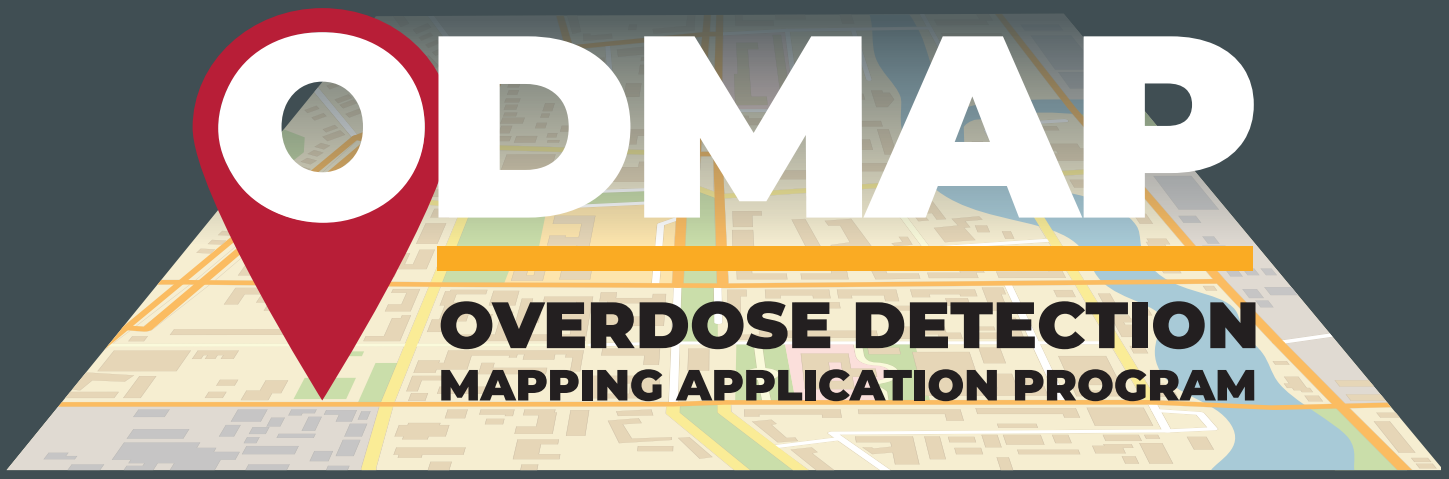


TRAINING MANUAL

April 2021

WASHINGTON/BALTIMORE
HIDTA
HIGH INTENSITY DRUG TRAFFICKING AREA

CONTENTS

HISTORY of ODMAP 1

ACCESS

Requesting Access. 2
Device Accessibility. 3

DATA ENTRY

Purpose 4
Overview 4
How to Enter an Overdose 4

AGENCY MANAGEMENT

Agency Administrators. 7
Alert Management 7
Spike Alerts 7
Overdose Alerts 8
Statewide Alerts 8
User Management 9
Memorandums of Understanding 11

ODFORM 12

NATIONAL MAP

Purpose 13
Overview 13
Gaining Access to the National Map 13
Available Filters & Tools 14

SPIKE RESPONSE FRAMEWORK 19

APPLICATION PROGRAMMING INTERFACE 20

SUCCESS STORIES 20

FOR MORE INFORMATION . . . . . Inside back cover

Revised April 26, 2021

HISTORY OF ODMAP

The Washington/Baltimore High Intensity Drug Trafficking Areas (W/B HIDTA) was designated in 1994 with an area of responsibility including Maryland, Virginia, Washington DC, and the eastern panhandle of West Virginia. Under the leadership of Director Thomas Carr, the program has contributed significantly to addressing the drug threat, both at the national and regional level. In 2002, the W/B HIDTA developed Case Explorer, a web-based law enforcement software program focused on information sharing within the law enforcement and intelligence community. The system serves thousands of users across the country, with millions of data points within a secure system to provide police agencies case management, case deconfliction, and event deconfliction. The W/B HIDTA is also the only HIDTA program to receive funding to support drug treatment initiatives within the region, giving our staff an opportunity to work directly with our public and behavioral health partners.

Armed with the experience of developing a national law enforcement system and the experience collaborating with law enforcement and public health partners, the W/B HIDTA leadership saw an opportunity to address the overdose threat and develop a real-time overdose tracking tool.

Overdose Detection Mapping Application Program (ODMAP) provides near real-time suspected overdose surveillance data across jurisdictions to support public safety and public health efforts. The program seeks to mobilize an immediate response to a sudden increase, or spike in overdose events. It links first responders and relevant record management systems to a mapping tool, which tracks overdoses, to stimulate real-time response and strategic analysis across jurisdictions. Each agency wishing to participate, signs a data sharing agreement which is designed to protect the data within the system. Once signed, they can begin uploading data in real time through a variety of methodologies as a Level 1 user. They can also access the ODMAP dashboard, which allows users to view nationwide data and receive custom reports. This tool is only available to government (state, local, federal, or tribal) agencies serving the interests of public safety or public health.

ODMAP
OVERDOSE DETECTION
MAPPING APPLICATION PROGRAM

WASHINGTON/BALTIMORE
HIDTA
HIGH INTENSITY DRUG TRAFFICKING AREA

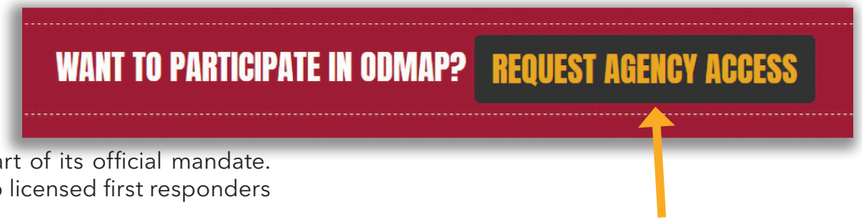
REQUESTING ACCESS

STEP 1

Go to www.odmap.org

ODMAP is only available to government (tribal, local, state, and federal) entities serving the interests of public safety and/or public health as part of its official mandate. ODMAP is also available to licensed first responders and hospitals.

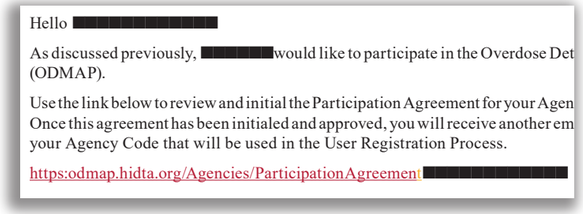
Request Access Link on the ODMAP Homepage



STEP 2

Once agency request is approved, an e-mail will be sent with a direct link to the agency's electronic participation agreement, which requires a signature from an authorized signor of the agency.

Agency Participation Agreement Email



Hello [redacted]

As discussed previously, [redacted] would like to participate in the Overdose Det (ODMAP).

