



Welcome!

Child Passenger Safety Technicians Registered Fitting Stations

*A Child Passenger Safety Technician Guide to
step-by-step reporting and how to access resources.*



TENNESSEE HIGHWAY SAFETY OFFICE
helping you **ARRIVE**

more at OccupantProtectionCenter.com



ABOUT

THE OCCUPANT PROTECTION CENTER



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Background & Goals The TN Occupant Protection Center launched in October of 2019 by TN Tech University iCube. The OP Center operates under a grant funded by the TN Highway Safety Office.

What is a CPST? A Child Passenger Safety Technician is someone who has been nationally certified to help parents and caregivers select, use, and install the correct child restraint for their child.

What is a Fitting Station & How do you Register? Fitting stations have a trained Child Passenger Safety Technician available to provide education about car seat safety and child passenger safety issues.

Visit TNTrafficSafety.org/CPS to become a registered fitting station with the TN Highway Safety Office.





New CPS Tech? Welcome

Find Resources on TNTrafficSafety.org

HELPFUL TIPS

- Child Passenger Safety Tips
- Car Seat Checklist
- Booster Seat Checklist
- Pregnant Woman's Guide to Buckling Up

Resources

- Free Child Passenger Safety Products
- Find a Fitting Station Near You
- NHTSA
- Safe Kids Worldwide
- American Academy of Pediatrics
- The National Child Passenger Safety Board
- Children in Autonomous Vehicles

Advocates & Technicians

- Become a Fitting Station in TN
- Download National Digital Car Seat Check Form
- Download Marketing Materials
- Register for CPS Training Courses
- Add Event to CPS Calendar
- CPST CEU Recertification Links

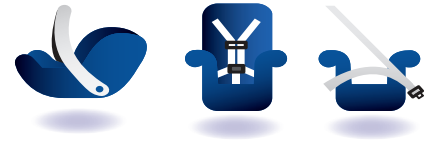
CPSBOARD.ORG

- Curriculum Resources
- CEU Online/Web Sessions
- National Digital Car Seat Check Form
- CPS Award Nomination Forms

NHTSA.gov

- NHTSA's Car Seat Recommendations for Children
- Ease-of-Use Ratings
- Inspection Station Locator
- See also NHTSA's trafficsafetymarketing.gov site for traffic safety campaign materials

CPST Recertification Steps



Child Passenger Safety Technician certification expires after two years. Technicians and instructors are required to successfully complete the recertification process before current certification expires. Check your online profile at cert.safekids.org if you are not sure when your certification expires.

- ➔ Conduct all five different types of instructor- or technician proxy-approved seat checks.
- ➔ Participate in at least one community education event (checkups, community workshop, educational session).
- ➔ Earn at least six continuing education units (CEUs). As part of ongoing quality assurance, you may be randomly selected for a CEU audit. Keep proof of content and completion of CEUs handy for three months after you recertify. You can monitor your audit status in your online profile.
- ➔ If you are an instructor, complete 20 Certification/Certification Renewal Testing Course teaching hours. At least 10 of the 20 hours must be earned through lecturing or hands-on teaching of the full Certification Course. The other 10 may be earned from mentoring or teaching the Certification Renewal Testing Course.
- ➔ Pay the recertification fee. The recertification fee is \$55 for technicians and instructor candidates and \$60 for instructors. Technicians may be eligible for fee support. Find the application on your TNTrafficSafety.org dashboard or contact the TN OP Center Director for more information.

Step-by-step instructions are available at www.cert.safekids.org under Resources-FAQs.





New Registered Fitting Station?

WELCOME

Access your personal dashboard on
TNTrafficSafety.com

The dashboard provides centralized access to CPS seat check reporting forms, community event reporting forms, seat order request forms, and additional available resources.



ORDERING SEATS THROUGH THSO

- Complete the seat order request form here: <https://tntrafficsafety.org/fitting-station-seat-order-request>
- Once you receive the seats, you will need to complete the Seat Receiving Form here within 7 business days: <https://tntrafficsafety.org/seat-receiving-form>
- When you complete a car seat check and give away a seat, make sure to document it on your CPS Checkpoint Report form.

Failure to do so will result in lower priority for future seat requests.



