STATE OF CALIFORNIA
DMV
Department of Motor Vehicles

OUTLINE OF REQUIRED TOPICS AND STANDARDS FOR STATE OF CALIFORNIA, DEPARTMENT OF MOTOR VEHICLES APPROVED TRAFFIC VIOLATOR SCHOOL COURSE

PURPOSE AND OBJECTIVES

The goal of the Traffic Violator School Program is to ultimately:

Reduce traffic collision involvement
Reduce traffic law violations
Reemphasize the responsibilities associated with operating a motor vehicle

The traffic violator school shall create, through a structured learning atmosphere, an understanding of motor vehicle operation essential to violation and collision-free driving, operator responsibility, and licensing requirements.

COURSE

Each course must provide a minimum of 340 minutes of time for classroom instruction or a 42,500 word count for non-classroom instruction expressly devoted to traffic safety and provide a minimum of 60 minutes for completion of the required final test. Time/text alloted for class registration, issuance of a course completion receipt, and any lunch or break periods shall not count toward the time/word count requirement. It should be balanced so as to provide a good overview of the subject matter pertinent to the Traffic Violator School Program.

OUTLINE OF COURSE MATERIAL

Each course submitted for department approval shall provide sufficient detail and content to allow the department to adequately review for course context, method of instruction, and compliance with the minimum amount of instruction time.

Test:
A post lesson test shall be given for each course. The test shall be designed to include questions related to at least eight of the topic areas listed on page 3 (I-XI). It shall include at least one question on each of the following subjects: defensive driving, driver distractions, right-of-way, and operator responsibility. The post lesson examination shall be graded and a passing score shall be 70% or more. It may be an open book test. Students shall not correct their own test. The test shall consist of a minimum of 25 questions. All answers shall be sufficiently plausible to cause the student to consider them and shall not be off topic. Should a student score less than 70%, one additional test may be administered but shall not be the same test. If the student should fail to score 70% or more on the second attempt, they may re-enroll in another Traffic Violator School class. The test shall not be incorporated throughout the lesson but will be completed following the instruction portion. The violator must be given the opportunity to answer all test questions within a 60 minute period.

Internet and Home Study:
When the testing format allows, the test questions shall be randomized. Paper based examinations shall be copyright protected.

Evaluations:
The school shall provide a course evaluation to the attendees as a condition for student program completion. Completion time of the evaluation shall not exceed 5 minutes. The evaluation form design shall be provided by the department. While it is preferred the student completes this form, a student expressing reservations about filling it out, need only enter his/her name on the form to satisfy this requirement. Instructors shall not discourage completion of, tamper with, or withhold the evaluation form before or after it has been completed by the student. The evaluations shall be forwarded quarterly to the department with the statistical information.

Statistical Information:
By the thirtieth day of April, July, October and January, the school shall report to the department, the total number of violators who attended for each modality, the total number of violators who failed to complete the course for each modality, the total number of violators not passing the first test for each modality, the total number of violators not passing a second test for each modality for the previous quarter. This report shall be on the TVS Statistical Report, OL 850, and shall be forwarded to the department with the student evaluation forms.

Requirements for Individual Modalities:
For regulations related to individual modalities, please refer to the California Code of Regulations: Title 13, Division 1, Chapter 1, Article 4.7, Section 345.30 et al.

COURSE LENGTH GUIDELINES

While the time/word count for each topic area is recommended, a curriculum may have somewhat different time frames for topic areas provided that the total time/word count meets the minimum requirements.

The following topic and sub-topic areas are shown with the recommended guidelines for instruction.

		CLASSROOM	OTHER MODALITIES
	Topic Area	**Recommended Time**	**Recommended Word Count and Percentage of Instruction**
i.	Introduction (Course Objectives/Requirements)	5 minutes	725 / 1.70%
I.	Recent Changes/Reasons for Traffic Laws	20 minutes	2500 / 5.88%
II.	Careless Driving and its Consequences	20 minutes	2500 / 5.88%
III.	Operator Responsibilities	45 minutes	5825 / 13.70%
IV.	Rights and Responsibilities of a Pedestrian	5 minutes	650 / 1.52%
V.	Driving Maneuvers	30 minutes	3850 / 9.05%
VI.	Defensive Driving	55 minutes	6975 / 16.41%
VII.	Collision Avoidance	40 minutes	5100 / 12.00%
VIII.	Road Rage/Aggressive Driving and Avoiding It	20 minutes	2500 / 5.88%
IX.	Driver Distractions	30 minutes	3750 / 8.82%
X.	The Vehicle	20 minutes	2500 / 5.88%
XI.	The Road	45 minutes	5625 / 13.23%
XII.	Course Evaluation	5 minutes	N/A / .05%
	TOTAL TIME	**340 MINUTES**	**42,500 / 100%**
	Time Allowed for Post Lesson Examination	60 minutes	

TVS courses shall include instruction on each topic and sub-topic area. All topic and sub-topic areas are to be thoroughly covered in each course submitted for approval.

