



Defensive Driving

Learning Objectives

After this training program, participants will understand:

- **What defensive driving is.**
- **Common driving hazards**
- **How to use defensive driving techniques to prevent those hazards.**
- **What to do if you are in an accident.**

What Is Defensive Driving?

- **Defensive driving is when drivers consciously reduce the dangers associated with driving.**
- **By driving defensively, drivers reduce the likelihood of a collision or incident on the road.**
- **Awareness is key for defensive driving. Distracted driving can lead to severe consequences.**

Statistics

- **Distracted driving killed 3,142 people in 2020, according to the National Highway Traffic Safety Administration (NHTSA),**
- **Distracted driving accounts for \$129 billion, or 15%, of the overall societal harm caused by motor vehicle crashes.**

Common Hazards For Drivers

- **Cell phone use**
- **Nighttime hazards**
- **Adverse weather conditions**
- **Fatigue**
- **Improper lane changes**
- **Close following distance**
- **Speeding**

Driving Hazards: Cell Phones

The National Conference of State Legislatures reported that 80% of people who subscribe to wireless services have used their phone while driving.

Driving Hazards: Cell Phones

To limit cell phone use while driving, drivers should:

- Map their route before starting the car.
- Turn their phone on silent or "do no disturb."
- "Never text while behind the wheel."
- Pull over to use the phone if necessary during a trip.

Driving Hazards: Nighttime Hazards

Fatal and nonfatal crashes during spring and summer months peak between 8 p.m. to 11:59 p.m., according to NHTSA data.

Driving Hazards: Nighttime Hazards

To combat nighttime driving hazards, drivers should:

- Aim their headlights correctly and make sure they're clean.
- Avoid using their high beams with oncoming traffic.
- Look away from oncoming lights.
- Slow down to compensate for limited visibility.

Driving Hazards: Adverse Weather Conditions

According to the Federal Highway Administration, 22% of vehicular accidents are weather-related.

Driving Hazards: Adverse Weather Conditions

To stay safe in adverse weather conditions, drivers should:

- Maintain a significant distance between them and the car in front of them.
- Give themselves plenty of time to stop.
- Test out their brakes to ensure they're working properly.
- Avoid using cruise control in poor weather conditions.

Driving Hazards: Fatigue

Drivers are three times more likely to be in a car crash if they're fatigued, according to the NHTSA.

To prevent driver fatigue and its harmful effects, drivers should:

- Get enough sleep.
- Avoid long drives at night.
- Keep the driver's area cool and well ventilated.
- Take breaks every two hours or 100 miles.

Driving Hazards: Improper Lane Changes

Improper lane changes typically occur when a driver changes lanes without looking or using their turn signal. This behavior is a major cause of car accidents.

To merge safely, drivers should:

- Always use their turn signals.
- Check their blind spot before changing lanes.
- Only change one lane at a time.
- Never cut anyone off in order to change lanes.

Driving Hazards: Close Following Distance

Research by Highways' Agency shows that following another vehicle too closely is a factor in more than one third of all crashes.

To avoid collisions, drivers should:

- Follow the three-second rule.
- Leave distance between themselves and other vehicles.
- Not brake purposely when someone is following behind them

Driving Hazards: Speeding

Speeding killed 11,258 people in 2020, according to the NHTSA.

To prevent speeding, drivers should:

- Use cruise control.
- Leave earlier so they don't have to rush to their destination.
- Pay attention to their speedometer.
- Remind themselves of the consequences of speeding.

How To Drive Defensively: Obeying Traffic Signs & Signals

Some drivers may disregard traffic signals because they are impatient, in a hurry, inattentive or simply reckless.

To ensure safe driving, drivers should:

- Leave early to allow enough time to get to their destination.
- Know the meaning of the different roadway signs.
- Pay attention and obey posted traffic signs and signals.
- Maintain awareness of other drivers while on the road.

How To Drive Defensively: Passing With Care

Passing can be a dangerous maneuver, especially near intersections or on two-lane roads.

To pass safely, drivers should:

- Signal their intention.
- Scan for hazards, including oncoming vehicles, vehicles approaching from the rear and merging vehicles.
- Accelerate to an appropriate speed.
- Only pass in passing zones.

