




OFR National Standards

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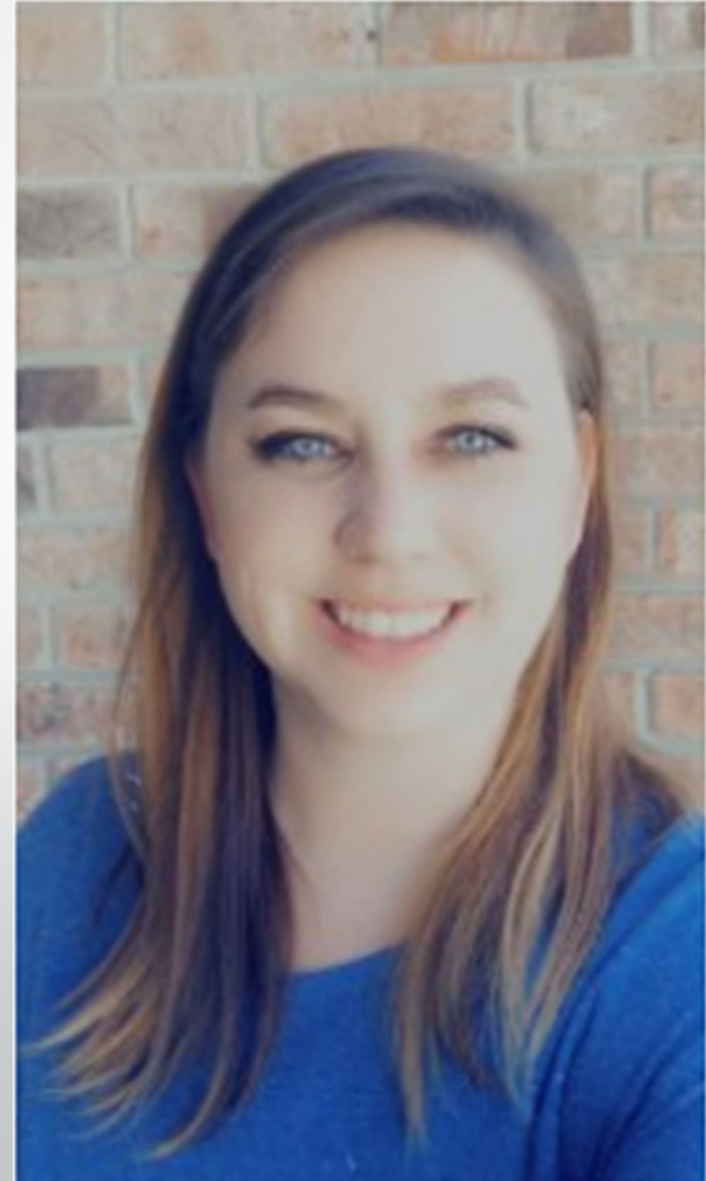
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Learning Objectives

After this webinar, participants will be able to:

- Describe Overdose Fatality Review (OFR) National Standards.
- Understand how to apply OFR National Standards.
- Identify and utilize OFR Resources.

Agenda

- Overview of OFR National Standards
- Highlight Existing Resources to Support OFRs
- Question and Answer Session
- Adjourn



OFR Overview

- OFRs involve analysis and **review of aggregate data** to understand overdose trends, select cases to review, and provide context for case findings and recommendations
- OFRs involve a series of **confidential individual death reviews** by a multidisciplinary team to effectively **identify system gaps and innovative community-specific** overdose prevention and intervention strategies
- These recommendations are presented to a **governing committee** that supports and provides resources for the implementation framework for accountability for action

OFR Structure



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

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

Subcommittees: Focuses attention on a recommendation or need, such as case selection

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

OFR Essential Members

- OFR essential members include the following:
 - Medical examiner/coroner
 - Public health
 - Public safety (criminal justice and EMS)
 - Health care
 - Behavioral health
 - Child services
- Multidisciplinary essential members will result in a more complete understanding of the community, the services available, and their interaction with the decedent over the course of their life

OFR Subcommittees

- Bulk of work occurs between meetings at the subcommittee level
- Subcommittees meet separately from the OFR team
- Subcommittees are formed and disbanded as needed
- Membership includes:
 - OFR team members.
 - Governing committee.
 - Outside experts (e.g., experts related to addiction, homelessness, veterans' affairs, or family survivors).
- Report on subcommittee's aims and progress at OFR case review meetings

