

**DEPARTMENT TRAFFIC COORDINATOR
TRANSIT SERVICES BUREAU**

NOTICE
8.1

July 17, 2019

TO: All Commanding Officers

FROM: Department Traffic Coordinator, Transit Services Bureau

SUBJECT: UPDATED CLASS II TRAFFIC COLLISION - COMPLAINT OF PAIN
TRAFFIC COLLISION REPORTING PROCEDURE

PURPOSE

The purpose of this Notice is to streamline the investigation of Class II Traffic Collision Report for complaint of pain traffic collisions only.

BACKGROUND

Pursuant to Section 20008 of the California Vehicle Code, the Department is mandated to complete a Traffic Collision Report when injury or death occurs as result of a collision within our City limits. These incidents are required to be reported to the State Wide Integrated Traffic Reporting System (SWITRS). Consequently, a complaint of pain traffic collision, only requires the first three pages to be completed.

PROCEDURE

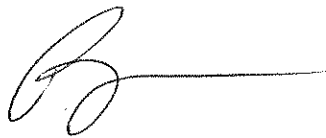
Effective immediately, officers are no longer required to complete a narrative and a sketch for a Complaint of Pain Traffic Collision Report. Pages 1, 2 and 3 of the CHP 555 Form Set is all that is required for documentation of the collision. A sketch and a CHP 556 Supplemental capturing narratives and/or paraphrased statements are optional documentation that should be used at the officer's discretion.

Officers completing a complaint of pain traffic collision report shall:

- Categorize the traffic collision injuries appropriately;
- "Complaint of Pain" includes:
 - Persons who seem dazed, confused, or incoherent (unless such behavior can be attributed to intoxication, extreme age, illness, or mental infirmities);
 - Persons who are limping, or complaining of pain or nausea, but do not have visible injuries;

- Any person who may have been unconscious as a result of the collision, although it appears he/she has recovered;
- Persons who say they want to be listed as injured but do not appear to be so;
- Ensure there is no arrest, crime involved or other complicated occurrence that would require further documentation or narrative;
- Officer shall conduct the at-scene investigation, document all parties involved and facilitate an exchange of information at the scene of the collision; and,
- Officer shall complete a CHP 555 Form Set, pages 1, 2 and 3. Use additional Form Sets if the number of parties exceed three.

If you have any questions regarding this Notice, contact Traffic Coordination Section, Traffic Group at (213) 486-0696.



BLAKE H. CHOW, Deputy Chief
Department Traffic Coordinator
Transit Services Bureau

APPROVED:



BOB GREEN, Deputy Chief
Chief of Staff
Office of the Chief of Police

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