



Minnesota Counties Intergovernmental Trust

A MINI TRAINING SESSION FOR INJURY PREVENTION

Quick Take on Safety

Distracted Driving Prevention

TRAINING OVERVIEW AND OBJECTIVES

- Overview: Discusses the hazards of distracted driving and ways to reduce those hazards
- Purpose: Helps employees be aware of actions that can create driving hazards and work to reduce unneeded distractions
- Preparation: Read and become familiar with this Quick Take. *Change it, as needed, to reflect procedures and personnel in your department.*
- Handouts: Quick Review of Safety—Distracted Driving Prevention

Distracted Driving

Distracted driving is anything that diverts your attention away from driving. Safe driving requires full attention. It is estimated that a driver makes an average of 200 decisions during every mile he or she drives. Adding unneeded tasks decreases the ability to recognize potential hazards in the road, often causing drivers to react more slowly to traffic conditions.

Distracted Driving Hazards

According to the National Traffic Highway Safety Administration in 2015 alone, 3,477 people were killed and 391,000 were injured in motor vehicle crashes involving distracted drivers. Distracted driving creates serious and unneeded risk. By staying aware and vigilantly using prevention techniques, you can greatly reduce these risks. Your health and safety is important to us, we don't want you to get hurt.

Prevention

- Plan your route before you go. Know how traffic and weather conditions might affect you and leave a little earlier. It will help you arrive at your destination with less stress and fewer distracting thoughts.
- Finish dressing and personal grooming at home—before you get on the road.
- Pre-set the climate control, GPS, radio or other devices; and identify the location of signals, wipers and lights in the vehicle before you drive.
- Turn off your phone, set it on “do not disturb” mode while driving or put the phone in a location to minimize the distraction and temptation of an incoming call or text.
- Secure loose items and other distractions that could roll around in the car so you are not tempted to reach for them on the floor or the seat.
- Whenever possible, pull off the road to make calls. If you must make a call while driving, use a hands-free option but keep phone calls limited to emergencies.
- Hands-free devices are not risk-free. They still cause distractions and should be avoided.
- If you get lost, turned around or need to make major changes to your route, find a safe place to pull off the road to review and reorient.

- Postpone complex or emotional conversations on the phone or with passengers until you arrive at your destination.
- Constantly search the roadway for situations that could require you to take quick action.

Discussion Questions

- How else can we prevent or minimize distracted driving?

Distracted Driving Session Planning and Review

Trainer

Training Date

Department(s)

TRAINING GOALS

- Employees are aware of the importance of reducing distracted driving
- Employees understand distracted driving prevention techniques

RESOURCES

- Defensive Driving courses available through MCIT. MCIT offers two formats for defensive driving classes: online and onsite. For more information about or to schedule defensive driving training, members should contact MCIT Internal Services at info@mcit.org
- Preventing Distracted Driving: Comprehensive Resources for Employers available at the Minnesota Safety Council Website at MinnesotaSafetyCouncil.org/traffic/distracteddriving/

REVIEW

Did the training meet the stated goals?

How can the training be improved?

TRAINER COMMENTS

