

State of Utah Traffic Records Inventory



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Utah Highway Safety Office



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DOCUMENT INFORMATION

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DOCUMENT REVISION HISTORY

Date	Revision	Comments
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For any changes or updates to the Traffic Records Inventory document, please email them to Barbra Christofferson at bchristofferson@utah.gov.

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Utah Traffic Records Inventory

PURPOSE OF TRAFFIC RECORDS INVENTORY

The Utah Traffic Records Inventory is a consolidated reference of the Utah Traffic Records Data Systems. The component systems of the Utah Traffic Records Data Systems are the crash, citation, driver, vehicle, roadway, and injury surveillance data systems. Injury surveillance systems include the EMS Run Reports, Trauma Registry, Emergency Department, Hospital Discharge, and Vital Records data systems.

The Utah Traffic Records Coordinating Committee (UTRCC), state agencies, and highway safety stakeholders can reference this document when planning improvements to the component data systems that will provide increased highway safety analysis capabilities.

Ideally, the Traffic Records Inventory will provide the reader with up-to-date data governance information and will be a reference for system documentation, data dictionaries, and user documentation. As systems are updated and/or replaced, this document must be updated to reflect the most current system information.

The goal of the Traffic Records Inventory document is to provide a reference document that can be used as part of the TRCC's efforts to improve the accessibility, completeness, uniformity, accuracy, integration, and timeliness of Utah's traffic records data.

TRAFFIC RECORDS DATA SYSTEMS OVERVIEW

TRAFFIC RECORDS DATA SETS



HIGH LEVEL INTER-SYSTEM INTERFACES

System interfaces between the component traffic records data systems include:

Crash and Roadway

Crash to Driver (UCJIS Traffic Query)

Citation Adjudication to Driver

Crash (UTAPS) to SAFETYNET (UDOT Motor Carrier)

LEA Citation to DPS

DPS Citation to Courts

DPS Citation to Driver's License

Courts Adjudication to BCI Driver's License**Law Enforcement Records Management System to Crash****DPS Citation to DPS Crash****Pre-Hospital Data System to EMS Licensing System****DATA SYSTEMS LINKAGE**

This document can be leveraged as a reference for developing linkages between the various traffic records data systems to improve traffic records integration and analysis. Linking of data systems allows for deeper highway safety analysis capabilities. Examples include linking crashes to roadway data to facilitate roadway improvement analyses, linking crash data to injury surveillance data to improve crash injury analysis and cost estimations, and linking various injury data sets together to fully understand the human costs associated with motor vehicle crashes.

The following table details each system along with any applicable comments.

Data System	System Name	Host Agency	Remarks
Traffic Records Warehouse	UTAPS	University of Utah	Includes Crash, Citation, Roadway
Driver	Driver License Database	Department of Public Safety, Driver License Division	
Vehicle	Vehicle and Dealer Registration System (VADRS)	State Tax Commission and Division of Technology Services	
Citation	Traffic	Department of Public Safety	Law Enforcement System
Citation (Adjudication)	Courts Information System (CORIS)	Administrative Office of the Courts	Courts System
Crash	Traffic	Department of Public Safety	Law Enforcement System
Roadway	UTRANS/ARNOLD	Department of Transportation	

Data System	System Name	Host Agency	Remarks
Pre-Hospital Data System (EMS)	Elite	Utah Department of Health, Bureau of EMS and Preparedness	NEMSIS 3.4 compliant
Statewide Emergency Department Data System	Emergency Department Encounter Database	Utah Department of Health, Office of Health Care Statistics	
Statewide Hospital Discharge Data System	Healthcare Facility Database	Office of Health Care Statistics, Utah Department of Health	
Trauma Registry	Utah Trauma Registry	Utah Department of Health, Bureau of EMS and Preparedness / University of Utah, Intermountain Injury Control & Research Center	National Trauma Data Standard (NTDS) compliant
Vital Records	SILVER	Department of Health, Office of Vital Records and Statistics	

TRAFFIC RECORDS DATA SYSTEMS

CRASH

System Description

The Utah Department of Public Safety has responsibility for the statewide law enforcement crash repository. This system collects crash reports statewide that are then transmitted to an analysis system at the University of Utah.

The Utah Transportation and Public Safety Crash Data Initiative (UTAPS-CDI) is a statewide crash analysis system managed by the University of Utah, Department of Civil and Environmental Engineering. UTAPS-CDI receives 100 percent of the State's crash reports nightly from the Department of Public Safety's crash system but does not receive Native American (i.e., Navajo Nation, Shiprock, and various other tribes) crash reports.

The Department of Public Safety's crash data collection system (Traffic) has a robust system of edit checks and/or validation specifications that help to ensure that the data coming into the system from the field are correct and complete. There are approximately 200 edit/validation checks that ensure accurate and complete entry of crash reports by officers in the field. The statewide crash repository includes further auditing features that provide cross field validations. Data analysts have the ability to run agency specific reports.

In CY2019, Utah updated the State crash form to increase MMUCC 5 compliance. Utah has developed a data dictionary (i.e., Utah Motor Vehicle Crash Report Data Dictionary) that is currently available on the Utah Highway Safety Office website. The State is also working to link the state crash data system with roadway and EMS data systems to enhance data quality.

The State maintains a crash reporting manual and training materials. The data dictionary, user manual, and training materials are updated in coordination with crash form updates.

The Utah Highway Safety Office and the Utah Highway Patrol are responsible for crash report training in the State. The Highway Safety Office's Traffic Records Program Manager and the Fatality Analysis Reporting System (FARS) Data Analyst provide onsite and virtual training sessions to law enforcement agencies. These sessions are part of the data quality control and assurance process and instruct officers on the proper methods of completing a crash report. Additionally, the Utah Highway Patrol provides Intermediate and Advanced training to municipal, county, and state law enforcement.

Utah Department of Public Safety's Highway Safety Office (HSO) has a section of their website dedicated to Utah Crash Data and Statistics dashboards that provide help to visualize and share crash data with shareholders and the public. Each of these dashboards focuses on specific traffic safety factors and provides users with detailed, filterable information regarding each emphasis area.

The combination of UTAP-CDI and the HSO Crash Data and Statistics dashboards provide highway safety stakeholders with the information they require to focus engineering and enforcement efforts in areas with the greatest crash risk.

