

## CAR ACCIDENT

### ON-CAMPUS TRANSIT SAFETY

When walking on campus, always cross the street at crosswalks and use sidewalks when available. Always look both ways before crossing to ensure all vehicle operators see you.

When riding a bicycle, pay attention to stop signs and signals. When operated on roadways, bicycles are subject to the same guidelines as vehicles. Remember to yield to pedestrians within crosswalks.

When driving on campus, be aware of pedestrians and cyclists. Mind the speed limit: on campus it is 20 mph – and enforced!

If you operate a golf cart on campus, please remember to limit golf cart use on campus during busy times.

### ACCIDENT PREVENTION

Preventable accidents are those in which the driver failed to exercise every reasonable precaution to prevent the accident. The following are guidelines to help prevent accidents:

- Avoid following too close
- Drive the appropriate speed for the environmental conditions (i.e. drive slower during rain or other inclement weather)
- Pay attention to clearances and do not try to drive under overpasses or other obstacles that could cause damage to the vehicle
- Obey all signs
- Adjust driving to accommodate:
  - Traffic conditions
  - Pedestrians
  - Road conditions
  - Weather conditions
  - Time of day
  - Driver's frame of mind
- Pay attention to turn lanes and do not turn where it is prohibited
- Pay attention to other drivers' signals
- Park only where it is permitted
- Do Not Drive While Intoxicated (DWI) or Drive Under the Influence (DUI)
- Do not drive aggressively
- NEVER drive distractedly – **Do NOT text and drive!**
- Keep emotions in check. Don't take frustrations out on other drivers

- Plan ahead and allow enough time for delays
- Do not tailgate or flash lights at other drivers
- If you are in the left lane and someone wants to pass, move over and let the driver pass you
- Use your horn sparingly

## ACCIDENT RESPONSE

If you are in an accident (or you witness an accident) do the following:

1. Call 9-1-1 (off-campus)
2. Check for injuries. If people are injured, offer assistance.
3. Move the vehicles out of the roadway to a safer place to exchange names, addresses, phone numbers, vehicle identification numbers, vehicle license plate numbers, insurance information and driver license information. Take photos if it is safe to do so
4. Note the location of the crash and get the names, addresses and phone numbers of any witnesses.

NOTE: If you are in a collision and no one is hurt, don't wait for the police before moving your vehicle. If you can drive the vehicle, the law requires you to move it out of the flow of traffic. If the vehicles cannot be moved, call 9-1-1 and protect the scene by setting up flares or raising your hood.

### *UNIVERSITY-OWNED VEHICLE ACCIDENT REPORTING GUIDELINES*

If the accident involved a University-owned vehicle, Complete an [accident report form](#) – these are available in every University-owned vehicle.

Provide the completed accident report form, police report, and any photographs of the accident to the Risk Management Services Insurance and Claims section within 24 hours of the accident, or as soon as possible if the accident occurs out of state and there is a delay experienced returning to campus.