

STRATEGIES FOR IMPROVING YOUR NON-FATAL CRASH COMPLETENESS RATING

How To Address Under-Reporting



The NFCC measure estimates how many non-fatal crash records a State is expected to report to FMCSA. This document provides improvement strategies to use when your State gets an NFCC rating that indicates under-reporting.

Reporting Process



To investigate under-reporting, you need to find out how and where qualifying non-fatal crash records are being missed. Look at the whole process—Collect, Select, Report—to understand how each phase can impact others and to determine if everyone involved knows and follows FMCSA's reporting requirements.

Use the strategies listed here to start identifying areas for improvement. Your FMCSA Technical Assistant can help you to adapt them for your State's organization and to access FMCSA resources. Future updates will provide more detailed information on identifying specific problems and implementing solutions.



Does law enforcement collect and transfer all data needed to identify qualifying vehicles?

- 1. Review the State's paper and electronic crash forms.** The form should help officers capture required vehicle data as well as qualifying conditions (fatality, transport due to injury, towed due to disabling damage).
- 2. Determine whether data-collection training for State and local officers is adequate.** Training should cover FMCSA reporting requirements and demonstrate how to capture data accordingly.
- 3. If either the crash form or collection training doesn't meet the standards above, find out how and when they can be modified.** Typically, it's a time-intensive process. Meanwhile, develop interim recommendations to address identified problems with the crash form and collection.
- 4. Review the procedures for electronic or paper transfer from one agency to the next.** Transfers should be monitored and controlled on both ends. (cont.)

What is Under-reporting?

Under-reporting occurs when a State submits significantly **fewer** non-fatal crash records than are expected by FMCSA. If your State is under-reporting, it's likely that some qualifying non-fatal records are not being identified as reportable to FMCSA. This could happen anywhere in the collection and reporting process. If the crash form doesn't capture all required vehicle data as well as qualifying conditions, the selection process could miss qualifying records. Even when all the required data is captured, incomplete selection programming could pass over qualifying records. So a key step toward improving under-reporting is understanding the whole process—Collect, Select, Report.

For information on the upcoming NFCC modification go to:

<http://ai.fmcsa.dot.gov/dataquality/improve>

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How To Address Under-Reporting (cont.)



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Does the State identify and transfer all potentially qualifying crash records to the MCSAP Office?

- 1. Review the criteria and procedures for identifying paper crash reports that could be FMCSA reportable.** Procedures should take into account problems with crash forms and collection errors. Selection should be broad enough so the MCSAP Office can make the final decision on reportability.
- 2. Review the selection criteria and logic, as well as programming code, used to identify and transfer potentially reportable crash records to SAFETYNET.** Preferably, the MCSAP Office makes the final decision on reportability.
- 3. See also item 4 under “Collect.”**



Does the MCSAP Office upload all qualifying crash records to FMCSA?

- 1. Review the criteria and procedures for determining if a crash is reportable to FMCSA.** Procedures should take into account any identified problems with crash forms, data collection, and record selection.

Resources from FMCSA

Contact your FMCSA Technical Assistant.

Collect Resources

Crash form development: Guidance on designing or revising crash forms, including best practices and a model crash report, is available on A&I's Data Quality Module under Improvement Tools. A customized assessment of your State's crash forms is also available free of charge.

Crash data-collection training: Find online training materials for law enforcement on A&I's Data Quality Module under Improvement Tools. Data-collection training customized for your State is also available free of charge.

FMCSA Visor Cards: Handy, illustrated reference cards that provide officers with instructions for collecting FMCSA-required data are available through your Technical Assistant.

Select Resources

Selection criteria: FMCSA Visor Card titled “Truck and Bus Crashes Reportable to FMCSA.”

SAFETYNET coding: The SAFETYNET Crash Data Coding and Validation Manual provides detailed guidance on SAFETYNET data elements, as well as crash data collection and reporting requirements.

Crash data import: Technical support to improve a State's data extraction and translation is available free of charge.

Report Resources

See resources under “Select.”

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Feedback/Questions

Send us your questions or comments on the modified NFCC measure by using the A&I Online Feedback form at: <http://ai.fmcsa.dot.gov/Feedback/AIFeedback.asp>