as demographic changes of the driving population or the number of driver license sanctions for various violations.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 162:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

User feedback is provided to data collectors and managers via e-mail or discussion as needed.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 163:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

No data quality reports are provided to the TRCC. These would normally relate to performance measures.

Respondents assigned	1	Responses received	1	Response rate	100%
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Roadway

Safety data is the key to making sound engineering decisions on the design and operations of roadways. Critical safety data includes not only crash information but also traffic data, speed data, and roadway geometrics. The backbone of all data analysis is an accurate and up-to-date roadway information system to which all other data events can be associated within an enterprise system. This integrated system allows for storing improved and more robust safety data. The ability to produce quality, timely, and sharable data is important to improving traffic safety not only for those State-maintained roadways, but also for the metropolitan and local entities. In the Moving Ahead for Progress in the 21st Century Act (MAP-21) and continuing with the Fixing America's Surface Transportation Act (FAST Act), the importance of using these multiple data sources to understand any highway safety issues has been recognized. Additionally, with limited resources, allocation of funding for safety should be based on effective data-driven decision-making.

Alaska does not have an enterprise roadway information system, but does have a current centerline/LRS network limited to the State-maintained roads. The network contains 2,879 routes with 7,222 centerline mileage. Approximately 75.3% are managed by the State. Their current GIS/LRS does contain event tables for information related to bridges, pavement, traffic, and crashes. The State has the ability to identify crash locations with their current referencing system for roadway. Crashes not on the State system are located with X/Y coordinates.

The State is in the process of compiling an LRS network that will include all public roads. This is to be deployed in the summer of 2016 as part of their migration to ESRI's Roads and Highway Program. They are additionally implementing a new crash analysis and reporting application. With these new programs, it would be anticipated that the State will be able to collect and maintain safety data statewide.

Alaska does not collect all MIRE FDEs for all public roads. The current system maintains some on the State-managed roads with functional classification above local. They do indicate that there are some selected local roads captured. Not all of the additional collected elements conform to MIRE nor are these elements represented in the data dictionary. They do not collect from local or municipal sources. The State data dictionary has not been updated in recent years and there is no guidance on how and when to update. Guidelines should be implemented on collection methods to ensure all data will be consistent.

The State does have some quality assurance tools in place that are available to all business data stewards. They have reports that are run to indicate gaps in data or omissions. The reports are run on a regular basis. The State's Roadway Information System's manuals outline processes for identifying and editing errors. Consideration should be given to formally documenting how data elements will be prioritized once errors have been detected.

Formal performance measures for the roadway information system regarding timeliness, accuracy, completeness, uniformity, accessibility, and integration have not been established by the State. These performance measures can be useful to communicate areas of need to management within the broader organization and are extremely useful for establishing goals for data and/or system improvement and measuring success. NHTSA has published the Model Performance Measures for State Traffic Records Systems that provides guidance in developing





performance measures and formal quality control programs. FHWA has also published a guidance document titled Performance Measures for Roadway Inventory Data. These documents could assist Program Managers in their data improvement efforts.

The TRCC should consider becoming engaged along with local municipalities to investigate ways to bring in local data to the new statewide system. In this way all roadway attribute data, crashes, speed, traffic, and geometrics would be available for statewide planning. As part of this process, an open portal should be created for all users to retrieve and analyze safety data. It is understood that it is sometimes difficult to get everyone to the table, but the results would be many in the future.

The State should also consider enhancing any documentation of processes and procedures. Employees may come and go, but new personnel will need knowledge to perform their job. A comprehensive roadmap of the future should continually be updated with goals to achieve the desired systems for Alaska.

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 the capability of displaying all roads on a map that are State-managed and those functionally classified above local. Their plans indicate a completed public roadway network in the summer of 2016. They use one road centerline/LRS network currently.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 165:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has the ability to display traffic and traffic stations on their roadway network. They do use the same LRS-based GIS system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 166:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not have an enterprise system and, in the future, some of the roadway information systems will be integrated. The State is developing a new system which will include some of the data systems through the Roads and Highway Software.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 167:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's current LRS has the ability to locate and display crashes, but only on the State-managed roadways and select locals. All other crashes are located with X/Y coordinates. Once their future project of a complete centerline is completed, they will be able to locate all crashes on all public roads.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 168:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The crash data is incorporated into the enterprise roadway system. The State is in the process of updating their system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 169:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not collect all FDEs. The State has documented the current FDEs that are collected for State roadways only, with added notes on those additional elements to be collected in 2016.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 170:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State collects and maintains some MIRE data on State-managed roadways, but not all public roads. Not all additional collected data elements conform to MIRE.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 171:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Not all MIRE FDEs are documented in the data dictionary, which has not been updated in several years. The State has a partial set of documented elements. The current system does not cover all public roads.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 172:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Alaska has not documented the additional MIRE elements in the data dictionary for all public roads.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 173:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's roadway data does not include or collect data from local or municipal sources.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 174:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There is currently no guidance on how and when to update the data dictionary.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 175:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There is a formal process for incorporating new data items into the roadway information system, which is included in the Incident Management Team (IMT) User Guide.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 176:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has a well-defined process for updating roadway information into their system, but has not documented the flow of information into the system. There appears to be some recommendations developed for a workflow, but have not yet been implemented. A document that defines a larger workflow, such as adding new roads or realignment, could be of assistance in an overall process.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 177:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has a process for archiving and accessing historical roadway information. It is suggested that, when updating user manuals, a more detailed explanation of accessing the information be documented.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 178:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State does not collect or manage roadway data from local agencies. The current system includes only State roadways. The State is not aware of local agency procedures for managing roadway data.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 179:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State is not aware if the procedures that local agencies use for collecting and managing roadway data are compatible with the State's enterprise roadway system. It might be suggested that, through the TRCC, a dialogue begin for that time when the State has all public roads within the system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 180:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has not documented guidelines for the collection of data elements for their data dictionary. They have begun to document definitions and examples of roadway elements in a separate document. Consideration should be given to include this information within the State's data dictionary. Without these guidelines there is a potential that data will be inconsistent.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 181:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has a de facto coding standard used in their roadway information systems and it will become the formal standard with their new GIS/LRS system. A number of roadway systems including bridge, crash, traffic, and pavement use one location method.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 182:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has no interfaces connecting the roadway information systems. Attributes are stored in different locations, but are accessible when needed. A future project is planned to create interfaces among the systems.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 183:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

None of the local or municipal agencies are using an LRS for location coding.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 184:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

None of the local or municipal roadway data systems interface with the State's roadway information system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 185:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has made available a portion of their roadway information to local agencies, but is not aware of any local agencies that are using the data. It is suggested that the State work towards providing all of its data in an easy-to-use format. Additionally, consideration should be given to finding out whether locals have or will use the data if it were readily accessible. There does not seem to be any ability to query directly into the system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 186:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The LRS management application includes QA/QC tools for the road centerline/LRS network and the related feature inventory data. Reports are run prior to exporting data from the production geodatabase to the reporting geodatabase, which typically occurs on a monthly basis.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 187:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The LRS management application includes basic QA/QC tools for the road centerline/LRS network and the related feature inventory data.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 188:

Are there procedures for prioritizing and addressing detected errors?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's roadway information system's manuals provide the process for identifying and editing errors found within the system and the typical prioritization process. Consideration should be given to formally documenting how data elements will be prioritized once errors have been detected.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 189:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State does not have documented procedures for sharing quality control information. Consideration should be given to formally documenting processes and procedures.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 190:

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



Standard of Evidence:

Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

The State has not established performance measures for the timeliness of the State enterprise roadway information system at this time. They are working towards that goal in the coming year.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 191:

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



Standard of Evidence:

Provide the metrics used.

Question Rank:
Somewhat Important

Assessor conclusions:

The State has not established performance measures for the timeliness of the roadway data maintained by regional and local custodians.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 192:

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



Standard of Evidence:

Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

The State has not established performance measures for the accuracy of the State enterprise roadway information system at this time. They are working towards that goal in the coming year.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 193:

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



Standard of Evidence:

Provide the metrics used.

Question Rank:
Somewhat Important

Assessor conclusions:

The State has not established performance measures for the accuracy of the roadway data maintained by regional and local custodians.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 194:

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



Standard of Evidence:

Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

The State has not established performance measures for the completeness of the State enterprise roadway information system at this time. They are working towards that goal this coming year.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 195:

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



Standard of Evidence:

Provide the metrics used.

Question Rank:
Somewhat Important

Assessor conclusions:

The State has not established performance measures for the completeness of the roadway data maintained by regional and local custodians.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 196:

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



Standard of Evidence:

Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

The State has not established performance measures for the uniformity of the State enterprise roadway information system at this time.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 197:

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



Standard of Evidence:

Provide the metrics used.

Question Rank:
Somewhat Important

Assessor conclusions:

The State has not established performance measures for the uniformity of the roadway information maintained by regional and local custodians.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 198:

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



Standard of Evidence:

Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

The State has not established performance measures for the accessibility of the State enterprise roadway information system at this time.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 199:

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



Standard of Evidence:

Provide the metrics used.

