

Introductory User Guide

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Index

Overview

page 2

Making an Account

page 2

Getting Started

page 3

Ways to Sort

Explore Mode/Filter Mode page 4

Ways to Visualize

The Map/Profiles page 5

Timelines

The Global Timeline/The Profile Card Timeline page 6

Focus Mode

page 7

Button & Icon Key

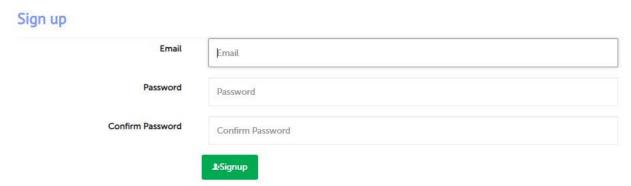
page 8



Overview:

This Introductory User Guide will cover the basics to get you started navigating the Prescription Drug Abuse Policy System (PDAPS). PDAPS is funded by the National Institute on Drug Abuse (#HHSN271201500081C) to track key state laws related to prescription drug abuse. PDAPS has broken down its datasets into the following major topics: Expanded Access to Naloxone, Good Samaritan 911 Immunity, Medical Marijuana, Opioid Related Controls, Prescription Drug Monitoring Program, and Related Topics. It is intended to be used as a source of rigorous legal data for researchers and provide detailed policy information for the public. Using the tools, users can build complicated queries, compare policies across time and jurisdictions, and visualize where certain criteria are met. This Introductory User Guide is intended to only cover the basics and does not address every feature. For further instructions or help with any issues you may encounter, please contact support@legalscience.com. We are happy to provide additional training demonstrations and answer any questions as needed.

Making an Account:



In order to download data and other publication documents, you will need to create a PDAPS account. To get started, click on "Create an account" in the top right corner of the PDAPS main page, fill in the fields, and then click the green "Signup" button. Once you've activated your account, you're ready to sign in and begin.



Getting Started:

On the home page, select the topic you wish to explore. Once you've selected your topic, you will be brought to the dataset. (For the purposes of this User Guide, we will explore these options with Naloxone Overdose Prevention Laws.)

From here, you have a variety of ways to explore the data. What

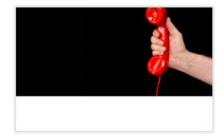
Topics



Expanded Access to Naloxone

State laws authorizing third-party prescribing and lay administration of the standard antidote to opioid overdose.



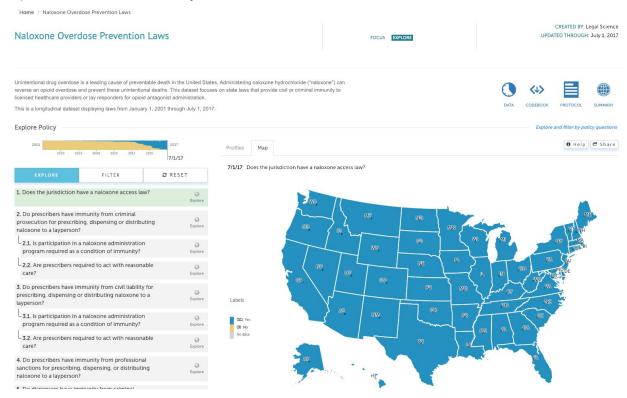


Good Samaritan 911 Immunity

State laws providing protection from criminal sanctions to overdose victims or witnesses who seek emergency services.

Good Samaritan Overdose Prevention Laws

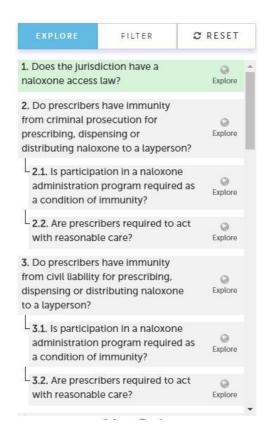
works best for you will depend on what you're planning to achieve. In this guide, we will explore all the different ways to use PDAPS data.

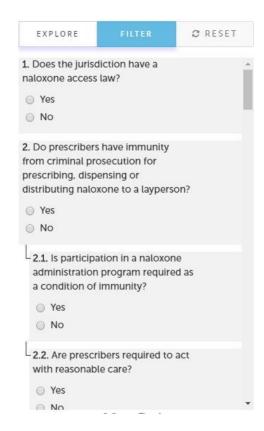




Ways to Sort:

There are two main ways to sort data in PDAPS: Explore or Filter.





Explore Mode: The Explore functionality for questions shows results at a quick glance by displaying all the responses, across all jurisdictions, for a single question.

To make a query, just select a question on the left to make it active.

Filter Mode: The Filter functionality for questions allows users to build complicated queries and visualize where the criteria are met.

To make a query, use the questions and answers to set the criteria. The criteria will display above the questions, allowing you to keep track of what you've selected.



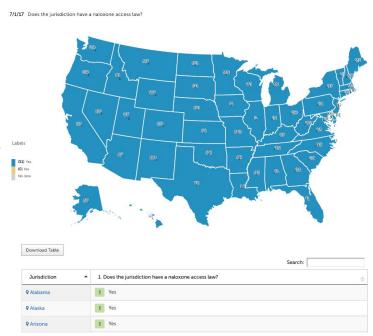
Ways to Visualize:

Profiles	Map

PDAPS offers two unique ways to visualize data: the Map and Profiles.