Subcommittee Member Roles

- Lead—Sets the agenda, facilitates subcommittee meetings, takes notes, sends reminders, monitors activities, and reports to the OFR facilitator, OFR team, and governing committee
- Researcher—Presents data trends, such as overdose deaths, substances, hot spots, and related prevention and risk factors, as well as policy, practices, or procedures for a system or agency
- Supporter—Provides minimal informal support as requested from the subcommittee
- Monitor—Tracks the implementation of a recommendation, ensures that it is addressing the problem it was intended to resolve, suggests refinements, and ensures the status of the recommendation is tracked in the OFR database
- Champion—Any member who provides motivation, political will, and energy around the focused problem or solution is a champion

Governing Committee

Committee to provide leadership and support for implementing recommendations identified through the OFR process

May be an already existing local drug prevention task force or may be formed solely to support the OFR initiative

Governing committee is composed of senior-level representatives of city, county, and state agencies and community partner organizations

Example: Governing Committee Members

- Chief of police
- Mayor
- Commissioner of health
- Researchers at a local university
- District attorney
- School superintendent
- Medical examiner/coroner
- Chief executive officers at local hospitals
- County sheriff
- Attorney general
- Secretary of Department of Corrections
- Behavioral health administrator

OFR National Standards

Based on OFRs and other fatality review practice-based experience

Recruit Your OFR Members

- OFR convened by a nonpolitical, neutral agency
- Consistent participation and sharing of information by essential members. This includes case-level data, aggregate data, or agency response/practice/protocols.
 - Medical examiner or coroner
 - Public health
 - Public safety (first responders and criminal justice system)
 - Health care
 - Behavioral health
 - Child services
- Limit OFR to 10 to 35 consistent members
- Confidentiality is essential
- Elected officials serve as guest members/observers*
- Continually identify, recruit, onboard, and train new OFR members
- Identify and recruit a governing committee

A photograph of a desk with a laptop, a calendar, and a notebook with sticky notes. The calendar shows the number 29. The notebook has various sticky notes with tasks like 'Get clothes from chemical cleaners', 'Review Plans', and 'Finish Report Deadline'.

Plan Your OFR Meeting

- Closed-meeting format
- Consistent monthly meeting dates and times
- Limit OFR meetings to a time frame of 90 to 120 minutes
- Review two to four cases
- Select cases to review based on data-driven or policy-based themes
- Consistently have at least three essential data sources or providers
- Most of the work happens outside of the review meetings
- Facilitator builds strong relationships with OFR team members

Facilitate Your OFR Meeting

- The facilitator is from a neutral agency and is also neutral and non-biased
- Provide consistent, quality facilitation
- Review and sign confidentiality agreements
- Establish and share ground rules at each meeting
- Encourage all members to share and ask questions
- Update members about activities since the last meeting
- Reflect on the OFR process
- Use of person-first language by all members
- Respectful conversations by all OFR members
- Incorporate social determinants and a racial equity lens
- Encourage all members to share and ask questions
- Ask probing and clarifying questions
- Draw a timeline of the decedent's information