Question Rank:
Somewhat Important

Assessor conclusions:

The State has not established performance measures for the accessibility of the roadway information maintained by regional and local custodians.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 200:

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



Standard of Evidence:

Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

The State has not established performance measures for the integration of the State enterprise roadway information system and other critical data systems at this time. They are working towards that goal this coming year.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 201:

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



Standard of Evidence:

Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

The State has not established performance measures for the integration of the roadway data maintained by regional and local custodians and other critical data systems.

Respondents assigned	1	Responses received	1	Response rate	100%
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Citation / Adjudication

The State of Alaska has a well-developed citation and adjudication system, which provides information about citations, arrests, and dispositions to the requisite State agencies. Alaska's Department of Public Safety (DPS) is charged with ensuring that unique numbers are used on citations. DPS directly issues all paper citations to the agencies that use them, while the State's electronic citation system, Traffic and Criminal Software (TraCS), generates a unique number for each electronic citation. There is a statewide system that provides information on an individuals' driving and criminal history called the Alaska Public Safety Information Network (APSIN). This system provides real-time criminal and driver histories to law enforcement, and in some situations, probation and parole officers. The State has a unified court system, with the exception of a few jurisdictions processing citations independently. The Alaska Division of Motor Vehicles (DMV) maintains the system where all citation dispositions - both within and outside the judicial branch - are tracked. The citation information is transmitted to the DMV in a variety of ways. For those cases processed through the Alaska Court System (ACS), the dispositions are transmitted via web service on a daily basis. There are 12 jurisdictions referred to as "payee" cities that send some of their cases through the ACS, while others are reported either electronically or manually directly to the DMV. Final dispositions and all appeals that change a final disposition in a case are provided to the DMV via a web service for those cases processed by the ACS. The State does have some opportunity for improvement in using this data 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.

State citation and adjudication agencies should participate in the appropriate national data systems to ensure compatibility and serve data management and exchange needs. Overall, the State of Alaska has a citation and adjudication system which substantially meets those expectations; however, documentation of the same was somewhat lacking. The State indicates compliance with the National Crime Information Center (NCIC) standards, the Uniform Crime Reporting Program (UCR) guidelines, the National Law Enforcement Telecommunications System (NLETS) guidelines, the Functional Requirement Standards for Traffic Court Case Management Systems and the Model Impaired Driver Records Information System (MIDRIS) managed by NHTSA. The State acknowledged a lack of participation in the National Incident-Based Reporting System (NIBRS) and the Law Enforcement Information Network (LIEN). There are components of the citation and adjudication systems that adhere to the NIEM Justice domain guidelines. Primarily, the ACS has adopted NIEM and GJXDM standards to facilitate data sharing. Other aspects of the citation/adjudication system, namely those maintained by DPS, do not meet NIEM guidelines.

Ideally, the State maintains system-specific data dictionaries for the citation systems as well as the courts' case management systems. A data dictionary documents all variables in the data collection form and/or software and all variables in the database. The data dictionary lists the name of the element in the database as well as the commonly understood description. The dictionary should provide an established data definition and validated values for each field in the data system. The State of Alaska has some opportunity for improvement in the area of data dictionaries. At least one system lacks a data dictionary, and the documentation for other systems lack some of the specificity and detail recommended. Although the State does have some documentation of fields and descriptions, specifically for the electronic citation components, it should consider the development of a comprehensive data dictionary for each of the citation systems as well as the court's case management system.





The State of Alaska faces the biggest challenge in the use of quality control programs for the citation and adjudication systems. It is essential that each part of the citation and adjudication systems have a formal data quality assurance program. The State of Alaska has some opportunity to improve by developing and implementing performance measures. While the State effectively monitors those citations that are received more than ten days after the initial enforcement action, the State has not articulated nor does it seem to measure the average number of days from issuance to entry. The State could consider using the data it has to implement a performance measure for all citations, not only those that it deems late under the policy. The State has articulated a system in which fatal errors (citations missing critical information) are rejected and returned to the issuing agency for correction and resubmission for electronic citations. This same performance measure is not available for paper citations. The State was unable to articulate performance measures in completeness, integration, and accessibility. It would appear that the State has multiple robust sources of data from which meaningful performance measures can be crafted and monitored with the goal of an improved traffic records system.

The State of Alaska does well in the very important area of describing the procedures and process flow for the citation and adjudication systems. Although there are a few jurisdictions (payee cities) that deviate somewhat, the majority of citations are tracked from point of issuance to posting on the driver file, whether those citations are issued electronically through the TraCS system or manually through the paper system. The State can track DUI citations (including BAC and drug testing results) as well as juvenile offenders. The State measures compliance with the process outlined in the citation lifecycle flow chart, through automated systems. Lack of compliance is regularly communicated to law enforcement agencies. Once adjudication occurs, the ACS provides the DMV with a report via email which includes alcohol restrictions as a result of the adjudications. The DMV, in turn, tracks administrative license revocations and administrative hearings statistics on an internal database. Furthermore, the DMV utilizes an internal system for tracking administrative driver penalties and sanctions. These actions are tracked in an Access database and manually posted to the driver's record within the statutory time frames. The State tracks deferrals and dismissals of citations in the ACS case management system. There are security protocols in place, which are officially documented, for governing data access, modification, and release.





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:

There is a statewide system that provides information on individuals' driving and criminal histories called the Alaska Public Safety Information Network (APSIN). This system provides real-time criminal and driver histories to law enforcement, and in some situations, probation and parole officers. The adjudication information (whether criminal or motor vehicle) is not available real-time or contemporaneously with the adjudication event. Although the Alaska Court System provides traffic disposition information via a web service once per day, that information is not immediately available on the driver history. There appears to be at least a 7 -10 day gap between adjudication and posting, after which the information is available on the network.

Respondents assigned	5	Responses received	4	Response rate	80%
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Question 203:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Presuming that APSIN is the system providing information on individuals' driving and criminal histories, the system is available to all law enforcement. The use of the system for probation and parole officers however, is limited. APSIN is not available to the courts.

Respondents assigned	5	Responses received	4	Response rate	80%
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Question 204:

Is there a statewide authority that assigns unique citation numbers?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has two systems for assigning unique citation numbers, one for paper citations and one for those produced electronically.

Respondents assigned	4	Responses received	3	Response rate	75%
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Question 205:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The Alaska Division of Motor Vehicles (DMV) maintains the system where all citation dispositions - both within and outside the judicial branch - are tracked. The citation information is transmitted to the DMV in a variety of ways. For those cases processed through the Alaska Court System, the dispositions are transmitted via web service on a daily basis. There are 12 jurisdictions referred to as "payee" cities that send some of their cases through the Alaska Court system, while others are reported either electronically or manually directly to the DMV.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 206:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Final dispositions and all appeals that change a final disposition in a case are provided to the DMV via a web service.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 207:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has a unified court system, with the exception of a few jurisdictions processing citations independently.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 208:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Although the State data is made available, it is unclear if it has been used in a traffic safety analysis or resulted in policy or enforcement actions.

Respondents assigned	3	Responses received	2	Response rate	66.7%
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Question 209:

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



Standard of Evidence:

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

Question Rank:
Less Important

Assessor conclusions:

Although it was reported that when criminal events relating to a motor vehicle incident are involved, "the components of the adjudication system follow NCIC guidelines", documentation was not available.

Respondents assigned	4	Responses received	3	Response rate	75%
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Question 210:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The UCR requirements are met by the Alaska Department of Public Safety.

Respondents assigned	4	Responses received	3	Response rate	75%
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Question 211:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State is not yet reporting under the NIBRS program.

Respondents assigned	4	Responses received	3	Response rate	75%
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Question 212:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Although it was reported that when criminal events relating to a motor vehicle incident are involved, "the components of the adjudication system follow NLETS guidelines", documentation was not available.

Respondents assigned	4	Responses received	3	Response rate	75%
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Question 213:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

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

Respondents assigned	2	Responses received	2	Response rate	100%
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Question 214:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State system adheres to the Functional Requirement Standards for Traffic Court Case Management.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 215:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Components of the citation and adjudication systems adhere to the NIEM Justice domain guidelines. Primarily, the Alaska Court System has adopted NIEM and GJXDM standards to facilitate data sharing. Other aspects of the citation/adjudication system, namely those maintained by the Alaska Department of Public Safety, do not meet NIEM guidelines.

Respondents assigned	4	Responses received	3	Response rate	75%
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Question 216:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The Alaska Court System provides publishable filing and disposition data to the National Center for State Courts according to the guidelines for traffic offenses.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 217:

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

Standard of Evidence:

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

Assessor conclusions:

The State is in the final stages of a Global Justice Reference Architecture (GRA)-compliant proof of concept project.



Question Rank:
Somewhat Important

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 218:

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

Standard of Evidence:

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

Assessor conclusions:

Although the State maintains statistics on persons charged and convicted with impaired driving, it is not clear whether there is an impaired driving data tracking system that meets the specifications of MIDRIS.



