Instructions: How to Code Records Where Driver Data Are Legitimately Missing

Crash Record Completeness Measure – Treatment of Legitimately Empty Driver Fields

- The Crash Record Completeness Measure excludes records with legitimately missing information from counting against performance *if you code the record using designated keywords.*
- Apply these instructions after researching and confirming that the driver data cannot be found, or are not applicable.
- These instructions are optional. Your State's Crash Record Completeness Measure rating will not decline if you choose not take these steps.

Instructions

To exclude the record from your Crash Record Completeness measure, enter any of the following keywords in the **driver last name field** of a crash record:

- Attenuator
- Autonomous
- Driverless[2]
- Hit and run[1]
- Parked
- Stolen
- Unknown[2]

[1] "Hit and run" also excludes the record from Vehicle Fields completeness evaluation.

[2] You may use "unknown" or "driverless" in lieu of the more specific keywords, but this is still only permitted if there is adequate justification for not having driver and/or vehicle data; i.e., if it was a runaway vehicle with no driver, or if it fits into one of the other situations described by the keywords.

Example 1

A runaway truck with no driver rolls down a slope into a collision: enter "driverless" or "unknown" as the keyword.

Example 2

A parked commercial vehicle was struck by another motor vehicle: enter "parked" or "unknown" as the keyword for the parked vehicle.

Driver Identification

Last Name	UNKNOWN	First Name	
Middle Initial		Date of Birth	
License?	⦿ Yes ◯ No	License Class	
License Number		License State	

Example 3

A passenger vehicle was struck by an unidentified motor carrier that fled the scene and investigators were not able to record driver information: enter "hit and run" as the keyword.

Driver Identification

Last Name	HIT AND RUN	First Name	
Middle Initial		Date of Birth	
License?	⦿ Yes ◯ No	License Class	
License Number		License State	