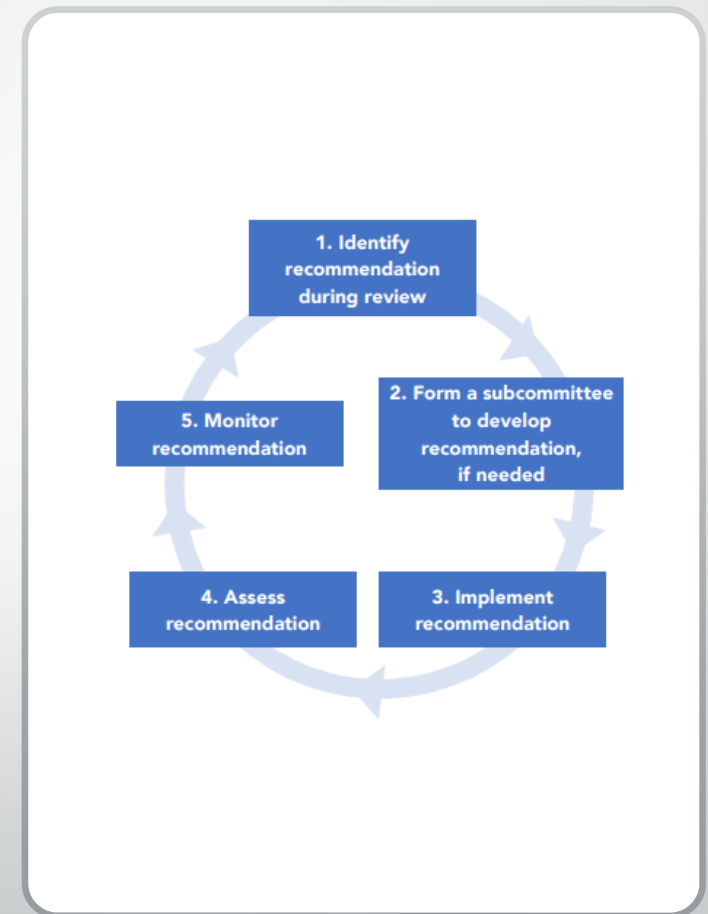
Collect Your OFR Data

- Use the OFR Data System
- Assign one person to enter data into the OFR Data System
- Analyze and use aggregate data
- Analyze and use OFR Data System data



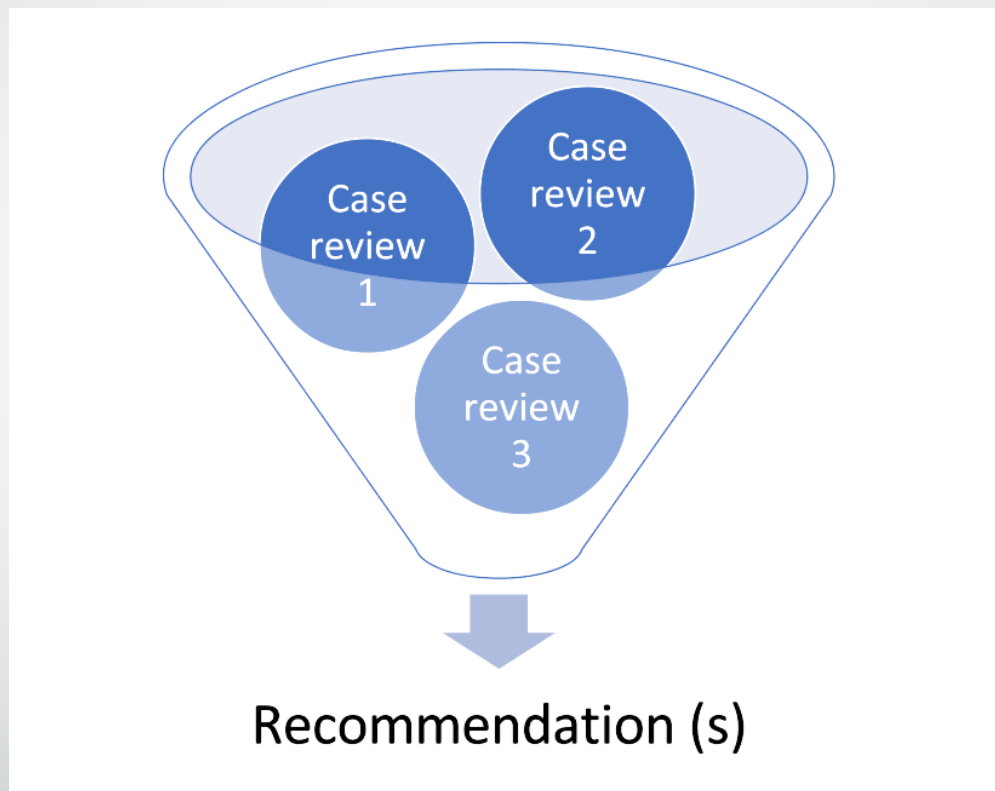
Build a Recommendation Plan

- Identify at least one recommendation at each review meeting
- Identify recommendations through the review process
- Identify local, state, and national recommendations
- Track recommendations in the OFR Data System
- Develop a workgroup and work plan to monitor the implementation of recommendations
- Have a separate leadership group to support recommendations/initiative
- Refine recommendations over time with new information
- Update the OFR team on the status of the recommendations at each meeting
- At least annually, draft a report to showcase progress, findings, and recommendations



**Case Review →
Recommendations
→ Action**

Example: All these cases missed their first substance use disorder (SUD) treatment appointment after release from the local jail, how often do people connect with community treatment after release?



What Makes a Good Recommendation?



