



State of New Mexico

Traffic Records Assessment

April 14, 2016

National Highway Traffic Safety Administration

Technical Assessment Team





Table of Contents

Index of Figures	2
Executive Summary	2
Recommendations.....	3
Introduction	6
Background.....	6
Methodology	7
Results.....	12
Traffic Records Coordinating Committee Management	13
Strategic Planning	22
Crash	31
Vehicle	54
Driver.....	75
Roadway	99
Citation / Adjudication.....	120
EMS / Injury Surveillance.....	143
Data Use and Integration.....	205
Appendix A	215
Assessment Participants	215
State and Local Respondents.....	216
Assessment Facilitator	217
Assessment Team Members	217
Appendix B	218
National Acronyms and Abbreviations	218
State-Specific Acronyms and Abbreviations	221

Index of Figures

Figure 1: Rating Distribution by Module	2
Figure 2: Assessment Section Ratings.....	3
Figure 3: Traffic Records Assessment Time Table.....	8
Figure 4: State Schedule for the Traffic Records Assessment.....	10
Figure 5: State Traffic Records Assessment Process.....	11





Executive Summary

Out of 391 assessment questions, New Mexico met the Advisory ideal for 104 questions (26.6%), partially met the Advisory ideal for 64 questions (16.4%), and did not meet the Advisory ideal for 223 questions (57%).

As Figure 1 illustrates, within each assessment module, New Mexico met the criteria outlined in the *Traffic Records Program Assessment Advisory* 42.1% of the time for Traffic Records Coordinating Committee Management, 37.5% of the time for Strategic Planning, 34.1% of the time for Crash, 12.8% of the time for Vehicle, 24.4% of the time for Driver, 0% of the time for Roadway, 33.3% of the time for Citation / Adjudication, 30.1% of the time for EMS / Injury Surveillance, and 30.8% of the time for Data Use and Integration.

Figure 1: Rating Distribution by Module

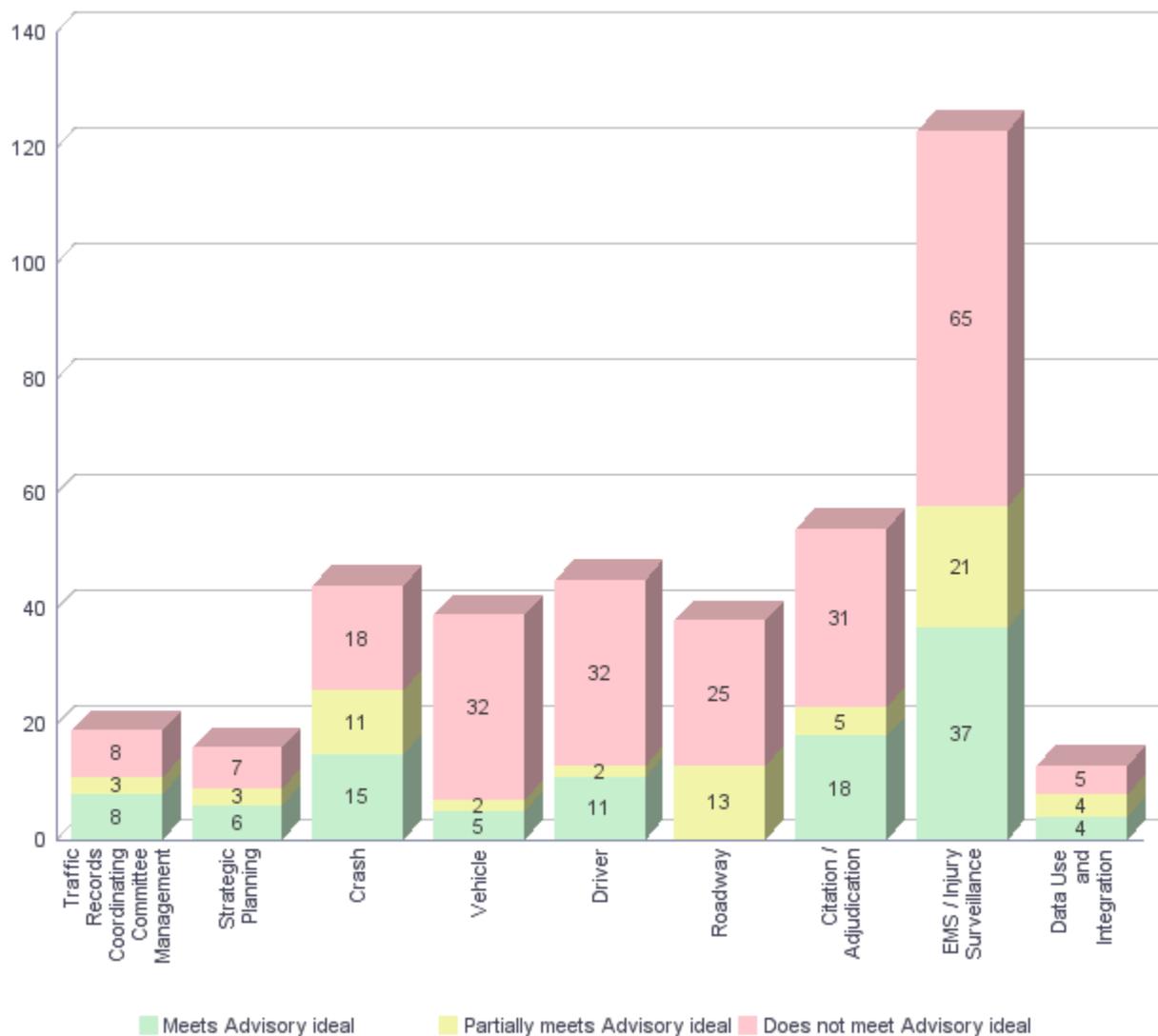




Figure 2: Assessment Section Ratings

	 Crash	 Vehicle	 Driver	 Roadway	 Citation / Adjudication	 EMS / Injury Surveillance
Description and Contents	88.1%	44.4%	60.0%	60.0%	75.4%	66.7%
Applicable Guidelines	86.7%	63.6%	33.3%	66.7%	40.4%	73.7%
Data Dictionaries	56.7%	57.1%	50.0%	33.3%	68.3%	53.3%
Procedures / Process Flow	70.8%	39.4%	62.7%	45.8%	72.8%	70.5%
Interfaces	33.3%	33.3%	57.1%	47.2%	61.9%	33.3%
Data Quality Control Programs	54.3%	38.2%	36.8%	40.3%	46.2%	51.6%
Overall	64.6%	42.5%	51.0%	45.3%	60.8%	58.4%

	Overall
Traffic Records Coordinating Committee Management	68.0%
Strategic Planning for the Traffic Records System	65.9%
Data Use and Integration	61.6%

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.”





New Mexico can address the recommendations below by implementing changes to improve the ratings for the questions in those section modules with lower than average scores. New Mexico 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 interfaces with 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 applicable guidelines for the Driver data system to reflect best practices identified in the Traffic Records Program Assessment Advisory.

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 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 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 data dictionary for 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.





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.





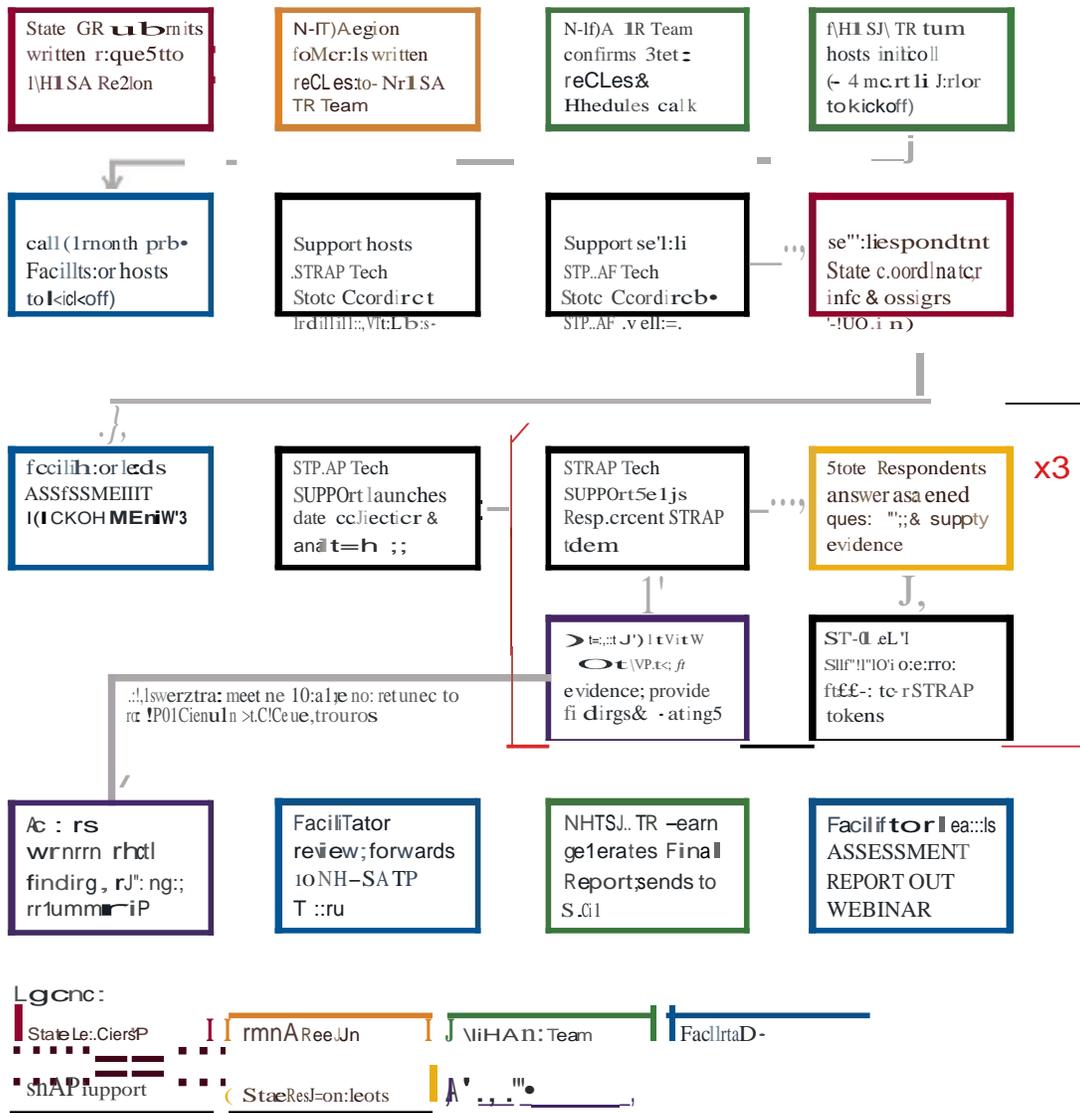
Figure 4: State Schedule for the Traffic Records Assessment

Kickoff	January 05, 2016
Begin first Q&A Cycle	January 06, 2016
End first Q&A Cycle	January 22, 2016
Begin second Q&A Cycle	February 04, 2016
End second Q&A Cycle	February 19, 2016
Begin third Q&A Cycle	March 03, 2016
End third Q&A Cycle	March 18, 2016
Assessors' Final Results Complete	March 30, 2016
Final Report Due	April 14, 2016
Debrief	April 25, 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

New Mexico has both an executive and technical TRCC. The State has produced By-Laws outlining the roles and responsibilities of each level, as well as memoranda of responsibility that have been signed by the committee members. Each organization is provided one vote on the committee, and there is an executive membership selected from management at the various member agencies. There is a chair for the technical TRCC, as required by the Advisory. Further, the Executive TRCC meets at least once per year, also consistent with the Advisory.

While the TRCC is structurally consistent with the TRCC, the formal structure of the charter does not provide for an official coordinator with designated responsibilities. Thus, there is an opportunity to clarify this role and provide appropriate documentation to specify expectations. Additionally, there is no leadership plan to support the recently established Strategic Plan. No evidence was provided to support the existence of regular TRCC meetings in the form of minutes; clearly this indicates another opportunity to improve the underlying documentation.

There is an opportunity to improve the functional engagement of the TRCC in allocating grant funds – rather than the reliance on the traffic records manager to perform this function. The committee could provide a more representative basis to make sure determinations.

The TRCC does not maintain a traffic records inventory, which is a needed component for growth planning and improvement. Additionally, there is an opportunity for the TRCC to improve its support of training and technical support for its membership.

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:

The State has both an executive and technical TRCC. Appropriate evidence has been provided in support of this question. The State has produced By-Laws outlining the roles and responsibilities of each level, as well as memorandums of responsibility that is noted as signed by members.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Each organization is provided one vote on the committee, and there is an executive membership selected from management at the various member agencies.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

The State has the program in place to review work at the executive level; however, it has not been tested outside of the approval of the Strategic Plan.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 4:

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:

There is representation for each of the core data systems at both the executive and technical levels.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

If a core technical system is being developed, the project has to go through the NM Department of Information Technologies (DOIT) Project Certification Committee and project management plans are required. The projects also have an independent Verification and Validation requirement. The NMDOT CIO is a member of the executive group and signs all IT related project contracts.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 6:

Standard of Evidence:



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

Question Rank:
Very Important

Assessor conclusions:

The Charter authorizes the existence of the TRCC.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 has noted that the TRCC was developed and stands on the minimal requirements of establishment of a TRCC; however, they have not established a leadership plan to support the recently established strategic plan.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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 respondents to this question have different perspectives on the degree to which the TRCC influences policy decisions. Given the difference in perspective, a likely conclusion is that the TRCC may influence policy in some area, and as such the Advisory ideal is partially met for this question.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

Grant funds are allocated by the traffic records manager, and the State did not show evidence that this is coordinated through the TRCC.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

The State identifies the NHTSA approved core grant funded areas and those performance measures that must be monitored. However, monitoring those measures is coordinated by the traffic records manager rather than the TRCC as a whole, although as a member of the TRCC, the traffic records manager does report on these measures.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

The State has initiated meaningful discussion and embarked on coordination as a forum through the approval of the Strategic Plan. However only one set of technical TRCC meeting minutes is provided as evidence.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 12:

Standard of Evidence:



Provide the traffic records inventory.

Question Rank:
Somewhat Important

Assessor conclusions:

The TRCC does not maintain a traffic records inventory.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 State provided evidence of a chair for the technical TRCC.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The State notes the name of a designated coordinator, who also holds the role of the Traffic Record manager. However there is no clearly defined role within the charter or TRCC documents that provide for this position, or denote accountability or responsibilities.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 15:

Standard of Evidence:



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

Question Rank:
Somewhat Important

Assessor conclusions:

The Executive TRCC meets at least once each year and frequently more than once a year.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 State has not provided evidence of technical TRCC meetings. The attached Minutes are for the Executive Oversight Committee, and not the Technical TRCC.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

There is no evidence provided of a quality control process managed by the TRCC.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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 State notes that this is an area that sub-committee development is needed, and some training has occurred within core groups. However, the TRCC has not formally addressed training and technical needs of its members.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 utilizes 405c and HE 164 funds for traffic records improvements.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Strategic Planning

The Traffic Records Coordinating Committee is responsible for developing the TRCC’s strategic plan that guides the State’s traffic records improvement efforts. This document is a multi-year plan, updated annually, that sets the framework for improving all aspects of the State’s traffic records system, providing goals and objectives for activities over the short and long term.

The Strategic Plan should be developed, implemented, and monitored by the TRCC. The Plan is developed by the Traffic Safety Bureau by talking with the members separately rather than having the TRCC be responsible for the Plan. The State is requesting NHTSA technical assistance to involve all the members in the next version to more fully meet the ideal. The new Plan should also address data and data system deficiencies.

Section two of the current Strategic Plan does a good job of identifying strategies to address the six core data systems. The TRCC references the NHTSA and GHSA in developing project performance measures and all NHTSA funded projects track their progress on an annual basis. The Plan also contains milestones and responsibilities for projects.

One area the State should work on is involving stakeholders, particularly locals, in the development of the strategic plan. State needs and goals are identified but local collectors and users are not involved. Polling other stakeholders is also useful in identifying training and technical assistance needs.