CURRICULUM

i. INTRODUCTION

A. COURSE OBJECTIVES

1. Reduce traffic collision involvement
2. Reduce traffic law violations
3. Reemphasize the responsibilities associated with operating a vehicle

B. COURSE REQUIREMENTS

1. Attend (all of the) class
2. Participate/be mentally present
3. Pass final examination
4. Complete the DMV course evaluation form

I. RECENT CHANGES/REASONS FOR TRAFFIC LAWS

A. RECENT CHANGES AND THE REASONING BEHIND THEM

1. Recently passed/changed traffic related laws
2. Changes to technology
3. Changes in driving techniques

B. REASONS FOR TRAFFIC LAWS

1. Safety
2. Common understanding
3. Keeping order and movement in traffic

II. CARELESS DRIVING AND ITS CONSEQUENCES

A. DAMAGE TO OR LOSS OF VEHICLE
B. INJURY OR DEATH TO YOU, PASSENGERS, AND/OR OTHERS
C. POSSIBLE AUTO INSURANCE INCREASE
D. FINANCIAL IMPACT/LEGAL ACTIONS/DMV ACTIONS
E. IMPACT ON QUALITY OF LIFE
F. CONTRIBUTING FACTORS CAN CAUSE COLLISIONS
G. EXPLANATION OF NEGLIGENT OPERATOR TREATMENT SYSTEM (NOTS)
H. DUI AND ITS ADDITIONAL IMPACT (NOTE: TOUCH ON TOPIC--NO ONE IS ATTENDING DUE TO A DUI CONVICTION)

1. Emotional
2. Financial cost to offender over 10 year period
3. Added restrictions or loss of privileges
4. On the victims and victim’s family
5. On society

III. OPERATOR RESPONSIBILITIES

A. KNOWING WHEN NOT TO DRIVE

1. Personal concerns

a. Tired
b. Feeling overly emotional
c. Inability to focus on driving
d. Poor vision
e. Medicated/alcohol level

2. Exterior concerns

    a. Conditions are beyond driving ability (self-regulating driver)
    b. Vehicle meeting requirements
    c. Driver license/vehicle registration/liability insurance is not valid or current

B. COMMUNICATION
C. BEING COURTEOUS
D. KNOWING AND CORRECTLY APPLYING RULES OF THE ROAD
E. IDENTIFYING AND RESPONDING TO HAZARDS
F. CHILD ENDANGERMENT

1. Checking around vehicle prior to entering and leaving
2. Leaving young children in vehicle unattended

    a. Temperature of a vehicle on a hot day
    b. Releasing brake/shifting to neutral
    c. Properly securing children in vehicle as well as heavy items

G. POOR DRIVING CONDITIONS (SUCH AS DOWNPOUR, SLIPPERY ROADS, ETC)
H. RIGHTS AND DUTIES

1. Pedestrian related to traffic laws/traffic safety
2. Drivers related to pedestrians, bicycles, and motorcycles

IV. RIGHTS AND RESPONSIBILITIES OF A PEDESTRIAN

A. CROSS AT INTERSECTIONS AND DESIGNATED CROSSWALKS
B. USING THE SHOULDER OF THE ROAD, FACING TRAFFIC WHEN NO SIDEWALK IS PROVIDED
C. PEDESTRIANS WITH WHITE CANES OR SEEING EYE DOGS ALWAYS HAVE THE RIGHT OF WAY

V. DRIVING MANEUVERS

A. BACKING
B. LANE CHANGE
C. PASSING
D. RECOVERING FROM HYDROPLANING
E. RECOVERING FROM FISH-TAILING
F. RETURNING TO ROAD FROM UNEVEN SURFACE

VI. DEFENSIVE DRIVING

A. PLANNING TRIPS

1. Packing: first aid kit, flashlight, blanket, navigation aid, warm clothing, etc. in vehicle
2. Checking road conditions/construction (heavy congestion, collisions, chains required, etc.)
3. Inspect or have someone else inspect your vehicle for safety before taking a long trip
4. Allowing extra travel time

B. AVOIDING PROBLEMS ON THE ROAD

1. Maintaining a safe following distance

    a. Three second and three second plus rule
    b. Allowing more space behind motorcycles

2. Avoid driving in the blind spots of other vehicles
3. Planning for an evasive action (e.g., sudden stop ahead or sudden lane change ahead)
4. Driving with your headlights on during the day to increase your vehicle’s visibility
5. Avoiding lane changes near intersections
6. Scanning for hazards

a. For parked vehicles moving into traffic
b. At intersections for vehicles taking your right-of-way
c. Before making lane changes (ahead and blind area)
d. Covering the brake as you approach an intersection or recognize hazard ahead
e. Inattentive driver or erratic driving