TRAFFIC – DPS STATEWIDE CRASH

System Owner

Agency: Department of Technology Services assigned to Department of Public Safety

POC Name: Chelsey Burns

Title: IT Manager

Email: cburns@utah.gov

System Architecture

Database Software

Oracle Relational Database Service hosted in Amazon Web Services (AWS)

Web Application Server

Entry Application – GWT

Query Application – GWT

Technology Stack

Java

Interfaces

- Third Party RMS Vendors - Third Party Crash Submission Web services are used by third party RMS vendors to submit data to the DPS statewide crash database.
- FARS – NHTSA EDT Interface for XML export to NHTSA.
- UDOT Interface – DPS Traffic sends crash data to UDOT for use in Safety Management System.

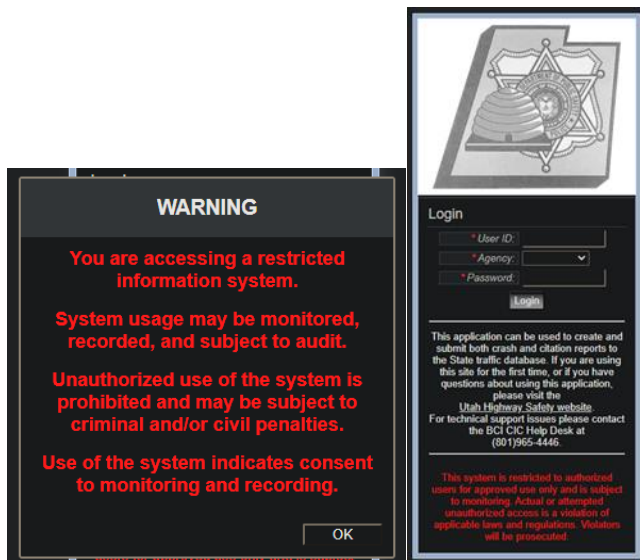
- UTAPS Interface – DPS Traffic sends crash data to UTAPS.
- Crash to Driver (UCJIS Traffic Query) - Crash data for Fatafs and No Insurance are sent daily from UCJIS to the Driver License System.

Data Governance

Data governance encompasses the people, processes, and information technology required to create a consistent and proper handling of an organization's data across the enterprise.¹

Data Access Policies

Security Agreement



Legislative Requirements

Utah Code, Motor Vehicles, Traffic Code: 41-6a-401 to 409

<https://le.utah.gov/xcode/Title41/Chapter6A/41-6a.html>

Data Standards

NHTSA Model Minimum Uniform Crash Criteria (MMUCC)

ANSI D.16 Manual on Classification of Motor Vehicle Traffic Crashes

¹[Data governance - Wikipedia](#)

Change Management

Utah Department of Technology Services (DTS) staff identifies need for Enterprise Change.

1. Login into DTS Service-Now application <https://utah.service-now.com/navpage.do>
 2. Select the menu option of Change – Create New from menu on the left side menu
 3. Complete all required fields on form including Risk questions
- Approval path is as follows – 1. Supervisor “notification only” the selected Change Manager, then CM Team (COTSCMC) reviews CR’s for details on risk, impact, planning steps, testing and fall back plans.
 1. Change number is assigned and CR is placed on Change Schedule
 2. Change Schedule is sent out to Change Coordinators for review
 3. Weekly Change Management meeting is held with Change Coordinators and CM Team for approval and scheduling
 4. Technician completes work and tests changed environment and reports status in Service Now to Task assigned from CRQ#
 5. Change Coordinator provided input on completed/failed changes at daily status meeting
 6. Change Manager produces report for DTS management

User Demographics – Types and Numbers of Users

- Approximate Number of Law Enforcement Agencies: approximately 150.
- Approximate Number of Law Enforcement Users: approximately 25,000.

System Documentation

Data Dictionary

Title	<i>Utah Motor Vehicle Crash Report Data Dictionary</i>
Agency	Utah Department of Public Safety University of Utah Department of Civil & Environmental Engineering
Point of Contact	Barbra Christofferson

Document Location/ Hyperlink	https://highwaysafety.utah.gov/wp-content/uploads/sites/22/2021/03/Utah-Crash-Report-Data-Dictionary-2021-v8-030121.pdf
Summary/Description	Crash data dictionary that describes the data elements collected on the State crash report.

Data Schema

Title	<i>Data Schema</i>
Agency	Utah Department of Public Safety
Point of Contact	Chelsey Burns
Document Location/ Hyperlink	https://sites.google.com/a/utah.gov/dps-ucjis-services/services/crash
Summary/Description	Web Services Description Language (WDSL) for law enforcement crash data submissions to the Department of Public Safety statewide crash database.

Crash User Manual

Title	<i>Crash Entry Help Website</i>
Agency	Utah Department of Public Safety, Highway Safety
Point of Contact	Barbra Christofferson
Document Location/ Hyperlink	https://highwaysafety.utah.gov/crash-data/crash-entry-help/
Summary/Description	This web page is the new home for Utah crash entry training and assistance. The old DI-9 manual is being replaced by the training modules on this page. If you are new to the UCJIS website for crashes, please contact

	<p>Barbra Christofferson at the Highway Safety Office at bchristofferson@utah.gov</p> <p>You can also contact us for crash entry assistance at crashcitationsupport@utah.gov</p>
--	--

UTAPS-CDI

System Owner

Agency: University of Utah
POC Name: Juan C. Medina
Title: Research Assistant Professor
Email: juan.c.medina@utah.edu
Phone: (801)-585-1952

System Architecture

Database Software

Microsoft SQL Server

Web Application Server

RHEL (Red Hat Enterprise Linux)

Technology Stack

Python-Django

Interfaces

- FMCSA SAFETYNET XML export from UTAPS for UDOT Motor Carrier to load into FMCSA SAFETYNET mainframe.
- UDOT receives crash data from UTAPS through a direct database connection updated multiple times per day.
- UDOT receives legacy crash data from the DPS crash database to the UDOT Safety Management System.
- UGRC (Utah Geospatial Resource Center) receives a manual upload of crash data to UGRC from UTAPS. A service is available from UTAPS to pull/view data via the query builder and is accessible to the main UTAPS partners.
- AASHTOWare Safety – a UDOT sponsored crash data upload from UTAPS to AASHTOWare Safety Analyst crash data analysis website for approved highway safety stakeholders.