REPORTS

- Submit CPS Seat Check and Checkpoint Report
- Submit Community Event Report
- Submit an Event to the CPS Calendar



Resources

- Update Your Fitting Station Status
- Download National Digital Car Seat Check Form
- View the CPS Calendar of Events
- View Full List of CPS Instructors
- View Full List of Tech Proxies
- View Full List of Fitting Stations
- Order Products and Resources



Requests

- Submit Fitting Station Seat Order Form
- Submit Seat Receiving Form
- Submit CPS Activity Request Form
- Request to E-mail Techs in Your Area

To submit photos to be included on the website, e-mail them to jdpowell@ntech.edu.





REPORTING

Car Seat Order Receiving Now that you have ordered and received your seats, fill out the receiving form to document delivery and car seat condition. This form allows you to communicate any missing or damaged items and completion is required to be eligible for additional seat orders.

CPS Seat Check and Checkpoint Complete the CPS Seat Check and Checkpoint data report after a single car seat check or a multi car seat check event. This information helps identify areas of need and opportunities to increase education and community engagement.



Post events to CPS calendar. Why/How?

The Child Passenger Safety Event Calendar is located on TNTrafficSafety.org/CPS. Submit your Community Safety and outreach events to promote and engage community participation. Use the CPS Calendar to track your activities for documentation purposes. The OP Center uses the CPS Calendar to track areas of need.



Report Community Events. Why/How?

Reporting events and activities documents effective actions taken in your community. Report information should support published CPS Calendar events. The reporting form can be completed after your event to share successes or requests for additional support.





GIVE YOUR PASSION A PURPOSE WITH **OCCUPANT PROTECTION**

Learn About Eight Exciting Programs!



Car Seat Fitting Stations

Child safety becomes compromised when the child restraint is not correctly installed into a motor vehicle. Other dangers are presented when the child is not buckled into the restraint correctly and/or the safety seat used is not age and size appropriate. Studies show that at least 80 percent or more of child restraints are not used correctly. To help reduce misuse of safety seats, groups across the country offer safety seat check-up inspection or fitting stations. At these stations, technicians offer hands-on training about the proper use and installation of child restraints, and advise parents and caregivers as to what is age and size appropriate for their child passengers.



In FFY19, 2,565 seats were checked in over 70 fitting stations across the state.



CHILD Passenger Safety (CPS) Trainings

CPS technicians and instructors use their knowledge and expertise during a variety of community-based activities, such as child safety seat checks. CPS technicians and instructors are kept up-to-date on the latest technical information through seminars and other continuing education opportunities.

- 32-Hour Child Passenger Safety Certification Course
- 8-Hour Child Passenger Safety Renewal - For outdated techs
- 6-Hour Child Passenger CEU Training



17 CPS related trainings, with 242 CPS technicians trained in FFY19.



OLLIE OTTER

Ollie Otter develops a positive opinion towards seat belt and booster seat use in the minds of children, parents, and communities as a whole. Ollie Otter visits all 95 counties in Tennessee and completes over 350 school and community events annually. Currently, there are over 20 Ollie Otter mascots active across the state.

Ollie is always looking for volunteers to help promote child passenger safety and spread the word - "Under 4'9"? Booster Time!". In 2020, Ollie will meet the 1,000,000 Kids milestone.



Currently, 2,320 volunteers have conducted presentations in 42,743 classrooms and have impacted 957,573 kids.



Paid Media

Occupant Protection paid media campaigns take place two times per year. The enforcement campaign, Click It or Ticket, occurs in May around the Memorial Day holiday. The behavioral campaign, Buckle Up, Tennessee, takes place in late November around the Thanksgiving holiday. Advertising mediums include television, radio, digital, social, and out-of-home. County-level data is used to disperse advertising funds across the state, focusing on those areas with high percentages of unrestrained. Creative assets are distributed to partners statewide for use on their owned media channels and with local stations.



10,806,606 total digital impressions-6,980 total radio spots-37 billboards in rural areas-38 theaters outside of NHTSA buy in semi-rural areas



Permanent Signs

Ollie Otter road signs are available for school drop-off/pick up lines as well as measuring posters for display inside the school. Through the ReduceTNCrashes program, "Buckle Up America" road signs are available for installation at high schools. Permanent signs encourage students and visitors to buckle up every trip, every time.