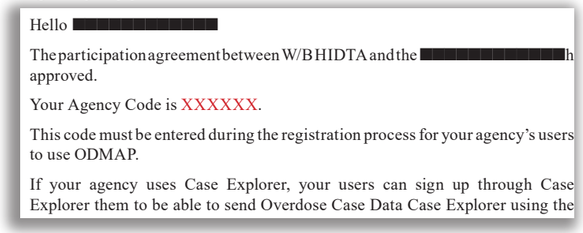
Use the link below to review and initial the Participation Agreement for your Agen Once this agreement has been initialed and approved, you will receive another em your Agency Code that will be used in the User Registration Process.

https:odmap.hidta.org/Agencies/ParticipationAgreement[redacted]

STEP 3

Once the participation agreement is electronically signed, the user will receive an e-mail with their Agency Code and instructions on how to create an account

Agency Approval E-mail



Hello [redacted]

The participation agreement between W/B HIDTA and the [redacted] h approved.

Your Agency Code is XXXXXX.

This code must be entered during the registration process for your agency's users to use ODMAP.

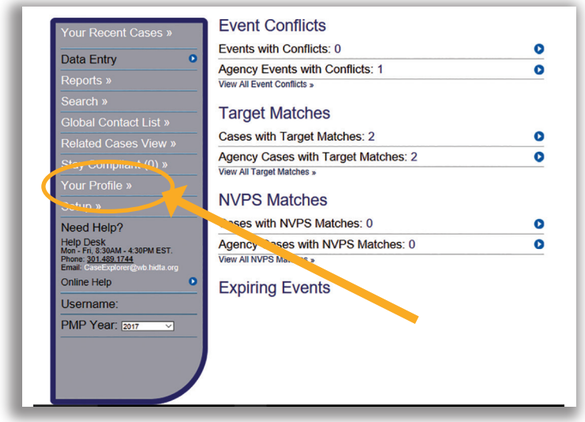
If your agency uses Case Explorer, your users can sign up through Case Explorer them to be able to send Overdose Case Data Case Explorer using the

STEP 4 (Case Explorers Users Only)

Case Explorer users MUST register their ODMAP account in Case Explorer (this is for Law Enforcement only who will be utilizing ODForm). Users who wish to register through Case Explorer will login into their Case Explorer account and click on "**Your Profile**."

At the bottom of the "**Your Profile**" page, there will be a section titled "ODMAP Account."

Linking Case Explorer and ODMAP

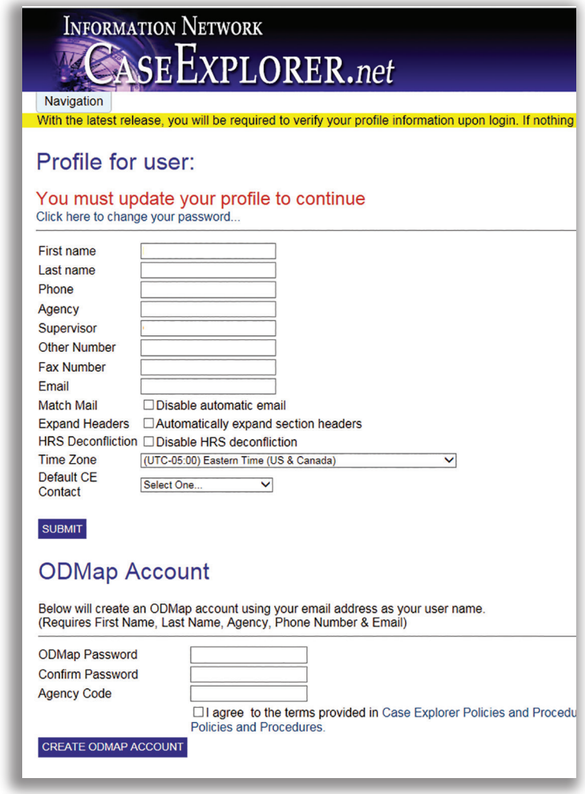


DEVICE ACCESSIBILITY

ODMAP works on Windows, Android, iOS, and OS X based devices with a standard browser such as Chrome, Firefox, and Safari.

ODMAP Level I can be used in the field or in the office from any mobile device, mobile device terminal, or desktop.

ODMAP is often referred to as an "app" however, it is a mobile friendly interface allowing it to be easily accessed on a mobile phone/tablet.



PURPOSE

Primarily used for data entry and Agency Management https://odmap.hidta.org.

OVERVIEW

- Users are required to ONLY enter: incident location and type of overdose (other fields are optional)
- If a user enters a location as opposed to using "my current location" it is important for the user to know the physical location is not disseminated as it is geocoded to latitude and longitude (this is for manual entry as well as through API)
- If the user is Law Enforcement and is utilizing ODForm, the user will enter the information into ODForm after the point is submitted into ODMAP
- Users and/or administrators can manage their overdose submissions by clicking "Manage Overdoses."
- Administrators and those with "Write" access can view ALL ODMAP submissions and enter ODFORM submissions for users under their role
- Users, admins and those with write access can also edit or delete records under the "Manage Overdoes" tab
- Users can quickly identify their agency administrator(s) by selecting "Resources" in the Account drop down menu.

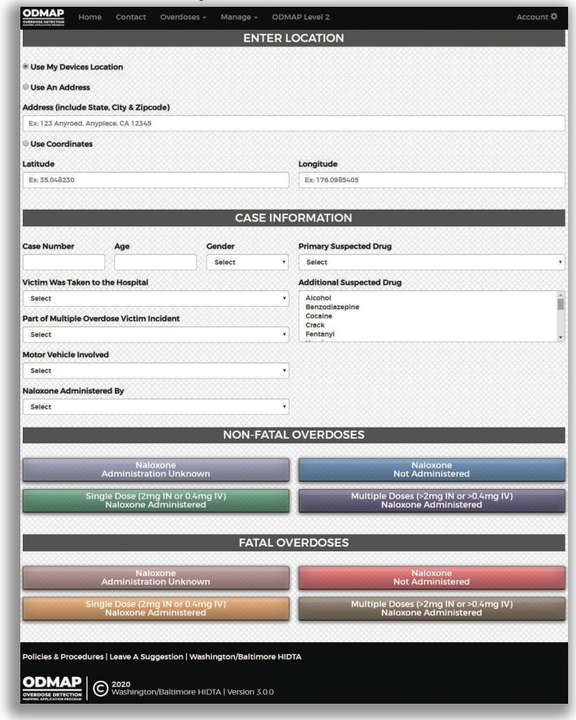
HOW TO ENTER AN OVERDOSE

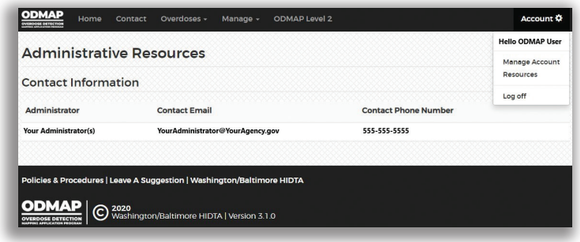
STEP 1: LOCATION

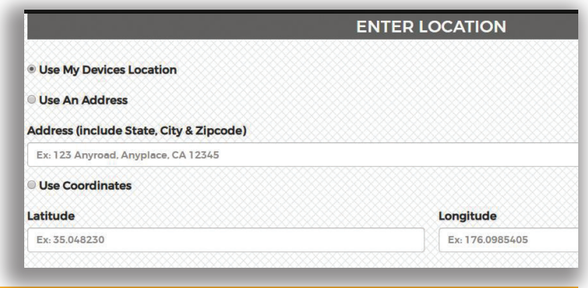
When entering an overdose, there are 3 data entry options for location.