Question Rank:
Somewhat Important

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 219:

Does the citation system have a data dictionary?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Although the State does not have a statewide citation tracking system that tracks all citation data, the most widely used of the existing systems, the Alaska Uniform Citation (AUC) and the TraCS system, have data dictionaries.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 220:

Do the citation data dictionaries clearly define all data fields?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The AUC and the TraCS citation systems have data dictionaries that define all required data fields

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 221:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Alaska Department of Public Safety provides training to law enforcement officers statewide for the AUC and TraCS citation systems. A comprehensive list of validation rules, standard formatting, and coding, as well as training manuals and instructions, ensure that the officers are collecting consistent data. Documentation on proper coding is provided by the Alaska Court System for use in the field.

Respondents assigned	3	Responses received	2	Response rate	66.7%
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Question 222:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The citation data dictionaries provided for the electronic filing of citations indicate the data fields that are populated through interface linkages with other traffic records system components, namely the law enforcement agencies authorized to file electronically.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 223:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has one case management system for the statewide unified court system with a comprehensive data dictionary.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 224:

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



Standard of Evidence:

Use the data dictionaries provided in response to Question 223.

Question Rank:
Somewhat Important

Assessor conclusions:

The State courts' case management system data dictionaries clearly define all data fields.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 225:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The data dictionary has a list of data fields populated through interface linkages with other traffic records system components, specifically those fields connecting law enforcement to the Alaska Court System through the electronic filing of citations.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 226:

Do the prosecutors' information systems have data dictionaries?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

It is unclear if the prosecutor's information system has a data dictionary.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 227:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has a system whereby both paper and electronic citations can be tracked from issuance to posting on the driver file. The only exception is a few jurisdictions referred to as "payee cities".

Respondents assigned	3	Responses received	2	Response rate	66.7%
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Question 228:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State measures compliance with the process outlined in the citation lifecycle flow chart through automated systems. Lack of compliance is regularly communicated to law enforcement agencies.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 229:

Is the State able to track DUI citations?

Standard of Evidence:



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

Question Rank:
Very Important

Assessor conclusions:

Although there is no single DUI tracking system, DUI offenses are tracked from filing to adjudication in the Alaska Court System (ACS). Once adjudicated, the ACS provides the Alaska Division of Motor Vehicles (DMV) with a report via email which includes alcohol restrictions as a result of the adjudications. DMV, in turn, tracks administrative license revocations and administrative hearings statistics on an internal database. It is unclear whether the information in the database is available to other stakeholders.

Respondents assigned	3	Responses received	2	Response rate	66.7%
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Question 230:

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

Standard of Evidence:



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

Question Rank:
Very Important

Assessor conclusions:

The Case Management system includes BAC and drug testing results.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 231:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The DMV utilizes an internal system for tracking administrative driver penalties and sanctions. These actions are tracked in an Access database and manually posted to the driver's record within the statutory time frames.

Respondents assigned	3	Responses received	2	Response rate	66.7%
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Question 232:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has a system identical to that used to track traffic citations for adult offenders. The case management system is capable of providing statistical data specific to juveniles based on date of birth and the offense charged.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 233:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The AK Court System Minor Offense Rules designate what offenses require a court appearance. The State also maintains an overview of the case processing procedures.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 234:

Does the State track deferral and dismissal of citations?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State tracks deferrals and dismissals of citations in the Alaska Court System case management system.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 235:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The Alaska Court Rules, specifically Rule 11, define criteria utilized in deferring and/or dismissing citations.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 236:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The electronic record of citations is the official record and is never destroyed.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 237:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has security protocols in place and officially documented governing data access, modification, and release. In order to access the protected information, the system requires a user to enter a password. Only employees are assigned access which is ended when employment is terminated. However, the security protocols governing data access, modification, and release were not available for review.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 238:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State links citation data from the Alaska Court System to the Division of Motor Vehicles driver system through an "e-disposition web service." Through this mechanism, driver information is collected and administrative actions are carried out. This information is available to law enforcement when determining the applicable charge.

Respondents assigned	3	Responses received	2	Response rate	66.7%
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Question 239:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Adjudication data is not linked with the driver system. Adjudication data is made available through a web service, while criminal adjudications are provided on paper.

Respondents assigned	3	Responses received	2	Response rate	66.7%
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Question 240:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Citation data is not linked to the vehicle file. It's unclear if the data is linked to the vehicle file after adjudication.

Respondents assigned	3	Responses received	2	Response rate	66.7%
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Question 241:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Adjudication data is made available to the DMV through a web service for minor offenses, while criminal adjudications are provided on paper. The DMV represents that the adjudication data is linked to the vehicle file, but is not used for administrative actions. Ignition interlock is enforced by the DMV after they receive an order from the court.

Respondents assigned	3	Responses received	2	Response rate	66.7%
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Question 242:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

For those citations captured using the TraCS system, citation data is linked to the crash information contained in TraCS. It is unclear where the crash file is maintained for TraCS or citations issued outside of TraCS.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 243:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The adjudication data is not linked with the crash file.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 244:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

While the State effectively monitors those citations that are received more than ten days after the initial enforcement action, the State has not articulated nor does it seem to measure the average number of days from issuance to entry. The State could consider using the data it has to implement a performance measure for all citations, not only those that it deems late under the policy.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 245:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has articulated a system in which fatal errors (citations missing critical information) are rejected and returned to the issuing agency for correction and resubmission for electronic citations. This same performance measure is not available for paper citations.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 246:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has not articulated a performance measure for the completeness of the citation systems.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 247:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has a unified court system and a mandatory uniform citation form utilized by all law enforcement agencies. All law enforcement agencies use common offense codes.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 248:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has not articulated a performance measure for the integration of the citation systems.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 249:

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



Standard of Evidence:

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

Question Rank:
Less Important

Assessor conclusions:

The State has not articulated a performance measure for the accessibility of the citation systems.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 250:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

There is a requirement to report adjudications to the DMV within five business days of the disposition. The State could consider developing and tracking a performance measure to compliment that requirement. For example, 95% of all cases are reported to DMV within 5 business days.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 251:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Although reports are generated to identify missing or inaccurate information in addition to other methods of identifying accuracy and completeness issues, a performance measure has not been articulated.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 252:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State did not articulate an established performance measure for the completeness of the adjudication system.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 253:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State did not articulate an established performance measure for the integration of the adjudication system.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 254:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The case management system for the ACS captures information on intermediate dispositions. When the defendant enters into an agreement with the prosecutor for a deferred prosecution, the agreement is filed with the court. The case is either dismissed when the defendant complies with the conditions of the agreement or a guilty conviction follows. Both types of dispositions are sent through a web service to the DMV.

Respondents assigned	2	Responses received	1	Response rate	50%
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Question 255:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State has not articulated additional quality control procedures in the DUI tracking systems to ensure the accuracy and the timeliness of the data.

Respondents assigned	2	Responses received	1	Response rate	50%
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EMS / Injury Surveillance

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.

The Alaska Department of Health and Social Services (DHSS) oversees the State's injury surveillance program activities. Following the Safe States Alliance Model, DHSS helps coordinate data collection and analysis efforts, provides technical support and training to the State's health care providers and injury prevention specialists, and uses the injury surveillance data to help develop public policy designed to reduce the economic and societal burden of injury in Alaska. Overall, the State collects and maintains information from all five core components. While this data has been used to provide basic information related to motor vehicle crashes in the State, there is an opportunity for more extensive coordination and use of these resources.

The EMS data collection system, AURORA (Alaska Uniform Response Online Reporting Access), was developed by ImageTrend and is based on the NEMSIS 2.2.1 data dictionary. Only electronic reports are collected by the State as there is no requirement for paper reports to be submitted. This represents approximately one-half of the total annual calls for service. The State plans to transition to the NEMSIS v3 data standard later this year. AURORA relies on the use of validation scores to help ensure the quality of the patient care report data being submitted. The system will not accept a report with a validation score lower than 70%. Once accepted, no additional quality control steps were described. While the development and use of a full set of performance measures may be of limited benefit to the volunteer agencies within the State, their use may prove to be more beneficial at the State level. Consideration should be given to providing the TRCC with regular data quality management reports and strengthening collaborative efforts between the TRCC and DHSS.

The Alaska Health Facilities and Data Reporting Program (HFDR) collects outpatient and inpatient discharge data from the State's healthcare facilities. Data elements collected by these systems include diagnosis codes, charges, and basic patient demographics. The data is provided to the Hospital Industry Data Institute (HIDI) for subsequent analysis. The data may be used by DHSS to support their injury surveillance activities, but is not currently made available to outside parties for analytical purposes. Recent legislation is expected to improve access to the hospital-based data systems. Data from calendar year 2015 is expected to be available later this year.

The Alaska Trauma Registry (ATR) is a well-developed data system that includes data from all 24 of the State's acute care hospitals. The ATR has been collecting data since 1991 on all seriously injured patients who meet the defined case criteria. The ATR's data elements align with, or are mapped to, the National Trauma Data Standard. Data from the trauma registry is used regularly for problem identification and system development. Trauma registry data is regularly used for analysis by the DHSS. A 2011 injury surveillance report utilized the ATR, vital records, and hospital records to describe injury deaths and hospitalizations in the State between 2005 and 2009. The report also included a focus on motor vehicle crash injuries. Consideration should be





given to revising this report to include data from 2010-2014. Trauma registry data is available to outside parties through the use of a data access agreement and associated confidentiality agreements. The trauma registry has established performance measures for several data quality metrics. The TRCC should receive regular data quality reports to provide them the opportunity to monitor the health and progress of the State's trauma registry data.