The State has a plan that does a good job of identifying strategies across all systems and uses performance measures, milestones, and clear project responsibilities. The Plan and the TRCC will be strengthened by seeking wider input and shifting the responsibility for the plan from the Traffic Safety Bureau to the TRCC.

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 Traffic Safety Bureau developed the TRCC Strategic Plan by talking with TRCC members separately rather than having the TRCC be responsible for the plan. With help from NHTSA technical assistance, the next version will involve all of the TRCC members.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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 TRCC Strategic Plan references existing data and data systems deficiencies documented in the last Traffic Records Assessment. However, the deficiencies are not explicitly noted or identified in the Strategic Plan itself, nor how they will be addressed.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

Section 2 - Existing Traffic Records Information Systems in New Mexico of the STRCC Strategic Plan does a good job of identifying strategies to address the six core data systems.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 23:

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 STRCC Strategic Plan section 3 - 2013-2017 Traffic Records Strategic Plan Elements show year, amount, and prioritization for federal funding. There is an overall cost list for the projects, followed by the individual project overview which specifies the type of funding. The amounts appear to all come from federal funding sources.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

Although a process exists it does not involve the whole TRCC. The Traffic Records manager prioritizes the projects with the approval of the Traffic Safety Director. The assessment recommendations were utilized for prioritizing improvement projects. These projects are approved by the TRCC. In the future, projects will be prioritized by the TRCC and approved by the executive committee.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 25:

[Redacted]



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:

The TRCC references the model performance measures produced by NHTSA and GHSA in developing project performance measures. Project pages indicate and show a process for identifying performance measures and metrics for the six core data systems being addressed. All NHTSA funded projects track their progress on an annual basis.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 Strategic Plan does not incorporate training and technical assistance needs. The State has requested and received technical help from NHTSA, FHWA, and FMSCA. The State is encouraged to assess training and technical assistance needs, particularly of local data collectors.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 27:

[Redacted]



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:

Although the Strategic Plan notes funding sources available there are no specific citations indicating how federal funds are leveraged in the Plan to improve data systems. The TRCC itself does not have a process for leveraging federal funds and assistance programs in the TRCC Strategic Plan. This is done within the Traffic Records section of the New Mexico Department of Transportation (NMDOT).

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

The TRCC has developed performance measures for the projects in the Strategic Plan. Section 4 of the Strategic Plan notes milestones and responsibilities for projects.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

Although the State's goals and data needs, via the Traffic Records section of the NMDOT, are reflected in the Strategic Plan there is not a process for integrating local data needs and goals.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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 TRCC considers the use of technology at both the committee and subcommittee meetings. Many of the prior traffic records assessment recommendations involved automating manual processes and projects in the Plan reflect this.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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 TRCC does not consider lifecycle costs when implementing improvement projects but departmental information technology processes may require this information.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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 current Strategic Plan shows no evidence of involving local users in the planning and project selection process. Involving local users will also help to identify training and technical assistance needs.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 33:



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:

FARS and SafetyNet are mentioned in the Plan and the State contributes to both data systems. The Plan indicates a coordination effort to improve the data quality with respect to FARS data.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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 TRCC does not have a process for identifying and addressing impediments to coordination with key Federal traffic records data systems.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 35:

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 Traffic Records Manager meets with each Traffic Records System owner and updates the plan each year. This process should incorporate more involvement from the TRCC.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Crash

The New Mexico Department of Transportation (NMDOT) holds custodial responsibility for the statewide crash system. NMDOT contracts with the University of New Mexico Traffic Research Unit (UNM-TRU) to manage the statewide database, including report processing, filing, storage, and many reporting functions. In this role, UNM-TRU maintains system documentation and is responsible for most of the quality control processes. For the most part, system documentation, including the data dictionary, is sufficiently descriptive and up to date. One area of improvement relates to documentation of the system's business edits and validation rules. Clearly documenting these rules and edits will facilitate the identification of those that need to be refined and highlight elements that may benefit from new edits and rules. This work will be especially important as electronic crash reporting expands in New Mexico, including the ability for law enforcement agencies to send reports electronically to the University.

The use of electronic crash reporting is an area of success for the State. New Mexico's effort over several years, to implement the Traffic and Criminal Software (TraCS) application, has resulted in significant adoption among law enforcement. Yet in spite of this success, the State has not developed an accompanying system for law enforcement agencies to deliver electronically generated crash reports, and for the University to electronically consume these reports. Only recently has a pilot project involving the Doña Ana County Sheriff's Office and a handful of other law enforcement agencies been conducted to investigate the feasibility and technical infrastructure needs. This project and the deployment of such capability should be one of the centerpiece projects in the State's traffic records strategic plan. This will be critical for the State to ensure that the efficiencies and data quality improvements of electronically generated crash reports persist through the system to include point-of-entry into the statewide database.

One area of concern that surfaced during the assessment was the lack of confidence expressed by users in the quality of statewide crash data. Several different users alluded to past problems with data quality, providing a handful of examples highlighting the issue. While the scope of this assessment does not allow for an in-depth evaluation of data quality, the assessment is structured to help uncover such issues. Based on the input of several users, there is reason to believe that some criticism is warranted. One of the potential causes of user concern around data quality is the lack of a formalized feedback mechanism. The TRCC loosely serves this purpose, but not sufficiently to serve as a mechanism for users to provide effective feedback. Developing a more formalized feedback mechanism along with a concerted effort to reach out to data users on this topic will be foundational to restoring confidence among the user community.

The State of New Mexico has recently replaced its legacy driver system, and is in the process of updating the vehicle system. Once these systems are fully implemented in 2016, the TRCC should begin evaluating potential interfaces with the crash system. Similarly, the NMDOT is working to update the State's linear referencing system which is an important precursor to establishing a functional interface between the crash and roadway systems. The advent of new interfaces to exchange data between these systems and the statewide crash database will not only improve efficiency and data accuracy, but contribute to enhancing the overall perception among users that statewide crash data is continuously improving in innovative ways.

Finally, as is common among many states, New Mexico would benefit from a more concerted effort in the area of performance measurement. Overall, the State has not placed sufficient





emphasis on system-level performance measures, which are key to gauging the health of individual traffic records components along the six data quality metrics. The State should identify measures from the Model Performance Measures for State Traffic Records Systems document that best suit the statewide crash system. Doing so will provide critical insight on how the crash system is performing, which ultimately will result in more concentrated focus on developing innovative and effective improvement projects.

The considerations highlighted above and in the individual crash system questions are critical to enhancing the quality of New Mexico’s crash data. While several aspects of the State’s crash system are in good health, many areas are in need of attention. Thoughtful consideration of the suggestions for improvement in this assessment will be vital in future work to improve the timeliness, accuracy, completeness, uniformity, integration, and accessibility of crash data. Dedicating the time and resources to carry out these considerations will position the State to make significant strides in improving overall data quality of the crash system.

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:

Crash reports created by New Mexico law enforcement agencies are entered into a single SQL database maintained by the University of New Mexico (UNM).

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

New Mexico Statutes Annotated (NMSA) 66-7-209 charges NMDOT with creating and providing copies of the crash report form to be used by all law enforcement agencies. In the performance of these duties, NMDOT also holds custodial responsibility for the crash data. NMDOT is also charged with an annual publication of crash statistics.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

NMSA 66-7-207 requires that a crash report be filed for any "accident resulting in bodily injury to or death of any person." The investigating party must forward the crash report to NMDOT within twenty-four hours of the crash.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 39:



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

NMSA 66-7-207 requires that a crash report be filed for any "accident resulting in bodily injury to or death of any person." The investigating party must forward the crash report to NMDOT within twenty-four hours of the crash.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

NMSA 66-7-207 requires that a written crash report be provided to NMDOT for all crashes resulting in \$500 or more in property damage.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

Crashes in non-trafficway areas are not included in the crash database. The crash report has a specific field where officers can indicate if the crash occurred on private property.

Respondents assigned	3	Responses received	2	Response rate	66.7%
-----------------------------	---	---------------------------	---	----------------------	-------





Question 42:

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:

State responses revealed several instances where crash data is used to identify risk factors. However, several other responses from State representatives indicated reservations about the use of crash data in identifying risk. As a result, it appears that crash data is not universally used as a key factor in risk analysis. For example, some NMDOT users expressed concern that current accuracy levels, in particular location elements, are not sufficient to use for in-depth analysis. Steps to improve location accuracy and other dimensions of crash data quality will go far in reassuring the user community that crash data is a viable source for risk analysis processes.

Respondents assigned	8	Responses received	7	Response rate	87.5%
-----------------------------	----------	---------------------------	----------	----------------------	--------------

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:

Crash data appears to be a factor used in NMDOT's network screening processes and helps guide decisions in the subsequent development of mitigation strategies. The agency routinely provides crash data to local engineering departments and MPOs to facilitate their safety analysis and project development processes.

Respondents assigned	5	Responses received	5	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 44:



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:

The HSP planning cycle includes a data presentation and analysis of the NHTSA/GHSA performance measures. Statewide and top ten counties and cities rankings data are detailed for a number of measures including: crashes, fatalities, alcohol-involved crashes, alcohol-involved fatalities, serious crash injuries, motorcyclist fatalities, pedestrian fatalities and speeding-related fatalities. Other crash, fatality and injury data analyses included: time of day, day of week, urban/rural, contributing factors, occupant protection use, helmet use, age/ gender/ ethnicity, speeding-related, and distracted driving-related. This information is also used by the Law Enforcement Liaison when negotiating the amount and type of activities that will be funded. Each law enforcement agency is required to submit an operational plan based on data to assure they are working at days/times that will be most impactful to reducing crashes.

Respondents assigned	3	Responses received	2	Response rate	66.7%
-----------------------------	----------	---------------------------	----------	----------------------	--------------

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 appears to be used to look at overall program effectiveness, particularly for fatal and serious injury outcomes, but does not appear to be used extensively in the evaluation of various individual safety countermeasure programs. Once again, users expressed some concern around crash data quality, which likely inhibits its widespread use as a metric for evaluating countermeasure programs.

Respondents assigned	6	Responses received	6	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

Several supporting documents provided by the State indicate that MMUCC has been a key factor in the development of the crash form and database. New Mexico's TRCC recently created a subcommittee to compare the crash report to the Fourth Edition of MMUCC. The subcommittee will make recommendations based on their analysis to increase compliance with the guideline. These activities suggest the State has ensured MMUCC is a guiding source in the development of the crash data elements and attributes the State collects.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

Although the State has not explicitly relied on the ANSI D-16 and D-20 crash data definitions, recent revisions have used the MMUCC guideline as a key factor, which incorporates numerous definitions from the ANSI standards. As a result, New Mexico's crash system definitions incorporate much from the D-16 and D-20 standards.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

Recent work by the University of New Mexico created a comprehensive crash system data dictionary segmented into three sections: crash-level, vehicle-level, and occupant-level. The dictionaries provide definitions for each element and list the acceptable values. Some concern was expressed by data users regarding the consistency between the data dictionary and actual data contained in the crash database. While reconciling such views is a difficult undertaking within the constraints of this assessment, the detailed responses provided by users indicate that the existence of inconsistencies is likely.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

Although the crash system data dictionary does not include documentation of edit checks and validation rules, some of these are documented in the 2013 Data Entry Procedures Manual and Data Entry Flowchart developed by UNM. However, neither of these documents provide a comprehensive list of the rules and edit checks used throughout the data entry and quality assurance processes. A fully comprehensive list of the system's validation rules and edit checks appears to exist only within the database programming code. Furthermore, the Data Entry Procedure Manual has not been kept up to date as changes have been made since 2013. With the current work to update the data dictionaries, the State should consider incorporating a section that clearly documents the crash system edit checks and validation rules.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 50:



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:

Two of the three data dictionaries have been updated but the updates make them out of sync with other resources. The field data collection manual is outdated. Changes to manuals were placed on hold pending adopted changes from the current MMUCC review. Crash data dictionaries will be revised to reflect any changes to the existing elements or include any additional elements. The State's law enforcement academies will revise training materials and respective electronic data capture program developers will implement changes in the crash data collection tools.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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 crash system is not linked to the other traffic records systems for additional data elements. However the University does use a Geographic Information System (GIS) to geocode crashes with known locations each year, adding 18 elements. These elements are listed in the data dictionary.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 52:

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:

Many of the largest law enforcement agencies in the State are collecting crash data electronically by using one of two data collection solutions: TraCS and LexisNexis. However, many agencies are still collecting crash data on paper. A project is underway to transition agencies to the TraCS software and to allow crash reports created electronically to be directly routed to UNM for processing into the statewide database.

Respondents assigned	4	Responses received	4	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

While many law enforcement agencies are collecting crash data electronically using TraCS or LexisNexis, this data is not submitted electronically to the statewide database. The Dona Ana County Sheriff's Office has tested an electronic transfer protocol for the TraCS software in an effort to develop this functionality for other agencies using TraCS. A handful of other agencies are either testing the transfer protocol now or are planning to test the protocol in the near future. This will be a critical project for the State to ensure that the efficiencies and data quality improvements of electronically created crash reports persist through the system to include point-of-entry into the statewide database.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 54:



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:

Law enforcement agencies that collect data electronically do so using one of two primary solutions: TraCS and LexisNexis. Unfortunately, the validation rules do not appear to be consistent between the two systems in use and it is impossible to tell whether either are consistent with those rules that reside at the database level because the database rules are not well-documented. A list of required validation edits that are consistent with those in the statewide crash system would be helpful in creating more uniformity between the two software systems, and any others that might be used in the future.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

The State's procedures for collecting, reporting, and posting crash data are documented in the UCR Processing Manual. The Processing Manual addresses processes related to commercial vehicle crashes while the FARS Procedure Manual addresses key processes for fatal crashes.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	----------	---------------------------	----------	----------------------	------------





Question 56:

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 has established procedures for dealing with inaccurate and incomplete crash data, including processes for managing errors before, during, and after data entry.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

The NMDOT has established a seven year retention cycle for crash reports. However, images of reports are maintained for longer periods. Data users responding to this question indicated that the retention cycles are generally sufficient for their data needs.

Respondents assigned	5	Responses received	4	Response rate	80%
-----------------------------	----------	---------------------------	----------	----------------------	------------





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 system. The New Mexico Tax & Revenue Department (NMTRD) has recently replaced its legacy driver system, and is in the process of updating the vehicle system. Once the systems are fully implemented in 2016, discussion and evaluation will begin regarding possible interfaces with the crash database.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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 interface with the vehicle system at this time. The NMTRD has recently replaced its legacy driver system, and is in the process of updating the vehicle system. Once the systems are fully implemented in 2016, discussion and evaluation will begin regarding possible interfaces between the crash and vehicle systems.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

There is no existing interface between the crash and roadway systems. The NMDOT is working to update the State's linear referencing system which will be an important precursor to establishing a functional interface between the crash and roadway systems.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

There is not currently an interface between the crash and citation/adjudication systems.

Respondents assigned	4	Responses received	4	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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 State's injury surveillance systems.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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 employs automated edit checks and validation rules during crash database data entry and data cleaning processes. The edit checks and validation rules allow only attributes that meet the range specified in the most current crash report.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 64:



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 entry staff and data analysts have limited authority to make alterations to the crash database, if the correction can be verified, and is valid and obvious. Examples include spelling errors, inaccuracies related to location names, as well as problems with dates such as incorrect years. Missing values and invalid codes are left as is in order to maintain a record that accurately reflects the original PAR.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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 currently no documented processes for returning crash reports to investigating officers for correction. At this time, the State manually tracks reports sent back for correction. With the development of the electronic data exchange, the State is working on formalized procedures for the rejection and resubmission of crash reports.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

The State has not established crash timeliness performance measures such as those listed in Model Performance Measures for State Traffic Records Systems (DOT HS 811 441).

Respondents assigned	4	Responses received	3	Response rate	75%
-----------------------------	----------	---------------------------	----------	----------------------	------------

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 not established accuracy performance measures for the crash system. However, NMDOT is working with UNM to identify the critical data elements which could be included in formalized performance measures. The State would benefit from selecting an accuracy measure from among those contained in the Model Performance Measures for State Traffic Records Systems (DOT HS 811 441).