1. "Use my device location"- This option should only be utilized if overdoses are being entered live in the field. ODMAP will pull the GPS location from your device.
2. "Use Address"- The user must type the address into the box. Please note the box will be red as you type. You must select a geocoded address from the auto-populated list, at which time the box will turn green. Addresses are not stored in ODMAP, instead they are geocoded to an approximate location.

ODMAP Data Entry Screen





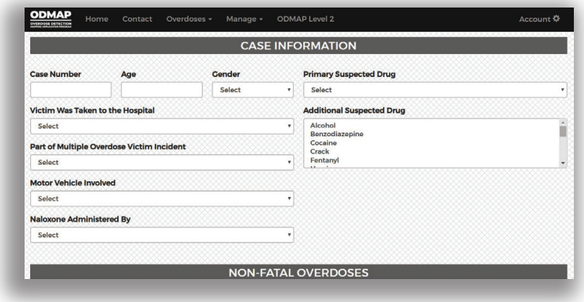


3. "Use Coordinates" – Users may choose to enter a latitude and longitude.

STEP 2: CASE INFORMATION (Optional)

Users have the option to submit additional data fields.

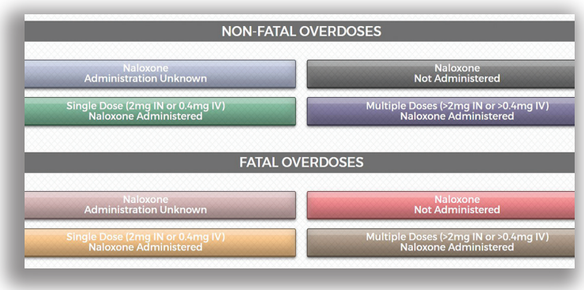
1. Case Number
2. Primary Suspected Drug
3. Additional Suspected Drugs – Multiple additional drugs can be selected by holding the Control (CTRL) key while selecting
4. Age
5. Gender
6. Part of Multiple Overdose Victim Incident
7. Victim was taken to the hospital
8. Motor Vehicle Involved
9. Naloxone Administered By



STEP 3: OVERDOSE TYPE

Overdoses in ODMAP are broken down by fatality and naloxone administration.

- **FATALITY** Fatality is based on the victim's status at the time the first responder departs the scene. While it may be possible for a victim to be non-fatal at the time of transport, but succumb to their overdose at the hospital, the purpose of this is not to capture their eventual outcome. The purpose is to denote their status at the time of the first responder interaction.
- **NALOXONE ADMINISTRATION** There are 4 options for naloxone administration:
  1. Not Administered
  2. Single Dose Administered
  3. Multiple Doses Administered. The single vs multiple doses is used as a proxy measure for fentanyl presence in the drug. As individuals who have overdosed on fentanyl may require multiple doses of naloxone to reverse their overdose
  4. Unknown



STEP 4: CONFIRM LOCATION, DATE, AND TIME

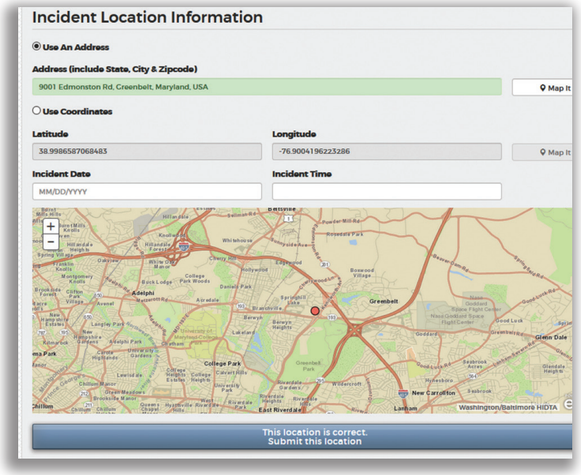
Once an overdose type is selected the user is taken to a second screen to confirm the location, date, and time. A map is provided displaying the approximate location entered to provide a secondary means of location confirmation.

ODMAP defaults to provide the current date and time of the overdose if the user's current location was selected. For manual entry of lat/long or address, users will be required to input a date and time.

STEP 5: SUBMIT

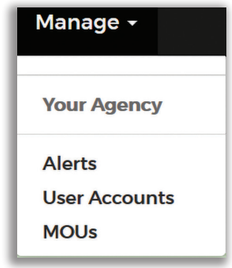
Once all information is confirmed, the user should select "Submit this Location". Once submitted the user will have the option to enter another victim, however, if the user is Law Enforcement, they may then proceed to ODFORM.

Overdose Submission Confirmation Page



AGENCY ADMINISTRATORS

Agencies must designate an administrator at the time of registration. This administrator has access to additional management tools within Level 1.

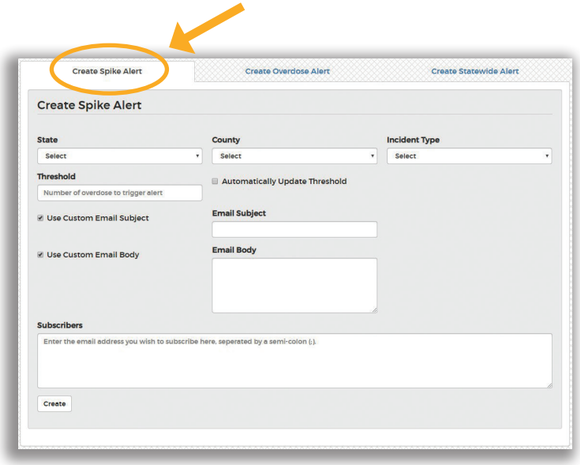


Alert Management

Administrators may setup various alerts within ODMAP. ODMAP allows for three different types of alerts: spike, overdose, and statewide.

Spike Alerts

Spike alerts can be set up to notify an agency by email if the total overdoses in an area exceeds a pre-determined threshold within a 24-hour period. Spikes alerts can be established for an agency's own jurisdiction, as well as nearby or neighboring jurisdictions. By establishing spike alerts for nearby jurisdictions the program can serve as an early warning system. If a spike in overdoses occurs in a neighboring area, officials can anticipate a spike in their area and prepare.



