
Traffic Accidents

501.1 PURPOSE AND SCOPE

This policy provides guidelines for responding to and investigating traffic accidents.

501.2 POLICY

It is the policy of the Plymouth Township Police Department to respond to traffic accidents and render or summon aid to injured victims as needed. The Department will investigate and prepare reports according to the established minimum reporting requirements with the goal of reducing the occurrence of accidents by attempting to identify the cause of the accident and through enforcing applicable laws. Unless restricted by law, traffic accident reports will be made available to involved parties upon request.

501.5 MINIMUM REPORTING REQUIREMENTS

An accident report shall be taken when:

- (a) A fatality, any injury (including complaint of pain), driving under the influence or hit- and-run is involved (75 Pa.C.S. § 3743; 75 Pa.C.S. § 3746).
- (b) An on-duty member of the Plymouth Township is involved.
- (c) The accident results in any damage to any Township-owned or leased vehicle.
- (d) The accident involves any other public agency driver or vehicle.
- (e) There is damage to public property.
- (f) There is damage to any vehicle to the extent that towing is required (75 Pa.C.S. § 3746).
- (g) Property damage occurred and the property owner is not able to be located.
- (h) Requested by either operator.
- (i) Prosecution or follow-up investigation is contemplated.
- (j) Directed by a supervisor.

501.5.1 PRIVATE PROPERTY

Reports should be taken when a traffic accident occurs on private property, unless directed otherwise by a supervisor. If a report is not taken, members may provide assistance to motorists as a public service, such as exchanging information and arranging for the removal of the vehicles.

501.8 REPORTS

Department members shall utilize forms approved by the Pennsylvania Department of Transportation (PennDOT) as required for reportable accidents. All such reports shall be approved by the Highway Patrol Supervisor (75 Pa.C.S. § 3752).

Traffic accident reports will be made available upon request, after appropriate fees are paid, unless the accident report is confidential and not subject to disclosure (75 Pa.C.S. § 3751).

Plymouth Township Police Department

Policy Manual

Traffic Accidents

501.8.2 HIGHWAY PATROL SUPERVISOR RESPONSIBILITIES

The responsibilities of the Highway Patrol Supervisor include, but are not limited to:

- (a) Ensuring the monthly and quarterly reports on traffic accident information and statistics are forwarded to the Patrol Lieutenant or other persons as required.
- (b) Ensuring that initial traffic accident reports are forwarded to PennDOT within 15 days (75 Pa.C.S. § 3751).