Respondents assigned	3	Responses received	2	Response rate	66.7%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





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:

No performance measures for crash completeness exist. An effort is underway by the TRCC to establish completeness measures using the Model Performance Measures for State Traffic Records Systems as a guide.

Respondents assigned	4	Responses received	3	Response rate	75%
-----------------------------	----------	---------------------------	----------	----------------------	------------

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 has not established uniformity performance measures for the crash system. However, NMDOT is working in partnership with the TRCC to identify crash system uniformity measures using Model Performance Measures for State Traffic Records Systems (DOT HS 811 441) as a guide.

Respondents assigned	3	Responses received	2	Response rate	66.7%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





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:

No crash system integration performance measures have been developed by the State. The New Mexico TRCC plans to evaluate opportunities to integrate their traffic records systems, and the development of integration performance measures will be included in this work.

Respondents assigned	4	Responses received	3	Response rate	75%
-----------------------------	---	---------------------------	---	----------------------	-----

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 has not established performance measures related to the accessibility of crash data. The NMDOT is exploring options for using a web-based interactive portal to enhance the accessibility of crash data. This portal should be a consideration as the State develops key indicators in the future to measure the accessibility, both the reach and value, of crash data.

Respondents assigned	4	Responses received	3	Response rate	75%
-----------------------------	---	---------------------------	---	----------------------	-----





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 has established a numeric goal related to the adoption of MMUCC elements in the statewide crash database. However, because the State lacks valid measures of performance among the other five data quality attributes, no numeric goals exist.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

While the State has practices in place to guard against unexpected drops in expected crash reporting rates, there are no process in place to provide performance feedback to law enforcement agencies regarding the timeliness, accuracy, and completeness of reports created by their officers or deputies.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----





Question 74:

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:

Although infrequent and not considered a formalized process, the State has conducted some ad hoc analysis to identify specific errors and make subsequent changes to validation rules in electronic crash data collection programs. Some work is occurring to ensure such processes are established. The State would benefit from additional formality around the identification of high frequency errors and the data quality improvements that can result.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

Because the State has to enter data for all of the reports into the centralized database, the data entry operators have a chance to review the narrative and diagram to ensure it matches the data they are entering. The State is advised that as direct electronic crash reporting increases, another process will need to be developed in order to conduct random quality reviews of crash data.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 76:

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:

The UNM has established a daily review process to ensure the integrity of the crash reports entered into the statewide database. Approximately 20 percent of crashes entered the previous day are randomly selected by the data entry coordinator for review. The coordinator looks for error patterns in order to provide performance feedback to the data entry operators. In addition, a statistically generated sample of crashes is also reviewed for geocoding accuracy.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 produces a Law Enforcement Agency Report quarterly and annually to monitor the crash reporting levels for agencies in the State. These reports are used to identify unexplained changes in rates in reporting among agencies. However, it does not appear that an analysis of reporting timeliness and completeness is conducted by agency to identify differences across years and among jurisdictions.

Respondents assigned	6	Responses received	5	Response rate	83.3%
-----------------------------	---	---------------------------	---	----------------------	-------





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:

The TRCC loosely serves as a mechanism for users to provide feedback for crash data quality. Outside of the informal use of the TRCC for this purpose, users may directly contact the NMDOT Crash Manager or Crash Records Team to provide input. Several State responses referenced the need for a more formalized process by which users can communicate crash data quality feedback.

Respondents assigned	10	Responses received	7	Response rate	70%
-----------------------------	-----------	---------------------------	----------	----------------------	------------

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:

Data quality management reports are not provided to the TRCC for regular review. A sub-committee on data quality is currently being formed by the TRCC Chair. A committee is projected to be available and active by September of 2016.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Vehicle

The State of New Mexico vehicle titling and registration functions are administered by the New Mexico Motor Vehicle Division (MVD). Vehicle titling and registration activities are conducted by MVD Clerks. Titling and registration transactions are not processed in real time but are finalized after business hours in batch processes. Data is entered via a user interface and is validated through field edits supported by drop down lists of acceptable system values for some data fields. Vehicle Identification Number (VIN) information is validated on title transactions via a third party web system. Other data is validated through rules or edits contained in the user interface however it is unclear which data elements are validated. Vehicle titling processes do check for stolen vehicle reports through a web service interface to NCIC but do not include a query of the National Motor Vehicle Titling Information System (NMVTIS) for vehicle title brands and the system does not record NMVTIS title brand history from other states. The vehicle system is not linked to either the New Mexico driver system or the crash system and cannot be accessed to verify and validate vehicle information when completing a citation or crash report. Additionally, it is unknown whether the vehicle system and the driver system use the same conventions to record personal information of vehicle owners and registrants.

The vehicle title and registration program is not supported by documented system and business process flow diagrams describing data flows and user processes for completing the titling and registration transactions. Additionally, there is no formal data quality management program for monitoring vehicle system performance. However, New Mexico vehicle system staff at all levels are encouraged to notify management of any data issues and high frequency errors. Identified errors are researched to determine if they are systemic or training related. Systemic errors are resolved through program updates and testing while training related errors are handled through procedural changes and training updates. User training processes are supported by a matrix describing steps to complete the vehicle title and registration transaction but they are only partially complete. The vehicle system is also supported by a data dictionary describing the field names, data types, and lengths however there is no detailed description of each field.

Strengths:

The State of New Mexico participates in the Performance and Registration Information Systems Management (PRISM).

The vehicle system conducts nightly uploads to NMVTIS to synchronize the State data with the National Motor Vehicle Title Information System.

The vehicle system user interface contains field edit and validation checks to ensure data is accurate. Additionally, VINs are decoded to validate vehicle information. Once processed in the vehicle system, registration and title records may be searched by either VIN or license plate number.

The vehicle system is interfaced via a web service with NCIC to ensure that vehicles reported as stolen by law enforcement are not re-titled in New Mexico.





Opportunities:

The State of New Mexico could benefit from completing plans for vehicle registration documents to incorporate standard bar codes that can be accessed by law enforcement for completing crash and citation records to ensure that vehicle data is accurately recorded on these forms.

The State of New Mexico could benefit from completing plans to implement NMVTIS title checks when conducting vehicle titling transactions and should consider maintaining title brand history from other states as a part of the vehicle title record.

The State of New Mexico could benefit from enhancing the vehicle system data dictionary by providing more detailed data field name definitions and descriptions.

The State of New Mexico could benefit from developing process flow diagrams describing the steps for completing vehicle titling or registration transactions. Process flow diagrams detailing system flows and interfaces, business processes, and alternative flows as well as times for processing activities covering the steps from initial event (titling, registration) to final entry into the statewide vehicle system would be very beneficial. Process flow diagrams would aid data managers and administrators to streamline processes, eliminate duplications, and monitor systems for bottlenecks.

The State of New Mexico could benefit from linking the vehicle system to the driver system and the crash system to ensure that data recorded in one system can be verified or validated from the source system, (i.e., vehicle information would be consistent within crash or citation records; driver information would be consistent with vehicle owner information; etc.).

The State of New Mexico could benefit from ensuring that personal information entered into the New Mexico vehicle system uses the same conventions as the driver system. Consistent standards for data entry of personal information would make records easier to correlate between the vehicle and driver system records.

The State of New Mexico could benefit from a comprehensive system of field edits and data validation rules to ensure that information entered into the vehicle system meets proper edit checks or validation rules ensuring data entered data falls within the range of acceptable values and is logically consistent between fields.

The New Mexico vehicle registration and title system could benefit from the development and adoption of a comprehensive data quality management program. No performance measures have been developed regarding data accuracy, completeness, uniformity, accessibility, and integration. Once performance measures are developed they would need to be base lined and monitored on a regular basis. The development and monitoring of data management performance measures will enable the State to continually improve traffic record data and increase its availability and reliability. Additional data management program components the State might consider include periodic sample based data audits and periodic trend analyses to monitor performance over time and to identify unusual data trends or problem areas.

The State of New Mexico could benefit from the submission of vehicle record quality management reports to the TRCC for their review. Quality management reports can be used to share the types





of data contained in vehicle record system, support data integration efforts, improve confidence in the vehicle system, and assist in developing data governance/accessibility policy with other agency traffic safety professionals to improve the quality of the State’s traffic records information as a whole.

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 evidence requirement for the ideal system as described in the Advisory requires that the custodial agency's name be provided. The response does not indicate the custodial agency.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

All VINs are validated on New Mexico title related transactions utilizing the Vinquery web application.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Vehicle registration documents in New Mexico do not contain bar codes. Plans are in the works to add bar codes to vehicle registration documents in September 2016.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

Nightly NMVTIS uploads are performed to synchronize the State data with the National Motor Vehicle Title Information System.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

New Mexico does not run NMVTIS title checks when conducting vehicle titling transactions. The State is planning to implement full NMVTIS checks on title transactions in September 2016.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 85:

[Redacted]



Standard of Evidence:

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

Question Rank:
Very Important

Assessor conclusions:

There were some inconsistencies found in the response from the State that are not in line with AAMVA brand codes. Brand code 53 is crushed and the response indicated that it as non-repairable. In addition, New Mexico from the response does not track flooded, fire, dismantled, etc. vehicles.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

New Mexico is a step 7 (orange) PRISM participating state. They currently meet this level by uploading 950 codes which include the confirmation of state-level suspensions.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 87:

Standard of Evidence:



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

Question Rank:

Somewhat Important

Assessor conclusions:

A data dictionary exists that includes field name, types and lengths but a detailed description of each field is missing. Many fields are named well and one can discern the meaning from the name but others are more cryptic and could benefit from a detailed definition.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The New Mexico vehicle system user interface contains edits that only allow valid values to be entered in certain fields. The valid values correspond with the correlating data definitions. However, no extract of the edit checks or data collection guidelines were provided.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 89:

[Redacted]



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:

Partial business process documentation for the New Mexico vehicle system exists covering the collection, reporting, and posting of registration, title, and title brand information. However, the existing documentation focuses on breadth of tasks and has minimal information regarding the steps required to complete transactions. An approach covering both the individual variances of transactions and the necessary steps for completing their common and unique requirements is recommended.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

A process flow diagram describing the vehicle data system does not currently exist. Having a good flow diagram can help troubleshoot issues, onboard new staff and streamline business processes.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

New Mexico utilizes a web service interface to NCIC to flag vehicles that have been reported as stolen. It is unclear whether the record of a stolen vehicle is flagged in the vehicle database to prevent the transfer of title to another person or if NCIC is checked on each title transfer transaction to determine if the vehicle is stolen. No appropriate excerpt from the instruction manual was provided as requested in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 New Mexico vehicle system does not contain a stolen vehicle flag but relies upon an NCIC query to determine if a vehicle has been reported stolen. If no stolen vehicle record exists in NCIC the title transaction will be processed. No excerpt from the instruction or procedures manual was provided to discern whether the NCIC query is run by the system on all title transfer transactions or if it is a manual query made by the processing employee.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

The New Mexico vehicle system does not maintain title brand history from other states it only records the current value applied by New Mexico. Ideally the State would record and maintain the title brand history information (previously applied to vehicles by other States).

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

There are no process flow diagrams describing the steps for completing vehicle titling or registration transactions. A process flow diagram detailing the steps from initial event (titling, registration) to final entry into the statewide vehicle system would be very beneficial.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

There are no process flow diagrams of the New Mexico vehicle system. Ideally a process flow diagram or narrative annotated to show the time required to complete each step would exist. These can be very beneficial to a number of business processes.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

There are no process flow diagrams for the New Mexico vehicle system transactions. Ideally a process flow diagram or narrative to show alternative data flows and timelines would exist. These can be very beneficial to a number of business processes.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 97:

[Redacted]



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:

There are no process flow diagrams of the New Mexico vehicle system error correction and error handling processes. The evidence requirement for the ideal system as described in the Advisory requires that either a flow diagram or detailed narrative describing the error correction processes be provided. That information was not provided in the response.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

New Mexico vehicle system records are not purged.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 99:

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:

The New Mexico vehicle system is not linked to the driver system. Ideally the driver and vehicle systems would be unified to provide data consistency and increased analytics.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

It is unclear whether personal information entered into the New Mexico vehicle system uses the same conventions as the driver system. Since the driver and vehicle systems are separate the evidence requirement for the ideal system as described in the Advisory requires that extracts be provided from the driver and vehicle system manuals detailing the data entry conventions for each. No extracts from the driver and vehicle system manuals detailing the data entry conventions for each were provided.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 101:

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:

The New Mexico vehicle system cannot be accessed to verify and validate vehicle information when completing a citation or crash report. Ideally the vehicle system data would be used to verify and validate the vehicle information during initial creation of a citation or crash report. It is recommended that this be considered in the future.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

There are no procedures to flag New Mexico vehicle system records for update when discrepancies are found during data entry into the crash system. Ideally when discrepancies are identified during data entry in the crash data system the vehicle records would be flagged for possible review and updating.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Vehicle VIN and license plate numbers are the key variables to retrieve records from the New Mexico vehicle system. While VIN and license plate are used to retrieve vehicle records ideally title number would also be a key variable for data retrieval.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 New Mexico vehicle title and registration transactions are not processed in real time but are run after business hours in batch processes. Ideally the vehicle system data would be processed in real-time. Real-time processing prevents data lock issues, consistency concerns and provides up to date information for all parties.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 105:

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 New Mexico vehicle system data entry is supported with some field edits or validation rules that incorporate a drop down list for the clerk to select acceptable values. No detailed formal methodology or description of 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 were provided as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

New Mexico has a dedicated error correction unit that focuses on resolving problems with vehicle title and registration records. However, the evidence requirement for this advisory ideal requires that the name of the authority that allows quality control staff to correct the statewide vehicle database. This information was not provided.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

There are no timeliness performance measures tailored to the needs of data managers and data users or the New Mexico vehicle system. Ideally timeliness performance measures would be available and tailored to the needs of data managers and data users.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

There are no accuracy performance measures tailored to the needs of data managers and data users for the New Mexico vehicle system. Ideally accuracy performance measures would be available that are tailored to the needs of data managers and data users.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

There are no completeness performance measures tailored to the needs of data managers and data users for the New Mexico vehicle system. Ideally completeness performance measures would be available that are tailored to the needs of data managers and data users.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

There are no uniformity performance measures tailored to the needs of data managers and data users for the New Mexico vehicle system. Ideally uniformity performance measures would be available that are tailored to the needs of data managers and data users.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

There are no integration performance measures tailored to the needs of data managers and data users for the New Mexico vehicle system. Ideally integration performance measures would be available that are tailored to the needs of data managers and data users.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

There are no accessibility performance measures tailored to the needs of data managers and data users for the New Mexico vehicle system. Ideally accessibility performance measures would be available that are tailored to the needs of data managers and data users.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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 New Mexico vehicle system is not supported by a comprehensive data quality management program and there are no developed performance measures for managers and administrators to evaluate the performance of the system. Ideally the State would have established performance measures and numeric goals—performance metrics—for each.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

When high frequency errors are identified in the New Mexico vehicle system they are researched to determine if they are systemic or training related. Systemic errors are resolved through program updates and testing while training related errors are handled through procedural changes and training updates. The process appears rather manual at this point so automation in the future could have added benefits.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

No independent sample-based audits are conducted on New Mexico vehicle system records. These audits are highly recommended in the future to ensure a proper system and reduce errors and fraud.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

Periodic trend analyses are conducted on New Mexico vehicle system data to analyze the impact of legislative changes. However, no sample report or other output of a trend analysis as described in the evidence requirement was provided. More detail on the analyses, a sample report or other output, and specifying the analyses' frequency is needed in the response to this advisory.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

New Mexico vehicle system staff at all levels are encouraged to notify management of any data issues. However, the evidence requirement for the ideal system as described in the Advisory requires that the process for transmitting and utilizing key users' data quality feedback to inform changes be provided. The response did not provide that data.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

Data quality management reports from the vehicle system are not provided to the TRCC for regular review. Ideally data quality management reports would be provided to the TRCC for regular review.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Driver

Driver Licensing responsibilities in the State of New Mexico are conducted by the New Mexico Motor Vehicle Division. Driver system records are housed by the New Mexico Department of Information Technology.