STEP 1: SELECT THE STATE OF INTEREST

STEP 2: SELECT THE COUNTY OF INTEREST

STEP 3: SELECT THE INCIDENT TYPE

Alerts may be established for only fatal or non-fatal, or for both combined.

STEP 4: ENTER THE THRESHOLD

A spike threshold can be set to any desired number. ODMAP will provide a recommendation for the spike threshold, utilizing a formula of 2 standard deviations above the mean. If a county has not entered data yet, the default recommendation is 3.

STEP 5: CREATE CUSTOM SPIKE ALERT MESSAGE (OPTIONAL)

The administrator can choose to either use the standard ODMAP alert email, or create a custom spike alert email subject, email body or both. This only applies to the initial email that is sent when a spike starts.

STEP 6: ENTER SUBSCRIBERS

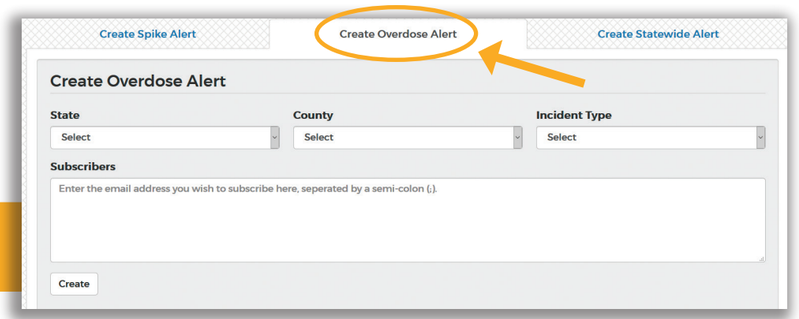
The administrator may list as many subscribers as they deem appropriate. It is recommended to include police chief, fire/EMS chief, local health officer, and any others who play a key role in responding to a sudden increase in overdoses.

STEP 7: AUTOMATICALLY UPDATE THRESHOLD

By checking this box, the threshold will automatically adjust as the ODMAP recommended value changes, based on submitted data.

Overdose Alerts

An overdose alert can be created to send an email each time an overdose is entered for a specific county.



STEP 1: SELECT THE STATE OF INTEREST

STEP 2: SELECT THE COUNTY OF INTEREST

STEP 3: SELECT THE INCIDENT TYPE

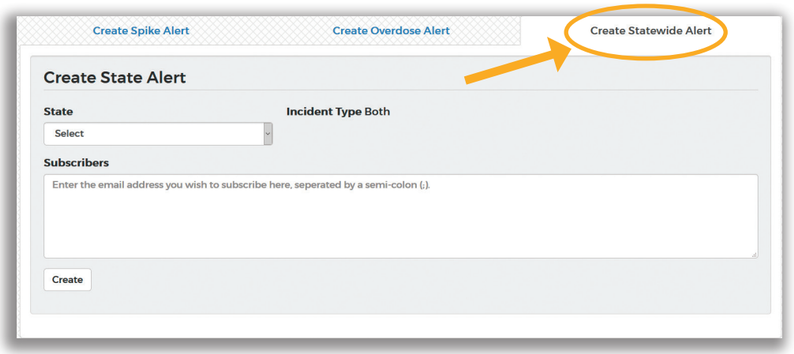
Alerts may be established for only fatal or non-fatal, or for both combined.

STEP 4: ENTER SUBSCRIBERS

The administrator may list as many subscribers as they deem appropriate.

Statewide Alerts

Alerts can be created for when any county in a state experiences a spike. For a statewide alert the ODMAP spike formula must be used. The threshold will be automatically updated according to data submitted. Statewide alerts must also be for both fatal and non-fatal.



STEP 1: SELECT THE STATE OF INTEREST

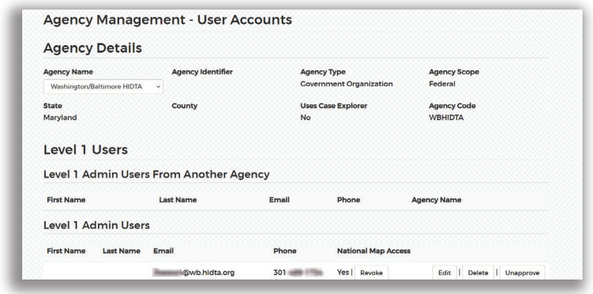
STEP 2: ENTER SUBSCRIBERS

The administrator may list as many subscribers as they deem appropriate.

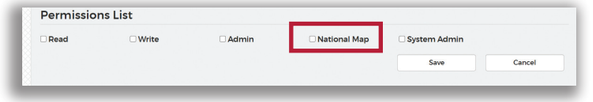
USER MANAGEMENT

Agency administrators are responsible for editing permission levels and disabling accounts for user accounts. When administrators select Manage User Accounts, they can view users, which includes:

- **Admin Users from Another Agency**: These are administrators of their agency who originally registered under a different agency, but have been granted administrator access to your agency
- **Admin Users**: Administrators for your agency
- **Approved Users**: Current users
- **Unapproved Users**: Users whose access has been revoked and/or have been disabled due to inactivity.
- **New Registered User(s)**: User(s) that have requested a username must be approved or deleted



PERMISSION LEVELS



READ

All users have a minimum of read privileges. Users with read permission may submit suspected overdoses and view data for their agency.

WRITE

Users with write privileges may edit entries for their entire agency.

ADMIN

Administrators may designate additional administrators, who will have the same abilities as the original administrator.

NATIONAL MAP

Users with this permission will have access to the National Map

DISABLING ACCOUNTS

If a user should no longer have access to ODMAP, the administrator has two options for disabling their account; delete or unapprove.

DELETE

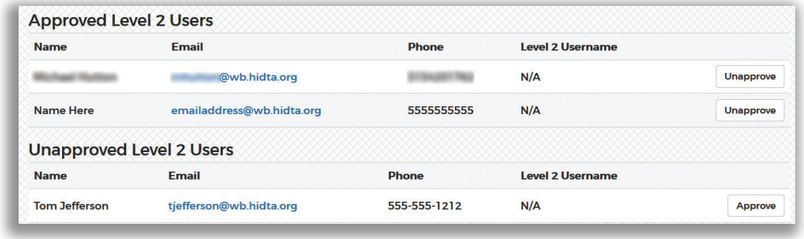
If a user has not entered data into ODMAP, their account can be deleted.

UNAPPROVE

If a user has entered data into ODMAP, their account cannot be deleted. However, their account can be unapproved, removing their ability to access ODMAP.