7. Enhancing driving with aids

a. Use of sunglasses
b. Use of auto designed water repellant on windshield
c. Using convex and/or panoramic mirrors
d. Using an audible back-up warning device

8. Knowing when to give up your right of way

VII. COLLISION AVOIDANCE

A. STATISTICS FOR THE MOST RECENT YEAR REPORTED (PLEASE IDENTIFY YOUR SOURCES)

1. California percentages and numbers by

a. Type of violation
b. Time of day
c. Age groups
d. Gender

2. National percentages and numbers by

a. Type of violation
b. Time of day
c. Age groups
d. Gender

B. COMMON CAUSES OF COLLISIONS

1. Unsafe speed
2. Driving on the wrong side of the road
3. Improper turns
4. Violating right-of-way rules
5. Violating stop signals and signs
6. Driver distractions (discussed in more depth later)

VIII. ROAD RAGE/AGGRESSIVE DRIVING AND AVOIDING IT

A. HOW TO HANDLE ANOTHER DRIVER EXHIBITING ROAD RAGE/BEING AGGRESSIVE
B. KEEPING YOUR OWN EMOTIONS IN CHECK

IX. DRIVER DISTRACTIONS

A. DOING OTHER THINGS

1. Eating
2. Hygiene
3. Electronic devices (cell phones/text devices, navigation devices/dashboard screens)
4. Scenery/window shopping
5. Radio/music/ear buds or headphones
6. Passengers (including children/pets)
7. Other vehicles/hazards

X. THE VEHICLE

A. VEHICLE REQUIREMENTS TO OPERATE ON THE ROAD

1. Lights/instrument panel indicators
2. Belts/fluid levels
3. Horn

4. Windows/mirrors
5. Tires (including spare)
6. Seats/car seats/child safety locks (in the side of back doors)
7. Seat belts
8. Brakes

B. USE OF THE PARKING BRAKE

C. HANDLING MECHANICAL FAILURES ON THE ROAD

1. Safest in vehicle with seat belt and doors locked
2. Strangers offering help

XI. THE ROAD

A. RULES OF THE ROAD

1. Use of lanes

    a. Bicycle lanes
    b. Ending turns
    c. Center left turn lanes
    d. Motorcycle speed used when passing other vehicles and splitting lane rules

2. Passing other vehicles

    a. Special situations

        - Bridges or abutments
        - On hills
        - Intersections or railroad crossings
        - Class A and Class B vehicles

    b. Dangerous situations

        - Long line of vehicles ahead
        - Intention to stop or turn
        - Vehicle ahead is at or near speed limit
        - Sight/distance ahead is limited
        - Unable to pass before reaching no passing zone

3. Right-of-way situations

    a. Controlled intersections (at 4-way stop, yield sign, unprotected left turn)
    b. Intersections when signal is out
    c. Vehicles stopped at crosswalk
    d. Respecting the pedestrian right of way at crosswalks (with/without lines, right turns) and driveways with sidewalks
    e. Respecting the bicyclist's right of way, share the road, entitled to use turn lanes, stay to right when moving slow
    f. Anti-gridlock law
    g. School buses with red flashing lights
    h. Where road or lane narrows
    i. Entering freeways
    j. Where U-turns are illegal
    k. Railroad crossings
    l. Proper lanes to end turns
    m. Traffic breaks

4. Adjusting your driving for conditions
    a. Different road conditions (city, country, construction, congestion)
    b. Different weather conditions (rain, snow, fog or sand/dust storm).

XII. POST LESSON EXAMINATION/REVIEW

XIII. COURSE EVALUATION

Information for Brochures and/or Statistics:
This is not an all inclusive list. The web sites and information posted are subject to change by the identified agencies.

California Office of Traffic Safety	http://ots.ca.gov		
National Highway Traffic Safety Administration	http://nhtsa.gov		
Aggressive Driver Brochure	http://www.nhtsa.gov/aggressive		
Distracted Driver Brochure “Put it Down”	http://www.distraction.gov/campain-tools/		
National Road Safety Foundation	http://www.nationalroadsafety.org		
CA DMV brochures	http://dmv.ca.gov		
Driver/Commercial/Motorcycle handbooks			
It’s Not My Fault	Driver Safety	420	(DS 420)
Vehicle Collisions! What to Do	Fast Facts Driver License	16	(FFDL 16)
Driver Distractions	Fast Facts Driver License	28	(FFDL 28)
Safety Tips for Bicyclists and Motorists	Fast Facts Driver License	37	(FFDL 37)
CA DMV Computer Videos (with caption option)	http://apps.dmv.ca.gov/video/index.html		
Cellular Phone Use and Driving			
Sharing the Road (segmented, downloadable)			