The New Mexico driver licensing program contains many features creating a system with both reliability and integrity. However, the information provided in response to many of the assessment questions did not provide the assessors with enough information to fully evaluate the scope and breadth of the driver licensing processes.

The driver system consists of a driver licensing application that includes data definitions of all the fields contained in the database. Additionally, the system contains edit validation checks to ensure that accurate and logical data is entered into the system. The system is interfaced with the Commercial Driver License Information System and the Problem Driver Pointer System, to perform driver eligibility checks on driver license issuances. The New Mexico driver system compiles driver records that include citations and convictions, driver education and improvement course information, court abstracts, penalty assessments from law enforcement, sanctions from other jurisdictions, Notices of Suspension or Revocations, Medical Reports, Clearances from courts and other jurisdictions, and fees paid. The New Mexico driver record also contains the date(s) of original issuance for all permits, licensing, and endorsements. New Mexico has an implied consent law and a process for revoking driver licenses for offenders.

The New Mexico driver licensing system is not linked to the crash system. There is no central citation database for the driver system to link with, however, most courts in the state report adjudication data through a direct link into the driver system. Access to driver record information is available to both the court personnel and law enforcement.

Strengths:

New Mexico driver system processes are supported by workflow documents detailing the steps to issue driver licenses and commercial driver licenses. Issuance processes are further detailed in a procedures manual describing the steps for processing driver licenses and permits.

The New Mexico driver licensing program employs several fraud prevention measures that utilize either technology or human oversight. Technologies used to deter fraud include facial recognition software performing one-to-one and one-to-many comparisons of applicant images. Manual processes include Fraudulent Document Recognition training and internal transaction auditing by supervisory staff. The New Mexico driver licensing program employs further CDL fraud deterrent measures including two-person identity verification of applicants and automated rejection of a CDL applicant when a potential matching record exists in CDLIS.

The New Mexico driver system is supported by an audit program that generates an error report and sends it to an error correction unit for resolution. Additionally, the New Mexico MVD relies on user feedback from field issuance personnel and from the error correction unit to detect problems and make system updates to increase driver system accuracy. MVD utilizes ServicePro's Helpstar application to capture, track, resolve and report all data or process issues.





Opportunities:

The New Mexico driver system could realize benefits from enhancing the driver system data dictionary. Data fields are documented in the data dictionary including both data definitions and data types for each field. Ideally, this list would also include data constraints (length/type) of each field and valid data field values.

The State of New Mexico could benefit from linking to the crash system. Providing driver system information to users of the crash system would enable the verification of driver information for individuals involved in crashes.

The New Mexico driver system could benefit from the development and adoption of a comprehensive data management program. No performance measures have been developed regarding data accuracy, completeness, uniformity, accessibility, and integration. Once performance measures are developed they would need to be base lined and monitored on a regular basis. The development and monitoring of data management performance measures will enable the State to continually improve traffic record data and increase its availability and reliability. Additional data management program components the State should consider developing include periodic sample based data audits and periodic trend analyses to monitor performance over time and to identify trends or problem areas.

The State of New Mexico could benefit from participation in the TRCC and submitting driver system quality management reports to the TRCC for their review. Quality management reports can be used to share the types of data contained in driver record systems, support data integration efforts, improve confidence in driver records, and assist in developing data governance/accessibility policy with other agency traffic safety professionals to improve the quality of the State’s traffic records information as a whole.

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:

The New Mexico Motor Vehicle Division is the steward of all driver records in New Mexico. However, the New Mexico Department of Information Technology maintains the servers housing the data.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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 response that the State's DUI system is currently integrated with the driver system does not explain the linking protocols that demonstrated how a citation on the DUI data system is linked to a record on the driver system. Further, no information identifying the linkage portal and organizations responsible for maintaining the link and the linking fields used was provided as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

No information was provided regarding documenting novice driver training history in the New Mexico driver system (including motorcycle and commercial license training), or specifying the pertinent data fields and audit checks in the data dictionary nor was a sample report provided as described in the evidence requirement .

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 122:

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:

The New Mexico driver system captures traffic violation information and driver improvement training. Drive improvement proof of completion documents are scanned for inclusion in driver system records.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The New Mexico driver system captures the dates of original issuance for all permits, licensing, and endorsements. However, no narrative was provided documenting this information either by specifying the pertinent data fields and audit checks in the data dictionary nor was a sample report provided as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

The New Mexico driver system runs checks against both CDLIS and PDPS when credentials are issued. However, no information demonstrating functional integration with the PDPS and CDLIS with the New Mexico driver system was provided. AAMVA audit reports were not provided as supporting documentation as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 New Mexico driver system data fields are documented in a comprehensive data dictionary that includes both data definitions and data types for each field. Ideally, this list would also include not only the field type but also the data constraints (length/type) of each field.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 126:

[Redacted]



Standard of Evidence:

Provide sample valid data field values from the data dictionary.

Question Rank:
Very Important

Assessor conclusions:

The New Mexico driver system data dictionary sample does not include valid data field values. Sample valid data field values from the data dictionary are required documentation for this advisory.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The New Mexico driver system is supported by edit checks for data elements. However, no information was provided documenting driver system edit checks and data collection guidelines as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 128:

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 managing vendor of the New Mexico driver system maintains documentation regarding updates to the system data dictionary. However, no information was provided explaining the controls and procedures that ensure the data dictionary is kept up to date as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The New Mexico driver system is supported by a detailed procedures manual describing the steps for processing driver licenses and permits. The manual includes step by step directions with screen shots and processing tips for license issuance personnel to reference. The last revision date of this document was 1/10/16, so it appears to be updated often.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 130:



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 New Mexico driver system posts and logs all citations and convictions. However, no process flow document or narrative was provided explaining how citations and convictions are recorded or reported. Additionally, no information regarding the percentage of electronic or manual reporting was provided as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 New Mexico driver system records driver education and improvement course information. However, no process flow document or narrative was provided explaining the reporting and recording of the course information. Additionally, no information regarding the percentage/level of manual and electronic reporting was provided as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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 New Mexico MVD maintains records of abstracts from courts, penalty assessments from law enforcement, and citation information from other jurisdictions. However, no process flow document nor narrative explaining how these processes are documented and maintained. Information was not provided regarding the percentage/level of electronic and manual reporting as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 New Mexico MVD maintains information on Failures to Appear in court, DWI citations, sanctions from other jurisdictions, Notices of Suspension or Revocations, Medical Reports, Clearances from courts and other jurisdictions, and fees paid. However, no flow diagram or narrative describing the processes and procedures governing the actual change to the license status and timelines for each type of change were provided as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 134:

data process flows, including inputs from other data systems?



Standard of Evidence:

Provide the process flow diagram.

Question Rank:
Very Important

Assessor conclusions:

The New Mexico driver system process flows are documented in a detailed workflow for driver licenses and commercial driver licenses. The workflow diagrams provided include step by step activities and decision points and demonstrate where system to system queries are conducted in the driver licensing process.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 New Mexico driver system is supported by an audit program that generates an error report and sends it to an error correction unit. However, the response is unclear regarding whether the audit program covers error detection and correction for all the four program areas referred to in the question.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 136:

[Redacted]



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 New Mexico has established statewide rules defining record retention. The rules were provided for review. However, no information was provided in the rules regarding processes or procedures the NM DMV utilizes for purging driver systems records.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The State of New Mexico has an implied consent law and does have a process for revoking driver licenses. It is unclear whether a revocation is applied only for refusal of a test or if there is one for failing the breath test. An implied consent training guide for entering test refusals and failures was provided but it is unclear who inputs the implied consent information and how the notice is received by the NMDMV. Additionally, no information was provided regarding license revocation procedures based on the implied consent notice information.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 138:

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:

The New Mexico DMV requires driver license issuance personnel to attend the AAMVA Fraudulent Document Recognition training and utilizes both one-to-one and one-to-many facial recognition technologies to deter fraud in the driver license issuance process.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

In New Mexico, DMV supervisors audit the transactions of their staff. However, no information was provided describing the process and focus of the audit. A more in-depth narrative describing the systems or processes used to detect internal fraud is required evidence for this advisory.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 140:

[Redacted]



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:

In addition to fraudulent identity measures employed in driver license issuance, all CDL issuances in New Mexico are processed by CDL unit personnel in accordance with processes contained in the "CDL Clerk Guide". The guide describes further fraud detection measures such as: 2 person system and identity validation of each application prior to issuance; and system automated denial of issuance for CDL's when a potential identity match is detected in CDLIS.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 of New Mexico Taxation and Revenue Department, IT staff provides IT security services for the driver system. A comprehensive security policy manual was provided describing policies for ensuring appropriate systems access maintaining system data integrity. The manual described role based user access that was controlled by unique user account identification and password authentication.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 142:

[Redacted]



Standard of Evidence:

Provide copies of the relevant procedures or manuals.

Question Rank:
Very Important

Assessor conclusions:

The New Mexico DMV has procedures governing the release of driver system information. Users requesting information are logged and printout information is tracked. However, no copies of procedures manuals or policies were provided as requested in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 New Mexico driver system is not linked to the state crash system. It is recommended that common data fields and linkages be established in the future so that the systems can benefit from one another and advanced analytics measures can be applied.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 144:

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:

There is no central state citation system in New Mexico so there is no database to link with the driver system. It would be ideal in the future if New Mexico were to establish a centralized statewide citation system.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 New Mexico Magistrate Courts can report adjudication activities to the DMV through an electronic reporting system that is currently being rolled out to the courts throughout the State.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 146:

[Redacted]



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 New Mexico driver system interfaces with CDLIS, SSOLV, and PDPS as described in both the driver license issuance and CDL issuance workflow diagrams. The queries are automated and are run for all original and renewal transactions. It is unclear whether New Mexico queries SAVE in the drive license or CDL issuance activities. However, 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) is required evidence for this advisory. That information was not provided.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The New Mexico DMV grants law enforcement agencies access to information contained in the driver system. However, no information was provided regarding how information is obtained by law enforcement agencies.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 148:

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:

The NM MVD grants courts access to driver information through an online application that is customized for the special needs of the court. The on-line application contains expanded query criteria and provides driver photo images from the driver record.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The Motor Vehicle Division has MOUs in place through which they have the authority to grant authorized personnel access to the driver system.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

An affirmative response that the New Mexico driver system is supported by a data quality management program does not provide a description of the driver system's data quality management program or provide the most recent data quality reports as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

An affirmative response that the New Mexico driver system contains at least minimal controls does not 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 as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

An affirmative response that the New Mexico driver system uses Key Performance Indicators to measure timeliness does not provide a complete list of driver system timeliness measures the State uses nor does it include the most current baseline and actual values for each performance indicator as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The New Mexico driver system is not supported by any accuracy performance measures. A measure such as: "the percentage of driver transactions that pass system edits and are posted to the database" could enable managers to determine if there is a need for personnel training or if there is a programming issue that could be applied to improve driver data quality.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

The New Mexico driver system is not supported by any completeness performance measures. The creation of a completeness measure for the driver system such as: "The percentage of driver records with no missing critical data elements" could enable data managers to create additional system edits to improve the quality of driver record information.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The State does not have uniformity performance measures tailored to the needs of data managers and data users.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

The State does not have integration performance measures tailored to the needs of data managers and data users.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The State does not have accessibility performance measures tailored to the needs of data managers and data users.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

The affirmative statement that established numeric goals and performance metrics exist for the New Mexico driver system does not provide specific, State-determined numeric goals associated with each performance measure in use. The measures are components of a comprehensive data quality management program. The development of a comprehensive data quality management program would enable data managers and administrators to monitor driver system performance and identify areas for future enhancements or improvements.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The New Mexico MVD relies heavily on user feedback from field issuance personnel and from the error correction unit to detect problems and make system updates to increase driver system accuracy. However, no information was provided describing the formal methodology or process by which high frequency errors are used to generate new training content and data collection manuals, update the validation rules, and prompt revisions.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

The affirmative response that MVD conducts audits of driver reports does not describe the formal audit methodology or provide a sample report or other output and specify the audits' frequency as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The affirmative response that MVD does analyses to identify differences in data does not describe the analyses or provide a sample report or other output and specify the analyses' frequency as described in the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

The New Mexico MVD uses feedback from users to make system changes. MVD utilizes ServicePro's Helpstar application to capture, track, resolve and report all data or process issues.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The New Mexico DMV does not provide data quality management reports to the TRCC for regular review.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Roadway

New Mexico is currently in a major transition of updating their State roadway data system. The State is participating in the FHWA sponsored All Road Network of Linear Referenced Data (ARNOLD) Pooled Fund Study with nine other states to construct a Statewide Public Roadway network with a consistent location reference system (LRS). In many of the roadway sub-modules, the State responses often referred to the coming implementation of the ARNOLD network system which the State anticipates will improve and/or allow the State to meet many characteristics as described in the Traffic Records Program Advisory's ideal system. The following are short summaries of each Advisory roadway sub-module. More detailed considerations are offered with the question findings later in the report.

System Description:

The State partially met four of the module questions with their current roadway system. All referencing systems used in the State data systems are compatible. The main shortcoming for the State is that not all the public roads are included in the State roadway data system.

Guidelines:

The State does not collect all the FHWA's Model Inventory Roadway Elements (MIRE) Fundamental Data Elements (FDE). There are 202 data elements in the complete MIRE and a more limited data set identified as the FDEs. The State did show they are working on updating their system to include the MIRE FDEs in the near future. The State had partial ratings for both questions.

Data Dictionary:

The State did not meet the standard for any of these four questions. The transition to the new ARNOLD network system should address and improve the rating for this area with development of a complete State data dictionary along with clearly documented procedures for updating it.

Procedures and Processes:

The State is weak in providing the necessary guidelines, procedures, and processes for roadway data collection, data updates and additions, and data archiving over time. The State did partially meet the standard on two of the six total questions. The State expects to develop more consistent and extensive documentation on the procedures and processes when the ARNOLD system is fully implemented.

Interfaces:

The State is weak in this area of State roadway data interfaces. Only two of the five questions were rated as partially meeting the ideal system as described in the Advisory. The weaknesses here are again associated with the connection to local roadway data and not having compatible connections between some of the State roadway databases. The new ARNOLD system is expected to make it easier to create and to provide interfaces for access / linkages between all statewide roadway databases and between the State and local roadway data systems.

Quality Control:

The State had three partially meets ratings for the formal quality data management of the current State enterprise roadway system. The main weakness was not having performance measures for the quality characteristics (timeliness, accuracy, completeness, uniformity, integration, and





accessibility) for the State roadway data and, similarly, for the local roadway data stakeholders. Once ARNOLD is active, the State should be able to create State performance measures for the improved roadway system comprised of at least the FDEs for all New Mexico public roads.

Final Summary:

Based on the above brief roadway data system summaries, the State might consider the following:

- 1) Establish collaborative efforts with local roadway data agencies to develop data management; policy, procedures, and optimized resources to support valid, system-wide safety network screening, countermeasure development, deployment, and program evaluation,
- 2) Establish a State sub-committee to address defining performance measures for all six key data areas for the State, and
- 3) Once the previous two considerations have been addressed, the State can use its' working relationship with local agencies to share the results of the newly defined State performance measures with all roadway data custodians and stakeholders. This would also make it possible to expand the roadway data coverage to include all public roads.