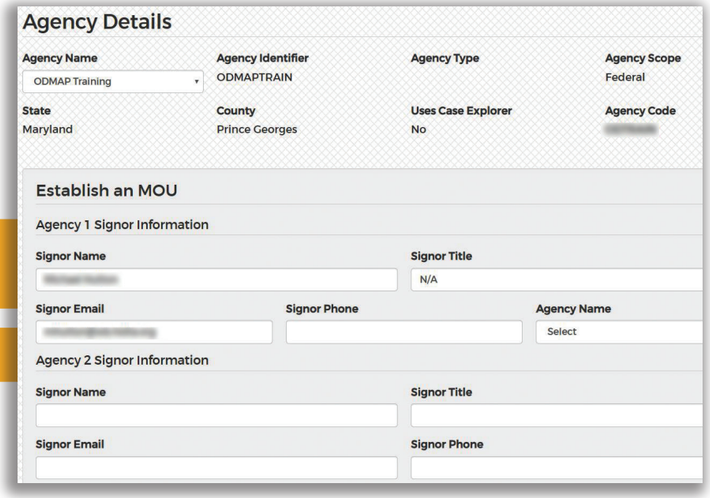
NATIONAL MAP USERS

Administrators are responsible for granting user in their agency access to the National Map. This can be done by navigating to Manage > User Accounts and clicking "Grant" under "National Map Access." Agency Administrators can also grant access to the National Map by going into the User Permissions.



MEMORANDUMS OF UNDERSTANDING

Agencies may now share data between their agencies. By signing a Memorandum of Understanding (MOU) agencies can provide one another with read access to their data. To initiate this process, the administrator should complete the following steps:



STEP 1 GO TO MANAGE, SELECT MOUs

STEP 2 CHOOSE YOUR AGENCY

From the Agency Name dropdown menu, at the top of the screen, select the agency requesting the MOU. Your agency's information will automatically populate the Agency 1 section, including the Agency's Signor information.

STEP 3 CHOOSE THEIR AGENCY

Select the Agency you would like to establish the MOU with, from the Agency Name dropdown menu. That Agency's Signor information will automatically populate the Agency 2 section.

STEP 4 SEND MOU REQUEST

Signors from both agencies will receive an email informing them that there has been MOU requested, with a link to sign the agreement.

STEP 5 SIGN THE REQUEST

Once both Signors have signed the agreement, users from each agency will have read access to one another's data within 24-48 hours.

STEP 6 UNAPPROVING AN MOU

Administrators from either agency can choose to unapprove the MOU at any time. Once unapproved, both agencies will immediately be unable to access the other's data.

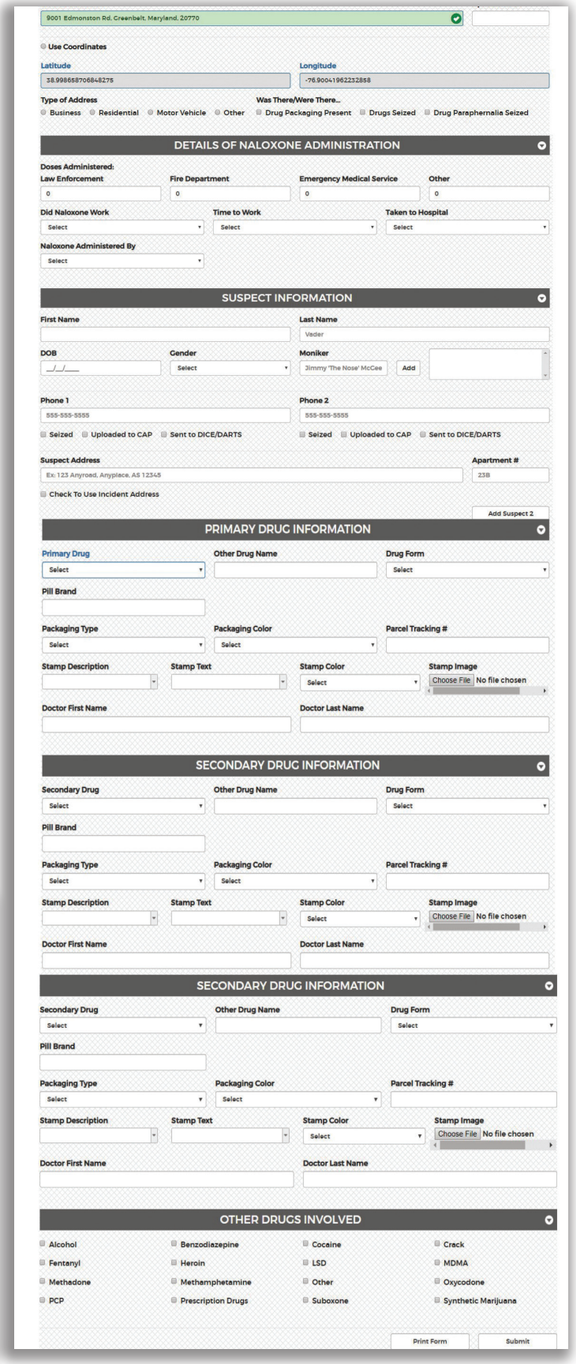
ODFORM

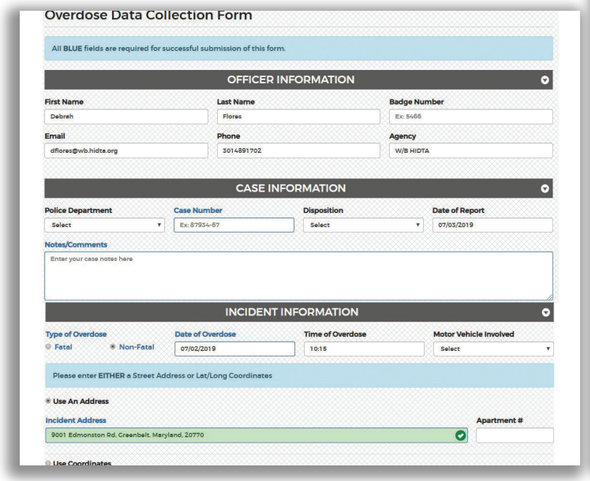
Many jurisdictions treat an overdose scene as an active investigation and collect case data in their record management system in order to identify the source of supply and ultimately prosecute drug trafficking organizations. This information is not used to prosecute overdose victims.

ODForm is an overdose investigation form that is accessed through ODMAP, but is stored within Case Explorer. Case Explorer is a separate, secure system and functions as a deconfliction system. Additionally, Case Explorer is a pointer index system, alerting law enforcement officers if they share a common case element, such as suspect name or drug packaging, with an officer in another jurisdiction. This provides the officers an opportunity to share information in order to further an investigation into a drug trafficking organization. A vital component of our work to identify sources of supply is to identify drug traffickers working across state lines. In 2017, over 60% of the drug trafficking organizations disrupted by the HIDTA program were multi-state or international.

ODForm access is limited to law enforcement agencies. Agencies interested in using ODForm, must have a Case Explorer account. Screenshots below show the information collected within ODForm. Only blue fields are required for submission.

It is important to note that no information collected in ODForm is available within ODMAP. Only the agency submitting the ODForm may access that information, and it is stored on an entirely separate secure server.





