

Technical Assistance for Novice Teen Driver Education and Training Administrative Standards



Developed by:
Highway Safety Services, LLC

For Use by:
State Administrators and State Presidents

February 2017

Table of Contents

Definition of Terms.....	1
Background.....	1
Technical Assistance	1
Offsite Technical Assistance	1
Onsite Technical Assistance.....	1
Protocol for Onsite Technical Assistance.....	1
Onsite Technical Assistance Report	1
Examples of Preliminary and Post Technical Assistance.....	1
Testimonials.....	1
Appendix A: Description of Organizations of the Association	1

Definition of Terms

AAA – American Automobile Association

AAAFTS – AAA Foundation for Traffic Safety

ADTSEA – The American Driver and Traffic Safety Education Association

ANSTSE – The Association of National Stakeholders in Traffic Safety Education

The **Association** – The Association of National Stakeholders in Traffic Safety Education

DETA – Driver Education and Training Administrators

DSAA – The Driving School Association of the Americas

GHSA – Governors Highway Safety Association

NHTSA – National Highway Traffic Safety Administration

NTDETAS – Novice Teen Driver Education and Training Administrative Standards

TRB – Transportation Research Board

Background

The Novice Teen Driver Education and Training Administrative Standards (NTDETAS) were finalized in 2009 to assist in improving the administration of driver education programs nationally. An association of major stakeholders was created to maintain and, when necessary, upgrade the Standards and to provide oversight in implementation activities.

This volunteer group of stakeholders, consisting of:

- the Driver Education and Training Administrators (DETA),
- the Driving School Association of the Americas (DSAA),
- the American Driver and Traffic Safety Education Association (ADTSEA),
- the Governor's Highway Safety Association (GHSA),
- the Transportation Research Board (TRB),
- the American Automobile Association (AAA),
- the AAA Foundation for Traffic Safety (AAAFTS) and
- the American Association of Motor Vehicle Administrators (AAMVA)

was established in 2010 and titled the "Association of National Stakeholders in Traffic Safety Education (ANSTSE), hereafter referred to as the "Association."

The Association developed a maintenance system for keeping the Standards up-to-date and an NTDETAS Strategic Plan for implementation of the Standards in the States. The States, Association members, and the driver education community in general, may need technical support to assist in the adoption and implementation of the NTDETAS Standards. The NTDETAS Standards document was the first step in developing and implementing a comprehensive national driver education program effort. The current effort is to provide technical support for states and organizations to adopt and implement the NTDETAS Standards.

The NTDETAS were revised in 2017 by ANSTSE. The revision represents a multi-year effort of ANSTSE to enhance the national standards for driver education. The revised standards incorporate newly developed standards for the delivery of driver education, including online delivery standards. The standards for instructor qualifications have been significantly enhanced and include several resources relating to instructor training. Other sections, including Administration, Coordination with Driver Licensing and Parental Involvement have also been enhanced.

Technical Assistance

Technical assistance is available, **at no cost**, for any State wanting to adopt and implement any components of the NTDETAS Standards. Technical assistance may be conducted in conjunction with a NHTSA State Assessment / Peer Review. The technical assistance can provide a preliminary analysis of the States driver education program. Then the State may utilize highway safety funds, or other funds, to conduct a NHTSA State Assessment / Peer Review based on the recommendations in the NTDETAS.

These technical assessments offer States a tool to use over time to review their driver education programs, note the program's strengths and accomplishments, and note where improvements can be made.

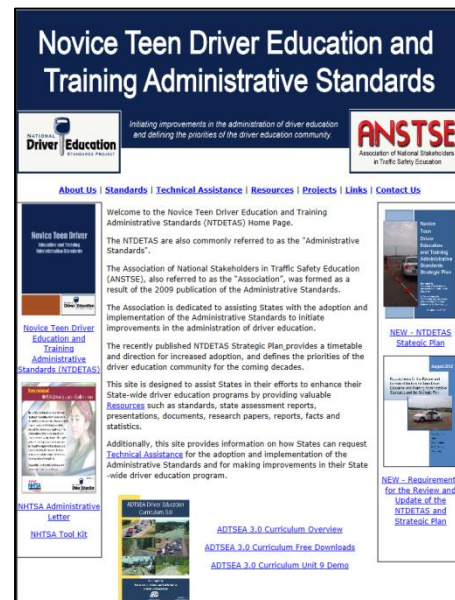
Following a NHTSA State Assessment / Peer Review, ANSTSE can provide post analysis technical assistance to assist with implementing the recommendations given in the NHTSA State Assessment / Peer Review.

