

# Overdose Fatality Review Data System User Guide

## Fact Sheet

Companion guide to Overdose Fatality Review Data System Guidance, Version 1.0

### Overview

As a nationally recognized model, overdose fatality review (OFR) is being used by a growing number of communities to strengthen their response to the opioid overdose epidemic. To assist local communities in capturing key information from the OFRs and to monitor recommendations to develop a framework of accountability, the Bureau of Justice Assistance and the Centers for Disease Control and Prevention—in partnership with the Institute for Intergovernmental Research (IIR), epidemiologists, researchers, and local OFR practice professionals—began working in August 2019 to develop an OFR Data System. You can learn more about the OFR Data System development, structure, and variables by watching the OFR Data Variables video.

The **goal of this user guide** is to assist OFR teams in understanding how to access, use and evaluate the OFR Data System, Version 1.0.

### OFR Data System

The OFR Data System consists of three linked OFR data Research Electronic Data Capture (REDCap) projects:

- OFR Case Information
- OFR County Profile
- OFR Recommendations Monitoring

You can learn more about the OFR REDCap data projects structure in the ODR Data REDCap Project Overview demonstration video.

An Overdose Fatality Review Data System Guidance, Version 1.0 (the companion guide to this document) was created to assist OFR teams in utilizing the OFR Data System. The OFR Data System Guidance has two sections—one for the individual inputting the data into the OFR Data project (Data Reporter) and one for the individual analyzing the data (Data Analyst).

### Required Software

Version 1.0 of the OFR Data System was developed using the REDCap software. REDCap is a secure Web application for building and managing secure online surveys and databases.

To use the OFR Data System, your site needs to have access to REDCap (Version 8.10.0 or later). To learn more about how to get access to REDCap, view the How to Get Set Up With REDCap video. Information about obtaining the REDCap software can be found on the REDCap website, and questions should be directed to the REDCap support team at Vanderbilt University ([redcap@vumc.org](mailto:redcap@vumc.org)).

### OFR Data System Access

OFR sites can access the OFR Data System, Version 1.0, by completing the [OFR Database Volunteer Site Registration](#). Once registered, a site will be provided the three OFR data REDCap projects to download and install on its secure network.

## Helpful Videos

- **DAGs for Multi-Site Projects—**  
[http://s.iir.com/REDCap\\_DAG](http://s.iir.com/REDCap_DAG)
- **How to Get Set Up With REDCap—**  
[http://s.iir.com/OFRREDCap\\_Set\\_Up](http://s.iir.com/OFRREDCap_Set_Up)
- **OFR Data Pilot Site: Accessing the Data Instrument—**  
[http://s.iir.com/OFR\\_Data\\_Access](http://s.iir.com/OFR_Data_Access)
- **OFR Data REDCap Project Overview—**  
[http://s.iir.com/OFR\\_Data\\_Project](http://s.iir.com/OFR_Data_Project)
- **OFR Data Variables—**  
[http://s.iir.com/OFR\\_Data\\_Variables](http://s.iir.com/OFR_Data_Variables)

The site can then begin entering data. Registered sites will be encouraged to attend a monthly data user group call. Learn more about becoming an OFR Data Pilot Site by viewing the OFR Data Pilot Site: Accessing the Data Instrument video.

When possible, it is recommended that states with multiple OFR teams host the OFR Data System on a state agency REDCap server and create Data Access Groups (DAGs) for each local OFR team. Users assigned to a specific DAG may only access cases entered by individuals from that DAG. Learn more by viewing the DAGs for Multi-Site Projects video.

## Evaluating Version 1.0

Your experience using the OFR Data System, Version 1.0, will help inform the future of OFR data collection and the development of Version 2.0 for release in late 2021. Registered sites may be asked to complete periodic evaluation activities such as surveys and telephone interviews.

In addition, sites are encouraged to sign a data sharing agreement to allow their site to upload unidentified data to a central location. The data will be analyzed for completeness and variable consistency to develop Version 2.0.

## Questions?

Submit your questions about OFRs, OFR data, or the OFR Data System REDCap Project to [www.cossapresources.org/Program/TTA/Request/OFR](http://www.cossapresources.org/Program/TTA/Request/OFR).

Get OFR Data System information at <https://www.cossapresources.org/Tools/OFR/Collect>.

Submit your questions about REDCap to the REDCap support team at Vanderbilt University ([redcap@vumc.org](mailto:redcap@vumc.org)).

Visit REDCap at [www.projectredcap.org](http://www.projectredcap.org).

Visit the COSSAP Resource Center at [www.cossapresources.org](http://www.cossapresources.org).

Register to access the OFR Data System at [http://s.iir.com/OFRREDCap\\_Registration](http://s.iir.com/OFRREDCap_Registration).

## About the Institute for Intergovernmental Research

The Institute for Intergovernmental Research (IIR) serves as the connecting point for Comprehensive Opioid, Stimulant, and Substance Abuse Program (COSSAP) training and technical assistance (TTA) efforts and collaborates with Bureau of Justice Assistance leadership and fellow TTA providers to work directly with COSSAP site-based grantees. IIR's role includes guidance and contributions by subject-matter experts in priority COSSAP areas of focus; coordination of the COSSAP TTA network's cadre of experts and providers; publication production and design of COSSAP resources; planning, coordination, and delivery of national-level trainings and working group meetings; COSSAP Resource Center development and maintenance; coordination of distance-learning opportunities and resource dissemination; and other complementary activities.

## About BJA

The Bureau of Justice Assistance (BJA) provides leadership and services in grant administration and criminal justice policy development to support local, state, and tribal law enforcement in achieving safer communities. To learn more about BJA, visit [www.bja.gov](http://www.bja.gov) and follow us on Facebook ([www.facebook.com/DOJBJA](http://www.facebook.com/DOJBJA)) and Twitter (@DOJBJA). BJA is part of the U.S. Department of Justice's Office of Justice Programs.