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:

Only the State owned roads (17%) currently use a compatible location system. The State has received a draft submittal of the new All Roads Network of Linear Referenced Data (ARNOLD) network from the Federal Contractor. This network will include all public roadways and provide a single compatible location statewide referencing system. The State is commended for this effort and is encouraged to make the full ARNOLD network implementation a high priority.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

State does locate roadway and traffic data elements on all the state-owned roadways (17% currently) as shown in the Google map attached as evidence to this question. With the proposed implementation of the new ARNOLD network system, the State will have a compatible system for all public roadways.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

Current system contains only state-owned roads, not all public roads. The State is working on upgrading their system with the help of FHWA to the ARNOLD network system. Once the new ARNOLD network system is implemented, the State should have an enterprise roadway information system framework allowing them to connect all available roadway and traffic data elements for all public roadways. (Evidence seems lacking per the evidence requirement and the State did not indicate whether the ARNOLD procurement directly addressed this question.) Thus the State receives a partial rating.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 167:



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 reported that no compatible referencing system exists for locating of crash data with roadway information. However, the State further describes that crashes can be related to roadways spatially as both can be mapped. NMDOT is in development of a statewide reference system that will generate a consistent referencing system and has a draft version of this ARNOLD network that they plan to migrate in the coming months. The State should consider the implementation of the new ARNOLD network system a high priority.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

Crash data is not incorporated into the enterprise roadway information system but can be spatially related to roadways. The spatial relationship can then be utilized for basic safety analysis and management but no evidence or commentary was provided other than a statement regarding annual analysis through a partnership with the University of New Mexico. Future development of a statewide reference system will incorporate crash data onto a consistent LRS. The State should consider placing a high priority on being sure that all the crashes can be located consistently and included / located in the new State LRS in ARNOLD for all public roadways.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 169:

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:

All MIRE FDEs are not collected and provided a document showing what FDEs that are collected. Mostly, intersection-related FDEs are not included although there are a few other missing elements. The draft version of this ARNOLD network has been delivered and the State will be migrating towards implementation over the next months. The State should consider expanding the MIRE FDE list to include all FDE data elements.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

Not all MIRE elements are collected and provided a list of MIRE elements that are collected. The ongoing ARNOLD development effort will consider additional MIRE element collection as part of the effort. Completion of this ARNOLD effort is anticipated approximately within the next 12 months. The State should consider including all the MIRE FDEs in the new ARNOLD network roadway information and consider expanding the MIRE data collection over time.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 171:

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:

MIRE FDEs are not documented within the enterprise system's data dictionary, and did not provide the dictionary. A separate list of the MIRE and MIRE FDEs that are collected was provided. Ongoing development of a statewide ARNOLD geodatabase will result in an aggregate public road element database and associated dictionary with completion of this effort projected within 12 months. The State should consider making the collection of all the MIRE FDEs for all public roads a priority. The State could consider phasing in the collection of the MIRE data for all public roadways over time.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

MIRE data elements are not documented beyond MIRE FDEs. A consultant is currently being selected to assist with the development of the new ARNOLD network system. The State should consider making the collection of all the MIRE FDEs for all public roads a priority. The State could consider phasing in the collection of the MIRE data for all public roadways over time.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

Data is not currently being imported from local agencies though some local data is used as a supplement to crash analysis on occasion. No indication was provided as to whether these limited sources of local or municipal sources are compliant with the data dictionary. With the introduction of the ARNOLD network, the State should consider involving all the local and municipal agencies. They can be informed and encouraged to use the new roadway data standards and requirements as implemented and recommended in the new ARNOLD network system database. This would make it easier to import their roadway data into the state system in the future.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

No guidance exists on how and when to update the data dictionary, but the ongoing ARNOLD development effort is anticipated to include processes on this guidance.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 175:

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:

No documentation exists about the steps for incorporating new elements into the roadway information system. With the new ARNOLD network system, the current MIRE FDEs will be included and clear documentation provided for adding variables.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

NMDOT does have numerous roadway data collection procedures documents; the NMDOT is currently undergoing a total data migration from one platform to another which will necessitate complete redevelopment of many roadway data collection and update procedures. Documentation was provided which describes the collection procedures and flow of information related to several key roadway information datasets. The State should consider producing similar and complete data collection and update procedure manuals / documents for all data components with the new ARNOLD network system.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 177:

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:

NMDOT has incomplete documentation regarding archiving and accessing the historical roadway inventory. Documentation was provided but it did not appear to explain the process or identify responsibility. As the new ARNOLD network system becomes the production system, the State should be sure the new system has a procedure and a process in place for keeping archival sets of roadway information data for each component system which can be easily accessed and used for any historical tasks/analysis.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

NMDOT does not maintain complete or consistent documentation to collect, manage, and submit roadway data to the statewide inventory. Through the implementation of the new ARNOLD network system, It is anticipated that collaboration efforts will assist with compatibility between Federal, State, Local and Tribal entities.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

NMDOT does not have compatible procedures for local agency roadway data collection and management. NMDOT is encouraged to establish the standards and procedures for all public roads as part of the ongoing project. The State should then share the procedures with local transportation entities and encourage their use in order to provide a compatible and transparent State enterprise roadway inventory.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

NMDOT has some guidelines and provided the available documentation. The ARNOLD project will require database and IT platform migration and subsequent roadway strategy redevelopment which should include updated guidelines.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

NMDOT location coding methodologies are incompatible for State, regional and local roadway systems but it is expected that the ongoing ARNOLD development will facilitate compatible methods.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

Some NMDOT roadway information systems are linked and examples were provided. The ARNOLD implementation will provide the opportunity for robust data linkages between the different component systems.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

NMDOT location coding methodologies are incompatible for State, regional and local roadway systems but it is expected that the ongoing ARNOLD development effort will facilitate compatible methods.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

Local and regional agencies do interface with the State system on a very limited basis (via electronic file transfer and upload procedures). The State should consider working with the all local agencies to encourage them to develop proper interfaces with the State enterprise roadway information system (ARNOLD) and recommend that this be a local priority. The migration to this new roadway inventory / LRS system will enable enhanced collaboration with City, County, Tribal, and MPO entities within the State.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

NMDOT does not provide on-demand data access for local agencies at this time. NMDOT plans to develop on-demand access tools (e.g., a Web Portal and a Web Viewer) to the State enterprise system. This implementation would encourage future cooperation between the State and local agencies.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

NMDOT data managers produce and analyze data quality reports for only a portion of their roadway data. The documentation provided shows the pavement standards in great detail, but did not include error reports. NMDOT is encouraged to develop a formal quality data management program which would routinely provide quality reports for use by all roadway system stakeholders.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 187:

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:

NMDOT does not have formal processes for assessing and addressing data quality. The ARNOLD system should include comprehensive error/edit checks as part of all aspects of data management.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

NMDOT has procedures for prioritizing and addressing detected errors but not for the full range of data available. No description or documentation was provided. The State should consider including roadway data error management procedures in the new ARNOLD network system.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 189:

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:

State has procedures but not for the full range of data available. However, no description or documentation was provided. The State should consider developing more formal communication procedures for the all data collectors so feedback and training can minimize any issues with the quality of roadway data being collected.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

State has no timeliness performance measures for the State enterprise system but is currently working towards developing them. A recent evaluation by RDIP of FHWA recommended establishing a Data Governance Committee to develop the data standards and data quality control procedures. The State should consider developing the necessary performance measures for timeliness within the new ARNOLD network system. Examples developed in other states could be helpful in this effort. This should be a very high priority recommendation.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

State has no local agency timeliness performance measures. When the State establishes timeliness performance measures for the state roadway data within ARNOLD network system, the State should consider sharing these timeliness performance measures with all local and regional roadway data custodians. The State should encourage these local agencies to use the same performance measures as the state.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

State has no accuracy performance measures for the State enterprise system. The newly established State Data Governance Committee should consider developing the necessary data accuracy performance measures as part of the ARNOLD network system development. This should be a very high priority task. Examples of roadway data accuracy performance measures can be found in other states where they have already been developed and approved.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

State has no local agency accuracy performance measures. Once again, if the State develops roadway data accuracy performance measures for the state roadway data, the State should consider recommending to all local agencies managing their own roadway data that they use similar data accuracy performance measures. Other states can be found that have already developed their own measures which can be used as an examples.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

State has no completeness performance measures for the State enterprise system, but is working on it. The State recently had the FHWA RDIP report recommend setting up a Data Governance Committee to establish standards, quality control procedures, and metrics for the roadway system. With the implementation of the new ARNOLD network system, the State should consider developing performance measures for the completeness of the roadway data information and make this a very high priority. Examples of completeness performance measures from other states could be used to help develop similar ones for the State.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

State has no local agency completeness performance measures. Once the State has developed a set of completeness performance measures for the state roadway data in the new ARNOLD network system, the State should consider recommending that all the local and regional agencies use similar completeness performance measures for the roadway data they collect and maintain.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

State has no uniformity performance measures for the State system and is being worked on. As the State develops the new ARNOLD network system, the State should consider developing the roadway data uniformity performance measures for the statewide roadway data. Examples can be found in other states that have already developed their own uniformity performance measures.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

State has no local agency uniformity performance measures. Once the State develops roadway data uniformity performance measures for the new statewide ARNOLD network system, the State should consider recommending that all the local and regional agencies collecting and maintaining roadway data use similar uniformity performance measures to the state for the roadway data they collect and maintain.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

Question 198:

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



Standard of Evidence:

Provide the metrics used.

Question Rank:
Very Important

Assessor conclusions:

State has no accessibility performance measures for the State enterprise system but is working on it. As the new statewide ARNOLD network system is developed and implemented, the State should consider developing the accessibility performance measures for the state roadway data being collected and managed. Examples from other states may be useful in developing good accessibility performance measures.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

State has no local agency accessibility performance measures. Once the State has created the accessibility performance measures for the new statewide ARNOLD network system, the State should consider recommending these same accessibility performance measures to all the local and regional agencies collecting and maintaining their own roadway data.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

State has no integration performance measures for the State enterprise systems but is working on it. As the State develops and implements the new statewide ARNOLD network system, the State should consider developing the necessary integration performance measures for all the roadway data they collect and manage and the relevant component systems. Examples from other states that already have integration performance measures defined could be useful in helping the State create their own.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

State has no local agency integration performance measures. Once the State develops integration performance measures for the statewide ARNOLD network system, the State should consider recommending these same or similar integration performance measures to the local and regional agencies collecting and managing their own roadway data.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Citation / Adjudication

New Mexico is generally well served by its Citation and Adjudication system. The system as described appears to be reasonable and puts information in the hands of the people who need it for transactional purposes and enforcement of sanctions, but it does not contain all elements of a full citation tracking system as specified in the Advisory.

The following are some brief strengths and opportunities for improvement. More detailed information is available in the individual question findings shown later in this report.

Strengths:

Data sharing is generally consistent with the Advisory, with law enforcement having access to NMLETS, which provides real-time information on criminal histories and driver histories - the latter via Web service to the motor vehicle database. Courts appear to have real-time access to criminal histories as well, although there is an opportunity to provide additional access to driver histories.

There is a partial citation tracking system in place. The court system tracks all citations that are reported to the courts, but citations that are written and voided or not filed do not appear to be tracked there either. The process described appears to be reasonable and puts information in the hands of the people who need it for transactional purposes and enforcement of sanctions, although not every citation is included. There is opportunity to develop a complete tracking system for all citations to ensure integrity of the citation process, as well as provide analytic data for strategic decision making regarding enforcement and adjudication.

Convictions and deferrals for CDL holders are reported to the Driver History, effectively attaching both of those to the permanent driver record. Deferrals for non CDL holders or acquittals are not reported - which is a fairly typical practice given that neither has any impact on how the driver is subsequently treated by law enforcement or the judicial process.

Documentation for the citation and court case management systems is generally good, with data dictionaries and similar documentation in place.

Opportunities:

There are additional opportunities for compliance with data standards, as well as for improving the documentation. Additionally, little work has been done to date on performance measures, and there is opportunity for developing a full suite of performance metrics to support a continuous improvement process for citation and adjudication data and systems.





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:

Law enforcement has access to New Mexico Law Enforcement Telecommunications System (NMLETS), which provides real-time information on criminal histories and driver histories - the latter via Web service to the New Mexico Motor Vehicle Division (MVD) database.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

Courts appear to have real-time access to criminal histories, but not to driver histories. Apparently, law enforcement has access to both systems, although this is not explicit in the response.

Respondents assigned	3	Responses received	2	Response rate	66.7%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





Question 204:

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 MVD is responsible for assigning each citation a unique number.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

There is apparently no system that collects information on every citation and tracks that citation to conviction, dismissal or deferral. Convictions are captured by the driver history system, but that system does not contain entries for non-convictions. The court system tracks all citations that are reported to the courts, but citations that are written and voided or not filed do not appear to be tracked there either. The process described appears to be reasonable and puts information in the hands of the people who need it for transactional purposes and enforcement of sanctions, but it does not contain all elements of a full citation tracking system as specified in the Advisory.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 206:

[Redacted]



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:

Convictions and deferrals for CDL holders are reported to the Driver History, effectively attaching both of those to the permanent driver record. Deferrals for non CDL holders or acquittals are not reported - which is a fairly typical practice given that neither has any impact on how the driver is subsequently treated by law enforcement or the judicial process.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

State courts that hear traffic cases utilize a common case management system - the Odyssey system by Tyler Technologies. Municipal courts use a variety of systems, none of which are integrated.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 208:

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:

No evidence was provided of a sample analysis where citation and/or adjudication information was used to address traffic safety issues.

Respondents assigned	4	Responses received	3	Response rate	75%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

The respondents were not familiar with this standard and were therefore non-compliant with the standard.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

No evidence was provided that UCR guidelines are met.

Respondents assigned	5	Responses received	3	Response rate	60%
-----------------------------	---	---------------------------	---	----------------------	-----





Question 211:

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:

No evidence was provided for NIBRS compliance.

Respondents assigned	5	Responses received	3	Response rate	60%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

No evidence was provided for NLETS compliance.

Respondents assigned	5	Responses received	3	Response rate	60%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

LEIN is Michigan based and is not used or implemented anywhere else in the Country. Since the question specifically asks about the LEIN compliance, the State does not meet the Advisory ideal.

Respondents assigned	5	Responses received	3	Response rate	60%
-----------------------------	---	---------------------------	---	----------------------	-----





Question 214:

[Redacted]



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:

No evidence was provided for compliance with the Functional Requirement Standards for Traffic Court Case Management.

Respondents assigned	4	Responses received	2	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

No evidence was provided for NIEM compliance.

Respondents assigned	5	Responses received	3	Response rate	60%
-----------------------------	---	---------------------------	---	----------------------	-----





Question 216:



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 Odyssey system was configured to meet NCSC guidelines.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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.

Question Rank:
Somewhat Important

Assessor conclusions:

There is no evidence that adjudication or citation systems within the state have been configured to meet this guideline.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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.

Question Rank:
Somewhat Important

Assessor conclusions:

The response indicates that there is no DUI tracking system that meets the MIDRIS model guidelines.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----





Question 219:

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:

The NM courts use the Odyssey case management system from Tyler Technologies. This system has an underlying database which contains all the court data. This database is documented by Tyler Technologies to include Entity-Relationship (ER) diagrams, and a data dictionary. The entities section of the ER Diagrams have all the tables with 'Clearly Defined' descriptions for all the columns. These are kept up-to date with the annual release cycle. The State did supply a data dictionary.

Respondents assigned	4	Responses received	2	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

All fields are defined. The State attached ER diagrams and data dictionary.

Respondents assigned	4	Responses received	2	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----





Question 221:

[Redacted]



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:

While the appropriate data dictionaries appear to be in place, there is no evidence that they have been edited for consistency with the field data collection manual, training materials, coding manuals, and corresponding reports.

Respondents assigned	4	Responses received	2	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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 Tyler Technologies data dictionary for the Odyssey case management system does not indicate linkages, electronic or otherwise, to other systems the Odyssey case management system does not indicate linkages, electronic or otherwise, to other systems. The judiciary tracks this internally via informal documentation.

