

TRAINING TASK: TRAFFIC CRASH INVESTIGATION

TASK # 14

Purpose

The officer will learn how to investigate crashes /issue citations when appropriate.
The officer will contact supervisor in cases of AIT call outs.

Preceding Task:

Emergency Vehicle Operations
Traffic Enforcement and Stops
Parking Enforcement
Tow Policy

I. Statute and City Ordinances

- A. 4511.19 OVI
- B. 4510 DUS
- C. 4549.02, 4549.03 Hit and Run
- D. 4511.263 Seat Belt
- E. 414.01 through 414.03 Failure to obey traffic control devices (City Ordinances)
- F. Chapter 432 of City Ordinances
- G. Chapter 434 of City Ordinances
- H. Chapter 436 of City Ordinances
- I. Chapter 438 of City Ordinances
- J. 4507.20 Examination of Licensee's Competency

II. Policy and Procedure

- A. G.O. 61.1.12 Request for re-examination of driver
- B. G.O. 61.2 Traffic Crash Investigation
- C. G.O. 61.3 Traffic Direction and Control
- D. Training Bulletin: Forms #2 Damaged Vehicle Report Form
- E. Training Bulletin: Police Miscellaneous #1 Air Bag Supplemental Restraint System/Energy Absorbing Bumper System

III. Operational Procedure

- A. Response to scene
 - 1. Signal 10 - Code I or II

2. Signal 11 - Code III
 3. Select best available route, consider traffic and roadway conditions
- B. Arrival at scene
1. Select cruiser location to control the scene and prevent further crashes
 - a. Check and report injuries
 - b. Remove vehicles from roadway as soon as possible
 2. Determine location and need for additional crews and/or equipment
 3. Protect the scene-note vehicle positions and marks on the roadway
- C. Locate drivers/witnesses
1. Obtain verbal statements from drivers
 2. Place drivers in rear of cruiser (OFFICER DISCRETION)
 - a. Obtain thorough and complete witness statements from drivers and witnesses
 1. Advise driver how you want the statement written out: including date, time, direction of travel, lane of travel, speed and what happened
 2. If the statement is not complete write questions for driver/witness to answer on OH-3
 - b. Verify information on Unit #2 driver
 1. Address, ownership of vehicle, Insurance Company, Insurance Policy Number
 2. Phone number, occupation, use of seat belt, verify no injury, speed
 3. As a courtesy, exchange of information forms may be provided.
 - c. Release driver of unit #2 and advise to contact insurance company
 - d. Repeat a, b, and c with unit #1 driver
 1. Issue citation if appropriate
- D. Evaluate Physical Evidence
1. Note skid marks, driving conditions, weather, driver conditions, traffic control devices, equipment defects, vehicle conditions and damage as well as their locations
 2. Call for Evidence Crew for photos and other evidence
 3. Call Supervisor and AIT if serious accident
- E. Make accident scene safe
1. Call tow company
 2. Tow company will clean debris
- F. Complete OH-1, OH-2, OH-3
1. Complete OH-2 if no enforcement action is taken with reason for no enforcement action
 2. Also list injuries on OH-2, if injury accident

3. Exchange of Information form may be filled out
- G. Enforcement Action
1. Citation is the preferred course of action
 2. Arrest (OVI only) if at scene
 3. Send driver in for re-examination if necessary
 - a. BMV-2308 form is used, must be typed (in "S" drive)
 - b. The driving must be reported in detail.
 - c. The physical defects must be listed (age alone is not a physical defect)
- H. Hit and Run
1. Complete OH-1
 2. Complete OH-2 with investigation
- I. Reporting of Private Property Crashes
1. Hit and Run (no arrest unless it occurred in officer's presence)
 2. OVI
 3. DUS, No OL
 4. Reckless Operation,
 5. Injury: Listed on OH-1
 6. City Vehicle involved
 7. Failure to Control (if deemed appropriate)
- J. Crashes involving City Vehicles/Property
1. Complete OH-1
 2. Notify Supervisor
 3. Call-out AIT (if necessary)
 4. Call Evidence Crew for photos and other evidence
 5. If City employee is in violation, no citation is to be issued until after Accident Review Committee makes a decision
 6. Damage to City Vehicle report
- K. Accident Investigation Technician Call-out (AIT)
1. Supervisors responsibility
 2. Serious injury and/or death
 3. Possibility of City liability
 4. Technical advice (may not be call-out but simply contacted)
- L. Reporting damaged signs/signals
1. Non-hazardous
 - a. Report on Damaged Sign Form
 - b. Call dispatch references green lights out
 2. Hazardous
 - a. Signs bent leaning into roadway, red or amber signal lights out, missing stop signs, etc.
 - b. Notify dispatch on red and amber signal light problems: stay on scene if no other red or amber light showing
 - c. Stay on scene if sign creates a hazardous situation until Sign Shop can respond

3. Report all traffic signals, traffic signs, walk lights, park signs, etc. to the proper department
 - a. Report also damaged curbs, trees, shrubbery, (City property)
4. If damage sustained in crash also include responsible party's information
5. Temporary stop signs are located under over hang or at Street Department

I acknowledge that I received training in the skills and knowledge necessary to perform in the above Training/Task Topics, and I am able to perform at an acceptable level.

Probationary Officer Date

Supervisor Date

FTO Date