SPECIFIC



ACTIONABLE



ASSIGNED TO A
SPECIFIC AGENCY



TIME-BOUND



DATA-INFORMED



RESOURCES TO SUPPORT: OFR National Standards

National Standards Resources:

- OFR National Standards Document
- OFR National Standards Self-Assessment
- OFR Practitioner's Guide



OFR: National Standards Self-Assessment

1. Recruit Your OFR Members

- OFR is convened by a nonpolitical, neutral agency
- Consistent participation and sharing of information by essential members
- Limit OFR to 10 to 35 members
- Elected officials serve as guest members/observers*
- Confidentiality is essential
- Continually identify, recruit, onboard, and train new OFR members
- Identify and recruit a governing committee

2. Plan Your OFR Meeting

- Closed-meeting format
- Consistent monthly meeting dates and times
- Limit OFR meetings to a time frame of 90 to 120 minutes
- Review two to four cases
- Select cases to review based on data-driven or policy-based themes
- Consistently have at least three essential data sources or providers
- Identity of decedents known by members
- Most of the work happens outside of the review meetings
- Facilitator builds strong relationships with OFR team members

3. Facilitate Your OFR Meeting

- The facilitator is from a neutral agency and is also neutral and non-biased
- Provide consistent, quality facilitation
- Review and sign confidentiality agreements
- Establish and share ground rules at each meeting

- Update members about activities since the last meeting
- Reflect on the OFR process
- Use of person first language by all members
- Respectful conversations by all OFR members
- Incorporate social determinants and a racial equity lens
- Encourage all members to share and ask questions
- Ask probing and clarifying questions
- Draw a timeline of decedent's information

4. Collect Your OFR Data

- Use the OFR Data System
- Assign one person to enter data into the OFR Data System
- Analyze and use aggregate data
- Analyze and use OFR Data System data

5. Build a Recommendation Plan

- Identify at least one recommendation at each review meeting
- Identify recommendations through the review process
- Identify local, state, and national recommendations
- Track recommendations in the OFR Data System
- Develop a workgroup and work plan to monitor the implementation of recommendations
- Have a separate leadership group to support recommendations/initiative
- Update the OFR team on the status of recommendations at each meeting
- At least annually, draft a report to showcase progress, findings, and recommendations

Resources for the Field: Recruiting Your OFR Team

- Sample OFR Recruiting Letter
- Sample List Facilitator Qualities
- Sample Facilitator Job Description
- Sample Checklist: OFR Launch
- Sample New Member Packet-Union County
- Report: Approaching OFR Partners



Resources for the Field: Planning Your OFR Meeting



- Coordinator's Meeting Preparation Checklist
- Sample OFR Meeting Agenda
- Sample OFR Case Email
- Sample Member Guide to Collecting Case Information
- Sample Agency-Specific Data Elements
- Sample OFR Two-week Reminder Email
- Sample Case Summary Outline
- Sample Meeting Ground Rules
- Sample Sign-in Sheet

Resources for the Field: Facilitating Your OFR Meeting

- Facilitation One-Pager
- Sample List: Facilitator Qualities
- Guidance for Facilitator Document
- Sample OFR Timelines
- Sample OFR Project Management Template



10 Tips

to Facilitate a Successful
Overdose Fatality Review

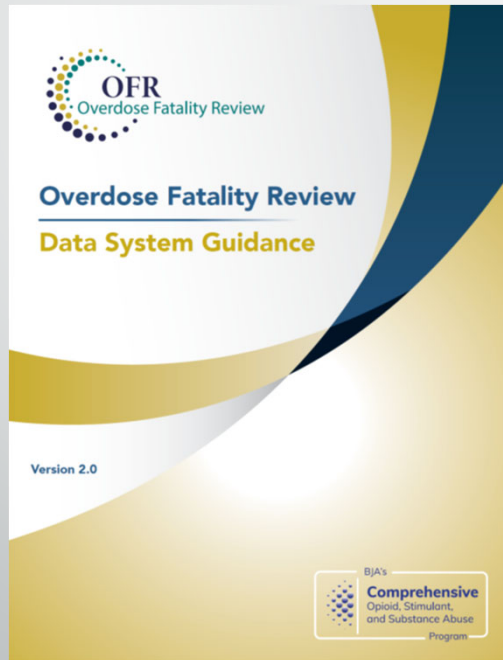
Facilitating an overdose fatality review (OFR) team is a unique skill. Not only does it require setting aside personal opinions, but it also requires effective management of committee dynamics, personalities, and agendas.

The OFR facilitator should be an effective communicator,

1. **Create a safe, welcoming, and inclusive environment before everyone gets to the meeting.**

It is important to think about an environment that is conducive for networking, side conversations, and welcoming new members. This can be achieved in a

Resources for the Field: Data Collection



- Sample Interagency Data Sharing Agreement
- Sample Confidentiality Agreement
- Sample OFR Data Protocol
- OFR Data System

Resources for the Field: Building Recommendation

- Sample Recommendation Work Plan
- Next-of-Kin Toolkit
- OFR Mentor Program



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Questions?