The Alaska Bureau of Vital Records within the DHSS is responsible for the collection and management of data from births, deaths, and other events that occur within the State. Data on fatalities is collected and reported to the National Center for Health Statistics (NCHS) under a contract between the two agencies. While vital records data is available for analysis, the State's FARS data is more commonly used to track the frequency and characteristics of motor vehicle fatalities.

In summary, Alaska collects data from, and has access to, each of the primary components of an Injury Surveillance System. To maximize the use of these systems in support of highway safety efforts, there are several considerations that should be taken into account. First, all ISS components should have representation on the TRCC. At the very least, communication should be enhanced to identify opportunities to increase the use of ISS data from the development and use of standardized reports to its integration with other traffic records system components (i.e. Alaska Crash Outcomes Pilot Project). Second, to evaluate and improve the data quality of these systems, performance measures should be established. These performance measures can be modeled on those already developed for the ATR or NHTSA's 'Model Performance Measures for State Traffic Records Systems' publication can be used as a resource to provide examples for each data quality attribute and data system. Through enhanced coordination with the State's health agencies, the opportunity exists for Alaska to develop its core injury surveillance program into an important partner that can assist the TRCC in their efforts to evaluate and support Alaska's highway safety programs and projects.

Question 256:

Does the injury surveillance system include EMS data?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's injury surveillance system does not include data from pre-hospital transports.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 257:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

That State's injury surveillance system does not include emergency department data.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 258:

Does the injury surveillance system include hospital discharge data?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's injury surveillance system does not include data from the hospital discharge system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 259:

Does the injury surveillance system include trauma registry data?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The "Alaska Injury Surveillance Report 2011: Injury Deaths and Hospitalizations, 2005-2009" described all injury-related deaths and hospitalizations. Vital statistics mortality records and trauma registry reports appear to serve as the primary data sources for the report.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 260:

Does the injury surveillance system include rehabilitation data?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State's injury surveillance system does not include rehabilitation data.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 261:

Does the injury surveillance system include vital records data?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Injury in Alaska report includes data from the State's vital records system. However, no injury surveillance staff members regularly participate on the TRCC.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 262:

Does the injury surveillance system include other data?



Standard of Evidence:

List any other databases or sources included in the injury surveillance system and provide a sample report using data from each of these sources. Additional data resources may include medical examiner reports, payer-related databases, traumatic brain injury registry, and spinal cord injury registry.

Question Rank:
Very Important

Assessor conclusions:

The injury surveillance system does not incorporate any other data systems as part of its overview.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 263:

Does the EMS system track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?



Standard of Evidence:

Provide the most recent motor vehicle-related incident counts for the EMS system, any injury severity categorizations applied, and the provider's primary impression (if applicable).

Question Rank:
Very Important

Assessor conclusions:

The State's EMS system is able to track the GCS scores and primary impression of the responding agency.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 264:

Does the emergency department data track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?



Standard of Evidence:

Provide the most recent motor vehicle-related incident counts for the emergency department data, any injury severity categorizations applied (e.g., Abbreviated Injury Score, Injury Severity Scale), and principal diagnosis.

Question Rank:
Very Important

Assessor conclusions:

The emergency department data only includes diagnoses and billing information as collected in the UB04 dataset. However, the data elements listed include E-codes and the patient's principal diagnosis. When possible, this information should be used to track the number of persons treated as the result of a motor vehicle crash.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 265:

Does the hospital discharge data track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?



Standard of Evidence:

Provide the most recent motor vehicle-related incident counts for the hospital discharge data, any injury severity categorizations applied (e.g., Abbreviated Injury Score, Injury Severity Scale), and principal diagnosis.

Question Rank:
Very Important

Assessor conclusions:

Hospital data is not used to track the number of admissions resulting from a motor vehicle crash.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 266:

Does the trauma registry data track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?



Standard of Evidence:

Provide the most recent motor vehicle-related incident counts for the trauma registry data, any injury severity categorizations applied (e.g., Abbreviated Injury Score, Injury Severity Scale), and principal diagnosis.

Question Rank:
Very Important

Assessor conclusions:

The State has the capability to use the trauma registry to track the frequency of persons injured in a motor vehicle crash along with the severity of their injuries.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 267:

Does the vital records data track the frequency, severity, and nature of injuries sustained in motor vehicle crashes in the State?



Standard of Evidence:

Provide the most recent motor vehicle-related incident counts from the vital records data and the cause of death.

Question Rank:
Very Important

Assessor conclusions:

The State's vital records data appears to have the capability of recording the number of fatalities resulting from motor vehicle crashes but does not do so at this time. However, the State relies on FARS to track the annual number of motor vehicle fatalities.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 268:

Is the EMS data available for analysis and used to identify problems, evaluate programs, and allocate resources?



Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized EMS data to identify a problem, evaluate a program, or allocate resources.

Question Rank:
Very Important

Assessor conclusions:

The State's EMS data is available, but is not utilized to support statewide programs. Rather, the data is used to report on subsets of the population.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 269:

Is the emergency department data available for analysis and used to identify problems, evaluate programs, and allocate resources?



Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized emergency department data to identify a problem, evaluate a program, or allocate resources.

Question Rank:
Very Important

Assessor conclusions:

The State does not have access to emergency department data for analyses. However, legislation was recently passed to include data reporting for all facilities. The first year of complete data should include 2015.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 270:

Is the hospital discharge data available for analysis and used to identify problems, evaluate programs, and allocate resources?



Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized hospital discharge data to identify a problem, evaluate a program, or allocate resources.

Question Rank:
Very Important

Assessor conclusions:

Hospital data is not currently available for analysis. However, recently passed legislation should allow this information to be used to identify problems, evaluate programs, and allocate resources.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 271:

Is the trauma registry data available for analysis and used to identify problems, evaluate programs, and allocate resources?



Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized trauma registry data to identify a problem, evaluate a program, or allocate resources.

Question Rank:
Very Important

Assessor conclusions:

Trauma registry data is available for analysis. A report on injury-related deaths and hospitalizations included a special section on motor vehicle-related fatal and non-fatal injuries. The report identified trends of motor vehicle crashes by geography, age and sex, and alcohol involvement.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 272:

Is the vital records data available for analysis and used to identify problems, evaluate programs, and allocate resources?



Standard of Evidence:

Provide a sample report or narrative description of a highway safety project that utilized vital records data to identify a problem, evaluate a program, or allocate resources (e.g., research in support of helmet or GDL legislation).

Question Rank:
Very Important

Assessor conclusions:

Vital records data is available for analysis. However, the State's FARS data is more commonly used to track motor vehicle fatalities in the State.

Respondents assigned	1	Responses received	1	Response rate	100%
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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 has a NEMSIS-compliant statewide database in place and is submitting regularly to the national database. No State statutes or regulations requiring compliance were available nor was the current version of NEMSIS in use by the State identified.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 274:

Does the State's emergency department and hospital discharge data conform to the most recent uniform billing standard?



Standard of Evidence:

Provide the data dictionaries for both the emergency department and hospital discharge data as appropriate as well as any relevant State statutes or regulations.

Question Rank:
Very Important

Assessor conclusions:

Emergency department and hospital discharge data reportedly conform to the most recent uniform billing standard. However, no information was available for review.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 275:

Does the State's trauma registry database adhere to the National Trauma Data Standards?



Standard of Evidence:

Provide the trauma registry data dictionary and any relevant State statutes or regulations.

Question Rank:
Very Important

Assessor conclusions:

The State's trauma registry database adheres to the National Trauma Data Standards. The trauma registry data dictionary and State regulations were available.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 276:

Are Abbreviated Injury Scale (AIS) and Injury Severity Scores (ISS) derived from the State emergency department and hospital discharge data for motor vehicle crash patients?



Standard of Evidence:

Provide a distribution of AIS and ISS scores for the most recent year available.

Question Rank:
Somewhat Important

Assessor conclusions:

AIS and ISS scores are not derived from information contained in the hospital databases.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 277:

Are Abbreviated Injury Scale (AIS) and Injury Severity Scores (ISS) derived from the State trauma registry for motor vehicle crash patients?



Standard of Evidence:

Provide a distribution of AIS and ISS scores for the most recent year available.

Question Rank:
Very Important

Assessor conclusions:

AIS and ISS scores are derived from data in the State's trauma registry. .

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 278:

Does the State EMS database collect the Glasgow Coma Scale (GCS) data for motor vehicle crash patients?



Standard of Evidence:

Provide a distribution of GCS scores for motor vehicle crash patients for the most recent year available.

Question Rank:
Less Important

Assessor conclusions:

The EMS database collects the Glasgow Coma Scale (GCS) data for motor vehicle crash patients.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 279:

Does the State trauma registry collect the Glasgow Coma Scale (GCS) data for motor vehicle crash patients?



Standard of Evidence:

Provide a distribution of GCS scores for motor vehicle crash patients for the most recent year available.

Question Rank:
Less Important

Assessor conclusions:

The trauma registry collects the GCS data for motor vehicle crash patients.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 280:

Are there State privacy and confidentiality laws that supersede HIPAA?



