

# Kansas Accident Reporting Newsletter

DISTRIBUTION: DECEMBER

**\* PLEASE DISTRIBUTE TO MOTOR VEHICLE ACCIDENT REPORTING STAFF \***

## NEW KLER RULES PACKAGE

For users of the Kansas Law Enforcement Reporting (KLER) software, the new release of KLER is available to download from [www.kstrs.org](http://www.kstrs.org).

Participating agencies should download it and update their computers as soon as possible during the **grace period** which **ends 1/31/13**. Thank you.



There are a number of new validations to assist the reporting officer in reporting and to increase data quality. Further, this release will fix a few validations from the original package.

## 2012 ACCIDENT REPORTING

Per normal practice, **all state-reportable accident reports for 2012 will need to be sent to KDOT by January 31st, 2013**. Please ensure your agency is current in reporting, so as to lessen the effort come January. **Once your agency has submitted all 2012 reports, please remember to go to our law enforcement info webpage to mark completion.**

<http://www.ksdot.org/burtransplan/prodinfo/lawinfo.asp>

If you would like KDOT to send a list of those reports that have been fully processed for your agency, simply request such at any time by using the contact information on this page.

Please remember that timely and accurate reporting are crucial to traffic safety initiatives. Further, agencies are required by state **statute 8-1611** to submit accident reports to KDOT "within 10 days of the investigation of the accident."

**As always, your work and attention to detail is greatly appreciated!**

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### Contact Information

- ◆ **Accident Coding Help or data requests:**  
785.296.0456 or [accident-data@ksdot.org](mailto:accident-data@ksdot.org)
- ◆ **"Wrecks"** - 785.296.5169 or [rex@ksdot.org](mailto:rex@ksdot.org)
- ◆ **Ordering Forms:**
  - \* Accidents (KDOT forms):  
<http://www.ksdot.org/burtransplan/prodinfo/lawinfo.asp> or call 785.296.7789
  - \* KBI forms: 785.296.8200
  - \* DC Forms: 785.296.3671
- ◆ **KLER Software:**  
1-877-317-4597 or [helpdesk@khp.ks.gov](mailto:helpdesk@khp.ks.gov)
- ◆ **KLER e-submission to KDOT:** 785-296-4851 [TRSAAdmin@ksdot.org](mailto:TRSAAdmin@ksdot.org)
- ◆ **Addresses** are listed in the [Motor Vehicle Accident Coding Manual](#)—Page 3



Understanding relationships between data fields is key to accurate reporting.

## ACCIDENT CLASS / FIXED OBJECT TYPE

On page 29 and 30 of the 2012 Accident Coding Manual, it discusses the relationship between the **Accident Class** fields and the **Fixed Object Type** and/or **Collision With Vehicle** fields. Understanding this relationship is key to proper reporting.

1. Notice each of these three categories (fields) contain both a **First Harmful Event** (FHE) choice along with a **Most Harmful Event** (MHE) choice.
2. The Accident Class FHE and MHE fields **must** correspond to the aFixed Object and Collision with Vehicle coding.
  - \* If Accident Class FHE reflects **08-Fixed object**, then the Fixed Object Type FHE must contain a value.
  - \* If Accident Class MHE reflects **03-Motor vehicle in-transport**, then the Collision with Vehicle MHE must contain a value.
3. **Do not mark the FHE or MHE codes for *Fixed Object Type* or *Collision with Vehicle* if there is not an *Accident Class* corresponding value.**

## RECORDING CRIMINAL INFORMATION

One area that the state seemingly provides conflicting information is related to criminal information recorded on the state accident forms.

1. The accident forms (850A, 850B, 851, 852, & 854) are considered **“open records”**
2. If criminal information is recorded on an open records form, whoever hands it out to customers must **redact** (block out) the criminal information, as it is protected by other laws.
3. Because many hands touch accident reports, it is impossible to ensure every distributor of the report would properly review and redact them.
4. Therefore, the best solution is for criminal information to be recorded on other investigative forms and NOT on the accident reports. This does NOT include BAC results. BAC results are to be recorded.
5. For **fatal accidents**, the state requests (on behalf of federal partners) added information including criminal drug results, as it is **REQUIRED** for federal reporting. Please ensure that such information is attached to the original or amended reports where known.





## MANAGER MUSINGS — Training Video



Some law enforcement personnel who participated in the regional 2009 train-the-trainer classes I led, probably remember discussion related to KDOT possibly providing a training video concerning accident reporting. To-date, no training video has been produced due to lack of resources and priority given to the many modifications to software, hardware, and staff workflow required by the new forms. However, we are finally coming to the end of the major modifications.

Hopefully, I will be able to put some focus back on the aforementioned training video. This will benefit all, as everyone can receive the same instruction “from the horse’s mouth.” The intended video content will be divided into modules and chapters to allow for convenient stopping and starting. Unfortunately, KDOT does not have accident training staff, and some law enforcement trainers simply train “the way we’ve always done it.” The result is on-going misunderstanding of accident coding and added work for everyone involved in order to make corrections. If all can have the same understanding, all will succeed.

**If you have constructive input regarding the training content, let me know.** The target date for completion is unknown at this point. We will send information as we know more in the future.

Thank you, “Wrecks”



“Wrecks”  
Rex McCommon  
  
Kansas  
Motor Vehicle  
Accident Data Manager

REPORTING IS  
INVESTIGATION;  
INVESTIGATION  
IS KNOWLEDGE;  
KNOWLEDGE  
INFORMS DECISIONS.

## WORK ZONE REPORTING CONTINUED...

*Timely work zone accident reporting is important for long-term construction projects, as it helps identify traffic control problems and allows the proper authorities to make improvements.*



At the same time, delayed reporting perpetuates the current traffic safety problem and increases the likelihood of additional accidents. If traffic engineers who oversee construction projects receive timely accident reporting, they have the information needed to make traffic control adjustments sooner rather than later.

Work zone traffic control is established based upon federal guidelines. Essentially, the number of signs, spacing, striping, and so on are predetermined by the aforementioned specifications. However, adjustments can be made to work zone traffic control where warranted.

Please contribute to work zone safety by filing timely and accurate accident reports. Thank you.

