TRAINING BULLETIN

A PUBLICATION OF THE SAN DIEGO POLICE DEPARTMENT

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OD MAPS OVERDOSE DATA SUBMISSION

I. PURPOSE

The purpose of this Training Bulletin is to provide direction for Department members on how to input data regarding overdose cases into the OD Maps application.

II. SCOPE

This Training Bulletin applies to all sworn personnel.

III.   BACKGROUND

Effective in February 2023, the Department will collect and enter data regarding overdose related radio calls. Responding Officers are responsible for entering data into OD Maps.
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IV. DEFINITIONS

A. OD Maps – An online mapping tool that provides near real-time suspected overdose data used to support public health efforts.

V. PROCEDURES

A. Officers must first create an account on the OD Maps website before data entry can occur.

1. A hyperlink to the application is available on the Department's intranet on both the desktop and MPS webpages.

2. Click on "Register as a New User," complete the form and submit it. For Agency, enter San Diego Police Department, and for Agency Code, enter NWG5TV2.

3. After submitting the account registration, you will receive two emails. One will ask you to confirm your account/email address by clicking on a hyperlink. Click on the provided hyperlink to confirm. The second email will inform you to wait to log in until the account has been reviewed and approved. After your account is approved, you will receive a third email stating the approval. Please note, the approval processes my take several days. Once you receive the approval email, you can immediately begin entering overdose calls into the system.

4. The attached document provides more in-depth instructions on how to register for an account and enter the data into OD Maps **(See TB 23-04, OD Maps Overdose Data Submission – Attachment A).**

B. Officers responding to overdose-related radio calls shall submit overdose data into the OD Maps application.

1. The data submission should be completed at the conclusion of the radio call but shall be completed by the end of the shift.

2. The officer with the most involvement in the radio call should submit the information.

3. When entering the data into OD Maps, officers shall enter data into all the data fields and select the appropriate in-app disposition relevant to the radio call.

4. The officer entering the data into OD Maps shall also document in the CAD event remarks that OD Maps data was submitted. "OD Maps submitted" is sufficient.

C. Overdose-related radio calls include:

a) Radio calls where a person is suspected to be overdosing regardless of whether or not they are administered Narcan.

b) Radio calls where a person is suspected to be overdosing regardless of whether or not they are transported to a hospital.

c) Death reports and the cause is a suspected overdose.

Department Procedure 3.13 Narcotics Enforcement Procedures will be updated to reflect these additions. For any questions, please contact Vice Permits and Licensing Detective Sergeant **(Deleted – records of security)**.