What To Do If You Are In An Accident:

Living Well Disability Services Process and Procedures

What To Do If You Are In An Accident: Non- Injury

- **Call 911**
 - **Get a police report**
- **Call the Program Manager**
- **Check on the people in the vehicle**
- **Exchange Insurance information- if another vehicle is involved**
- **Fill out the NPIA Motor Vehicle Accident Report form.**
- **Paper forms should be in the van book**
- **Give the completed accident form to the Program Manager**



Insurance & Program Administration

Motor Vehicle Accident Report Form

Member Name: Date of Accident:

Vehicle Information: Year Make Model VIN:

Insured Driver Information

Name: Phone:

Full Address: Cell:

Insured Vehicle Damage

Vehicle Damage:

Drivable (check one): Yes No

Vehicle Towed (check one): Yes No

If yes, to where:

Passengers (check one): Yes No

If yes, please provide name(s) and phone number(s):

Other Driver and Vehicle Information

Driver Name: Phone:

Full Address: Cell:

Vehicle Information: Year: Make: Model: VIN:

Vehicle Owner name and contact information (if different than driver):

Policy number, Address, and Name of Insurance Company:

Other Vehicle Damage

Vehicle Damage:

Drivable (check one): Yes No

Vehicle Towed (check one): Yes No

If yes, to where:

Passengers (check one): Yes No

If yes, please provide name(s) and phone number(s):



Insurance & Program Administration

Motor Vehicle Accident Report Form

Accident Description

Time of Incident:

Location (including city):

Weather Conditions:

Type of Road (one-way 2 lane, 4 lane):

Description of Accident:

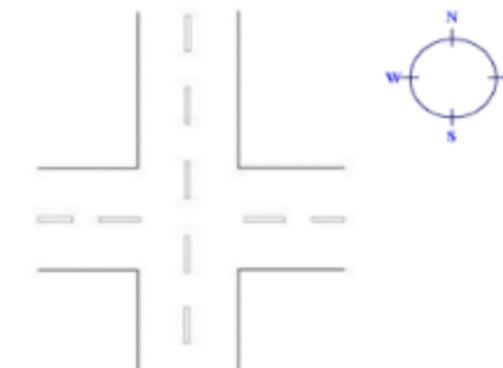
Witnesses (check one): Yes No

If yes, please provide name(s) and phone number(s):

Police Report Made: Yes No Law Enforcement Agency:

*Please attach police report if available.

Accident Diagram: Please label streets and put in any stop signs or traffic signals.



On SharePoint-> Departments-> Operations-> scroll down, click on Vehicle Information Folder->Vehicle Book-> NPIA Vehicle Accident Report Form

What To Do If You Are In An Accident: Non- Injury

Within 24 hours after the accident:

PROGRAM MANAGERS: scan and email the accident form and send it to the operations manager.

What To Do If You Are In An Accident: Tow

Does the van need a tow?

- **Call Roadside Assistance: 1-800-325-8838**
 - The number is also on the Enterprise Card .
 - They will ask for the unit number.
 - It is the number on the bottom or left-hand side of your enterprise card.

What To Do If You Are In An Accident: Tow

When to call for towing service:

- **Flat Tire**
- **Van is stuck/in a ditch**
- **Door won't close**
- **Overheating**
- **Van stalls**
- **Keys locked in van**
- **Van will not start**
- **Van needs tow**

What To Do If You Are In An Accident: Vehicle Body Damage

What is vehicle body damage?

- Dents
- Scratches (paint damage)
- Rear-end damage
- Front-end damage
- Frame damage

What To Do If You Are In An Accident: Vehicle Body Damage

Accessible Vans: Ramp damage?

Call Rollx at: 952-890-7851 OR Rollx Emergency line: 612-670-8409

When to call:

- Lift is in down position and won't raise
- Van is in kneeling position and the van won't raise up
- Any issues related to the lift system
- Broken Tie-Downs or broken Tie-Down Track

What To Do If You Are In An Accident: Vehicle Body Damage

How to Report vehicle body damage:

- Immediately fill out the NPIA Motor Vehicle Accident Report Form
- Take photos of the damaged areas
- Scan and email the accident form and photos to the Operations Manager.

What To Do If You Are In An Accident: Injury

- **Call 911**
 - File a police report
- **Call the Program Manager**
- **For serious, life-threatening injury:**
 - Get all person's involved in the accident to the hospital to be seen.

What To Do If You Are In An Accident: Injury

- **For non- life threatening injury:**
 - Get all person's involved in the accident urgent care to be checked out by a doctor.
- **Within 24 hours of an accident, follow the procedure for incident reporting:**
 - **For Person's Served:**
 - Fill out the GER on Therap

What To Do If You Are In An Accident: Injury

- **For the Employee that is injured:**
 - Fill out the Employee Incident Report
 - Fax the Employee Incident Report to Human Resources & the Operations Manager
 - Fill out the NPIA Vehicle Accident Report Form
 - Scan and email to the Operations Manager

What To Do If You Are In An Accident: Injury

**NEVER, EVER LEAVE PEOPLE
SERVED IN A VEHICLE
UNATTENDED OR ALONE!!!**

Summary

- **Defensive driving can limit the frequency of accidents and keep everyone on the road safe.**
- **To remain safe behind the wheel, keep in mind the responsible driving tips outlined in this presentation and follow all Living Well Disability Services policies regarding the use of company vehicles.**