Standard of Evidence:

Provide the applicable State laws and describe how they are interpreted—including the identification of situations that may impede data sharing within the State and among public health authorities.

Question Rank:
Very Important

Assessor conclusions:

The State relies on HIPAA as its confidentiality law. No additional regulations have been developed to address the use of protected health information for integration or analysis purposes.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 281:

Does the EMS system have a formal data dictionary?



Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank:
Very Important

Assessor conclusions:

The State has adopted the NEMSIS 3.4 dataset along with the accompanying NEMSIS data dictionary.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 282:

Does the EMS system have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?



Standard of Evidence:

Provide a user's manual or other form of documentation of the EMS data collection system. Such documentation should include a list of the dataset's variables and a description of how the data is collected, managed and maintained.

Question Rank:
Very Important

Assessor conclusions:

The State has not developed additional documentation to support the NEMSIS data dictionary.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 283:

Does the emergency department dataset have a formal data dictionary?



Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank:
Very Important

Assessor conclusions:

The State maintains an excel file listing the data elements and attributes for the emergency department data set.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 284:

Does the emergency department dataset have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?



Standard of Evidence:

Provide the documentation.

Question Rank:
Very Important

Assessor conclusions:

No additional documentation has been developed describing the management of the emergency department data set.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 285:

Does the hospital discharge dataset have a formal data dictionary?



Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank:
Very Important

Assessor conclusions:

The State maintains a data dictionary for the hospital discharge dataset that included a list of the data elements and their associated attributes.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 286:

Does the hospital discharge dataset have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?



Standard of Evidence:

Provide the documentation.

Question Rank:
Very Important

Assessor conclusions:

No additional documentation has been developed to describe the management of the hospital discharge data.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 287:

Does the trauma registry have a formal data dictionary?



Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank:
Very Important

Assessor conclusions:

The State maintains the data dictionary used by the trauma registry system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 288:

Does the trauma registry dataset have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?



Standard of Evidence:

Provide the documentation.

Question Rank:
Very Important

Assessor conclusions:

The State has a list of the data elements and identifies the data source for each. Additional information describing the collection and management of the trauma registry data was not available for review.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 289:

Does the vital records system have a formal data dictionary?



Standard of Evidence:

Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank:
Very Important

Assessor conclusions:

A data dictionary for the vital records system was available.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 290:

Does the vital records system have formal documentation that provides a summary dataset—characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained?



Standard of Evidence:

Provide the documentation.

Question Rank:
Very Important

Assessor conclusions:

The State has online documentation describing the data elements contained in the vital records system, but no formal documentation is available that also describes the data management processes.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 291:

Is there a single entity that collects and compiles data from the local EMS agencies?



Standard of Evidence:

Identify the State agency or third party to which the EMS data is initially submitted.

Question Rank:
Very Important

Assessor conclusions:

There is no single entity that collects and compiles data from the State's EMS agencies.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 292:

Is there a single entity that collects and compiles data on emergency department visits from individual hospitals?



Standard of Evidence:

Identify the State agency or third party to which the data on emergency department visits is initially submitted.

Question Rank:
Very Important

Assessor conclusions:

Emergency department data is provided to the Hospital Industry Data Institute (HIDI).

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 293:

Is there a single entity that collects and compiles data on hospital discharges from individual hospitals?



Standard of Evidence:

Identify the State agency or third party to which the data on hospital discharges is initially submitted.

Question Rank:
Very Important

Assessor conclusions:

Hospital discharge data is provided to the Hospital Industry Data Institute (HIDI).

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 294:

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



Standard of Evidence:

Provide the flow diagram. Alternatively, provide a narrative description of the EMS data process flows from dispatch to submission of the report to the State EMS repository.

Question Rank:
Very Important

Assessor conclusions:

There is no description available for the processes used to collect, store, and analyze the EMS data.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 295:

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



Standard of Evidence:

Provide the flow diagram. Alternatively, provide a narrative description of the emergency department data process flows from patient arrival to submission of the uniform billing data to the State repository.

Question Rank:
Very Important

Assessor conclusions:

There is no description available for the processes used to collect, store, and analyze the emergency department data.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 296:

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



Standard of Evidence:

Provide the flow diagram. Alternatively, provide a narrative description of the hospital discharge data process flows from patient arrival to submission of the uniform billing data to the State repository.

Question Rank:
Very Important

Assessor conclusions:

There is no description available for the processes used to collect, store, and analyze the hospital discharge data.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 297:

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



Standard of Evidence:

Provide the flow diagram. Alternatively, provide a narrative description of the hospital discharge data process flows, from trauma activation to submission of the trauma data to the State registry.

Question Rank:
Very Important

Assessor conclusions:

A description of the data collection process for the trauma registry system was available. Data entry is completed at each of the 24 participating hospitals and submitted to the State through the Digital Innovation Web Collector Software.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 298:

Are there separate procedures for paper and electronic filing of EMS patient care reports?



Standard of Evidence:

Provide a copy of the procedures for paper and electronic filing or a narrative describing the procedures.

Question Rank:
Less Important

Assessor conclusions:

Only electronic reports are submitted to the statewide EMS reporting system. This represents approximately one-half of the total annual calls for service. The State is currently working on bringing the rest of the State online. Completion of this process and setting a goal for 100% submission should be considered as a short term priority for the EMS system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 299:

Are there procedures for collecting, editing, error-checking, and submitting emergency department and hospital discharge data to the statewide repository?



Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process of collecting, editing and submitting emergency department and hospital discharge data to the statewide repository.

Question Rank:
Very Important

Assessor conclusions:

No description was available of any existing procedures for reviewing and correcting hospital data that has been submitted to the State.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 300:

Does the trauma registry have documented procedures for collecting, editing, error checking, and submitting data?



Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for collecting, error-checking and submitting trauma registry data.

Question Rank:
Very Important

Assessor conclusions:

The State's procedures for managing the trauma registry data have been informally recorded. The State uses a Digital Innovations product for the on-line data entry process.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 301:

Are there procedures for collecting, editing, error-checking, and submitting data to the statewide vital records repository?



Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for collecting, error-checking and submitting data to the vital records repository.

Question Rank:
Very Important

Assessor conclusions:

The procedures used by funeral home directors to collect, error-check, and submit death records to the State's vital records repository is available.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 302:

Are there documented procedures for returning data to the reporting EMS agencies for quality assurance and improvement (e.g., correction and resubmission)?



Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for returning data to the reporting EMS agencies for correction and resubmission.

Question Rank:
Very Important

Assessor conclusions:

No procedures were described that would allow data to be returned to the submitting EMS agencies for correction and resubmission.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 303:

Are there documented procedures for returning data to the reporting emergency departments for quality assurance and improvement (e.g., correction and resubmission)?



Standard of Evidence:

Provide a copy of the procedures or a narrative that describes the process for returning data to the reporting emergency departments for correction and resubmission.

Question Rank:
Very Important

Assessor conclusions:

No procedures were described that would allow the State to return emergency department data to the submitting facilities for correction and re-submission.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 304:

Are there documented procedures for returning hospital discharge data to the reporting hospitals for quality assurance and improvement (e.g., correction and resubmission)?



Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for returning data to the reporting hospitals for correction and resubmission.

Question Rank:
Very Important

Assessor conclusions:

No procedures were described that would allow the State to return hospital records to the submitting facility for correction and re-submission.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 305:

Are there documented procedures for returning trauma data to the reporting trauma center for quality assurance and improvement (e.g., correction and resubmission)?



Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for returning data to the reporting trauma center for correction and resubmission.

Question Rank:
Very Important

Assessor conclusions:

Quality control reviews and validation checks are completed and returned to the trauma facilities. The reporting facility reviews the validation reports and makes the necessary corrections. When the State reruns the validation report, it can be determined if the corrections were made. If not, the process will be repeated.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 306:

Are there documented procedures for returning data to the reporting vital records agency for quality assurance and improvement (e.g., correction and resubmission)?



Standard of Evidence:

Provide a copy of the procedures or a narrative describing the process for returning data to the reporting vital records agency for correction and resubmission.

Question Rank:
Very Important

Assessor conclusions:

There are procedures in place for the State to work with the National Center for Health Statistics for data quality. It is not clear if similar procedures are also in place for the in-State processes.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 307:

Is aggregate EMS data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?



Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the EMS data for analytical purposes.

Question Rank:
Very Important

Assessor conclusions:

Aggregate EMS data is not available to outside parties for analytical purposes.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 308:

Is aggregate emergency department data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?



Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the emergency department data for analytical purposes.

Question Rank:
Very Important

Assessor conclusions:

Aggregate emergency department data is not currently available to outside parties for analytical purposes. However, it is expected that hospital data will be made available in the near future.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 309:

Is aggregate hospital discharge data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?



Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the hospital discharge data for analytical purposes.

Question Rank:
Very Important

Assessor conclusions:

Aggregate hospital discharge data is not currently available to outside parties for analytical purposes. However, it is expected that hospital data will be made available in the near future.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 310:

Is aggregate trauma registry data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?



Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the trauma registry data for analytical purposes.

Question Rank:
Very Important

Assessor conclusions:

The State has an established policy to allow for the release of trauma information. This includes a data access policy and associated confidentiality agreements.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 311:

Is aggregate vital records data available to outside parties (e.g., universities, traffic safety professionals) for analytical purposes?