Data Governance

Data governance encompasses the people, processes, and information technology required to create a consistent and proper handling of an organization's data across the enterprise.²

Data Access Policies

Security Agreement

Defined via Utah Department of Technologies Services Contract – Standard Information Technology Terms and Conditions (Including modifications).

UTAPS-CDI users are internal to direct sponsors (UDOT and DPS) and abide to internal organizational policies. Third party data recipients (Numetric groups) are subject to direct agreements with UDOT and DPS.

Legislative Requirements

Utah Code, Motor Vehicles, Traffic Code: 41-6a-401 to 409

Data Standards

Utah Motor Vehicle Crash Report – Data Dictionary

NHTSA Model Minimum Uniform Crash Criteria (MMUCC)

ANSI D.16 Manual on Classification of Motor Vehicle Traffic Crashes

User Demographics – Types and Numbers of Users

Approximate Number of Users is around 50 active users.

Type of Users:

- Internal users from UTAPS-CDI Staff and Core UDOT and DPS Users
- UTAPS-CDI Students supporting Quality Control Tasks
- Utah Highway Patrol group users
- Motor Carrier Division group users
- Additional data recipients – Numetric and UDOT connections

²[Data governance - Wikipedia](#)

CITATION – ADJUDICATION

System Description

The Courts Information System (CORIS) is the State of Utah's statewide citation and adjudication system for District and Justice Courts. CORIS is electronically connected to the Utah Department of Public Safety's Bureau of Criminal Identification (BCI) and Driver License Division (DLD). As represented in the ideal traffic records system, the BCI assigns all citation numbers.

Citation information is transmitted to CORIS, CORIS then posts final dispositions (up to and including the resolution of any appeals) to a shared database with the Department of Public Safety. DPS/BCI control how that information is shared with the Driver License Database (i.e. the driver data system) and Vehicle and Dealers Registration System (VADRS) (i.e. the vehicle database). The Utah Department of Public Safety receives a nightly update of cases dispositions from the administrative office of the courts, providing real time access to information on an individual's driving and criminal history. Citation and adjudication data are used for the prosecution of offenders and adjudication of cases, particularly where the history of the defendant would warrant an increase in the charge or sentence. Citation and adjudication data are utilized by the BCI for traffic safety program planning purposes.

The State of Utah's citation and adjudication system follows national data systems and guidelines to ensure compatibility and serve data management and exchange needs. DUI convictions and traffic-related felonies are reported according to Uniform Crime Reporting (UCR) guidelines. The system employs National Center for State Courts (NCSC) guidelines for court records. Data submitted via a web service from the Department of Public Safety to the courts for traffic citations filed electronically adheres to the NIEM Justice Domain guidelines.

The citation management web service data elements (utilized by all agencies in Utah and the court's case management system CORIS) are defined and documented by a data dictionary. The data dictionary is kept up to date with the most recent software release. The system's field data collection manuals, training materials, and corresponding reports are modified and updated in coordination with the data dictionary.

The State's court case management system, CORIS, is capable of distinguishing between the administrative handling of court payments in lieu of court appearances (non-mandatory appearances) and court appearances. Deferrals (pleas in abeyance) and dismissals are tracked by the court's case management system and passed to the driver history record to ensure subsequent repeat offenses are not viewed as first offenses. CORIS has processes for retaining, archiving, and purging citation records as defined and documented by the courts in the Judicial

Council Code of Judicial Administration's retention schedule. CORIS includes BAC and drug testing results for impaired driving data tracking. CORIS interfaces with Public Safety for posting of dispositions, so that both the driver and vehicle systems will have dispositions posted to the driver and vehicle files for carrying out of administrative sanctions.

COURTS INFORMATION SYSTEM (CORIS)

System Owner

Agency: Administrative Office of the Courts

POC Name: Paul Barron

Title: Software Support

Email: paulb@utcourts.gov

System Architecture

Database Software

Informix

Web Application Server

WebShere

Technology Stack

Java and PowerBuilder

PowerBuilder components are being rewritten in Java.

Interfaces

- Utah Department of Technology Services
- Department of Public Safety's Driver's License and Bureau of Criminal Identification (BCI) – Adjudication data
- Citation Adjudication to Driver - Adjudication data is sent nightly from Court Xchange to the Driver License System
- DPS Citation Data – Feed from eCitation
- Warrant Data to DPS

- Warrant Served from DPS
- Driver's License Lookup – Interface with Driver's License

Data Governance

Data governance encompasses the people, processes, and information technology required to create a consistent and proper handling of an organization's data across the enterprise.³

Data Access Policies

Security Agreement – Personnel Policies and Procedures, Consultant Agreement

Legislative Requirements

Utah Code, 77-7-20. Service of citation on defendant – Filing in court – Electronic filing – Contents of citations.

Data Standards

Uniform Crime Reporting (UCR)

National Center for State Courts (NCSC)

National Information Exchange Model (NIEM)

Change Management

Pivotal Tracker – change tracking with SCRUM

ServiceDesk Plus

User Demographics – Types and Numbers of Users

Approximate Number of State users is 1,500.

User Types: System Administrators, Developers, Court Staff, Management

Xchange – Public access available through a subscription service.

³[Data governance - Wikipedia](#)

System Documentation

Data Dictionary

Title	<i>CORIS Data Dictionary</i>
Agency	Administrative Office of the Courts
Point of Contact	Paul Barron
Document Location/ Hyperlink	Available on AOC Intranet
Summary/Description	Word documents in a standardized format that contains data dictionaries for each table and column in the CORIS database.

Training Documentation

Title	<i>DCJUST Documentation</i>
Agency	Administrative Office of the Courts
Point of Contact	Paul Barron
Document Location/ Hyperlink	Available on AOC Intranet
Summary/Description	Training documentation for court processes and how the CORIS system is used to implement those processes. Non-CORIS procedural information is included within the DCJUST documentation as well.