NATIONAL MAP

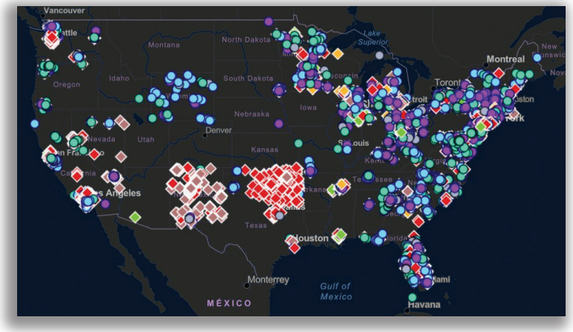
PURPOSE

Access to the ODMAP National Map allows user to view data and analytical functions. https://odmapl2.hidta.org

OVERVIEW

ODMAP data is controlled unclassified information (CUI) and may only be released to authorized personnel. Recipients of this information must have a need and right to know the information in the performance of their criminal justice and public health functions. The ODMAP National Map is designed as a tool for decision-makers to be able to view and analyze the data, nationwide, submitted to ODMAP. Per the ODMAP Teaming Agreement, ODMAP shall only be used for its intended purposes. Agencies with authorized access can view the data in the dashboard even if they are not entering data.

National Map

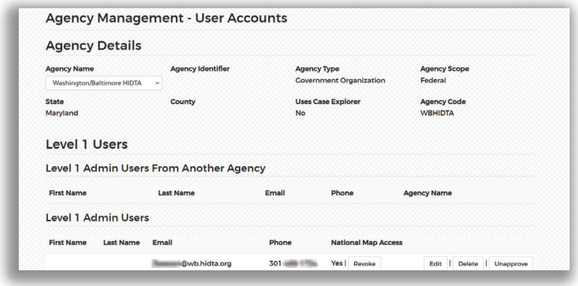


GAINING ACCESS TO THE NATIONAL MAP

Assigned Administrator for an Agency can grant access to the National Map:

- Assigned Administrator will click on **Manage > Your Agency** in the ODMAP platform.
- Click on **"User Management".**

Agency Administrator User Management



Available Filters and Tools

Below the filters and tools of the National Map are explained.

LEGEND

The legend provides a description of the symbols used on ODMAP. The diamonds represent fatal overdoses and the circles represent non-fatal overdoses. Each color corresponds to the naloxone administration.

OVERDOSE COUNTS

The counts for total suspected overdoses, fatal overdoses, and overdoses in which naloxone was administered are displayed in the bottom left corner. It is important to note, when first logging into ODMAP the display defaults to overdoses occurring within the past 24 hours.

Frequency Graphs

Several frequency graphs are available. The data in each graph corresponds to any applied filters to the map.

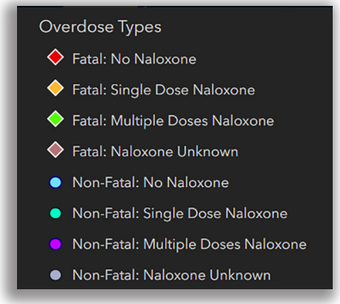
SUSPECTED ODs PER DAY

Displays the total overdoses for each day. First and last day may be partial counts, because they may not include the entire day.

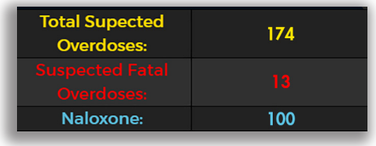
SUSPECTED ODs PER MONTH

Displays the total overdoses for each month. First and last month may be partial counts because they may not include the entire month.

ODMAP Legend

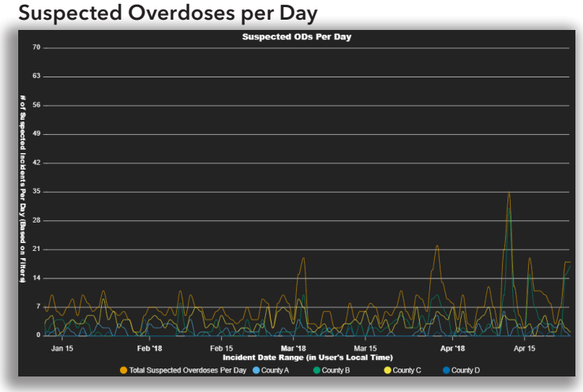


Overdose Totals

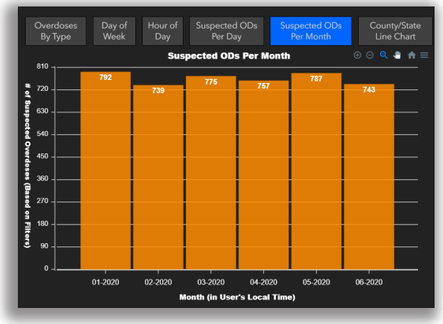


Total Supected Overdoses:	174
Suspected Fatal Overdoses:	13
Naloxone:	100

Suspected Overdoses per Day



Suspected Overdoses per Month



ODs BY TYPE

Displays the total overdoses for each category of naloxone administration and fatality designation.

DAY OF THE WEEK

Displays the total overdoses for each day of the week. Please note the day of the week is based on UTC (Coordinated Universal Time) and not your local time zone.

HOUR OF THE DAY

Displays the total number of overdoses for each hour of the day. Please note the hour is based on UTC (Coordinated Universal Time) and not your local time zone.

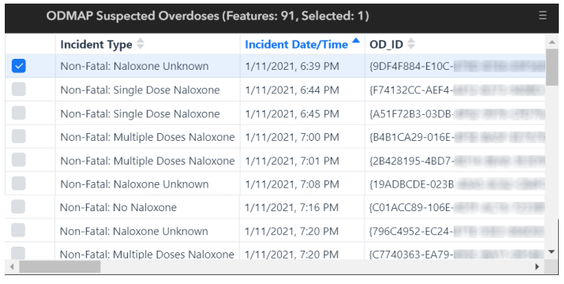
COUNTY/STATE LINE CHART

Displays the total overdoses for up to five counties/states and the total number for all counties/states.

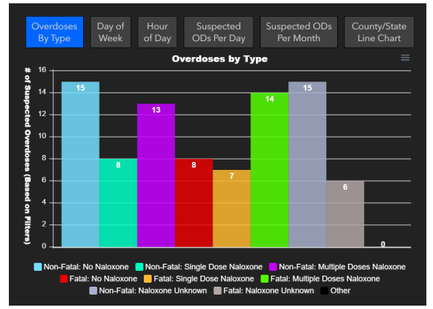
ATTRIBUTE TABLE

The attribute table, which can be displayed by clicking the arrow below the frequency graphs, displays the data contained in each dot on the map.