Standard of Evidence:

Provide a copy of the data access policy, data use agreement, or link to appropriate data access website. Alternatively, provide a description of how outside parties may obtain access to the vital records data for analytical purposes.

Question Rank:
Very Important

Assessor conclusions:

A limited amount of death and birth data is available on the Department of Public Health website. Additionally, data is available by special request directly with the research department. If data is needed on a regular basis, a data use agreement can be established.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 312:

Is there an interface among the EMS data and emergency department and hospital discharge data?



Standard of Evidence:

Provide a narrative description of the interface link between the EMS data and the emergency department and hospital discharge data. If available provide the applicable data exchange agreement.

Question Rank:
Somewhat Important

Assessor conclusions:

No interface between the EMS and hospital data systems has been established.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 313:

Is there an interface between the EMS data and the trauma registry data?

Standard of Evidence:



Provide a narrative description of the interface link between the EMS data and the trauma registry data. If available provide the applicable data exchange agreement.

Question Rank:
Very Important

Assessor conclusions:

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

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 314:

Is there an interface between the vital statistics and hospital discharge data?

Standard of Evidence:



Provide a narrative description of the interface link between the vital statistics and hospital discharge data. If available provide the applicable data exchange agreement.

Question Rank:
Somewhat Important

Assessor conclusions:

No interface between the vital records and hospital data systems has been established.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 315:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The Alaska EMS data system applies complex validation rules prior to user submission and alerts users when data is entered in non-acceptable data ranges.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 316:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

There are several levels of record management where corrections can occur, but there was no reference to a specific State-level authority that reviews all submitted data as part of a quality assurance process.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 317:

Are there formally documented processes for returning rejected EMS patient care reports to the collecting entity and tracking resubmission to the statewide EMS database?



Standard of Evidence:

Provide the formal methodology or describe the process by which rejected EMS patient care reports are returned to the collecting agency and tracked through resubmission to the statewide EMS database.

Question Rank:
Very Important

Assessor conclusions:

The State's EMS system will not accept a report unless it meets a 70%+ validation score. The State's system does not reject submitted records if they meet the validation criteria. Once accepted, records are not returned for correction and re-submission.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 318:

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



Standard of Evidence:

Provide a complete list of timeliness performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No performance measures have been established for the EMS data system. Developing numeric metrics for each attribute would help the State monitor the health and performance of the system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 319:

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



Standard of Evidence:

Provide a complete list of accuracy performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Validation scores are used to help monitor and promote accuracy within the EMS data system. However, this does not serve as an accuracy performance measure in itself. Establishing a baseline and a corresponding goal (i.e. 90% of the records will have a 90%+ validation score annually) and then conducting periodic measurements would be an accuracy performance measure.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 320:

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



Standard of Evidence:

Provide a complete list of completeness performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Outside of the use of validation scores, no completeness performance measures have been developed for the EMS data system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 321:

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



Standard of Evidence:

Provide a complete list of uniformity performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Individual EMS services are responsible for the uniformity of definitions beyond the base NEMSIS data set. The State does not have uniformity performance measures at the statewide or local level. The State may consider NEMSIS compliance to be inherent in the standard definitions of data fields. However, the uniformity of application of those definitions by the services is unmeasured.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 322:

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



Standard of Evidence:

Provide a complete list of integration performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No performance measures have been established for integration of the EMS data system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 323:

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



Standard of Evidence:

Provide a complete list of accessibility performance measures for the EMS system and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

There are no accessibility performance measures currently in place. However, all of the contributing agencies have the capability to generate reports from their respective data.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 324:

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



Standard of Evidence:

Provide specific numeric goals and related performance measures for each attribute as determined by the State.

Question Rank:
Somewhat Important

Assessor conclusions:

Local EMS providers set individual benchmarks. Tools and monitors are provided by the State to support the agency's progress.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 325:

Is there performance reporting for the EMS system that provides specific timeliness, accuracy, and completeness feedback to each submitting entity?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The reporting tool provides reports and validation scores for individual agencies. It is unclear which performance metrics are addressed by these reports.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 326:

Are high frequency errors used to update EMS system training content, data collection manuals, and validation rules?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State relies on local medical directors to drive quality improvement at the local level. No statewide procedures are in place to use high frequency errors to update training polices and data collection manuals.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 327:

Are quality control reviews conducted to ensure the completeness, accuracy, and uniformity of injury data in the EMS system?



Standard of Evidence:

Provide a sample quality control review of injury records that details the system's data completeness.

Question Rank:
Somewhat Important

Assessor conclusions:

No quality control reviews of injury records are conducted to detail the system's data completeness, data accuracy, or uniformity.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 328:

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



Standard of Evidence:

Describe the analyses, provide a sample record or output, and specify their frequency.

Question Rank:
Less Important

Assessor conclusions:

The EMS data available to the State is not robust enough to develop trend reports.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 329:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

It is likely that users conduct joint reviews of the data. However, it is unclear if the only effort is a substantive report on health problems, rather than feedback on data quality.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 330:

Are EMS data quality management reports produced regularly and made available to the State TRCC?



Standard of Evidence:

Provide a sample quality management report and specify frequency of transmission to the State TRCC.

Question Rank:
Somewhat Important

Assessor conclusions:

A 'data flow report' was presented to the TRCC over a year ago, but that report was not available for review. EMS data quality management reports have not been created or shared with the TRCC.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 331:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Data validations are performed after the data entry has occurred and errors are identified through a report provided by HID1.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 332:

Is limited state-level correction authority granted to quality control staff working with the statewide emergency department and hospital discharge databases in order to amend obvious errors and omissions without returning the report to the originating entity?



Standard of Evidence:

Provide the formal methodology or describe the process by which limited state-level correction authority is granted to quality control staff working with the statewide emergency department and hospital discharge databases.

Question Rank:
Somewhat Important

Assessor conclusions:

Correction authority is provided to the State, but is limited to the exclusion of certain records. It appears that this is done on an ad-hoc basis. No formal methodology for this process has been developed.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 333:

Are there formally documented processes for returning rejected emergency department and hospital discharge records to the collecting entity and tracking resubmission to the statewide emergency department and hospital discharge databases?



Standard of Evidence:

Provide the formal methodology or describe the process by which rejected emergency department and hospital discharge records are returned to the collecting agency and tracked through resubmission to the statewide emergency department and hospital discharge databases.

Question Rank:
Very Important

Assessor conclusions:

The State has a process where edit checks/validation are performed by HID. Errant records are then identified and re-submitted. No information was available of how the re-submissions are recorded or tracked.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 334:

Are there timeliness performance measures tailored to the needs of emergency department and hospital discharge database managers and data users?



Standard of Evidence:

Provide a complete list of timeliness performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No performance measures have been established for the hospital data systems.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 335:

Are there accuracy performance measures tailored to the needs of emergency department and hospital discharge database managers and data users?



Standard of Evidence:

Provide a complete list of accuracy performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No performance measures have been established for the hospital data systems.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 336:

Are there completeness performance measures tailored to the needs of emergency department and hospital discharge database managers and data users?



Standard of Evidence:

Provide a complete list of completeness performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No performance measures have been established for the hospital data systems.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 337:

Are there uniformity performance measures tailored to the needs of emergency department and hospital discharge database managers and data users?



Standard of Evidence:

Provide a complete list of uniformity performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No performance measures have been established for the hospital data systems.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 338:

Are there integration performance measures tailored to the needs of emergency department and hospital discharge database managers and data users?



Standard of Evidence:

Provide a complete list of integration performance measures for the emergency department and hospital discharge databases and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No performance measures have been established for the hospital data systems.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 339:

Are there accessibility performance measures tailored to the needs of emergency department and hospital discharge database managers and data users?



Standard of Evidence:

Provide a complete list of accessibility performance measures for the emergency department and hospital discharge database and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No performance measures have been established for the hospital data systems.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 340:

Has the State established numeric goals—performance metrics—for each emergency department and hospital discharge database performance measure?



Standard of Evidence:

Provide specific numeric goals and related performance measures for each attribute as determined by the State.

Question Rank:
Somewhat Important

Assessor conclusions:

No performance measures or associated metrics have been established for the hospital data systems.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 341:

Is there performance reporting for the emergency department and hospital discharge databases that provides specific timeliness, accuracy, and completeness feedback to each submitting entity?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

No performance reports are provided to the submitting facilities to support data quality control efforts.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 342:

Are high frequency errors used to update emergency department and hospital discharge database training content, data collection manuals, and validation rules?



Standard of Evidence:

Provide the formal methodology or describe the process by which high frequency errors are used to update emergency department and hospital discharge database training content, data collection manuals, and validation rules.

Question Rank:
Very Important

Assessor conclusions:

High frequency errors are not used to update training content or data collection manuals.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 343:

Are quality control reviews conducted to ensure the completeness, accuracy, and uniformity of injury data in the emergency department and hospital discharge databases?



Standard of Evidence:

Provide a sample quality control review of injury records that details the system's data completeness.