CITATION – LAW ENFORCEMENT

TRAFFIC - DPS STATEWIDE CITATION

System Owner

Agency: Department of Technology Services assigned to Department of Public Safety

POC Name: Chelsey Burns

Title: IT Manager

Email: cburns@utah.gov

System Architecture

Database Software

Oracle Relational Database Service hosted in Amazon Web Services (AWS)

Web Application Server

Entry Application – GWT

Query Application - GWT

Technology Stack

Java

Interfaces

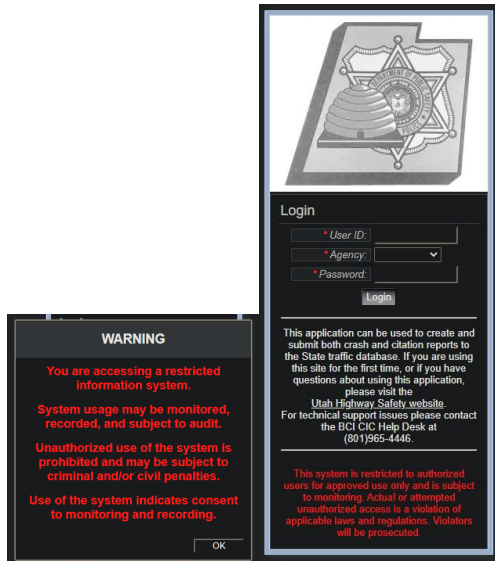
- Third Party Citation Submission Web services used by third party RMS vendors to submit data to the DPS statewide citation database
- Driver Licensing – Daily data feed for Driver History updates
- Courts – Daily data feed via SFTP to CORIS

Data Governance

Data governance encompasses the people, processes, and information technology required to create a consistent and proper handling of an organization's data across the enterprise.⁴

Data Access Policies

Security Agreement



Legislative Requirements

Utah Code 77-7-20. Service of citation on defendant -- Filing in court -- Electronic filing -- Contents of citations

Data Standards

Uniform Crime Reporting (UCR)

National Information Exchange Model (NIEM)

Change Management

Utah Department of Technology Services (DTS) staff identifies need for Enterprise Change.

1. Login into DTS Service-Now application <https://utah.service-now.com/navpage.do>
2. Select the menu option of Change – Create New from menu on the left side menu
3. Complete all required fields on form including Risk questions

⁴[Data governance - Wikipedia](#)

- Approval path is as follows – 1. Supervisor “notification only” the selected Change Manager, then CM Team (COTSCMC) reviews CR’s for details on risk, impact, planning steps, testing and fall back plans.
 1. Change number is assigned and CR is placed on Change Schedule
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 3. Weekly Change Management meeting is held with Change Coordinators and CM Team for approval and scheduling
 4. Technician completes work and tests changed environment and reports status in Service Now to Task assigned from CRQ#
 5. Change Coordinator provided input on completed/failed changes at daily status meeting
 6. Change Manager produces report for DTS management

User Demographics – Types and Numbers of Users

Approximate Number of Law Enforcement Agencies: approximately 150 users.

Approximate Number of Law Enforcement Users: approximately 25,000 users.

System Documentation

Data Schema

Title	<i>Data Schema</i>
Agency	Utah Department of Public Safety
Point of Contact	Chelsey Burns
Document Location/ Hyperlink	https://sites.google.com/a/utah.gov/dps-ucjis-services/services/citation
Summary/Description	Web Services Description Language (WDSL) for law enforcement citation data submissions to the Department of Public Safety statewide crash database.

DRIVER

System Description

The Utah Department of Public Safety, Driver License Division developed and currently maintains the State's Driver License Database that complies with federal guidelines and contains records of commercial licenses. Exchanges of records and photographs with eligible entities take place according to NHTSA standards, incorporating the record from a previous State of licensure into its own driver history. Within the past two years, the Driver License Division has implemented the State Pointer Exchange Services (SPEXS) program that allows for easier transmission of driver's license data between states and allows for one driver, one license.

The driver system maintains licensed driver data including driver's license type (including commercial licenses), endorsements, restrictions, issuance dates, status, conviction history, DUI and drug arrests, crash involvement limited to cited incidents and instances of no insurance, and driver training history.

An interface exists between the Driver License Database and SPEXS, Problem Driver Pointer System (PDPS), Commercial Driver's License Information System (CDLIS), the Social Security Online Verification (SSOLV), and the Systematic Alien Verification for Entitlement (SAVE) systems. The Court's system provides all convictions (including DUI) electronically to the Driver License Database. Access to the driver data is provided to law enforcement via Utah Criminal Justice Information System (UCJIS). Courts may also access the driver data via UCJIS or it may be provided manually if requested via a certified record.

Utah is able to track DUI offenders; all DUI arrests are sent to the Driver License Database to be entered into the driver record. When a person is arrested an Administrative action can be performed prior to a conviction from the court. If the person is found guilty, the conviction is sent via electronic transfer to the Driver License Database. Arrests and convictions within the Driver License Database are retained on the driver history for 55 years in compliance with federal statutes. Arrests and convictions on the driver record sent to insurance companies, employers, and the driver will be provided a ten-year history. Other traffic infractions are limited to a three-year history.

Utah has developed external fraud prevention policies and procedures. Utah checks for anomalies by running demographic checks to ensure a driver does not possess multiple licenses within the Driver License Database.

Internal fraud prevention procedures include running reports of office and staff activities. The driver system limits user's permissions based on the user's role. The system enforces least privileged access to system functionality and data. The State provides an option to enforcement of data access policy violations with a Class B Misdemeanor.

Utah Department of Public Safety, Driver License Division

System Name

Driver License Database

System Owner

Agency: Utah Department of Public Safety, Driver License Division

POC Name: Ryan Williams

Title: Quality Assurance Manager

Email: rbwilliams@utah.gov

System Architecture

Database Software

AWS Oracle RDS

Web Application Server

Oracle Weblogic on AWS / EC2 Servers

Technology Stack

Java

Interfaces

- American Association of Motor Vehicle Administrators (AAMVA)
- Department of Public Safety – arrests are received via paper and driver queries are electronic
- Department of Health – Toxicology
- Utah Courts via Court Exchange for convictions

- U.S. Election Assistance Commission (EAC) – send daily data dumps for voter registration additions and deletions and notices of new address.
- Social Security Online Verification (SSOLV)
- Commercial Driver's License Information System (CDLIS)
- Problem Driver Pointer System (PDPS)
- State Pointer Exchange Services (SPEXS)
- US Passport Verification Service (USPVS)
- Ignition Interlock Installation and Removal Interface
- Driver Education Management System (DEMS)
- Program Management System – monitoring of contracted programs (e.g. driver license instructors, interlock system providers, motorcycle safety instructors)
- Commercial Skills Test Information Management System (CSTIMS) – electronic transfer of CDL skills tests
- Crash – Receives an electronic copy of the crash report for fatal crashes and crashes with no insurance