Technical assistance will be provided either offsite or onsite.

Offsite Technical Assistance

Highway Safety Services, LLC (HSS) and Association members will provide technical assistance to States for the adoption and implementation of the NTDETAS Standards.

Offsite technical assistance is provided by contacting the HSS staff and sending a formal letter of request from the State to HSS. The letter should explain the goals of the technical assistance and what your State would like to gain from the technical assistance. If there are certain areas you would like to look at (i.e. instructor training, program administration) include that in the letter as well. HSS staff can provide assistance remotely and can also refer states or individuals to Association members for additional technical assistance.



HSS contact information is:

Brett Robinson
Association Secretariat
Highway Safety Services, LLC
1434 Trim Tree Road
Indiana, PA 15701
Phone: (724) 349-7233
Fax: (724) 349-5042
Email: brobinson@highwaysafetyservices.com

An Association website, www.anstse.info has been developed to assist in providing technical assistance. The website provides documents and resources to assist states with the adoption and implementation of the Standards and to assist with improvements in their driver education program. The Association website is a key service in providing technical assistance to the states. The website will be kept current with updated resources. A section on how states can request technical assistance is also available.

The Association members will volunteer their time to conduct webinars to educate states and organizations on the NTDETAS Standards.

Onsite Technical Assistance

At the request of the State, HSS will assign one to two experts to travel to the state to possibly meet with state officials for providing guidance and assistance on adopting and implementing the NTDETAS Standards and improving their driver education program as a whole. HSS will cover the travel expenses for experts to assist states in adopting and implementing the NTDETAS Standards. The technical assistance meeting will be approximately 2 ½ days in length. The first two days will be to meet with the state officials and the half day will be a report out on the recommendations provided by the technical assistance team. A report will be submitted detailing the visit, recommendations provided and suggested actions to undertake.

The Association members will volunteer their time to participate in State technical support activities with key decision makers and may conduct workshops to educate states and organizations on the NTDETAS Standards.

Technical Assistance Team Members include:

- Michael Calvin, Consultant, Retired from AAMVA
- Troy E. Costales, GHSA
- Sharon Fife, DSAA
- Andrew Krajewski, Consultant, Retired from Maryland DMV
- Kevin Lewis, AAMVA
- Dan Mayhew, M.A., TRB
- Allen Robinson, Ph.D., ADTSEA
- Brett Robinson, ANSTSE Secretariat
- Nina Jo Saint, DETA
- Connie Sessoms, Jr., ADTSEA
- William E. Van Tassel, Ph.D., AAA
- Others as needed

States can request onsite technical assistance through HSS by contacting HSS and sending a formal letter of request from the State to HSS. The letter should explain the goals of the technical assistance and what your State would like to gain from the technical assistance. If there are certain areas you would like to look at (i.e. instructor training, program administration) include that in the letter as well. The HSS staff will coordinate onsite technical assistance in coordination with the Association.

HSS contact information for requesting onsite technical assistance is:

Brett Robinson
Association Secretariat
Highway Safety Services, LLC
1434 Trim Tree Road
Indiana, PA 15701
Phone: (724) 349-7233
Fax: (724) 349-5042
Email: brobinson@highwaysafetyservices.com

Protocol for Onsite Technical Assistance

The Association members shall represent the interest of the Association and the NTDETAS Standards. They should not represent the special interests of their own organization and should not promote their own organization.

A document, which is provided in Appendix A, is available to describe each of the organizations of the Association describing their expertise and available services.