The Map: The map will show all jurisdictions highlighted as it corresponds to your chosen criteria. Beside the map is a legend explaining the data; a single highlighted color for a positive response, two colors for a binary question, or a range of color shades for a categorical question.

Below the map is a table version showing the results of the selected criteria. You can also click on the citation button to view pin citation or full length law containing the cited answer. The generated table can be downloaded.



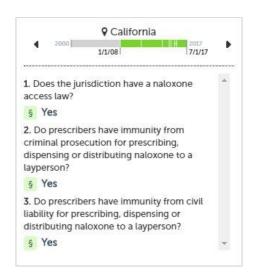
Profiles: The Profiles section offers an alternative to the map view, displaying the full Profile Card of a jurisdiction, the relevant questions and answers, and how those answers have changed over time, if applicable.

Features of the Profile Cards include:

- Display of all questions and answers, or a selected question with its answer.
- Timeline of changes to the answers with controls for shifting time forward or back.
- Access to the answers' citations and the corresponding laws attached.
- Filtering capability to compare specific jurisdictions.
- Sorting capability to organize by jurisdiction name, date, or answer.

Features of Individual Profile Cards:

- Toggling to view the legal text only.
- Toggling to view the full profile after filtering.
- Toggling to enlarge the card.



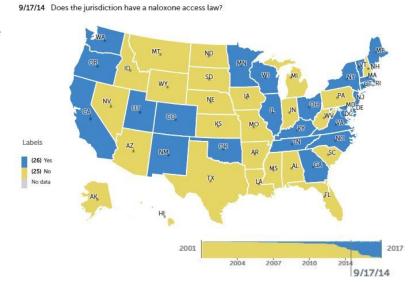


Timelines:

One way to explore how policies have changed over time, and when jurisdictions adopted policies, is to utilize timelines. There are two types of timelines you can manipulate to analyze data.

The global timeline controls the entire dataset and only exists for longitudinal datasets. There are three ways to navigate the timeline:

- 1. Click anywhere within the highlighted areas,
- 2. Drag the time marker to the desired time, or
- 3. Select the exact date by clicking on the date itself and then selecting the date on the calendar pop-up.





The map will change to reflect the data of the chosen time. (Notice how the map has changed color from the first figure to reflect the policies of the manipulated timeline.)

For the profile card timeline, click the timeline within the card or use the previous or

next iteration buttons. Navigating this timeline will show any amendments to the policy and provide the opportunity to view the relevant text.

To view the exact date of the observation period, toggle over to the full legal text by clicking the double section icon (§§) and the date range will be displayed in green at the top.

Cal. Civil Code § 1714.22 Opioid

For convenience, the timeline is also color coded to easily identify if the policy has changed over time.



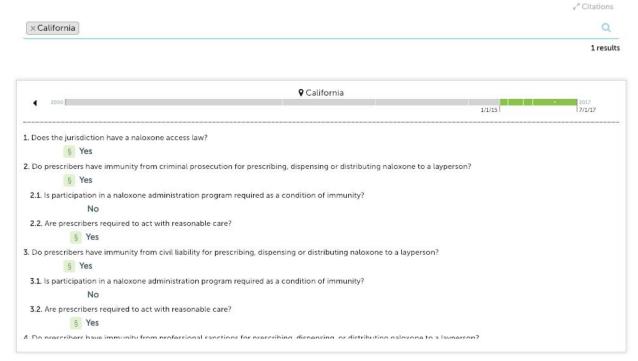
Focus Mode:

FOCUS ① EXPLORE

While PDAPS datasets automatically default to Explore Mode, and up until this point, that is what we've been exploring, you also have the option to use **Focus Mode**. Focus Mode is best used when you're looking for a quick jurisdictional answer.



To begin, use the search bar to select the jurisdiction you want to focus your query on. Once selected, PDAPS will bring up a profile card for the jurisdiction. (The navigation and features for the profile card remains the same, as outlined in the **Ways to Visualize** section of this Guide Book.)



If you're interested in comparing the policies of multiple jurisdictions, simply use the search bar to pull up profile cards for additional jurisdictions. To remove a jurisdiction, click the "X" next to the name.



Button & Icon Key:

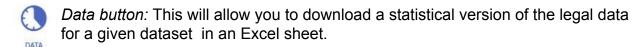
Excerpts from the law: This appears next to coded answers. Clicking it will display the pin citation, the section of law the answer came from. Clicking on the double section symbol will display the full text version of that particular law.

Caution note: This button appears next to answers to queries where the policy may have exceptions, unclear wording, or some other factor that does not provide a clear answer. Clicking it will display an explanatory note.

Share button: When you click on the share button, you'll be presented with a hyperlink to give direct access to the dataset as you choose to display it. Changing the state of the questions and filters will reset this link, allowing you to customize the view you choose to share.

Download Table: After making a query in Map view, this button will appear below the map to the left. Clicking it will generate a data table for that query in a PDF download.

Codebook button: This will allow you to download a PDF copy of the codebook Legal Science, LLC has prepared for each dataset. The codebook provides the definitions for each of the variables to be used alongside the statistical data download.



Protocol button: This will allow you to download a PDF copy of the research protocol Legal Science, LLC has prepared for each dataset. The research protocol describes the research methods used to create the particular dataset. It also explains any scoping decisions or coding rules used by the researchers during the creation of the dataset. For longitudinal datasets, it describes the developments during each of the update cycles.