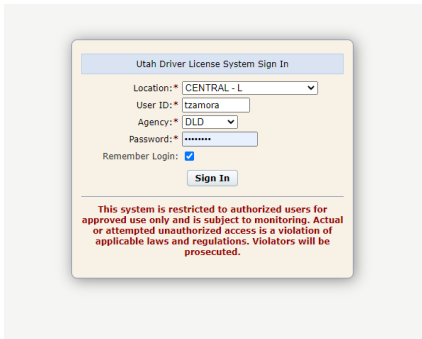
Data Governance

Data governance encompasses the people, processes, and information technology required to create a consistent and proper handling of an organization's data across the enterprise.⁵

⁵[Data governance - Wikipedia](#)

Data Access Policies

Security Agreement



Utah Driver License System Sign In

Location:* CENTRAL - L

User ID:* tzamora

Agency:* DLD

Password:*

Remember Login:

Sign In

This system is restricted to authorized users for approved use only and is subject to monitoring. Actual or attempted unauthorized access is a violation of applicable laws and regulations. Violators will be prosecuted.

Legislative Requirements

Utah Administrative Rules R708

Utah Code

- Title 53 – Public Safety Code
- Chapter 3 – Uniform Driver License

Data Standards

American Association of Motor Vehicle Administrators (AAMVA)

FMCSA for commercial driver licenses

Social Security Online Verification (SSOLV)

Commercial Driver's License Information System (CDLIS)

Problem Driver Pointer System (PDPS)

State Pointer Exchange Services (SPEXS)

US Passport Verification Service (USPVS)

Department of Homeland Security Identification Requirements

Change Management

The data manager and business analyst develop business cases and requirements and the end user staff will test system changes prior to deployment to production. After the data manager and business analyst develop the plan, it is sent for division administration approval prior to implementing the functionality.

User Demographics – Types and Numbers of Users

The Driver License Division staff consists of approximately 450 users that access the system.

System Documentation

Various training methods including video and documentation have been developed for specific training needs. For example, specific training exists for how to enter a driver license, eye test, and all data entry system functions. Training exists to familiarize staff with specific codes and procedures.

User Manuals

Title	<i>Driver License Database Training Materials</i>
Agency	Utah Department of Public Safety, Driver License Division
Point of Contact	Tara Zamora
Document Location/ Hyperlink	Available via agency's internal DocSearch functionality.
Summary/Description	Collection of training materials including FAQs, contacts, policy (employee, customer, fiscal), instruction bulletins, SAVE training, lists of forms, training (employee, CDL examiner, Hearing Officer, Supervisor, and live videos).

Data Dictionary

Title	<i>Driver License Business Case Documents</i>
Agency	Utah Department of Public Safety, Driver License Division
Point of Contact	Ryan Williams
Document Location/ Hyperlink	Available via Driver License Division, Quality Assurance section.
Summary/Description	A collection of documents that contain descriptions of the relevant data elements for each business case.

VEHICLE

System Description

The State of Utah Vehicle and Dealer Registration System (VADRS) is used to process vehicle titling and registration transactions and is administered by the Division of Motor Vehicles of the Utah State Tax Commission.

The majority of vehicle titling and registration transactions are conducted by tax commission clerks. VADRS terminals are used by tax commission employees to process transactions in real time. Data entered into VADRS is validated through field and logical edits as well as using third party vendor software to confirm Vehicle Identification Number (VIN) information. Non-compliant VINs are manually entered and matched against the MSO (manufacturer statement of origin) or out of state title. VADRS data elements and structures are defined in the VADRS data dictionary. VADRS users are provided training manuals to assist them in processing vehicle title and registration transactions.

The VADRS vehicle data system is not linked to the Driver License Division's Driver License Database.

Utah participates in the National Motor Vehicle Title Information System (NMVTIS) through real time queries while conducting vehicle title transactions. Utah title information is uploaded nightly to NMVTIS via a secure file transfer. Additionally, all vehicle title and registration transactions are run through NCIC hourly. Vehicle title brands and brand history from other states are retained as a part of the Utah vehicle record.

Utah participates in PRISM for vehicles in the International Registration Program (IRP) by sending IRP records. PRISM sends back a record set of all targeted VINs and carriers. Vehicle information is available to law enforcement personnel to complete crash forms, citations, and motor carrier vehicle inspection reports via queries from either in-car data terminals or police communications facilities. Additionally, vehicle registration documents contain AAMVA PDF417 barcoded information allowing for rapid data collection by law enforcement equipped with bar code reading technology.

The Utah Division of Motor Vehicles maintains the VADRS Step by Step Manual User's Manual, the Motor Carrier Step by Step Manual, the IRP Self Plate Step by Step Manual, the MVP New Title/Registration Step by Step Manual, the DMV Policies and Procedures Manual and the Special Group Plate Guide.

These manuals document the collection, reporting, and posting procedures for registration, title, and title brand information.

VADRS incorporates functionality for receiving user feedback to identify problems and receive ideas for improvement, detecting high frequency errors to identify issues, and long-term trend analyses.

Vehicle and Dealer Registration System (VADRS)

System Owner (Agency, POC)

Agency: Division of Technology Services

POC Name: Justin Brinton

Title: Assistant IT Director – Motor Vehicle Applications

Email: jbrinton@utah.gov

System Architecture

Database Software

Microsoft SQL Server Enterprise

Interfaces

- Polk VINTelligence
- American Association of Motor Vehicle Administrators (AAMVA)
- National Crime Information Center (NCIC)
- Department of Finance
- Performance and Registration Information Systems Management (PRISM)
- FMCSA Safety and Fitness Electronic Records (SAFER)
- National Motor Vehicle Title Information System (NMVTIS) for Titles
- Vehicle Data Exchange for UCJIS

Data Governance

Data governance encompasses the people, processes, and information technology required to create a consistent and proper handling of an organization's data across the enterprise.⁶

Data Access Policies

User and Database security is handled by the same set of policies, defined, and tracked on "Security & Compliance Policies List.xlsx" which is on the internal network share. These policies are based on NIST 800-53 requirements, some access specific policies are:

TCA-42AC - Access Control Policy

TCA-42AT - Security Awareness & Training Policy & Procedures

TCA-42CA - Security Assessment & Authorization

Data Standards

American Association of Motor Vehicle Administrators (AAMVA)

National Motor Vehicle Title Information System (NMVTIS)

Change Management

Utah Division of Technology Services (DTS) staff identifies need for Enterprise Change.