Onsite Technical Assistance Report

Within two weeks, the individual(s) providing technical assistance to a state shall submit a report to HSS detailing the visit. The report shall provide an overview of the onsite visit; provide recommendations for the state to assist in implementing the NTDETAS Standards, additional assistance that may be provided by the Association and actions the requesting State will likely undertake to implement the recommendations and Standards elements.

A cover form and template of the technical assistance report is provided in Appendix B.

Within thirty days, HSS shall submit the report to NHTSA. NHTSA will provide comments. Once the report is finalized, it shall be distributed to the Association members and the state technical assistance was provided for.

Examples of Preliminary and Post Technical Assistance

Examples of Preliminary and Post Technical Assistance that can be provided include:

1. Preliminary Analysis – technical assistance provided prior to conducting a NHTSA State Assessment / Peer Review

Analyzing State statutes and rules governing novice driver education standards to understand the State's current status and where the State meets, exceeds, or does not meet the Novice Teen Driver Education and Training Administrative Standards in the following areas:

- Program Administration (state oversight);
- Education/Training (novice driver classroom and in-car instruction);
- Instructor Qualifications (including instructor training);
- Parent/Guardian Involvement (including state GDL supervised driving hours); and
- Coordination with Driver Licensing (learner's license, intermediate license, full license).

2. Post Analysis – technical assistance provided after conducting a NHTSA State Assessment / Peer Review

- Determining how the State may adopt the Novice Teen Driver Education and Training Administrative Standards.

- Determining how the State may implement the Novice Teen Driver Education and Training Administrative Standards without the need to adopt statutes and/or rules.
- Determining how to establish short-term, mid-term, and long-term goals in adopting the Novice Teen Driver Education and Training Administrative Standards.
- Determining funding potential from federal, State and tuition sources for driver education programs.
- Providing samples of recent student programs for classroom and behind the wheel from other States and organizations.
- Providing an update on the recent work of ANSTSE in the areas of delivery standards, instructor development and on-line training.

Testimonials

“The New Jersey Division of Highway Traffic Safety along with its partners from the driver education community requested a technical assistance team visit from ANSTSE with a focus on program administration in driver education. The ANSTSE team was very receptive in dealing with the stakeholders and was able to quickly understand and assess the status of driver education in the State. A series of recommendations were provided that are being used to enhance the effectiveness of driver education in the State. We were extremely pleased with the overall on-site technical assistance process and would highly recommend the ANSTSE services to other organizations.”

Gary Poedubicky
Acting Director
New Jersey Division of Highway Traffic Safety
For a detailed testimonial letter click [here](#)

“Missouri conducted an ANSTSE onsite technical assistance visit and review of its’ driver education program on June 1-2, 2016 in Jefferson City, MO. The request to conduct this review was generated through the Department of Elementary and Secondary Education. The purpose of requesting the onsite visit was to formalize interagency collaboration and the coordination of driver licensing.

Various state agencies came together to discuss driver education, safety, and licensing in Missouri. It has been years, if ever, since these groups have met

collaboratively to discuss the afore-mentioned topics. With the increase of deaths in Missouri and across the nation, there is a concerted effort to find a way to help reduce the tragic loss in Missouri.

Topics reviewed during the ANSTSE visit included: driver education requirements, driver education teacher training and certification, driver education curriculum and delivery (public and private drive schools), non-regulation of private drive schools, driver education oversight, professional development, driver testing (knowledge and skills) and resources, driver licensing procedures, Representative Galen Higdon's proposed driver education legislation, the number of instructors needed and available should this legislation pass, First Impact parent component, MoDOT Road Wise parent guide, and organ donations.

Stakeholder agencies all expressed an interest in improving driver education and Missouri's GDL effort. Efforts to establish the Driver Education Coalition are still in the works. There has not been a lead agency identified for the Coalition. Members of the ANSTSE visitation group have worked jointly with Representative Higdon's office to help fashion the driver education legislation. Representative Higdon's legislation would set the funding process for the driver education program.

