



Tulsa Police Department

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Policy # 110B

Policy Name Traffic Collisions

Approved by *Wendell Franklin, Chief of Police*

Effective Date 05/06/2024

Approved Date 05/03/2024

Previous Date 04/17/2020

PURPOSE OF CHANGE:

To update procedures.

POLICY:

Traffic collisions will be investigated by the officer assigned to the call other than in cases where the investigation is referred to an ATI or the Traffic Enforcement Unit (TEU). An Oklahoma Official Collision Report will be completed for any traffic collision where there is damage of \$500 or more, there are injuries, or a hit and run.

Investigating fatality collisions or collisions with personal injuries that create a substantial risk of death may require specialized training. When supervisors are at the scene of a fatality collision, or a likely fatality collision, they shall contact a TEU Team Leader. The Team Leader will determine if members of the TEU will respond and take over the investigation.

For injury collisions involving City of Tulsa vehicles, an ATI or a TEU officer will be assigned to investigate whenever possible.

SUMMARY: Procedures for the investigation of traffic collisions, fatality collisions and collisions resulting in injuries creating a substantial risk of death.

APPLIES TO: All police personnel.

DEFINITIONS:

ADVANCED TRAFFIC INVESTIGATOR (ATI) – officers who have received Advanced Traffic Collision training (Basic Advanced Traffic Investigator school by TPD, IPTM, Northwest Traffic, CLEET, or equivalent).

FATAL TRAFFIC COLLISION – a collision in which death occurs as a proximate result of injuries sustained during the collision.

TRAFFIC ENFORCEMENT UNIT (TEU) – A divisional specialty unit of officers and their supervisor(s) who have advanced training and experience in the investigation of traffic collisions and fatality collisions.

TEU TEAM LEADER – a current supervisor of a divisional traffic unit, or designee.

PROCEDURES:

1. Responding officers should assess the scene and administer first aid, if applicable. Request supplemental services as needed (i.e., EMSA, Fire Department, wrecker services, ONG, PSO, etc.).
2. Officers should contact the ODOT through dispatch when a collision involves damage to a guard rail, causes a highway or interstate to be closed to traffic, or damages the road itself.

3. When there is damage of \$500 or more, there are injuries, or a hit and run, officers will complete the Oklahoma Official Collision Report.
4. Contact a field supervisor if the collision is a fatality or involves personal injuries that create a substantial risk of death.
5. If there is reason to believe that a driver is impaired, officers shall administer standard field sobriety tests as soon as practicable, if possible. If the driver is involved in a great bodily injury or fatality collision, a blood test will be requested of the driver. If the driver consents, follow the Board of Tests procedures for a chemical test. If the driver refuses or is unable to consent (e.g. unconscious, incoherent, or injured) a search warrant for blood will be completed.
6. Field Supervisors may request assistance from an ATI when any collision occurs that they believe an ATI's assistance would be appropriate.
7. Supervisors will request Public Safety Communications (PSC) notify the divisional TEU Team Leader if the collision is a fatality or involves personal injuries that create a substantial risk of death. If a divisional TEU Team Leader is unavailable, it is appropriate to contact a TEU Team Leader from one of the other divisions.
8. An on-scene ATI can request additional ATIs to assist when needed with a collision. If there are no on-duty ATIs available, PSC will notify the TEU Team Leader to assign additional ATIs.
9. To protect the scene and eliminate the potential for additional collisions, supervisors will establish a perimeter, request additional units for traffic control if necessary, and direct emergency services to the proper location ensuring the scene is not destroyed or contaminated. The scene will be treated like any other crime scene and held until the appropriate personnel arrive.
10. Upon arrival, ATIs shall assume control of the investigation. Field supervisors will maintain control of the scene unless relieved by the TEU Team Leader. ATIs shall be responsible for examining and locating, by measurements, physical evidence in the roadway from the vehicles and recovering this evidence, as well as examining and noting vehicle damage. ATIs will be responsible for contacting Crime Scene Detectives for photographs of the scene and collection of additional evidence deemed necessary by the investigating officer.
11. Field officers will assist in the investigation by identifying and isolating drivers and witnesses, obtaining witness statements on collision report forms, and performing other tasks as requested by the ATI. Officers should encourage witnesses to remain at the scene until the ATI arrives.
12. The ATI in charge of the scene shall notify the Medical Examiner (ME). In cases of heavy traffic or no evidence of foul play, the ME may allow the investigating officer to have the body removed and meet at the hospital or ME's office. If the ME elects to come to the scene, it must be held intact until the ME authorizes the removal of the body.
13. The Communications Unit (CU), or person releasing the information, shall be notified as soon as practical or before the ATI goes off-duty. The name(s) of the deceased shall not be released until notification has been made to the next of kin. Provide the following information via the Daily Field Activity Report for review by the shift commander and the Staff Duty Officer as well as the CU for use in drafting a news release:
 - a. Collision location.
 - b. Number of vehicles involved.
 - c. Name and age of victims and injured parties.
 - d. Name and relationship of the next of kin, if notified.
14. The field supervisor or ATI Investigator may request a police chaplain to assist officers with notifying the next of kin.

15. The investigating ATI will notify the National Highway Traffic Safety Administration's (NHTSA) Early Notification program. This program will notify the Fatality Analysis Reporting System (FARS) analyst. This notification should be made by email to [REDACTED] as soon as possible and should include the following information:

- a. Date, time, and location of collision.
- b. Number of fatalities and names of fatalities.
- c. Brief synopsis.
- d. Reporting Agency.

REGULATIONS:

1. The name(s) of the deceased shall not be released until notification has been made to the next of kin.
2. All completed collision fatality reports shall be approved by a TEU Team Leader.

REFERENCES:

47 O.S. 752

110A, *DUI, DWI, APC Arrests*

TOG 2003, *Collection, Preservation, Packaging, and Submission of Evidence*