User Demographics – Types and Numbers of Users

Approximate Number of internal users is 400.

Approximate Number of external users is 250.

System Documentation

User Manuals

VADRS Step by Step Manual

Motor Carrier Step by Step Manual

IRP Self Plate Step by Step Manual

MVP New Title/Registration Step by Step Manual

⁶[Data governance - Wikipedia](#)

DMV Policies and Procedures Manual

Special Group Plate Guide

UCJIS Manual

ROADWAY

System Description

The Utah Department of Transportation (UDOT) has a mature geospatial roadway data management system. The system supports the ability to map roadway data on all Utah public roads. In addition to the geospatial system, all public roads have a Linear Referencing System (LRS) using Federal Highway Administration's All Roads Network of Linear-referenced Data (ARNOLD) that is maintained by UDOT. UDOT currently maintains a robust roadway data set for State maintained roadways and some critical data elements on non-State maintained federal-aid roads. The UDOT roadway system includes approximately 5,858 miles (13%) of the total centerline miles with 8,124 miles (18%) being non-State maintained federal-aid routes. The remaining 31,635 miles (69%) are local roads without an LRS with approximately one-half being unpaved roads.

Utah is in the process of transitioning to the requirements of MAP-21, the Moving Ahead for Progress in the 21st Century Act. MAP 21 requires States to have a safety data system in place for all public roads that can be used to perform analyses supporting the strategic and performance-based goals in the Highway Safety Improvement Program (HSIP) and the Strategic Highway Safety Plan (SHSP) for all State public roads. MAP-21 also provides guidance on collecting a subset of the Model Inventory of Data Elements (MIRE). The data element subset identified by the Federal Highway Administration (FHWA) is referred to as the Fundamental Data Elements (FDE). The FDEs are the basic roadway data elements recommended to be collected and linked with crash data for analysis to identify safety problems and to make more effective safety countermeasure decisions for the Highway Safety Improvement Program.

Utah supports the UDOT Data Portal, the portal allows access to roadway data on those State maintained roads and non-State federal-aid roads. Information for the available data layers can be viewed and downloaded. Portal data provides roadway inventory, planning, and maintenance data and is used primarily by State and local governments and MPOs (municipal planning organizations). Authenticated and authorized users also have access to crash data tied to the roadway network.

Through a partnership with local agencies the State is working towards collecting all MIRE Fundamental Data Elements for all public roads by CY2022. Regional and local custodians do not currently provide roadway data to the UDOT database.

The Utah Geospatial Resource Center (UGRC), in partnership with UDOT, collects and maintains a dataset that combines GIS data from local, county, and other State and Federal agencies. This contains GIS mapping data that represents the statewide roads centerline dataset for Utah and

other road and highway related data such as milepost locations, exit numbers and names, highway linear referencing system (LRS) routes, and label lines for dynamic rendering of highway shields. UGRC pulls data from the UTRANS shared editing database into the Statewide Geographic Information Database (SGID) where it is made publicly available. State and local governments, academic institutions, municipal planning organizations, and the public use this data for engineering, safety, elections, 911, and other various uses.

UTAH ROADS CENTERLINE DATA (UTRANS DATABASE)

System Owner

Agency: Utah Geospatial Resource Center (UTRC)

POC Name: Greg Bunce

Title: GIS Data Coordinator

Email: gbunce@uthal.gov

System Architecture

Database Software

Microsoft SQL Server database that uses the ESRI Enterprise Geo-database technology

Web Application Server

Provided as a web service via ArcGIS online in the Utah State Geographic Information Database

Technology Stack

ESRI Enterprise Geo-database technology

Interfaces

ESRI mapping software (ArcGIS desktop and ArcGIS Pro) and SQL Server Management Studio

Data Governance

Data governance encompasses the people, processes, and information technology required to create a consistent and proper handling of an organization's data across the enterprise.⁷

Data Access Policies

Access to database is restricted to people that are granted access.

The road centerlines layer is publicly available under the Creative Commons 4.0 license.

URL: <https://gis.utah.gov/about/policy/license-disclaimer/>

Policy page link: <https://gis.utah.gov/about/policy/sgid/>

Legislative Requirements

State Code: <https://le.utah.gov/xcode/Title63A/Chapter16/63A-16-S506.html>

Data Standards

Policy page link: <https://gis.utah.gov/about/policy/sgid/>

Change Management

Policy page link: <https://gis.utah.gov/about/policy/sgid/>

User Demographics

- Geospatial data analysts and geographers, transportation sector (DOT and MPOs), election officials, 911 system, and others

System Documentation

User Manuals

Link to Data Dictionary and Schema:

https://docs.google.com/spreadsheets/d/1jQ_JuRIEtxj60F0FAGmdu5JrFpfYBbSt3YzzCjxpfI/edit#gid=811360546

Metadata: <https://gis.utah.gov/data/transportation/roads-system/#RoadCenterlines>

⁷[Data governance - Wikipedia](#)

UTAH ASSET DATABASE (MANDLI ANNUAL DATA COLLECTION)

System Owner

Agency: Utah Department of Transportation

POC Name: Paige Sidwell

Title: GIS Senior Analyst

Email: psidwell@uthal.gov

System Architecture

Database Software

ESRI SDE Database

Web Application Server

Posted to UDOT ESRI servers, accessible through UDOT data portal. Also accessible via SDE connection within ArcGIS Pro or ArcMap.

Technology Stack

ESRI Enterprise Geo-database technology

Interfaces

ESRI mapping software (ArcGIS desktop and ArcGIS Pro), and UDOT's open data portal

Data Governance

Data governance encompasses the people, processes, and information technology required to create a consistent and proper handling of an organization's data across the enterprise.⁸

Data Access Policies

SDE connection is required to access/edit data within the database, the GIS group controls this access

The asset data is available publicly for download at this address:

<https://data-uplan.opendata.arcgis.com/>

⁸[Data governance - Wikipedia](#)

Legislative Requirements

None

Data Standards

Data Dictionary and basic schema:

<https://docs.google.com/spreadsheets/d/1HsFdnClcZbPmVZOsT8h6NLB8HIEsVaUXuoYrHEGWyl/edit?usp=sharing>

Change Management

Each year, UDOT asset owners hold a series of meetings before the annual data collection. During these meetings stakeholders share requested changes to asset data. Each asset owner group provides input and comments on the requested change. These meetings allow each group to make sure their needs are met and that any changes will not negatively impact data needs.