Hope remains high for the establishment of the Driver Education Coalition and identifying a lead agency that can help ensure a quality driver education for all novice drivers."

Janice Rehak
Missouri Department of Education

"The State of North Carolina received ANSTSE Technical Assistance in August, 2014, in preparation for our NHTSA Driver Education State Assessment completed in May 2015. The technical assistance team, Dr. Allen Robinson and Troy Costales, provided valuable insight on two critical areas we focused on, Program Administration and Instructor Qualifications. The assistance team had the opportunity to meet with various driver education stakeholders and participated in our quarterly Driver Education Advisory Committee meeting during their visit.

I would highly recommend states to take advantage of having a technical assistance team visit on-site, prior to having a state assessment done. Technical Assistance helped us identify key areas of focus and assisted us greatly in preparation for our State Assessment. While we were working toward implementation of many of the Novice Teen Driver Education and Administrative Standard elements into our state driver education program, the assistance team provided guidance that assisted us in working collaboratively with key state

agencies, legislators and driver education stakeholders to improve the quality of our driver education program statewide.”

Thanks,

Reggie Flythe

North Carolina Past Department of Public Instruction Driver Education Consultant

“The individuals who performed the ANSTSE Technical Assistance visit extremely knowledgeable and professional. They helped us to identify areas in need of improvement and brainstorm ways to improve our program.”

Phil Detellis

New York Department of Education

Appendix A: Description of Organizations of the Association

The Association consists of AAMVA, AAA, AAAFTS, ADTSEA, DETA, DSAA, GHSA and TRB.

Funding is provided by the National Highway Traffic Safety Administration (NHTSA). Highway Safety Services, LLC (HSS) serves as the Secretariat for the Association.

The American Association of Motor Vehicle Administrators (AAMVA)

AAMVA is a tax-exempt, nonprofit organization developing model programs in motor vehicle administration, law enforcement and highway safety. The association also serves as an information clearinghouse in these areas, and acts as the international spokesman for these interests.

Founded in 1933, AAMVA represents the state and provincial officials in the United States and Canada who administer and enforce motor vehicle laws. AAMVA's programs encourage uniformity and reciprocity among the states and provinces. The association also serves as a liaison with other levels of government and the private sector. Its development and research activities provide guidelines for more effective public service. AAMVA's membership includes associations, organizations and businesses that share an interest in the association's goals.

The American Automobile Association (AAA)

AAA is a not-for-profit organization of motor clubs serving more than 51 million members in the United States and Canada. As the traveler's champion, AAA monitors activities that could restrict the freedom of mobility. AAA experts regularly testify before congressional committees and federal agencies on issues affecting AAA members and the public. Issues include:

- Highway and air traffic system infrastructure
- Automobile and truck safety initiatives
- Fair travel taxes and recreation fees
- Improving highway safety (roadway, vehicle and driver)

As a nonprofit, non-partisan organization, AAA works to promote public safety through lobbying activities and educational programs.

Ongoing efforts aim to advance knowledge and raise awareness related to:

- Distracted driving
- Transportation and infrastructure safety
- Environmental responsibility, and
- Air travel safety, including airport conditions and operations.

AAA has a full range of tools to help parents, teens and instructors throughout the whole learning-to-drive process.

The AAA Foundation for Traffic Safety (AAAFTS)

The AAA Foundation for Traffic Safety was founded in 1947 by AAA to conduct research to address growing highway safety issues. The organization's mission is to identify traffic safety problems, foster research that seeks solutions and disseminate information and educational materials.

The Foundation has funded over 250 projects designed to discover the causes of traffic crashes, prevent them, and minimize injuries when they do occur. The Foundation's materials seek to give drivers new skills, sharpen old ones, and change attitudes as the first step to changing behaviors. Additionally, AAAFTS research is used to create focused, high-impact educational materials for drivers, pedestrians, bicyclists and road users of all ages.

The American Driver and Traffic Safety Education Association (ADTSEA)

ADTSEA is the professional association which represents traffic safety educators throughout the United States and abroad.