Respondents assigned	4	Responses received	2	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----





Question 223:

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:

While the ER diagrams do not provide much detail, they do contain minimal definitions for each data field.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

Tyler Technologies reported that all fields are defined. There were attached ER diagrams.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

There are no linkages to other systems defined within the data dictionary.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 226:

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:

No data dictionary was provided for any prosecutor systems, although there is some interest in integration across the federation to include prosecutors.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

There are various systems that track parts of the life-cycle. If it were necessary to track a single citation, it would be possible in most cases with some difficulty. Without a system to facilitate this in a unified fashion, it would be impossible to fully meet the Advisory ideal.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 228:

[Redacted]



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:

There is no flowchart to measure the process against.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

No flowchart that shows the administrative and judicial processes for DUI citations has been provided, per the evidence requirements of this question.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 230:

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:

BAC information is maintained within the court system, and so it is possible to view this information when needed, although it is not always populated. However, there is really no global tracking system for DUI citations, per the previous question on this subject.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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 required evidence has not been provided regarding the process for posting the penalty and sanctions to the driver file.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 232:

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:

Juvenile citations are tracked using the same process as adult citations.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 attached "Traffic Citation Manual" distinguishes between mail-ins and citations that are adjudicated by the courts.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 judiciary tracks both deferrals and dismissals of citations in the Odyssey case management system.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Criteria were provided for deciding between the deferral versus dismissal of a citation.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 State does not purge records, and so there is not a prescribed schedule for purges.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 security protocols governing data access, modification and release are provided.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 238:

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:

There seem to be appropriate linkages between the adjudication and driver systems to support automation of various administrative actions.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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 linked with driver record data to carry out administrative actions.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 240:

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:

It is not clear how the adjudication - vehicle linkages take place to carry out actions such as ignition interlock.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

The precise linkage between adjudication data and the vehicle file is unclear, and insufficient information has been provided regarding how the vehicle file receives this information

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

No linkage is provided between citation data and the crash data to document violations and charges related to a crash.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

No linkage is provided between adjudication data and crash data to document resolution of charges related to a crash.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

There are no documented performance measures for the timeliness of citations.

Respondents assigned	5	Responses received	3	Response rate	60%
-----------------------------	---	---------------------------	---	----------------------	-----





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:

There are no documented performance measures for the accuracy of citation systems.

Respondents assigned	5	Responses received	3	Response rate	60%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

There are no documented performance measures for the completeness of citation systems.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

There are no documented performance measures for the uniformity of citation systems.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

There are no documented performance measures for the integration of the citation systems.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

There are no documented performance measures for the accessibility of the citation systems.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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 are no documented performance measures for the timeliness of the adjudication systems.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

There are no established performance measures for the accuracy of the adjudication systems.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

There are no established performance measures for the completeness of the adjudication systems.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

There are no statewide performance metrics for the integration of adjudication systems.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

Information on intermediate dispositions is captured by the judiciary.

Respondents assigned	4	Responses received	3	Response rate	75%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

While there is no global DUI tracking system, DUI data that is maintained in various places is subject to quality control procedures, particularly within the courts.

Respondents assigned	3	Responses received	3	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





EMS / Injury Surveillance

There are several key components of a statewide injury surveillance system including data from emergency medical services (EMS), acute care (emergency department and hospital discharge), trauma centers, 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 severity, cost, and clinical outcomes of the individuals involved.

New Mexico collects and maintains information on all five main components of the injury surveillance system addressed by the Advisory. The New Mexico EMS Bureau collects and compiles EMS data. The Epidemiology and Response Division of the New Mexico Department of Health collects emergency department and hospital discharge data, and the New Mexico Department of Health collects trauma registry data. Vital records data is also collected.

New Mexico is to be commended for its achievements in developing and maintaining systems with the potential to monitor injury and death as a result of motor vehicle crashes within the State. Evidence was provided showing how injury surveillance data has been used to advocate for helmet laws, graduated drivers' licenses and pedestrian safety. It was unclear which data sources were analyzed for these advocacy efforts. Certainly all sources have the potential to be utilized to a greater extent.

Data dictionaries are critical for data collectors, managers and data users. All systems, with the exception of vital records, have data dictionaries that adhere to the appropriate national standards. An untapped opportunity exists for the State to develop manuals and summary data sets for users for all five data systems. This provides researchers and other data analysts with information about data limitations, a general idea of the data available and how it is collected, managed and maintained. This is an invaluable resource, in addition to a data dictionary, for those seeking to use the data for program design, evaluation and prioritization of fiscal resources.

Though it is reportedly being collected in the trauma registry through its contractor, Digital Innovations, no evidence was provided showing that Abbreviated Injury (AIS) and Injury Severity (ISS) scores are tracked in any of the data systems. This is a critical component for tracking severity of motor vehicle crash injuries.

The five systems have varying degrees of edit checks and validation rules to ensure data accuracy and quality and a variety of mechanisms to correct and track data errors. All systems, except for emergency department and hospital discharge have procedures for editing and error checking submissions to the statewide system. Those systems without are in the process of developing procedures. All of the systems, with the exception of vital records, would benefit from documenting their procedures for returning data to the reporting agency for quality improvement. All vital records reports are submitted and returned electronically with a recorded trail.

Of all 5 data systems, only EMS data interfaces with ED data. There is at least a 24-hour delay in updating results based on the interface. Integration of data systems allows for better tracking of patient care and the ability to track outcomes starting with EMS contact.

Hospital discharge, trauma registry and vital records data are available to decision makers and





researchers and have the ability to track the frequency, nature, and severity of injuries sustained in motor vehicle crashes. Developing systems to allow access to aggregate EMS and emergency department data will expand the State’s ability to monitor and work towards preventing motor vehicle related injuries and death.

Performance measures for each database should be established to evaluate and improve data quality of these systems. Statutes and regulations are helpful guides towards establishing performance measures. However, they should not be considered a substitute for carefully drafted measures specific to timeliness, accuracy, uniformity, accessibility, integration and completeness. The vital records system has put in place performance measures for timeliness, accessibility and completeness, and is a good start as well as an example for the other ISS components.

All performance measures also need numeric goals—performance metrics—designed to track improvement toward the goals. Performance measures can be used to regularly track each system’s function, progress and success. The ‘Model Performance Measures for State Traffic Records Systems’ publication provides examples of performance measures for each attribute and data system. Once performance measures have been established, each should be monitored and reported in data quality reports and then shared with the TRCC.

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:

EMS data is not included as part of the State's injury surveillance system.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

The State provided the report entitled, "Motor Vehicle Traffic Injury Emergency Department Visit Discharge Rates by Age and Sex, New Mexico, 2010-2012" which illustrates the use of emergency department (ED) data for MVC events statewide and shows the number of persons treated at an emergency department as the result of a motor vehicle crash.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 provided the report entitled, "Motor Vehicle Traffic Injury Hospital Discharge Rates by Age and Sex, New Mexico, 2010-2012" which illustrates the use of hospital discharge data for MVC events statewide including the number of persons who were discharged from a hospital as the result of a motor vehicle crash.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 259:

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:

New Mexico's injury surveillance system does not include trauma registry data.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

New Mexico reports that its injury surveillance system does not include rehabilitation data.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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 State provided two reports entitled, "Motor Vehicle Traffic Injury Death Rates, New Mexico and United States, 2003-2012" and "Average Annual Motor Vehicle Traffic Injury Death Rates by Age and Sex, New Mexico, 2010-2012" which illustrate the use of vital records fatality data for MVC events statewide. Additionally, The Core Indicator Report includes the number of persons killed as the result of a motor vehicle crash in the State.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 State uses Medical Investigator Report payer related data from hospital discharge and emergency department data sources. They provided as evidence a set of transportation specific reports from their 2014 New Mexico Child Fatality Review Annual Report which were based upon their Medical Investigator Reports data (per executive summary reference). Hospital payer related databases are also used by Injury and Behavioral Epidemiology as part of its annual reports.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 263:



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 New Mexico Emergency Medical Service Tracking and Reporting System (NMEMSTARS) can provide reports which include the most recent counts of motor vehicle incidents. These reports can also include the provider's primary impressions and EMS categorization. Their submitted evidence entitled, "NMEMSTARS MVC-GCS Data Report-2" demonstrated this contention.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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 New Mexico Department of Health collects emergency department data from 36 hospitals throughout the State. The report titled "Motor Vehicle Traffic-Related ED Admission Rate by Age and Sex, NM, 2014" uses E-codes to identify the number of patients treated as the result of motor vehicle crashes. The emergency department data also includes diagnosis codes that could be used to describe the patient's injury severity. However, the State does not currently track the associated patient severity and specific nature of these incidents.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





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:

In 2014, 37 general and 13 specialty hospitals reported hospital inpatient discharge data to the New Mexico Department of Health. Hospitals are requested to submit up to 18 diagnosis codes and 6 E-codes for each patient admission. Within this dataset there do exist both diagnosis and etiology codes. The report provided includes information on injuries in general but not those specifically resulting from a motor vehicle crash. The evidence submitted does not address patient severity and specific nature of injuries. A partial rating is given for having access and the potential for producing the required evidence.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------

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 New Mexico Trauma Registry publishes an annual report which includes a description of persons treated at trauma centers as the result of a motor vehicle crash. However, no supporting evidence was submitted.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





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:

This question asks about the use of the vital records data to describe injuries sustained in motor vehicle crashes. The response and information provided to answer this question described the use of EMS data and the Fatal Accident Reporting system, but not vital records data.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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 provided examples of how the identification of deaths associated with fatal motor vehicle crashes was made with EMS data. The NMEMSTARS data has also been used to provide additional data elements to the FARS program including demographics and response times.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Emergency department data is available exclusively to the Health Department (with a 6 month delay). Presently, the data has not been used for any specific traffic related project, but has the potential to do so. Consideration should be given to the use of hospital data to support legislative activities (i.e. seatbelt use, helmet use) and to more accurately define serious injury crashes.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------

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:

An annual hospital discharge data set is available for analysis. A de-identified data set is available to outside researchers through the New Mexico Department of Health. At this time, this data set has not been used to evaluate any highway safety programs. This data has the potential to support various efforts in relation to traffic safety and motor vehicle crashes.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





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:

The trauma registry data is reportedly available to the appropriate Department of Health staff for analysis. De-identified data is also provided to the Trauma Performance Improvement Committee on a quarterly basis for review. No description was provided demonstrating the use of trauma registry data to support highway safety projects.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	----------	---------------------------	----------	----------------------	------------

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:

The Injury and Behavioral Epidemiology Bureau has provided injury surveillance data to support helmet law and graduated driver license legislation. Data was also used to investigate a cluster of pedestrian fatalities. From the description, it is unclear which data systems were used for these efforts. Unfortunately, the answer was either cut off or not completed, and no clarification was provided to show whether vital records data was used in these advocacy efforts.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 273:

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 NM EMS Tracking and Reporting System (NMEMSTARS) is the repository for all ePCRs (electronic Patient Care Reports) documenting all EMS responses within the State of New Mexico. NMEMSTARS is a NEMSIS Compliant - Gold standard Database. They submitted evidence which indicates the incorporation of both NEMSIS v3 and state specific elements in their present EMS database.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

The State's hospital discharge data reportedly conforms to a uniform billing standard. The emergency department data set does not contain billing information.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 275:

[Redacted]



Standard of Evidence:

Provide the trauma registry data dictionary and any relevant State statutes or regulations.

Question Rank:
Very Important

Assessor conclusions:

The New Mexico Trauma Registry adopted the NTDB data dictionary in 2011 and, according to the Trauma Registry Workgroup, continues to meet the standard. The NM TR Data Dictionary was provided in the document library and it does support the contention that it is National Trauma Data Standards compliant.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	---	---------------------------	---	----------------------	-------

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:

The State's reply addresses severity measures found within the EMS report, not the emergency department and hospital discharge data as the question states.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----





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:

The NMTR reportedly has both AIS and ISS scores. However no evidence was submitted with the response. Though requested to support the answer, a recent distribution of AIS and ISS scores was not provided.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------

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 NMEMSTARS database collects GCS data on the majority of motor vehicle transports. They provided a report for CY 2015 that demonstrated this capability for motor vehicle crash responses.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 279:

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:

A Glasgow Coma Score is included in the data dictionary but no report showing a recent sample of scores was provided for review.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------

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 HIPAA guidelines regulate the use and release of data within the State's public health authorities. No additional restrictions have been placed upon the use of the data.

Respondents assigned	3	Responses received	2	Response rate	66.7%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





Question 281:

Standard of Evidence:



Provide the data dictionary including, at a minimum, the variable names and definitions.

Question Rank:
Very Important

Assessor conclusions:

The EMS Bureau utilizes a data dictionary that is NEMSIS compliant. The dictionary was found under associated with another question.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 data dictionary that was included in the document list describes data elements and attributes for the EMS data system. This question is really asking for a user's manual or other document that describes the collection and management of the data would also be useful should modifications or enhancements be needed. Such documentation should include a description of how the data is collected, managed and maintained. This is helpful for data users, to guide their analyses and ultimate uses of the data.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

There is no formal data dictionary for the emergency department data set. A data request letter is sent to individual facilities requesting certain data elements and attributes and also describes the preferred format for submission.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The document provided describes the uses of the emergency department data and is an important resource to the injury prevention community. The formal documentation described in the Advisory is more in the form of a user's manual that describes the characteristics of the dataset and how it is collected and managed. The user's manual should also include a summary dataset with characteristics and values.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

A data dictionary titled: "New Mexico Hospital Inpatient Discharge Data 2013/2014 Data Element Definitions" describing the data elements and attributes for New Mexico's hospital discharge data was provided.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The State provided the "2014 Hospital Inpatient Discharge Data Annual Report" as evidence of documentation that the hospital discharge data has a formal summary of the dataset. However, this report does not serve as a user's manual with summary dataset—characteristics and values. Additionally it does not describe how this data is collected, managed, and maintained.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

A data dictionary for the New Mexico Trauma Registry was included in the document library. The dataset is NTDB compliant and the data elements and attributes are listed in the dictionary.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 trauma registry dataset does have a formal data dictionary. However, no evidence was provided showing whether there is also an accompanying summary dataset—including characteristics, values, limitations and exceptions, whether submitted or user created—and how it is collected, managed, and maintained. This would be a valuable resource for data users.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

The vital records system does not have a formal data dictionary.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 does not have documentation describing the vital records data system.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

The New Mexico EMS Bureau is responsible for the collection and compilation of data submitted by the State's EMS agencies.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 292:

[Redacted]



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:

The Epidemiology and Response Division of the New Mexico Department of Health collects and manages emergency department visits from individual hospitals. Prior to 2012, this activity had been the responsibility of the Health Policy Commission.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

The Epidemiology and Response Division of the New Mexico Department of Health has been responsible for collecting hospital discharge data from individual hospitals for the State since 2012.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----





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:

A basic process flow diagram that demonstrates a straight forward series of steps for how EMS data is collected and then uploaded to NEMSIS was provided.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

At this time, a process flow diagram does not exist for emergency department data collection. A narrative description of the emergency department data process flows from patient arrival to submission of the uniform billing data to the State repository was not provided.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





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:

At this time, a process flow diagram does not exist for hospital discharge data collection. A narrative description of the hospital discharge data process flows from patient arrival to submission of the uniform billing data to the State repository was not provided.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	---	---------------------------	---	----------------------	-------

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:

The inclusion criteria document describes how patients are entered into the database. This information can be used to identify the specific populations described by trauma registry data. A similar description of how the data is collected, stored, and reported was not provided for review.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	---	---------------------------	---	----------------------	-------





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:

All patient care reports submitted to the State's EMS Bureau must be submitted electronically. There are no separate procedures for submission of paper forms.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

Documentation for the collecting, editing, error-checking, and submitting emergency department and hospital discharge data to the statewide repository does not exist. At this time, quality control procedures are under development via the creation of a document that will outline the collection, editing, error-checking and finalization of data sets for both emergency department and hospital discharge data.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





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:

Submission of data to the New Mexico Trauma Registry is mandatory for each of the State's designated trauma centers. Each facility has its own quality control procedures in place. Each quarter, a report card for a limited number of fields is run at the State level. Any data element with greater than a 10% error rate or not otherwise specified code must be audited for completeness at the facility level and re-submitted.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	---	---------------------------	---	----------------------	-------

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 electronic death registration system has built-in edit checks to support the quality of data that is being submitted.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 302:

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:

The data collection system has built in validation rules and will provide feedback if required fields are blank or the values are out of range. The NMEMSTARS working group has a set of guidelines in place for the review of the patient care reports but it is unclear what information is provided back to the individual agencies.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

The State indicated that presently there is no documentation outlining procedures for returning data to emergency departments due to quality issues or a current formal means. Historically, the New Mexico Department of Health would contact individual hospitals and request updated information or inquire about formatting issues that were identified in the data.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	---	---------------------------	---	----------------------	-------





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:

The State does not have documentation outlining procedures for returning hospital discharge data due to quality issues or a current formal means. Historically, the Department of Health would informally contact individual hospitals to discuss issues relating to the quality of the data.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------

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:

The State provided narrative that identified a process where the NMTR staff run annual data quality reports. If data quality issues are discovered at a particular facility, the issue is reported back with the trauma case identifier and investigated. Additionally, a quarterly report card is produce for a selected number of fields. Follow up will occur when deviations are noted. Resubmission of data, if required, is handled on a case-by-case basis with the software vendor. A formal documented system for correction and resubmission of incorrect data is desirable to improve consistency and for sustainability of the system when there is staff turnover.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

The registration staff works directly with the individual facilities when errors are identified. Corrections to the data records are done through an amendment process in the electronic registration system.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

EMS services and agencies have access to their own data to produce a variety of reports. Making aggregate data available to agencies outside of the EMS community can expand the use of the data for a variety of health and safety purposes. This question is asking whether there is a means for outside parties (e.g., universities, traffic safety professionals) to access this data for analytical purposes. Unfortunately, the response did not answer this question.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Emergency department data is not currently available to outside parties.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

De-identified data is available to outside parties through the Department of Health's partnership with the Agency for Health Care Research and Quality (AHCRQ). New Mexico supplies data as part of the AHCRQ's Health Care Cost and Utilization Project that makes hospital discharge information from a number of states available to outside researchers.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----





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:

Aggregate trauma registry data can be requested to support third party analysis efforts.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

Vital records data is available to outside parties through the use of a data request form. The NMDH Request for Special Vital Records Data document/form was provided as evidence. It appears that this request process is restricted to Department of Health staff and researchers.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 312:

[Redacted]



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:

An electronic patient care report is required to be submitted to the hospital within 24 hours of patient arrival. An interface between the EMS and hospital data systems would provide a near real-time transfer of data between the systems. This is an important aspect in the continuum of patient care and information transfer.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

There is no interface between the EMS data (Image Trend) and the New Mexico Trauma Registry (Digital Innovations) at this time.