User Demographics

- Engineers, planners, analysts, designers, and researchers working on state transportation projects

The data is in the public domain, so it is impossible to determine exactly how many users there are. Based on the number of UDOT staff and consultants using the data there are a few thousand users.

System Documentation

User Manuals

Link to Data Dictionary and Schema:

<https://docs.google.com/spreadsheets/d/1HsFdnClcZbPmVZOsT8h6NLB8HIEsVaUXuoYrHEGWyl/edit?usp=sharing>

INJURY SURVEILLANCE

An ideal statewide Injury Surveillance System is minimally comprised of data from five core components: pre-hospital emergency medical services (EMS), trauma registry, emergency department, hospital discharge, 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 injury severity, costs, and clinical outcomes of the individuals involved.

Utah has all five major components of a traffic records injury surveillance system and the available data is accessible to both traffic safety stakeholders, as well as the public, through either aggregate summary tables or department approved data use agreements. There is also an advanced data integration project at the University of Utah that links crash data with EMS and hospital data, as well as other traffic records component systems.

EMS - ELITE PRE-HOSPITAL DATA SYSTEM

System Description

The Utah Department of Health Bureau of EMS and Preparedness manages the pre-hospital data collection system known as the ImageTrend-based Elite system. Paper reports are not accepted, per State rule, and the data collection is 100 percent electronic. The system is NEMSIS 3.4-compliant and the software system incorporates comprehensive edit checks and validations to ensure that the data falls within acceptable parameters. The State has developed performance measures and metrics for all six data quality categories and quality management reports are regularly shared with the Traffic Records Coordinating Committee (TRCC). There is a sound feedback loop between users and data collectors as well as performance reporting to submitting agencies from the State and processes are clearly documented.

There are approximately seven different software systems submitting data to the statewide repository. All agencies have submitted data electronically to the repository. Provider submission requirements are defined as *“Emergency Medical Services Providers shall submit NEMSIS EMS incident data elements for each Patient Care Report in the format defined in the NEMSIS EMS DataSet, as follows: incidents occurring between the 1st and 15th of a calendar month shall be submitted no later than the last day of the same calendar month; incidents occurring between the 16th and last day of a calendar month shall be submitted no later than the 15th of the following calendar month”*. Most EMS providers report within the first week after the incident.

System Owner

Agency: Utah Department of Health, Bureau of EMS and Preparedness

POC Name: Felicia Alvarez

Title: EMS Data Manager

Email: falvarez@utah.gov

System Architecture

Database Software

Microsoft SQL Server

Web Application Server

.NET

Technology Stack

.NET, Angular/React

Interfaces

- NEMESIS
- EMS Licensing System
- Biospatial
- UHIN – Falls data extract
- Third-party EMS data imports

Data Governance

Data Access Policies

Utah Department of Health, Data Request Form:

<https://bemsp.utah.gov/wp-content/uploads/sites/34/2021/04/data-request-form-2021.pdf>

Legislative Requirements

Administrative Rule

R426-7: <https://rules.utah.gov/wp-content/uploads/R426-007.pdf>

R426-9: <https://rules.utah.gov/wp-content/uploads/R426-009.pdf>

Utah Code

Title 26 - Utah Health Code; Chapter 8a, Utah Emergency Medical Services System Act
<https://le.utah.gov/xcode/Title26/Chapter8A/26-8a.html>

Data Standards

National Emergency Medical Services Information System (NEMSIS)

The Elite system is NEMSIS 3.4 compliant.

Change Management

The EMS Committee approves adding or removal of data elements. The EMS data committee reviews and recommends changes to the EMS Committee for approval.

User Demographics – Types and Numbers of Users

- EMS Agency Providers and Administrators: 5,800 users
- Hospital users, DPS users, Organ Donor users, and miscellaneous.

System Documentation

User Manual

Title	<i>ImageTrend University</i>
Agency	Utah Department of Health Bureau of EMS and Preparedness
Point of Contact	ImageTrend
Document Location/ Hyperlink	None available – This feature is only available to registered users.
Summary/Description	Help and Documentation library, allows for searching with most applicable subjects displayed in order of relevance.

National and Utah specific Schemas

Title	<i>NEMESIS V3 State Data Set</i>
Agency	Utah Department of Health Bureau of EMS and Preparedness
Point of Contact	NEMESIS.org
Document Location/ Hyperlink	http://www.nemesis.org/media/nemesis_states/utah/Resources/UT_StateDataSet.xml
Summary/Description	State Data Set and Facility Information

TRAUMA REGISTRY

System Description

The statewide trauma registry data system is managed by the Utah Department of Health Bureau of EMS and Preparedness and is housed on the Clinical Data Management (CDM) by ESO platform. Data is collected for trauma cases from 100 percent of the State's acute care hospitals. There are three methods of data collection; some facilities submit data directly to the Statewide Trauma Registry, others submit through a web-based process directly to the registry, and the remainder are entered via a manual abstraction at the state. The trauma data is available to the public through annual reports; to the hospital registrars through an OLAP Trauma Cube, and to other hospital audiences through a Trauma Tableau Dashboard. Data quality is reviewed at the front-end by the CDM system and subsequently by the Intermountain Injury Control & Research Center at the University of Utah. The State has developed performance measures and metrics for all categories except completeness for the Strategic Plan. The State Trauma performance improvement and patient safety workgroup and the Trauma System Advisory Committee have built, reviewed, and approved Trauma System performance measures.

Feedback loops have been established between data managers and users and quarterly Trauma User Group meetings are used to discuss common issues and concerns.

System Owner

Agency: Utah Department of Health, Bureau of EMS and Preparedness

POC Name: Felicia Alvarez

Title: EMS Data Manager

Email: falvarez@utah.gov

System Architecture

System

eTraumaBase, TraumaBase by CDM/ESO

<https://c-d-m.com/index.php/products/traumabase-v9/>

Interfaces

- NTDB – Statewide Trauma Registry does not export to NTDB, facilities are responsible for their own exports to NTDB.

Data Governance

Data governance encompasses the people, processes, and information technology required to create a consistent and proper handling of an organization's data across the enterprise.⁹

Data Access Policies

No data access policies were available.

