



Vehicle Safety at a Glance

****Information to remember when transporting individuals receiving services****

- ✓ **General Practices for Safe Vehicle Operation and Driving**
 - Responsibly follow all applicable NYS vehicle and local traffic laws
 - Drive in a conservative, defensive, and courteous manner
 - Do not use cell phones (text, email, talk) while the vehicle is in motion

- ✓ **Practices to Maintain Passenger Safety**
 - Use approved occupant seatbelt or restraint/securement systems that are in good working order, including wheelchair securement straps and tie downs
 - Provide all required supervision and supports to passengers while entering and exiting and while seated in the vehicle
 - Do not eat or drink while in the vehicle to prevent choking and aspiration
 - Ensure all wheelchairs used during transport are fully functional and safe
 - Ensure wheelchair lifts are fully operable with all required straps

- ✓ **Safety Checks**
 - Ensure that the vehicle is maintained in good repair
 - Ensure vehicle safety equipment (e.g., seatbelts) is maintained in good repair
 - Use the tools (e.g., checklists) and/or follow guidance provided by the agency to complete safety checks
 - Ensure all individuals exit the vehicle upon arrival at the destination

- ✓ **Staff Training includes:**
 - Review of general practices for safe vehicle operation and driving
 - Required safeguards and supports for passengers
 - Competency based training recommended for the safe operation of vehicles and all vehicle equipment (lifts, securement straps, etc.)