

# Partnerships For Prevention: **OFR 101**

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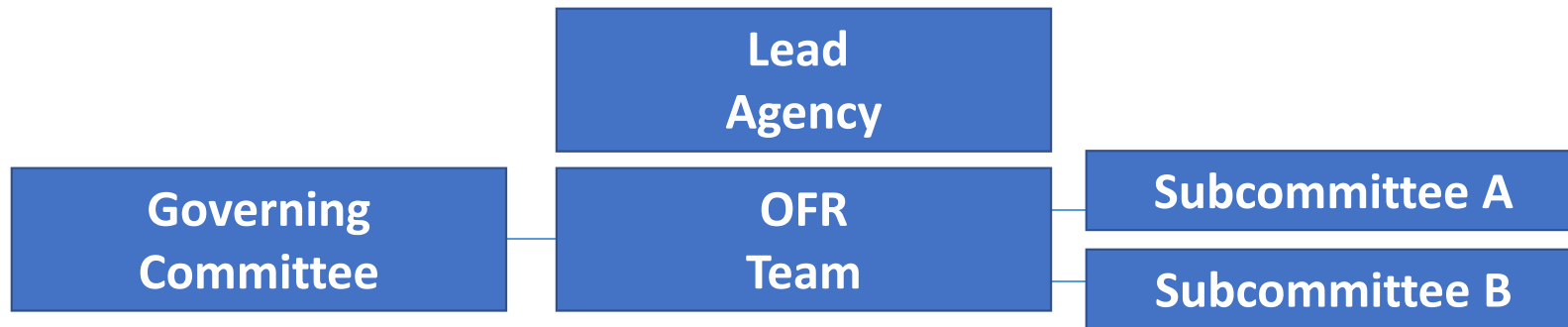
# Presentation Outline

- OFR purpose and value
- Team leadership and members
- OFR meeting agenda and facilitation
- Data collection
- Recommendation implementation
- Training and technical assistance (TTA)

# OFR Purpose and Value

- Overdoses are preventable
- Identify systems gaps: missed opportunities for prevention and intervention
- Design innovative community-specific prevention strategies

# OFR Team Leadership and Structure



**Lead Agency:** Oversees the OFR team coordination and provides administrative support

**Governing Committee:** Supports and provides resources to implement recommendations generated by case reviews

**OFR Team:** Multidisciplinary team that reviews a series of individual deaths to identify system-level missed opportunities for prevention and intervention

**Subcommittee:** Focuses attention on a recommendation or need such as case selection

# OFR Team Leadership Roles

## OFR Team Coordinator

- Obtain and share case information/data with team members
- Research information about the case
- Draft meeting agenda
- Manage meeting logistics
- Take minutes
- Enter data
- Support and communicate with subcommittees
- Update governing committee

## OFR Team Facilitator

- Recruit and retain team members
- Facilitate meetings
- Lead teams through a problem-solving process to develop recommendations

# OFR Team Members

Local law enforcement officer	Local public health official	Emergency medical service provider	Death investigator	Probation and parole officer
Behavioral health social worker	School counselor	Housing authority representative	Prosecutor	Substance abuse treatment provider
Substance abuse prevention professional	Harm-reduction outreach professional	Community prevention coalition lead	Drug treatment court representative	Faith-based services or healing leader
HIDTA (High Intensity Drug Trafficking Area) public health analyst	County sheriff	MAT (medication-assisted treatment) provider	Tribal elder, community leader, or traditional healer	

# OFR Meeting Preparation: Facilitator's Role

1. Select case
2. Initiate case
3. Recruit case-specific OFR participants
4. Request case information
5. Manage records
6. Send meeting reminder
7. Summarize case
8. Document activities since last meeting
9. Print agendas and name tents

# OFR Meeting Preparation: Participant's Role

1. Review the cases
2. Consider implications
3. Identify agency's contact
4. Prepare a summary
5. Complete agency-specific data form, if provided
6. Prepare any updates
7. Send representatives to the meeting
8. Take notes
9. Stay after the meeting to collaborate





## OFR Meeting: Agenda

- Opening remarks
- Goals and ground rules
- Confidentiality
- Case presentation
- Agency report outs
- Case summarized and timeline drawn
- Formulate recommendations
- Summarize and adjourn