Respondents assigned	3	Responses received	2	Response rate	66.7%
-----------------------------	---	---------------------------	---	----------------------	-------





Question 314:

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:

There is no interface between vital statistics data and hospital discharge data at this time.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------

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 software vendor (Digital Innovations) has built in validation rules and edit checks. Documentation for this process is held by the vendor. It would be helpful for the State to provide Digital Innovations methodology by which automated edit checks and validation rules are incorporated in the NMTR. A listing of complete software checks and validation rules would be very helpful. While it is efficient and helpful to contract out services, it is still important for the State to know how the data is being treated and understand the systems by which data quality is maintained.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





Question 316:



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:

The State's EMS Database coordinator, State technical support specialists, and Regional EMS support technicians have authority to conduct quality review analysis of submitted reports and correct errors within the system as needed.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

Incomplete patient care reports or those reports that do not meet validation requirements are not accepted by the NMEMSTARS database. A tracking system should be established that would allow the State to determine how many reports are rejected and the length of time it takes for correction and resubmission. Performance measures could be developed to track improvements in this process.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

By rule all ePCRs must be left at the receiving hospital within 24 hours and must be submitted within 30 days of completion. While these are good system standards, these rules do not meet the definition of a performance measure.

A performance measure includes both a baseline value and a goal to allow the State to measure the health and progress of their data systems. In this example, a baseline should be established (i.e. 85% of patient care reports are provided to the hospital within 24 hours) and a goal set (100% of reports are provided to the hospital within 24 hours). This percentage can be tracked over time to determine what progress is being made towards the goal and if any additional support is needed to achieve the goal.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The State indicated that by rule, minimum reporting requirements for patient information pursuant to ambulance service protocol have been established. However, no accuracy performance measures were presented as evidence for those associated requirements. Regulations and minimum reporting requirements are not a substitute for performance measures. Good performance measures use a baseline and goal that should be established to help measure the health and progress of the EMS data system.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

The State provided a detailed list of 85 validation rules as evidence. However this in itself is not a "completeness" performance measure. Validation rules are a good first step to the development of performance measures. The next step would be to track the number (percentage) of reports that are initially rejected and the length of time it takes for resubmission.

Performance measures require the identification of a baseline and goal to allow a State to measure progress. For example, date of birth is complete in 75% of the records. The goal is to have date of birth complete 90% of the time. Annual snapshots of the date of birth data field will help identify any progress that has been made towards that goal.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------

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:

Regulations and reporting requirements are not a substitute for a performance measure which can be used to measure progress in an individual data system. The uniformity performance measure specifically addresses uniformity with national standards. An example would be the baseline percentage of records that were NEMSIS compliant along with a goal to aspire to, such as 100% compliance.

Respondents assigned	2	Responses received	2	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

The State provided a report named "NMEMSTARS Data Integration and Import Incident Metrics." This report, in itself, is not a means of measuring performance. What is important here, under integration, might be the number of traffic related EMS transports over the number of associated crash reports. The associated goals might be: acceptance a 95% or greater outcome of record linkage, meeting that goal and can they do better?

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

The State provided a report named "NMEMSTARS Data." The statistics provide overall system use but not a performance measure. This report is not a performance measure in itself. What is important here under accessibility might be the number of EMS data requests completed over the total number of EMS data requests made.

Sample performance measures for all traffic records systems are available in NHTSA's "Traffic Safety Performance Measures for States and Federal Agencies".

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----





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:

No numeric goals have been established to support the development of performance measures. The State responded that active validation and performance requirements are an anticipated feature of the future implementation of NEMESIS v3.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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 State indicated that they receive export file submission feedback on all data submitted to NMEMSTARS and provided a screen shot entitled "NMEMSTARS Export File Performance Metrics" as evidence. The screen capture provided does not indicate the use of specific performance measures to provide a local agency with information that would help improve the timeliness and quality of the data they are submitting.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----





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 upload error reporting function provides an opportunity to identify common errors and to conduct training as needed to correct the problem. This appears to be more of an ad hoc procedure than a comprehensive review and update of procedures on a regular basis.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----

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:

The State provided a report entitled "Data History Transfer." Within that report, uniformity and completeness can be measured. Without further description, this does not appear to be a quality control review of the accuracy of the data itself.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----





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:

Trend analyses using the EMS data are reportedly conducted to track changes in patient care. No sample report was provided and it is unclear how often these analyses are conducted.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

EMS data is available to the service administrators for their use in reviewing daily operations, data quality, and other patient care metrics. No details were provided to describe how the data is used to make changes or how the information is passed along to the field staff.

It would be valuable for the State to further develop the process, taking into account the following considerations: developing a formal committee statewide, considering how and when feedback should occur and then to use the process to improve data quality.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Quality management reports are made available to the TRCC upon request. Providing a general data quality report on a regular basis would help the TRCC understand the availability and quality of the EMS data. The State indicated that they do produce reports for the TRCC and provided a patient list of MVCs for January 1, 2015. However, there was no discernible description of the report's utility and frequency. A quality management report is a means of providing a meaningful assessment of MVC patients encountered by EMS (i.e. patient severity by time of day or by day of week.)

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The NMEMSTARS data system includes a validation and submission criteria for the State prehospital care reports. These criteria are expected to be updated in the near future.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 332:

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:

The staff responsible for the emergency department and hospital discharge data conducts regular reviews to look for missing information. There is no limited state-level correction authority. If any errors or omissions are detected, this information is communicated back to the local facility for correction. Granting state-level correction authority for obvious omissions and errors helps to improve efficiency and if done well, does not decrease the quality of the data.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

While formal documentation for returning rejected emergency department and hospital discharge records to the collecting entity and tracking resubmission is not currently in place, errors in hospital data are communicated back to the local facility for correction. The State is encouraged to develop formal procedures to ensure a sustainable and consistent process.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Regulations requiring the submission of hospital data on a quarterly or annual basis do not constitute a performance measure. This is a legislative requirement and not a timeliness performance measure. However, an associated performance measure is easily set by setting a goal of 100% of the State's hospitals submitting their data within 30 days following the end of the quarter and then tracking the number of hospitals that successfully meet that timeline.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 standard set of performance measures are in place for the hospital data systems at this time. It should be noted that the NM DOH plans on formalizing these in the near future.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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 standard set of performance measures are in place for the hospital data systems at this time. It should be noted that the NM DOH plans on formalizing these in the near future.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

Uniformity performance measures have not been developed for the emergency department and hospital discharge data systems at this time. It should be noted that the NM DOH plans on formalizing these in the near future.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Integration performance measures for the emergency department and hospital discharge data systems have not been developed at this time. It should be noted that the NM DOH plans on formalizing these in the near future.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

Accessibility performance measures for the emergency department and hospital discharge data systems have not been developed at this time. It should be noted that the NM DOH plans on formalizing these in the near future.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

A standard set of performance measures, with associated numeric goals, has not been developed for the emergency department and hospital discharge data systems at this time.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The Department of Health communicates regularly with individual hospital facilities. However, no formal reports are provided to describe the quality of the data that is submitted. DOH plans on formalizing this process in the near future.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

No formal process is in place to use data quality to support the update of emergency department and hospital discharge database training content, data collection manuals and validation rules.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 for the emergency department and hospital discharge data systems are not being conducted at this time.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Two 2014 annual reports were provided for both out-patient and inpatient statewide populations. Within these publications there were several graphs/tables which demonstrated comparative analysis and if juxtaposed to previous years, would offer a means of trend analysis.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

While a formal process is not in place, the epidemiology staff conducts regular quality reviews and informally report their findings back to the individual facilities. A formal system is advised, to promote sustainability of the process, especially when there is staff turnover.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 346:

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:

No formal data quality reports for the hospital data systems are provided to the TRCC. Keeping the TRCC updated on the quality and availability of hospital data on a regular basis (i.e. quarterly) may increase the use of that data to support highway safety programs.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

This question refers to the trauma registry data. It is unclear from the answer, when it mentions hospitalization and emergency department data, whether the hospitalization data refers to trauma registry data. Unfortunately, clarification of the answer was not provided, leaving assessors unable to rate the answer.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 348:

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:

The State indicated it is "imperative that the facility be aware of the corrections and input this data and re-submit should issues be discovered." It also stated that: "At no point does the NMTR personnel make any changes without the facilities knowledge." It is unclear from these two statements whether NMTR personnel can make any changes, and if so, what the process is for informing the facilities. If there is some limited authority for NMTR to make changes and then inform the facility, this may partially meet the advisory ideal. Unfortunately, no further guidance was provided in the 3rd round of responses.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------

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 only trauma registry data submissions that can be rejected are those received from facilities using a third party vendor for data collection. Currently only one facility in the State uses a third party vendor.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





Question 350:

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:

Regulations are not a substitute for performance measures but they can be used to as a guide for their development. For example, based on this response, the timeliness goal is for 100% of the trauma centers to submit their data to the State by the quarterly deadlines. Each quarter the percentage of hospitals submitting on time can be measured. If that number falls below 100%, it may indicate an issue that needs to be addressed through a performance measure and aspirational numeric goal.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------

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:

No accuracy performance measures were described. Sample performance measures are available through NHTSA's 'Traffic Safety Performance Measures for States and Federal Agencies'. The State indicated that all accuracy and performance measures are done at the facility level.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





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:

Incompleteness in excess of 10% of data submitted must be audited and resubmitted. While this is an identifiable quality control process, it is not a performance measure in itself.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------

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:

No uniformity performance measures have been developed for the trauma registry.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





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 question asks whether there are integration performance measures for the trauma registry. Integration performance measures relate to the percent of files in the trauma registry that are linked to another database. A performance measure includes a baseline (85% of motor vehicle related TR cases are linked to EMS runs) and an aspirational measure to monitor improvement (95% motor vehicle related TR cases are linked to EMS runs). Even when a state uses a vendor to manage a data system, it is important for the state to have its own performance measures and to track improvement.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------

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:

No accessibility performance measures have been developed.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





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:

No numeric goals have been set to support the development of performance measures for the trauma registry. The Trauma Performance Improvement Committee has identified the percentage of trauma patients transferred to a higher level of care as a performance measure. It is important to understand the difference between patient care performance and trauma registry performance. Performance measures are all associated with respective data and its "quality".

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	---	---------------------------	---	----------------------	-------

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 reported that all Trauma Centers must submit their data in a timely manner, and in accordance with the schedule put forth by the NM Trauma Program Reporting Schedule. While this is a good system goal, it is not performance reporting in itself. Regulations are in place with regard to timeliness and completeness but no description was provided of feedback that is given to individual trauma centers based on their data submissions.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	---	---------------------------	---	----------------------	-------





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:

Analysis conducted for the annual report has identified specific data elements that could be improved. As a result, the completeness of the race field has increased from 50% to 95%. However, it's not clear how these improvements came about.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------

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:

Quality control issues are discussed on a quarterly basis at the Trauma Registry Workgroup. No further details on this process were provided. It would be helpful if the State could provide a sample quality control review of injury records that details the system's data completeness.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	----------	---------------------------	----------	----------------------	--------------





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 annual report uses comparative and trend analyses to identify any changes in the trauma registry data between agencies and across years.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	---	---------------------------	---	----------------------	-------

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:

Data quality is a regular agenda item for the quarterly Trauma Registry Workgroup meetings.

Respondents assigned	3	Responses received	1	Response rate	33.3%
-----------------------------	---	---------------------------	---	----------------------	-------

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 issues are addressed at the quarterly Trauma Registry Workgroup using a report card that is submitted by the State to each facility. A summary of this discussion should be shared with the TRCC to keep them up-to-date on the quality and availability of this data.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	---	---------------------------	---	----------------------	-----





Question 363:

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 indicated that all rejections are done electronically and followed up by registration staff. All resubmitted data is done through the electronic system. The State provided the document entitled, "Core Attachment Q - Death Edit Registration Rules" which meets the evidence requirement.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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-level staff does not have the ability to independently make corrections on a death certificate. However, funeral homes and medical certifiers are able to submit requests for correction to the State registrars. Upon review, the State can make the requested changes if they are warranted. This question is asking whether State-level staff can make corrections to obvious errors without verification from the submitter of the data.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 365:

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:

All rejections are done electronically through the vital records system and subsequently followed up by the State's registration staff. Re-submission of data, if necessary, is done through the electronic system and re-reviewed by the registration staff.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

Regulations require vital records data to be filed within 10 days of death. It appears the State has adopted this as their definition of timely reporting. This, by itself, is not a performance measure. Using 10 days as a goal and tracking the number (percentage) of records that are filed within that time frame would serve as a timeliness performance measure. Setting a goal for NCHS submission (i.e. 50% within 10 days) would be the final step in the process in defining a performance measure for timeliness.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

No performance measures regarding the accuracy of the vital records data were described. However, the vital records office is participating in a death data quality initiative with NCHS to verify the accuracy of the data that is being submitted on the death certificates. This project has the potential to help identify performance measures that will help improve data quality.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