Question Rank:
Somewhat Important

Assessor conclusions:

Quality control reviews are not conducted for the hospital discharge databases.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 344:

Are periodic comparative and trend analyses used to identify unexplained differences in the emergency department and hospital discharge data across years and agencies?



Standard of Evidence:

Describe the analyses, provide a sample record or output, and specify their frequency.

Question Rank:
Less Important

Assessor conclusions:

Hospital data is not routinely used to conduct comparative analysis between facilities or trend analysis across years.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 345:

Is data quality feedback from key users regularly communicated to emergency department and hospital discharge data collectors and data managers?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Feedback on the quality of the submitted hospital data is not provided to local data managers and data collectors.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 346:

Are emergency department and hospital discharge data quality management reports produced regularly and made available to the State TRCC?



Standard of Evidence:

Provide a sample quality management report and specify frequency of transmission to the State TRCC.

Question Rank:
Somewhat Important

Assessor conclusions:

Data quality management reports for the hospital data systems are not provided to the TRCC on a regular basis.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 347:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State has automated edit checks and validation rules built into the trauma registry data system. Edit checks have been built based on recommendations for the National Trauma Data Bank. In addition, ten percent of records are manually validated each month.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 348:

Is limited state-level correction authority granted to quality control staff working with the statewide trauma registry in order to amend obvious errors and omissions without returning the report to the originating entity?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

A list of obvious errors is routinely generated. This list is provided to the individual facility for correction or the State trauma registry manager will make the correction and then simply notify the facility.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 349:

Are there formally documented processes for returning rejected data to the collecting entity and tracking resubmission to the statewide trauma registry?



Standard of Evidence:

Provide the formal methodology or describe the process by which rejected data is returned to the collecting agency and tracked through resubmission to the statewide trauma registry.

Question Rank:
Very Important

Assessor conclusions:

The State's registry is a web-based system where either a hospital or State registrar has the ability to delete a record. A correspondence library is used to track deletions. This automated system does not require re-submission of records because data changes are made to a single database record at either the hospital or State level.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 350:

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



Standard of Evidence:

Provide a complete list of timeliness performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Quarterly data submission deadlines have been established by State statute. Seventeen of the State's hospitals are required to report traumatic events within 90 days and seven hospitals voluntarily follow this guideline. However, the State does not track the percentage of records submitted by each hospital within that deadline (i.e. 90% of the records will be submitted within 90 days of event).

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 351:

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



Standard of Evidence:

Provide a complete list of accuracy performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

Manual trauma record reviews are conducted on a minimum of 10% of each facility's cases per month. Ten percent of Alaska Trauma Registry cases will be reviewed per quarter. The 10% case review would be a process goal and the performance measure would be 99% of reviewed cases meet 100% accuracy. Monthly measurement by center could then be tracked for consistency or deviations.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 352:

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



Standard of Evidence:

Provide a complete list of completeness performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The State conducts manual trauma records review on a minimum of 10% of each facility's cases per month. The performance measure has been established as 100% of records with no missing critical data elements. The current status of the measures was not provided.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 353:

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



Standard of Evidence:

Provide a complete list of uniformity performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The State's trauma registry meets the NTDB guidelines for data elements and attributes. Therefore, the State has set a performance goal of 100% of the registry elements meeting the NTDB guidelines. However, the State does not examine actual submitted records relative to those standards.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 354:

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



Standard of Evidence:

Provide a complete list of integration performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The State is in the process of linking EMS and trauma registry records and establishing an associated performance measure.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 355:

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



Standard of Evidence:

Provide a complete list of accessibility performance measures for the trauma registry and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The performance measure provided (100% of registry information is online) only serves as a goal and not a true performance measure. An accessibility performance measure might be 95% of all data requests are facilitated within 30 days of request. This metric, measured over time and reported quarterly, would serve as an example of a performance measure.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 356:

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



Standard of Evidence:

Provide specific numeric goals and related performance measures for each attribute as determined by the State.

Question Rank:
Somewhat Important

Assessor conclusions:

The State has established metrics for each performance measure attribute. However, some of the metrics defined are not directly related to their associated attribute.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 357:

Is there performance reporting for the trauma registry that provides specific timeliness, accuracy, and completeness feedback to each submitting entity?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The State provides email feedback regarding the number of open and closed cases that have been entered into the trauma registry system. This provides feedback to submitters on the timeliness and completeness of the reports submitted before the quarter's deadline.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 358:

Are high frequency errors used to update trauma registry training content, data collection manuals, and validation rules?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

A log is maintained of the frequently noticed errors and the State uses that list to further improve its validation list used for manual reviews. The State also uses that list to identify areas for improvements in its user manual and data dictionary.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 359:

Are quality control reviews conducted to ensure the completeness, accuracy, and uniformity of injury data in the trauma registry?



Standard of Evidence:

Provide a sample quality control review of injury records that details the system's data completeness.

Question Rank:
Somewhat Important

Assessor conclusions:

The State conducts quality control reviews on the trauma registry data. The State has developed a validation list which is used to guide the reviews and provides a feedback letter to submitters.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 360:

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



Standard of Evidence:

Describe the analyses, provide a sample record or output, and specify their frequency.

Question Rank:
Less Important

Assessor conclusions:

The State analyzes the trauma registry data on a regular basis. The State indicates that these (and other) reports are generated using 3, 5, and 10 year time periods to allow for comparisons over time.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 361:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State provides feedback to the data collectors and managers through routine emails or quarterly training meetings.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 362:

Are trauma registry data quality management reports produced regularly and made available to the State TRCC?



Standard of Evidence:

Provide a sample quality management report and specify frequency of transmission to the State TRCC.

Question Rank:
Somewhat Important

Assessor conclusions:

Data quality reports for the trauma registry data system are provided to the TRCC upon request. Regular reporting would help the TRCC track the success and progress of the program.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 363:

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



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Data entered into the electronic vital records system is automatically edited and validated against an extensive set of edit rules.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 364:

Is limited state-level correction authority granted to quality control staff working with vital records in order to amend obvious errors and omissions without returning the report to the originating entity?



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

The State's Registration and Special Services staff have limited authority to make corrections in specific cases where contacting the originating entity is not necessary.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 365:

Are there formally documented processes for returning rejected data to the collecting entity and tracking resubmission to vital records?



Standard of Evidence:

Provide the formal methodology or describe the process by which rejected data is returned to the collecting agency and tracked through resubmission to vital records.

Question Rank:
Very Important

Assessor conclusions:

The process for returning rejected records is documented within the State's "Funeral Home Manual" for both funeral home directors and hospitals.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 366:

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



Standard of Evidence:

Provide a complete list of timeliness performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The State may generate a dashboard report for the vital records system that includes the average number of business days to register a death. This provides an excellent baseline for the establishment of a timeliness performance measure.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 367:

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



Standard of Evidence:

Provide a complete list of accuracy performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The NCHS contract sets goals that are to be achieved. These are not the same as performance measures that can be used to measure system improvements.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 368:

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



Standard of Evidence:

Provide a complete list of completeness performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The NCHS contract specifications sets goals for State reporting, rather than performance measures that can be used within the State to improve the data quality of the vital records system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 369:

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



Standard of Evidence:

Provide a complete list of uniformity performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

The NCHS contract does not specify performance measures that could be used to help the State monitor improvements in its vital records data system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 370:

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



Standard of Evidence:

Provide a complete list of integration performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No integration performance measures have been set for the vital records system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 371:

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



Standard of Evidence:

Provide a complete list of accessibility performance measures for vital records and explain how these measures are used to inform decision-making.

Question Rank:
Very Important

Assessor conclusions:

No accessibility performance measures have been established for the vital records data system.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 372:

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



Standard of Evidence:

Provide specific numeric goals and related performance measures for each attribute as determined by the State.

Question Rank:
Somewhat Important

Assessor conclusions:

The dashboard, which measures the current status of several performance attributes in the system, also includes a standard for each of those measures.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 373:

Is there performance reporting for vital records that provides specific timeliness, accuracy, and completeness feedback to each submitting entity?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

The NCHS contract does not describe how information on quality control measures is provided to the submitting facilities.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 374:

Are high frequency errors used to update vital records training content, data collection manuals, and validation rules?



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

Edit rules are adjusted according to systematic errors and data collection manuals and training procedures are updated accordingly.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 375:

Are quality control reviews conducted to ensure the completeness, accuracy, and uniformity of injury data in the vital records?



Standard of Evidence:

Provide a sample quality control review of injury records that details the system's data completeness.

Question Rank:
Somewhat Important

Assessor conclusions:

The State has an electronic reporting system that provides notifications of deaths via a rapid reporting system that can be cross-checked with the monthly extract that is provided to the National Violent Death Reporting System epidemiologist. Incomplete or missing records are handled on a case by case basis.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 376:

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



Standard of Evidence:

Describe the analyses, provide a sample record or output, and specify their frequency.

Question Rank:
Less Important

Assessor conclusions:

The State does not use vital records data to conduct trend analysis.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 377:

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



Standard of Evidence:

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

Question Rank:
Somewhat Important

Assessor conclusions:

Data quality feedback is provided to data managers via the dashboard application.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 378:

Are vital records data quality management reports produced regularly and made available to the State TRCC?