# OFR Meeting: Ground Rules

- Be on time—at the beginning of the meeting and returning from breaks
- Raise your hand if you have something to say. Only one person speaks at a time
- Listen actively to what other people are saying
- Be respectful. No mocking or attacking other people's ideas
- See all participants as equal. Avoid favoring participants with leadership titles

# OFR Meeting: Ground Rules

- Maintain and protect confidentiality
- Use appropriate and sensitive language when discussing the case
- Use person-first language, such as person with hearing loss versus deaf person
- Avoid judging decedents' decisions. Try to understand the decedents' experience through their eyes
- Consider all factors that contributed to decedents' substance use and overdose

# OFR Meeting: Facilitation

- Facilitator needs to be a neutral convener
  - Good listener
  - Develops trust with partners
  - Encourages group participation and engagement
  - Leads, but does not direct discussion
  - Guides the group towards collective problem-solving to craft recommendations

# OFR Meeting: Measures of Success

- Participants
  - Contribute to the discussion
  - Are open to feedback and are not defensive
  - Come more prepared each meeting
  - Linger after the meeting to network with others
- Agencies
  - Continue to send staff to the reviews
  - Working on at least one recommendation during the year



## Data Collection: Confidentiality

- Confidentiality is essential
- Data sharing agreements
- Confidentiality agreements
- State legislation

# Data Collection: Database/Instrument



**SECURE AND STORED AT A  
NEUTRAL AGENCY**



**STANDARD DATA ELEMENTS**



**COMING SOON: OFR NATIONAL  
STANDARD DATABASE TEMPLATE**

# Data Collection: Elements

- OFR meeting details
- Decedent case information
  - Demographics
  - Death scene investigation
  - Interventions following the overdose
  - History of life circumstances and immediate stressors before the overdose
- Community context
- Recommendations



# Recommendation Plan

1. Identify recommendation during review
2. Form subcommittee to develop recommendation
  1. Identify a subcommittee lead
  2. Identify and recruit key partner agencies
  3. Assign roles and responsibilities
  4. Host meetings
3. Implement recommendation
4. Assess recommendation
5. Monitor recommendation

# Recommendation: Significant Impact

- Improve service delivery and investigation
- Change agency policies and practices
- Revise local ordinance or state legislation
- Initiate or modify community prevention strategies

# Successful OFR Initiative

- Including the right people and agencies
- Have executive leadership buy-in/public safety leadership
- Clearly state what is in it for participants
- Trusted conversations
- Relationships
- Accountability

# IIR OFR Training and Technical Assistance (TTA)

The IIR OFR team supports COAP grantees, states, tribes, and communities in designing and implementing OFRs