All fields must be completed on the death certificate for it to be accepted by the vital records office. Tracking the percent of death certificates that are complete on the first submission, even if it is 100%, could be used as a performance measure. However, this metric does not appear to be used as a performance measure rather it's just a by-product of the reporting process.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Tolerance levels set by the National Center for Health Statistics are not performance measures that can be used by the State. They are standards set by NCHS and measured by them. Tracking the percentage of records that are returned by NCHS for correction each year may help the State improve the data collection and review processes. A uniformity performance measure at the state level might address the source, type or the specific data elements that fail to meet their uniformity requirements over time.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The State only provides data for integration by other data managers. Integrating all vital records information on motor vehicle fatalities with their corresponding crash report is a possible activity. The goal could be to have 80% of fatal crash reports matched between the two systems. Tracking the actual percentage of records matched each year is an example of using a performance measure to track success of a project.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Vital records data is available to all funeral directors and medical certifiers who are on the system. All funeral directors and 65% of medical certifiers are on the system. There is a goal of having 80% of medical certifiers on the system by the end of 2016. This qualifies as a performance measure for data accessibility to vital records managers. The data is also available to "special request" users, and was provided data to 90 of 91 requesters in 2015. This is a useful baseline from which a performance measure for accessibility for users could be developed.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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 information provided describes performance measure standards that have been put in place by the State for the vital records system. Standards can be used as the foundation for the development of performance measures but do not allow the stakeholders to measure or track improvement in the data system itself. However, the State has developed specific timeliness and completeness measures (80% of death records initiated within 5 days and 80% of death records having a complete cause and manner of death within 10 days) for their vital records system. The State should also consider developing goals for uniformity, accuracy, integration and accessibility.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Analytical reports are generated regarding the timeliness and completeness of data and are provided to the reporting facility by the field service unit. The State provided a standard CDC report identifying pending reports. This can be accepted as evidence of means to track completeness of overall report submission to CDC.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The State uses several methods to disseminate information relative to errors. Though vital records does not modify its training manuals when high frequency errors are identified, the department does send out notifications to the individual facilities by way of an electronic newsletter and e-mail blasts.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Quality assurance reviews are completed regularly. Also, quarterly meetings are held with the Office of the Medical Investigator to address data quality issues, including those related to injury data. Injury data is also forwarded to the New Mexico National Violent Death Registry for review and analysis. Minutes from a recent meeting were provided. The State also provided a redacted set of notes demonstrating this quality review process.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

In conjunction with the National Center for Health Statistics, data analysis is completed and analyzed on a weekly basis. The State provided the redacted report entitled, "New Mexico 2015 Mortality LOAD Report" which does demonstrate the ability to compare and identify unexplained differences in the vital records data.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

Vital records transmit data to the Indicator Based Information System where it is posted for use by key data partners. There is a mechanism in place for users and data suppliers to discuss the appropriateness of the data being released and to determine if any changes should be made in the process.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

Vital records reports are reportedly supplied to the TRCC on a quarterly basis. These reports reportedly contain confidential data and cannot be shared for review. A redacted report or TRCC agenda identifying a vital records update, was requested in round two and would have been acceptable. Unfortunately no evidence of vital records data quality management reports were provided.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Data Use and Integration

Establishing and supporting full integration between different traffic records component systems is a major challenge for most states. New Mexico has demonstrated significant achievement in this area through:

- * Providing access by various parties (decision-makers and the public) to skilled resources at UNM-TRU and NMDOT Traffic Safety Division that can respond to specific integrated study requests,
- * Making available a multitude of published studies via the web, and
- * Having the ability to link together specific traffic records components to respond to specific study requests.

However, while some of the analyses are based on linked data, they are quite few compared to the analyses based on a single set of data. The State is encouraged to understand the value of integrated data, and put effort into integrating some key data sets driven by the needs of the decision-makers. Key considerations for New Mexico in the area of data use and integration are:

- 1) Pursue the development of a traffic records inventory, which should include identifying the common elements that enable linkage between datasets, even if relatively basic at first. Such an inventory could help a) encourage formal integration between datasets, and b) provide direction in future enhancement of datasets to make them easier to integrate.
- 2) Pursue the integration of crash and roadway feature data, based on location. Such integration enables powerful analyses, for example to identify which features most correlate to high crash numbers, which would help drive systemic safety improvements.
- 3) Consider allowing decision-makers direct access to integrated datasets, even if they are partially redacted to address privacy concerns. This would enable more creative exploration into the available data than can be done through the more formal study request process.
- 4) As New Mexico makes more and more use of data and information derived from the data, it will be important to ensure that the data meets the needs of the decision-makers. Initiating statewide data governance discussions including the TRCC, executives, data collectors, managers, analysts, and researchers would help ensure that the quality, usefulness, and accessibility of the data as it evolve to meet the growing needs.

The State is encouraged to continue the proactive efforts to make optimal use of the traffic records data in safety decision-making.





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:

The State provided four narrative examples (with evidence) detailing a variety of request sources (State Senate, governmental services) and uses (legislative action, spatial analysis, planning, and system evaluation) of traffic records data. These examples are excellent demonstrations of traffic records data use (primarily crash and citation) and provide ample evidence that those resources for behavioral program managers, from data extracts to succinct analysis summaries to in-depth comprehensive reports.

The State is encouraged to consider allowing more direct access to redacted data, as that would enable a wider variety of "what if...?" or "what about...?" analyses that can give way to different understanding of the issues

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





Question 380:

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:

Though the State has policies in place regarding UNM's classification, encryption, application, and handling sensitive data, they are documented only by the guidelines/procedures established under the University of New Mexico and only for the data that physically resides within the UNM-IT department.

Those policies do not generally address the integration traffic record data or formal quality management, which is the focus of this question.

It should also be noted that the State is currently in the designing process of a secure electronic data transfer of their TraCS crash data to law enforcement for their use, which would fall under data governance attention.

The State is encouraged to develop and document "policies and procedures address and document data definitions, content, and management of key traffic records data sources within the State. Such data standards applied across platforms and systems provide the foundation for data integration and comprehensive data quality management."

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	----------	---------------------------	----------	----------------------	------------





Question 381:

[Redacted]



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 shows some evidence of having a "traffic records system inventory that identifies linkages" for the Crash and Fatal dataset components. However, the larger picture of an inventory of all data sets, that would allow integration of traffic records system data from different elements, is missing.

Overall, there was not clear evidence of a "traffic records system inventory that identifies linkages" that would allow integration of traffic records system data from different elements.

The State is encouraged to consider putting together such an inventory, even if relatively basic at first. The State could make use of the partial inventory that exists at the UNM and expand that to cover all the basic traffic records systems. A list of data sets managed by the various TRCC member agencies, along with some information about each data set (including which fields would allow potential integration between them) might help build momentum towards a more complete inventory. The inventory should include the elements that can potentially (or have been used) to integrate the various datasets.

Respondents assigned	2	Responses received	1	Response rate	50%
-----------------------------	----------	---------------------------	----------	----------------------	------------





Question 382:

[Redacted]



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:

The State mentioned having "maintained the ability to merge, and potentially integrate, the crash database with MVD's driver and citation databases," and also provided a copy of their Traffic Records Strategic Plan for 2013-2017, with reference that their TRCC will provide guidance in the plan's development and implementation. Previous system reviews (FARS and FMHW) do identify traffic records data integration as a desirable goal and each six pack component has at least one performance measure under the heading of integration. However it is important to note that the current capability and future improvement only resides in the crash and MVD data integration. The State is encouraged to fully implement the associated actions from the Traffic Records Strategic Plan, as well as to explore opportunities to establish systematic linkages between the crash data and other traffic safety databases.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 383:

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:

While several examples were provided of tables combining data from both Crash and MVD (Driver), the examples provided did not clearly demonstrate actual merge or linkage of the datasets. When the licenses data is used in conjunction with the crash data, it's for determining rates. If the table demonstrated a relationship between the length of license ownership to alcohol usage, that would be an example of integration. The State indicated that they do not directly link crash and MVD driver license data on a routine basis. However, they have merged the two databases using driver license number, or by name, sex, and date of birth approximately once or twice a year for ad-hoc data requests. The State further explained that they do not have an example of the requested integration at this time, as no request has been made to date for that level of analysis. Nonetheless, it appears that the capability to merge crash and drive records does exist.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	----------	---------------------------	----------	----------------------	-------------





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:

The crash data is not linked with the motor vehicle data from the MVD. However, the analysts at UNM have just received access to the vehicle file and have used the data independently in the past to develop reportable rates.

The State is encouraged to pursue integration of the vehicle data along with the crash data (e.g. in order to confirm/clean up the vehicle data in the crash reports based on license plate number or the linkage).

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The State indicated that they do not have access to the roadway data for crash data integration.

The State is encouraged to pursue the integration of crash and roadway feature data given that the potential linkage seems to be in place (based on the Route Name and Milepost location). This would allow studies comparing, for example, the prevalence of run-off-road crashes with the width of the shoulder, etc.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Question 386:



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:

While the citation and crash databases are not integrated, the State has performed ad-hoc studies doing a partial linking of the two data sets. For example, the State demonstrated crash and DWI citation data linkage through their map submission entitled "Alcohol-involved Drivers with One or More Prior DWI Arrests in Crashes Involving Fatal, Suspected Serious, or Suspected Minor Injuries, 2012 - 2014". Also, the map showing injury crashes involving drivers who had previously been arrested for DUI demonstrates the value of being able to do such integration.

However, there were evident challenges to doing such linking (errors in driver license number, or name spelling, sex, and date of birth).

The State is encouraged to pursue better integration of the two data sets, including the detection & correction of such errors.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The State indicated that they do not have access to injury surveillance data for crash record integration.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

The State did not provide an example of integrating crash data with more than one other (i.e. two other) traffic records system.

While reference is made to studies involving multiple data sets (MVD DWI citation database, MVD licensed driver database, and MVD conviction database) the studies essentially crash data and citation data. The intent of the question is regarding the use of integration between crash and TWO of the other traffic records systems (citation, driver, vehicle, roadway feature, or EMS).

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The State explained that they have focused primarily on crash data analysis and have not established regular integration between other traffic records data. However, they presented two interesting examples where they have integrated DWI citation and interlock data. Additionally, they have linked DWI citation data with their DWI Screening and Tracking System data. The first table (DWI Arrests Showing First Arrests & Repeat Offenders" demonstrates this capability. Narrative explanation described the importance of both efforts and results in planning initiatives.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





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:

The State provides qualified personnel for ad-hoc studies. Several examples were referenced as evidence. An example ticket from the request tracking system shows the ability to respond quickly. Furthermore, decision-makers have access to comprehensive published reports. The best example again is their merging of the crash and DWI arrest citation databases for statewide mapping of high and low incidence areas. However, decision-makers do not have direct access to even redacted data, which can limit the kind of exploratory studies that could be run. The State is encouraged to consider giving more access to (even redacted) data for analysis by the decision-makers.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------

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:

The State relies primarily on published reports which are available to the public through their web site (<http://tru.unm.edu>). The public has access to a long list of annual and monthly published reports, and maps. Additionally, the public can request specific analyses: Approved custom datasets or analyses are fulfilled within 10 business days by the NMDOT Traffic Safety Division. Complicated data requests are fulfilled by UNM-TRU. Evidence was provided in the form of published reports which are available to the public through their web site (<http://tru.unm.edu>). However, there was no indication of reports or studies for the public having been done using integrated data, and it was indicated that no such study has been done since no request from the public has been made. Furthermore, the public does not have direct access to integrated data, either as redacted datasets, nor via analysis tools.

Respondents assigned	1	Responses received	1	Response rate	100%
-----------------------------	---	---------------------------	---	----------------------	------





Appendix A

Assessment Participants

State Highway Safety Office Representative(s)

Mr. Michael Sandoval
New Mexico Department of Transportation,
Transportation Planning and Safety Division
Director

State Assessment Coordinator(s)

Ms. Yolanda M Duran
New Mexico Department of Transportation
Chief, Data Management Bureau

Mr. Paul Herrera
NM Dept. of Transportation
State Coordinator (Contractor)

Mr. Jimmy Montoya
New Mexico Department of Transportation
Staff Manager

NHTSA Regional Office Coordinator(s)

Mr. Sam Sinclair
NHTSA
Highway Safety Specialist

NHTSA Headquarters Coordinator

Ms. Karen Scott
NHTSA
Highway Safety Specialist





State and Local Respondents

The following State and Local staff assisted in the Assessment by providing responses to the Advisory criteria and questions.

Name	Agency	Title
Dely Alcantara	University of New Mexico	Director
John Baker	NMDOT	Management Analyst
Charles Becvarik	NM EMS Bureau	State EMS Data Coordinator
Jessica Bloom	UNM	Research Scientist
Victoria Dirmyer	Dept. of Health	Health Systems Program Manager
Ms. Yolanda M. Duran	New Mexico Department Of Transportation	Chief, Data Management Bureau
Genevieve Grant	AOC	IT Support Manager
Jessica Griffin	New Mexico Department of Transportation	HSIP Coordinator
David Hadwiger	NMDOT Research Bureau	Researcher
Mr. Paul Herrera	NM Dept. of Transportation	State Coordinator (Contractor)
Mr. Afshin Jian	New Mexico Department of Transportation	Traffic Safety Engineer
Joseph Lovato	New Mexico Department of Public Safety	East Zone Commander
Liana Lujan	DOH EMS	State Trauma Registrar
Dave Martinez	New Mexico Department of Transportation	Management Analyst
Mr. Jimmy Montoya	New Mexico Department of Transportation	Staff Manager
John Nitzel	CH2MHill	Principal Technologist
Cynthia Romero	DOH EMS Bureau	Coodinator
Sophia Roybal-Cruz	NMDOT	Crash Manager
Mr. Michael R. Sandoval	New Mexico Department of Transportation, Transportation Planning and Safety Division	Director
Jerry Valdez	TRD	Deputy Director
Kimberly Wildharber	NM DOT	Traffic Safety
Keith Wilson	Santa Fe Metropolitan Planning Organization	MPO Senior Planner
Jack Yates	NMDOT	Staff Manager





Assessment Facilitator

Mr. Jack Benac

Assessment Team Members

Ms. Danielle Bradshaw-Lee
Maj. Robert H Burroughs
Ms. Kathleen Haney
Mr. Larry Holestine
Ms. Marcia Howell
Mr. Matthew Hudnall
Mr. Tim Kerns
Mr. Ryan Klitzsch
Mr. Chris Madill
Mr. Joe G McCarthy Jr.
Mr. John New
Dr. Allen Parrish
Dr. Michael Pawlovich Ph.D., P.E
Mr. Eric Rodgman





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

AHRQ	Agency for Health Care Research and Quality
AOC	New Mexico Administrative Office of the Courts
ARNOLD	FHWA's All Roads Network of Linear Referenced Data
CDL	Commercial Driver License
CMV	Commercial Motor Vehicle
DL	Driver License
DOIT	New Mexico Department of Information Technologies
DWI	Driving While Intoxicated
EDMS	Electronic Document Management System
ERMS	Electronic Records Management System
GRA	Global Justice Reference Architecture
HCUP	Health Care Cost and Utilization Report
HIDD	hospital inpatient and discharge data
HSM	AASHTO - Highway Safety Manual
HVE	High Visibility Enforcement
IBEB	Injury and Behavioral Epidemiology Bureau
IRP	Internal Registration Plan
JSD	Traffic Standards Joint Standards Development
LEA	law enforcement agency
LEL	Law Enforcement Liaison
LRS	Location Reference System
MAP-21	Moving Ahead for Progress in the 21st Century Act
MOU	memorandum of understanding
MVC	Motor Vehicle Crashes
MVD	New Mexico Motor Vehicle Division
MVR	Motor Vehicle Report
NMDOH	New Mexico Department of Health
NMDOT	New Mexico Department of Transportation
NMEMSTARS	New Mexico Emergency Medical Service Tracking and Reporting System
NMLETS	New Mexico Law Enforcement Telecommunications System
NMSA	New Mexico Statutes Annotated
NMTR	New Mexico Trauma Registry
NMTRD	New Mexico Tax & Revenue Department
NMU-TRU	New Mexico University Traffic Research Unit
NTDB	National Trauma Data Bank
OWI	Operating While Impaired
PCC	Project Certification Committee
PCR	Patient Care Report
PRISM	Performance and Registration Information Systems Management
QA	Quality Assurance
QC	Quality Control
SAFETYNET	Federal Motor Carrier Safety Administration database management system that allows entry, access, analysis, and reporting of data from driver/vehicle inspections, crashes, compliance reviews, assignments, and complaints
SDLC	Software Development Life Cycle





STRAP	State Traffic Records Assessment Program
STREOC	Statewide Traffic Records Executive Committee
TIMS	Transportation Information Management System
TPIC	Trauma Performance Improvement Committee
TRSP	Traffic Records Strategic Plan
TRW	Trauma Registry Workgroup
TSA	Transportation Security Administration
TSIP	Traffic Safety Improvement Plan
TraCS	Traffic and Criminal Software
UI	User Interface
UNM	University of New Mexico
USCIS	United States Citizenship and Immigration Services