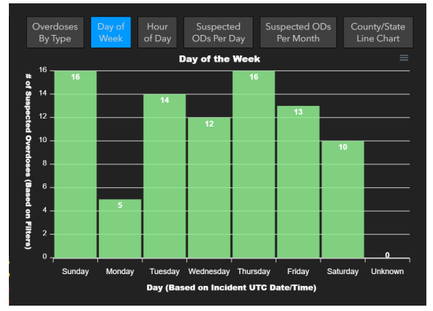
Attribute Table



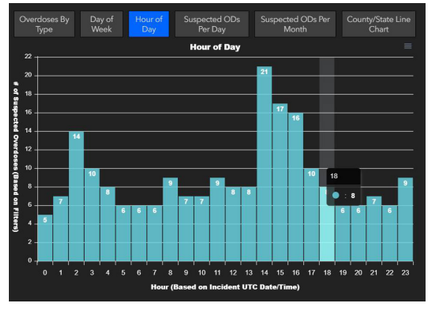
Suspected Overdoses by Type



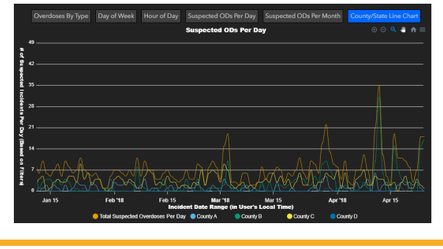
Suspected Overdoses by Day of the Week



Suspected Overdoses by Hour of the Day

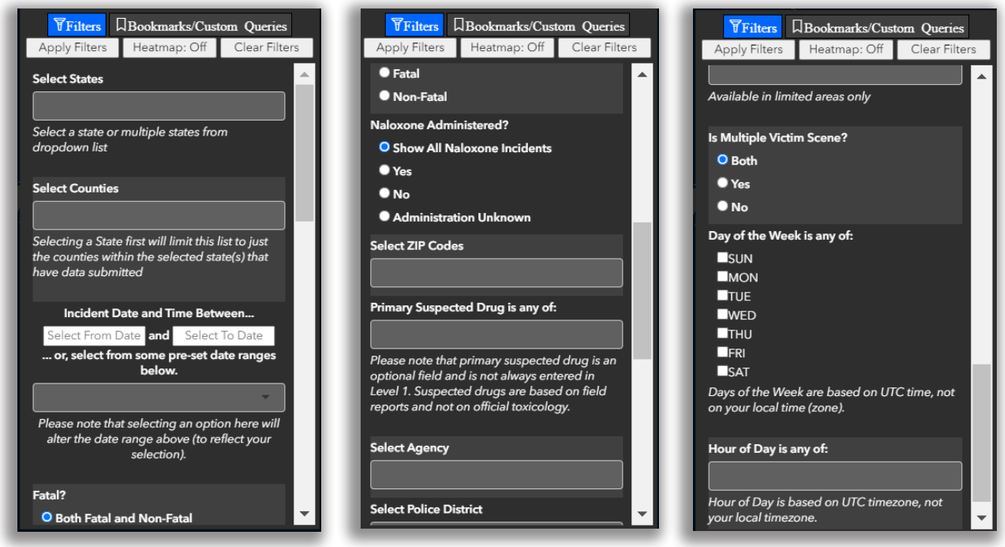


County/State Line Chart



FILTERS

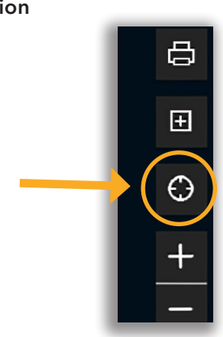
ODMAP provides various filters to assist in data analysis. Data may be filtered by states, counties, date range, within particular time period, fatality, naloxone administration, zip codes, primary suspected drug (Suspected drug is an optional field, and is often left blank. Suspected drug is based on field report and not on official toxicology reports.), submitting agency, police district (where available), multi victim incident, data submitted by hospital, day of the week (based on UTC, not local time), and hour of the day (based on UTC not local time).



MY LOCATION

You may select this button to zoom to your current location. You must select "Allow Location Access" when your browser requests access to your location.

My Location



BASEMAP

The basemap can be changed by selecting the Gallery button.

DRAW

The map can be drawn and written on by selecting the paint icon.

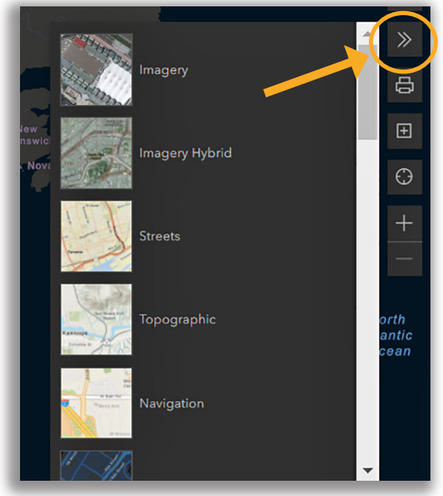
PRINT

The map can be printed by selecting the print icon. Anything that has been drawn or written on the map will appear when it is printed.

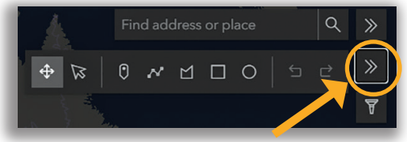
BOOKMARK

Existing bookmarks are available based on locations. A bookmark of the current view can be added by selecting "Add" under the bookmark icon. Please note user added bookmarks are stored in the cookies in your browser and not ODMAP. Meaning that they will only be available on the computer and browser they are saved on.

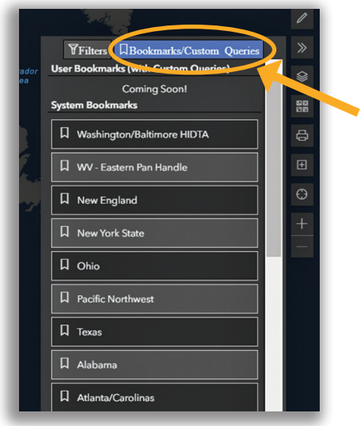
Basemap



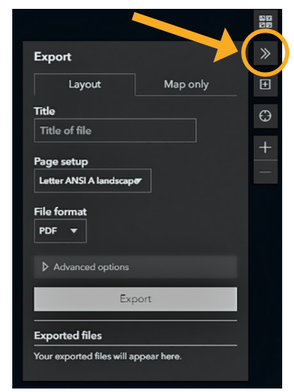
Draw



Bookmark



Print



NATIONAL MAP - FILTERS AND TOOLS

Add Data

ODMAP allows you to import data in three different ways. Please note any applied filters will not apply to added data.

SEARCH DATA

Data available through ESRI's ArcGIS Online open source data can be added to ODMAP. An ArcGIS Online login may be required. Users may register for a free account at https://www.arcgis.com/. You may search the ArcGIS online data and click add to import data to the map.

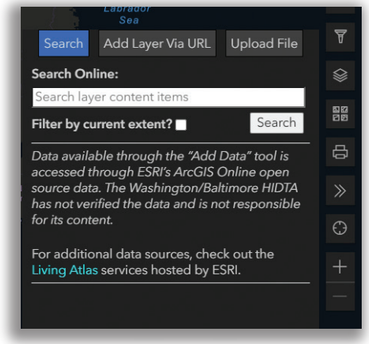
URL

If you have data housed on an ArcGIS Online server you may enter the URL to import that data.