Legislative Requirements

State Legislation –

Administrative Rule

R426-7: <https://rules.utah.gov/wp-content/uploads/R426-007.pdf>

R426-9: <https://rules.utah.gov/wp-content/uploads/R426-009.pdf>

Data Standards

National Trauma Data Bank (NTDB)

Change Management

The (TSAC) Trauma System Advisory Committee as well as the PIPS Committee monitor and approve system changes. The Utah Department of Health, Bureau of EMS and Preparedness is in the process of forming a Trauma Users Group (TUG) Committee—a group of Registrars and Program Managers that will act as the “Facility” representation.

User Demographics – Types and Numbers of Users

eTraumaBase currently has 149 users (including BEMS, IICRC, and ESO users).

56 users (individual facility and corporate users) have access to eTraumaBase reporting tools.

Types of Users:

- Program Managers
- Trauma Registrars/Data Abstractors
- Quality Improvement/PI
- BEMSP Analysts
- UTR Coordinator
- ESO Support

⁹[Data governance - Wikipedia](#)

System Documentation

Data Dictionary

Title	<i>Utah Trauma Registry Data Dictionary</i>
Agency	Utah Department of Health, Bureau of Emergency Medical Services (EMS), and the Intermountain Injury Control Research Center (IICRC) at the University of Utah
Point of Contact	Lana Moser
Document Location/ Hyperlink	https://www.utahtrauma.org/publicresources/utahtraumadatadictionary.html
Summary/Description	The data dictionary is utilized in the collection of injury-related information for the Statewide Utah Trauma Registry. This document is provided to allow researchers to evaluate what information is available in the Statewide Trauma Registry.

VITAL RECORDS

System Description

The Utah Department of Health Office of Vital Records and Statistics (OVRs) is responsible for managing all vital statistics data including death certificates. Utah submits all data to the National Center for Health Statistics (NCHS) for quality review. Due to strict requirements from the NCHS, the State relies on that quality review to ensure that all State data conforms to standards. Therefore, all records are reviewed at the local health department, the OVRs, and the NCHS before being admitted to the State file. Aggregate data is available through the Utah Indicator-Based Information System for Public Health (IBIS).

Starting in 2006, OVRs developed an Electronic Death Registration System (EDRS) called Electronic Death Entry Network (EDEN). A major system rewrite is currently underway and is scheduled for deployment in CY2022.

The Utah Internet Application for Hospitals (UINTAH) system is a Utah developed registry for recording birth events.

Utah Medical Examiners Database (UMED) is a medical examiners case management that integrates seamlessly with the EDEN system.

System Owner

Agency: Utah Department of Health, Office of Vital Records and Statistics

POC Name: Linda Wininger

Title: Director of Office of Vital Records and Statistics, State Registrar

Email: lindaw@utah.gov

System Architecture

Database Software

MySQL

Web Application Server

Apache

Technology Stack

JavaScript/PHP/VBScript

Interfaces

- Utah Medical Examiners Database (UMED) – Integrated with Utah's Electronic Death Entry Network (EDEN)
- State And Territorial Exchange of Vital Events (STEVE) – EDEN export to STEVE, STEVE then exports to CDC, receive ICD10 codes, race/ethnicity, and occupation codes from STEVE
- National Association for Public Health Statistics and Information Systems (NAPHSIS) – Export to EVVE for death notifications
- Social Security Administration – Export of death notifications

Data Governance

Data governance encompasses the people, processes, and information technology required to create a consistent and proper handling of an organization's data across the enterprise.¹⁰

Data Access Policies

Security Agreement

OVRs has internal and external Data Sharing Agreements available via email request from OVRs. A stringent review process is in place that includes Legal, Director for the Center of Health Data and Informatics, Data Steward, Bureau Director, Chief Privacy and Security Officer.

Legislative Requirements

Utah Code

Title 26 - Utah Health Code, Chapter 2, Section 22, Utah Vital Statistics Act
<https://le.utah.gov/xcode/Title26/Chapter2/26-2.html>

User Demographics – Types and Numbers of Users

There are approximately 3,341 system users.

Types of Users: Funeral Homes, Medical Examiners, Medical Certifiers, OVRs, and Local Health Departments.

¹⁰[Data governance - Wikipedia](#)

System Documentation**Data Dictionary**

Title	<i>OVRS Data Dictionary - Death</i>
Agency	OVRS
Point of Contact	Linda Wininger
Document Location/ Hyperlink	Via request from OVRS
Summary/Description	List of Death registry data elements

STATEWIDE EMERGENCY DEPARTMENT AND HOSPITAL DISCHARGE

System Description

The Utah Department of Health Office of Health Care Statistics (OHCS) in the Center for Health Data and Informatics is the agency responsible for the statewide emergency department and hospital discharge data systems. These systems are managed by a third-party vendor, Mercer. All system-related documentation is available online for limited-use data files. For information related to the unlimited data files, authorization must be obtained by OHCS. Feedback with regards to training and error correction between Mercer and the submitting hospitals is conducted to ensure that data is as accurate as possible. Aggregate data is available through the Utah Indicator-Based Information System for Public Health and the OHCS is planning to begin publishing annual reports again soon. Requests for the unlimited data set may be filled upon approval by the Department of Health Institutional Review Board.

System Owner

Agency: Utah Department of Health, Office of Health Care Statistics

POC Name:

Title:

Email: healthcarestat@utah.gov

System Architecture

Database Software

TBS

Web Application Server

TBS

Technology Stack

TBS

Interfaces

- TBS

Data Governance

Data governance encompasses the people, processes, and information technology required to create a consistent and proper handling of an organization's data across the enterprise.¹¹

Data Access Policies

Security Agreement

TBS

Legislative Requirements

State Legislation –

Administrative Rule – TBS

Data Standards

National Trauma Data Bank (NTDB)

Change Management

TBS

User Demographics – Types and Numbers of Users

There are approximately TBS system users.

Types of Users: TBS

System Documentation

User Manuals

Title	<i>Office of Health Care Statistics, Data Manuals</i>
Agency	Utah Department of Health, Office of Health Care Statistics
Document Location/ Hyperlink	https://stats.health.utah.gov/help/data-use-manuals
Summary/Description	All Payer Claims Data, Ambulatory, Emergency Data, Healthcare Facility Database, Inpatient Data

¹¹[Data governance - Wikipedia](#)