Standard of Evidence:

Provide a sample quality management report and specify frequency of transmission to the State TRCC.

Question Rank:
Somewhat Important

Assessor conclusions:

FARS reports are provided routinely to the TRCC. However, data quality management reports for the overall vital records system are not provided on a regular basis.

Respondents assigned	1	Responses received	1	Response rate	100%
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Data Use and Integration

Data integration combines more than one dataset to create a larger, more robust set of data. When data from more than one traffic records system is integrated, it gives the State access to better data to use in decision-making and planning. Alaska has every system available to perform integration between these datasets, but there is very little integration within the State other than with crash data and roadway data. There are certain studies for which data has been integrated, but it is not on a regular basis. With silos of data, it is difficult for the State to analyze data across the core components of the traffic records systems. Integration of the multiple systems will allow the State to analyze and act upon the given data with better understanding and knowledge of the problems. Integration will promote a data-driven approach to traffic safety across the multiple agencies involved instead of looking at just data easily accessible within one component of the traffic records system.

There is no statewide data governance process or policy to follow. The State is developing one which will assist in allowing better integration and accessibility of data across all agencies. Until the data governance process is in place, the State will need to address each agency's requirements to access and integrate data efficiently. The data governance process will assist with standardizing and gaining access to data from the multiple agencies that own and release data.

With no executive TRCC, the State will have difficulty developing and implementing policies and guidelines from the TRCC. Without the executive sponsorship within each agency to adopt the policies, the State will have a difficult time using the TRCC as a means to standardize the policies to promote the use and integration of the traffic records systems. It should be noted, even though the executive level is not present, that there are individuals implementing and promoting data integration and security policies within agencies that are part of the TRCC.

Alaska has a Traffic Records Resource Guide. The guide describes the traffic systems Alaska maintains, but is not detailed enough to be considered an inventory of the systems. An inventory would include the data elements, possible linkages between systems, and detailed information about the data structure. The resource guide is a start to having a detailed inventory if the State includes the above mentioned attributes of each system. Having a detailed inventory containing the known integration points, as well as the elements, will further increase the use and integration of the data. When the data elements and values are transparent to the potential users of the data, the State will see more value in the data and the need to integrate. The inventory will also assist in planning upgrades to systems. A detailed inventory can assist agencies in determining what data is already captured elsewhere to reduce duplication of data collection.

Although traffic records data is accessible via individual requests fulfilled by State personnel, the data is not easily accessible to other State personnel or the public. There are very few tools available to the State and the public to analyze any of the data. The State is undergoing a project to address the issue with a new tool for the State and public to use.





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:

Program managers and researchers have access to traffic records data. Available data includes injury surveillance and crash data (analyzing bike injuries) and citation and roadway data (problem identification).

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 380:

Does the State have a data governance process?



Standard of Evidence:

Provide a narrative detailing the State's data governance process, identifying the personnel involved and describing how it supports traffic safety data integration and formal data quality management.

Question Rank:
Somewhat Important

Assessor conclusions:

Although the State is developing a plan for data governance, there is not one in place.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 381:

Does the State have a formal traffic records system inventory that identifies linkages useful to the State and data access policies?



Standard of Evidence:

Provide a copy of the system inventory specifying all traffic records data sources, system custodians, data elements and attributes, linkage variables, linkages useful to the State, and data access policies.

Question Rank:
Very Important

Assessor conclusions:

The State has a guide describing the available systems, but it does not cover the elements, attributes, and relationships to the data. The guide is a much higher level document than a formal records inventory.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 382:

Does the TRCC promote data integration by aiding in the development of data governance, access, and security policies for integrated data?



Standard of Evidence:

Identify, with appropriate citations, the TRCC strategic plan sections that demonstrate the promotion of data integration.

Question Rank:
Somewhat Important

Assessor conclusions:

Because there is no executive TRCC, it is difficult for the State to develop and implement policies and guidelines from the TRCC and have them implemented within the various agencies. There are individuals implementing and promoting data integration and security policies within different departments who are part of the TRCC.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 383:

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

Standard of Evidence:



Document an integrative crash-driver link, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include an assessment of graduated drivers' license (GDL) law effectiveness or of crash risk associated with motorcycle rider training, licensing, and behavior.

Question Rank:
Very Important

Assessor conclusions:

Driver data is not integrated with crash data for specific analytical purposes within the State.

Respondents assigned	2	Responses received	2	Response rate	100%
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Question 384:

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

Standard of Evidence:



Document an integrative crash-vehicle link, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include crash trends among vehicle types or vehicle weight restriction by road classification.

Question Rank:
Very Important

Assessor conclusions:

Vehicle data is not integrated with crash data for specific analytical purposes within the State.

Respondents assigned	2	Responses received	2	Response rate	100%
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Question 385:

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



Standard of Evidence:

Document an integrative crash-roadway link, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include the identification of high crash locations and locations with similar roadway attributes or an assessment of engineering countermeasures' effectiveness.

Question Rank:
Very Important

Assessor conclusions:

Data between the crash and roadway files are integrated only for specific elements. There is a project with the University of Alabama to develop a tool allowing the analytics to be performed.

Respondents assigned	2	Responses received	2	Response rate	100%
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Question 386:

Is citation and adjudication data integrated with crash data for specific analytical purposes?



Standard of Evidence:

Document an integrative crash-citation or adjudication link, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include an assessment of the relationship between illegal actions and crashes for specific driver subpopulations (e.g., older drivers) or of crash-involved DUI offenders' adjudications.

Question Rank:
Very Important

Assessor conclusions:

Citation and adjudication data is not integrated with crash data for specific analytical purposes within the State.

Respondents assigned	3	Responses received	3	Response rate	100%
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Question 387:

Is injury surveillance data integrated with crash data for specific analytical purposes?



Standard of Evidence:

Document an integrative crash-injury surveillance link, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include injury outcomes by specific crash type or injuries associated with occupant protection.

Question Rank:
Very Important

Assessor conclusions:

Injury surveillance data is not integrated with crash data for specific analytical purposes within the State.

Respondents assigned	3	Responses received	3	Response rate	100%
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Question 388:

Are there examples of data integration among crash and two or more of the other component systems?



Standard of Evidence:

Document an integrative link among crash and multiple data systems, the linkage variables, and example analysis, and the frequency of linkage. Example analyses could include an assessment of the safety impact of differential speed limits for different vehicle types.

Question Rank:
Somewhat Important

Assessor conclusions:

There are no examples of data integration among crash and two or more of the other component systems. Crash appears to be integrated with the roadway file and no other.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 389:

Is data from traffic records component systems—excluding crash—integrated for specific analytical purposes?



Standard of Evidence:

Document an integrative link using at least two traffic record component systems excluding the crash system. Include the systems, their linkage variables, example analysis, and the frequency of linkage. Example analyses could include an assessment of recidivism among specific driver populations.

Question Rank:
Somewhat Important

Assessor conclusions:

There is no evidence for analysis being performed on two integrated datasets other than the crash file.

Respondents assigned	1	Responses received	1	Response rate	100%
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Question 390:

Do decision-makers have access to resources—skilled personnel and user-friendly access tools—for the use and analysis of integrated datasets?



Standard of Evidence:

Identify the analytical resources available: personnel, software, or online resources. Specify the decision-makers who have access to these resources.

Question Rank:
Somewhat Important

Assessor conclusions:

Data for individuals is made available through the crash manager, but the data is not easily accessible for all decision-makers. There are no tools developed as the data is given in an Access file to the individuals who request it to manipulate it as they see fit. There is a new tool being developed for the users to be able to perform analysis within a tool easily accessible by all. This applies to crash data only, not integrated datasets.

Respondents assigned	2	Responses received	2	Response rate	100%
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Question 391:

Does the public have access to resources—skilled personnel and user-friendly access tools—for the use and analysis of integrated datasets?



Standard of Evidence:

Identify the analytical resources available to the public: personnel, software, or online resources. Specify how the public has access to these resources.

Question Rank:
Somewhat Important

Assessor conclusions:

Data requests are handled individually for the public. There is little access to resources and user-friendly access tools. There is ongoing development of an online public tool for analysis outside of the departments who own the data. Data will be more accessible when this tool is available and hopefully it will also apply to integrated datasets.

Respondents assigned	2	Responses received	2	Response rate	100%
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Appendix A

Assessment Participants

State Highway Safety Office Representative(s)

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State Assessment Coordinator(s)

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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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Mr. R. Robert Rasmussen II
Ms. Carrie Silcox
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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

ACS	Alaska Court System
ALVIN	Alaska License and Vehicle Information Network
APSIN	Alaska Public Safety Information Network
ATR	Alaska Trauma Registry
AUC	Alaska Uniform Citation
AURORA	Alaska Uniform Response Online Reporting Access
DHSS	Alaska Department of Health and Social Services
DMV	Division of Motor Vehicles
DPS	Alaska Department of Public Safety
EDispo	e-disposition
HFDR	Alaska Health Facilities and Data Reporting Program
HIDI	Hospital Industry Data Institute
IMT	Incident Management Team
MSCVE	Division of Measurement Standards and Commercial Vehicle Enforcement
STIP	Statewide Transportation Improvement Program
TraCS	Traffic and Criminal Software