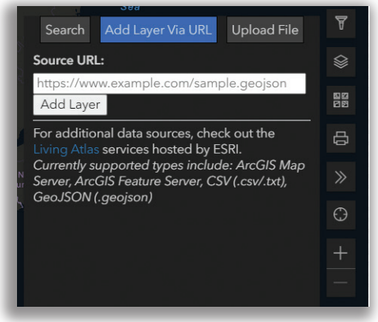
FILE

KML, Shape, and CSV files may be uploaded to ODMAP. You may drop a file or browse to upload. KML and Shape files will import using their existing symbology. CSV files will use a default symbology that cannot be altered.

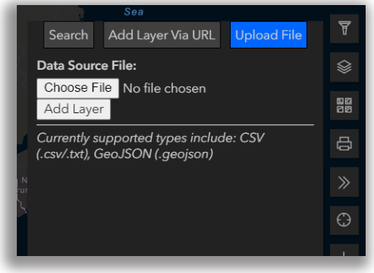
Search Data



URL



File



SPIKE RESPONSE FRAMEWORK

In order to support the needs of our community, the W/B HIDTA public health analysts developed a Spike Response Framework available at www.odmap.org, which is designed to provide guidelines and promising practices, from peers across the county, in working through an overdose spike. We reference information for fourteen distinct stakeholder groups:

- Local Health Departments
- Peer Recovery Specialists
- State Health Departments
- Community Groups
- First Responders
- Treatment Facilities
- Law Enforcement Leadership
- Parole/Probation Officers
- Forensic Laboratory/ Coroner's Offices/ Medical Examiner's Offices
- Correctional Facilities
- Emergency Management Department
- Social Services and Schools
- Hospital Emergency Departments
- Media

LOCAL HEALTH DEPARTMENTS

Recommended Role

Health Departments need to coordinate with the Overdose Spike Response Plan Team Lead and local stakeholders to implement the Overdose Spike Response Plan. Health Departments also have a role in evaluating the local plan after the spike and providing feedback to the Overdose Spike Response Team.

TIP FOR STRATEGIC PLANNING: A common theme discussed with interviewees during the development of this Framework was striking a balance between providing necessary information for alerting the public versus driving persons at risk for overdose to bad batches of drugs. Persons with substance use disorders may be prone to seek out "bad batches" because they are perceived as more potent, hence, desirable. Therefore, a balance must be struck by providing less detailed information in public alerts and more detailed information in alerts to the Overdose Spike Response Team.

PROMISING PRACTICES Gaining an understanding of available resources is a necessary component of directing individuals to treatment resources during an overdose spike. Baltimore City launched a pilot program in which a twice daily survey of participating treatment facilities provides a near real-time picture of available treatment resources. Using a free survey tool, outpatient providers indicate their capacity for assessment (same day, next day, or later), and residential providers indicate the number of available slots for each level of service, by population (e.g. men, women and children, etc.). The survey takes approximately 1 minute for the facility to complete. This information is provided to the City's 24/7 behavioral health crisis and referral line so that callers interested in treatment are quickly connected to available resources by the referral line. Collection of this information is also useful for quantifying full or missing levels of services, which is important for long-term planning

Recommended Actions

PRE-OVERDOSE SPIKE

- ☐ **Develop a local Overdose Spike Response Plan**
  - ☐ Coordinate with State Health Department to reduce duplicate efforts
  - ☐ Meet with stakeholders to gain input
  - ☐ Incorporate an after-hours response plan for the local Public Health Department
- ☐ **If appropriate, develop a public service announcement (PSA) template**
- ☐ **Review historical data to appropriately define a spike at the local level**

  (Note: The definition of a spike at the state level may be different than the definition of a spike at the local level).
- ☐ **Develop a "bad batch" community alert system and template message Identify and/or secure funding**
  - ☐ Coordinate the development of the Overdose Spike Response Plan
  - ☐ Prepare template message(s) for alert system to target audiences
  - ☐ Establish a means of contact or communication system with media groups and develop a plan to distribute PSAs in the event of a spike

APPLICATION PROGRAMMING INTERFACE

An Application Programming Interface (API) connects ODMAP to a local Record Management System (RMS) or any other system. This system allows an agency's native RMS to auto-populate ODMAP, without any manual data entry. The API has become a popular method for stakeholder agencies to contribute data without creating additional reporting or processes. The W/B HIDTA is working collaboratively with individual agencies and vendors to maximize the API's use to create pathways for full integration. The API is currently being used nationally, most popularly for statewide implementation.

SUCCESS STORIES

LAW ENFORCEMENT

Maryland: Five indictments were served on significant members of a Drug Trafficking Organization (DTO) responsible for distributing heroin and fentanyl in Anne Arundel County and Baltimore City. Analysts from the W/B HIDTA, in coordination with local law enforcement provided analytical support to link overdose data from ODMAP to other law enforcement data sets. As a result, 19 arrests were made on this group trafficking drugs from New York to South Baltimore and linking the group to over 70 overdoses, some of which were fatal.

BEHAVIORAL & PUBLIC HEALTH

In Erie County, New York the local Health Department has partnered with the Cheektowaga Police Department to utilize ODMAP as a tool to identify treatment referrals. When an overdose occurs, Cheektowaga law enforcement officers enter the incident in ODMAP and leave a package of introductory educational materials about Substance Use Disorder including local treatment contact information.

A Health Department staff member monitors ODMAP for new points. When a new point is identified the staff member contacts the Cheektowaga Police Department to receive a copy of the incident report through an open FOIL. The Health Department's Peer Recovery Specialist then contacts the overdose victim by phone within 24 – 72 hrs to discuss treatment options focusing on Medicated Assisted Treatment modalities. If the individual is not reached by phone, a follow-up home visit is made by the peer and their partner, if they are still unsuccessful in reaching the individual the police officer may try to return later in the day to try to make contact on the Peer's behalf if contact was not made through phone numbers and addresses accessed in the incident report. Family and friends are also invited to engage in care and will be referred to family recovery support groups.

At the 90 day follow-up point 56% were connected to care (30 of 54), 19% (10) are working with a peer to identify a program that meets their needs, 11% (6) are speaking with a peer but have committed to or turned down treatment, and 11% (6) have refused treatment, but will continue to be contacted every 30 days.

FOR MORE INFORMATION

QUESTIONS?

Aliese Alter, Senior Program Manager, ODMAP & Case Explorer
aalter@wb.hidta.org
301-489-1754

Marquis Johnson, MHA, ODMAP Program Coordinator
mjohnson5@wb.hidta.org
301-489-1780

Christopher Yeager, ODMAP Intelligence Analyst
cyeager@wb.hidta.org
301-489-1795

Help Desk
hd@wb.hidta.org
301-489-1744
8:30 AM - 4:30 PM Eastern, Monday to Friday

Prepared by the National HIDTA Assistance Center