As a national advocate for quality traffic safety education, ADTSEA creates and publishes policies and guidelines for the discipline. ADTSEA conducts an annual national conference, workshops and seminars and provides consultative services. The organization also develops educational materials, such as driver education curriculums and parent teen guides.

ADTSEA has over 1,000 professional and corporate members. The association provides its members with a national office which represents the interests of members by keeping track of legislation on safety matters and lobbying for legislation to support driver and safety education.

Driver Education and Training Administrators (DETA)

DETA is a national organization serving state directors of driver education programs. DETA promotes and fosters professional leadership in traffic safety education in collaboration with other key traffic safety partners. DETA promotes a national research agenda based on a scientist/practitioner model of traffic safety that results in best practices for teen drivers and ultimately all drivers.

DETA provides and streamlines access to driver and traffic safety information for state driver education directors and to the general public and partners in order to promote the vision and mission of the association.

The Driving School Association of the Americas, Inc. (DSAA)

The DSAA is an international association of driving school owners. From all over the globe educators come to associate with like-minded professionals.

Their goals are to improve driver safety and encourage professional ethics in this industry. The slogan of DSAA is "The Standard in Driver Education and Traffic Safety Since 1973"™. The organization has been able to accomplish this in a never ending struggle to make our roads safer and our road users better prepared. It takes the thoughtful and caring professionals of our industry to lead the way in making the changes that will make even greater strides in driver safety for all, as we go forward in this century.

The organization offers regional seminars around Canada and the United States about three times a year. In addition, they also hold an annual convention in rotating cities that brings together a large contingent of leaders from the driving school industry. Many leading companies and organizations, which take great pride in aiding their fight to save lives and make automobiles safer to use, participate in this annual conference as well.

Governors Highway Safety Association (GHSA)

GHSA is a 501(c)(3) nonprofit representing the state and territorial highway safety offices that implement programs to address behavioral highway safety issues. Through GHSA leadership, partnerships and advocacy, States and Territories move toward zero deaths on the nation's roadways.

GHSA provides leadership and advocacy for the States and Territories to improve traffic safety, influence national policy, enhance program management and promote best practices.

GHSA offers a variety of products and services for both its members and the general public, including an annual meeting, training, and producing reports and publications.

Highway Safety Services, LLC (HSS), Secretariat of the Association

HSS is a leading company for consulting services in highway traffic safety and driver's license test administration. HSS provides consultation in the development and planning of programs to ensure that agencies, companies and jurisdictions implement effective highway safety countermeasures. Our President and Vice President have over fifty-five years of combined experience in the highway and traffic safety arena.

HSS provides management services for ADTSEA and the National Association of State Motorcycle Safety Administrators (SMSA).

National Highway Traffic Safety Administration (NHTSA)

NHTSA was established by the Highway Safety Act of 1970 to carry out safety programs previously administered by the National Highway Safety Bureau. Specifically, the agency directs the highway safety and consumer programs established by the National Traffic and Motor Vehicle Safety Act of 1966, the Highway Safety Act of 1966, the 1972 Motor Vehicle Information and Cost Savings Act, and succeeding amendments to these laws. Dedicated to achieving the highest standards of excellence in motor vehicle and highway safety, NHTSA works daily to help prevent crashes and their attendant costs, both human and financial. The agency strives to exceed the expectations of its customers through its core values of Integrity, Service, and Leadership.

NHTSA's mission is to save lives, prevent injuries and reduce economic costs due to road traffic crashes, through education, research, safety standards and enforcement activity.

Transportation Research Board (TRB)

TRB is one of six major divisions of the National Research Council— a private, nonprofit institution that is the principal operating agency of the National Academies in providing services to the government, the public, and the scientific and engineering communities. TRB's varied activities, including an annual meeting, conferences and workshops, webinars, field visits, research programs and issuing publications and research information, annually engage more than 7,000 engineers, scientists, and other transportation researchers and practitioners from the public and private sectors and academia, all of whom contribute their expertise in the public interest by participating on TRB committees, panels, and task forces.