Currently, 416 seatbelt signs are installed at 208 high schools and 25 Ollie Otter signs installed in drive through lines.



PRINT/BANNER MATERIALS

Tennessee Traffic Resources program distributes printed materials to law enforcement agencies, schools and organizations statewide. Marketing materials include posters, banners, traffic safety activity books, CPS best practices wallet cards and more.



Over 100,000 orders of traffic safety related print material was distributed for free in FFY19.



CarFit

CarFit is an educational program that offers older adults the opportunity to check how well their personal vehicles "fit" them. The CarFit program also provides information and materials on community-specific resources that could enhance their safety as drivers, and/or increase their mobility in the community.



Currently there are 123 trained CarFit coordinators in the state of TN.



ReduceTNCrashes.com

ReduceTNCrashes is a traffic safety awareness program for high school age students aimed at reducing crashes through activity and education. It is a portal that promotes, incentivizes and increases traffic safety and prevention activities in high schools throughout Tennessee. Schools earn points for implementing best practices programs like Battle of the Belt, checkpoints and more.



Currently, there are 208 schools participating and have conducted 1,189 activities impacting 165,733 students.

Find Programs Promoting Seat Belt Use at ReduceTNCrashes.com

- ✓ Metal Signs
- ✓ Graduated Driver License Material
- ✓ Walmart Committed to Safety
- ✓ Checkpoints Program
- ✓ Guest Speakers
- ✓ Drowsy Driving
- ✓ Seat Belt Convincer
- ✓ Tennessee Donor Services
- ✓ Teen Driver Safety Week
- ✓ AAA Promise
- ✓ THP Teens & Trucks Driving Simulator
- ✓ Ollie Otter
- ✓ Be In the Zone
- ✓ Click It or Ticket
- ✓ Teens & Trucks Share the Road
- ✓ Ford Driving Skills for Life
- ✓ ThinkFast Interactive
- ✓ Teen Institute
- ✓ Tennessee Driving Clubs
- ✓ Battle of the Belt
- ✓ Safe Driving Pledge
- ✓ Put the Brakes on Fatalities
- ✓ Rock the Belt
- ✓ SADD
- ✓ Host a Mock crash
- ✓ Distracted Driving VR Simulator

more info at OccupantProtectionCenter.com



or call Julie Brewer, director of the Occupant Protection Center at (931) 372-3318



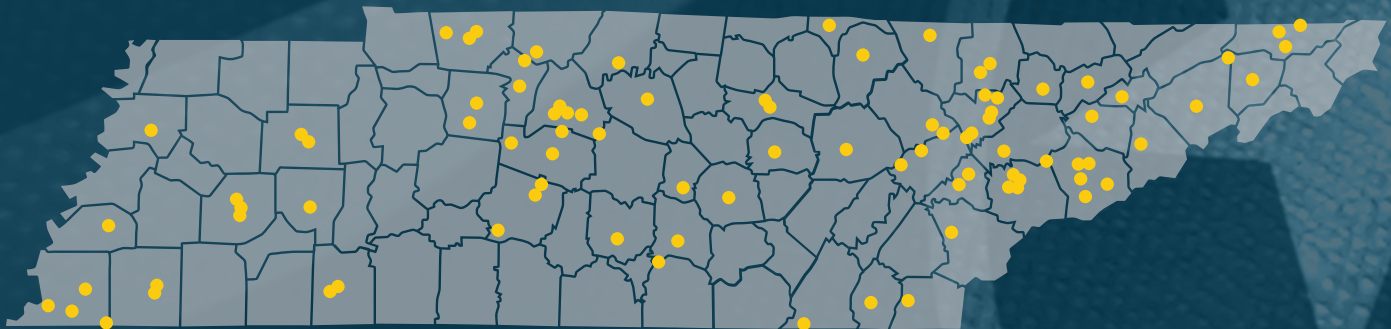
CONTACT US

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[TNOPCENTER@GMAIL.COM](mailto:TNOPcenter@gmail.com)

or call **JULIE BREWER**, Director of the
Occupant Protection Center, at **(931) 372-3318**

CAR SEAT FITTING STATIONS ACROSS TENNESSEE



Learn how YOU CAN HELP!

Contact the Tennessee Occupant Protection Center