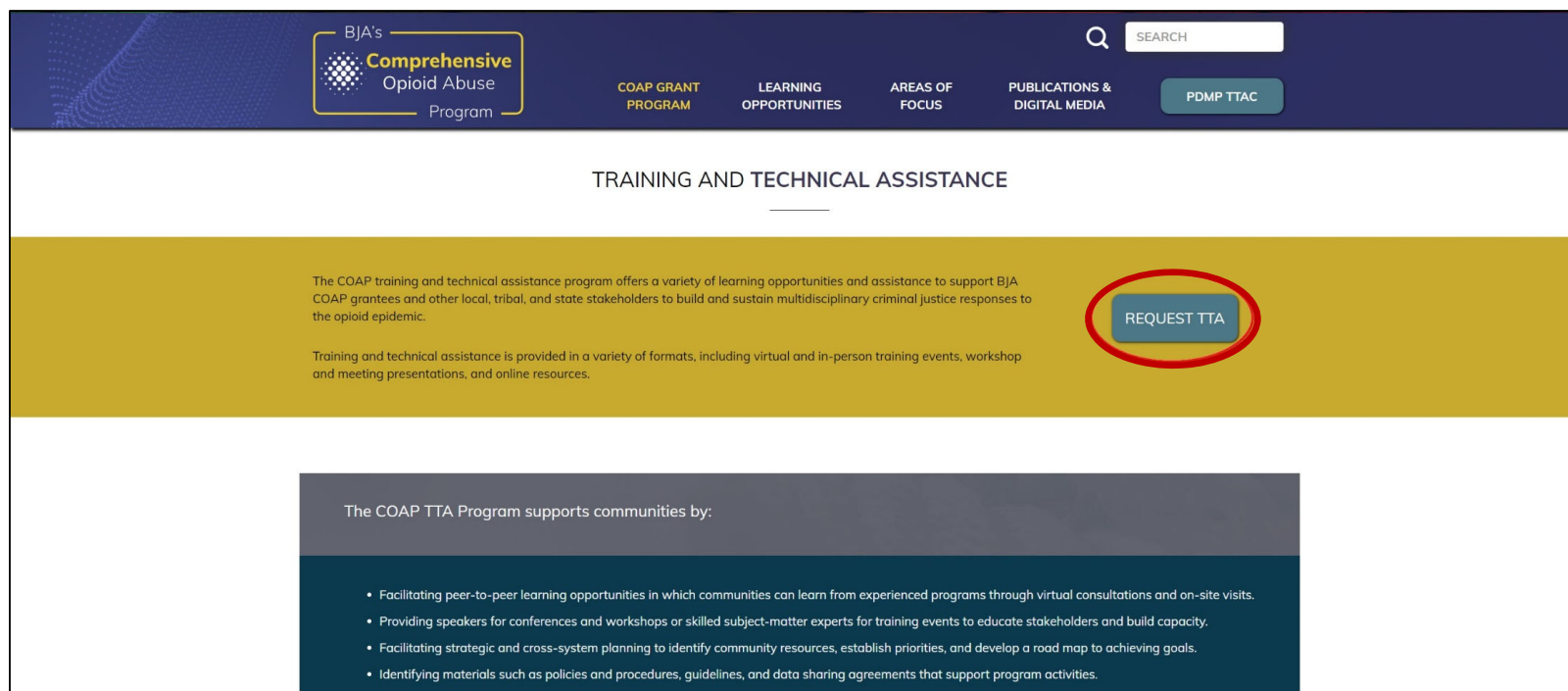
- **Webinar trainings** to increase awareness of the value of OFRs and understanding of how to build a successful OFR
- **Facilitate peer-to-peer learning** opportunities in which communities can learn from experienced programs through virtual consultations and on-site visits
- **Providing speakers** for conferences and workshops or **skilled subject-matter experts** for training events to educate stakeholders and build capacity
- **Identify materials** such as policies and procedures, guidelines, and data sharing agreements that support program activities

# Expanding OFRs

- **Developing and piloting a standard OFR data collection instrument** to assist local communities in capturing key findings from their reviews and document and track recommendations to develop a framework for accountability
- **Publishing a toolkit, *A Practitioner's Guide to Implementation***, to support communities in building successful OFRs with a strong foundation in coalition, data collection, and prevention
- **Hosting annual meetings** in August 2020 and 2021 for newly formed and existing OFR teams to share and learn from one another about best practices and recent advances in the field
- **Coordinating community-of-practice calls** to provide regular opportunities for teams nationwide to discuss advances in the field
- **Providing ongoing TTA** to support BJA and CDC grantees, states, tribes, and communities in designing and implementing OFRs

# How to Access and Request All COAP TTA

<https://www.coapresources.org/Program/TTA>



The screenshot shows the website's navigation bar with the logo and menu items: COAP GRANT PROGRAM, LEARNING OPPORTUNITIES, AREAS OF FOCUS, PUBLICATIONS & DIGITAL MEDIA, and PDMP TTAC. The main heading is 'TRAINING AND TECHNICAL ASSISTANCE'. The text describes the program's purpose and formats. A 'REQUEST TTA' button is circled in red. Below, a list of community support activities is provided.

BJA's Comprehensive Opioid Abuse Program

COAP GRANT PROGRAM   LEARNING OPPORTUNITIES   AREAS OF FOCUS   PUBLICATIONS & DIGITAL MEDIA   PDMP TTAC

## TRAINING AND TECHNICAL ASSISTANCE

The COAP training and technical assistance program offers a variety of learning opportunities and assistance to support BJA COAP grantees and other local, tribal, and state stakeholders to build and sustain multidisciplinary criminal justice responses to the opioid epidemic.

Training and technical assistance is provided in a variety of formats, including virtual and in-person training events, workshop and meeting presentations, and online resources.

[REQUEST TTA](#)

The COAP TTA Program supports communities by:

- Facilitating peer-to-peer learning opportunities in which communities can learn from experienced programs through virtual consultations and on-site visits.
- Providing speakers for conferences and workshops or skilled subject-matter experts for training events to educate stakeholders and build capacity.
- Facilitating strategic and cross-system planning to identify community resources, establish priorities, and develop a road map to achieving goals.
- Identifying materials such as policies and procedures, guidelines, and data sharing agreements that support program activities.