

Community Needle Retrieval Dashboard User Guide

Introduction

The *Community Needle Retrieval Dashboard* is an interactive data visualization tool that provides information on program outcomes for needle and glass pipe retrievals within the past five years. This data can be used to identify high activity areas, to support service level planning, and to examine trends. Data can also contribute to broader long-term public health initiatives.

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How to access the dashboard

Navigating to the Community Needle Retrieval Dashboard

To view the dashboard, visit www.OttawaPublicHealth.ca/Needles. The dashboard is posted at the bottom of the webpage.

- If you plan to revisit the dashboard, bookmark the webpage to your web browser for easy access.

How to access the dashboard

How to download the datasets

The datasets that feed the dashboard are shared for download through Open Ottawa. To access the datasets,

1. Open the datasets on Open Ottawa by selecting the links below.
 - Recovered needles and glass pipes
 - Needle drop boxes
2. Read through the 'Full details' of each dataset that you wish to download.
3. Select 'Download' once and then select 'Download' again to choose the desired file format.

How the dashboard is organized

Overview

The dashboard is organized into three pages:

(1) Safely disposed:

Retrieval streams that are appropriate options for disposal of drug use equipment. Items from these streams are sent directly to a certified biohazard waste company. These streams aim to prevent items from being disposed in regular waste bins or discarded in the community. Safely disposed streams include:

- Harm Reduction partners
- Household Hazardous Waste
- Needle drop boxes

(2) Recovered and disposed:

Retrieval streams that recover drug use equipment that has been discarded in the community. Recovery streams redirect these items to a certified biohazard waste company. Recovery streams include:

- City staff
- Needle Hunters
- Residents/businesses

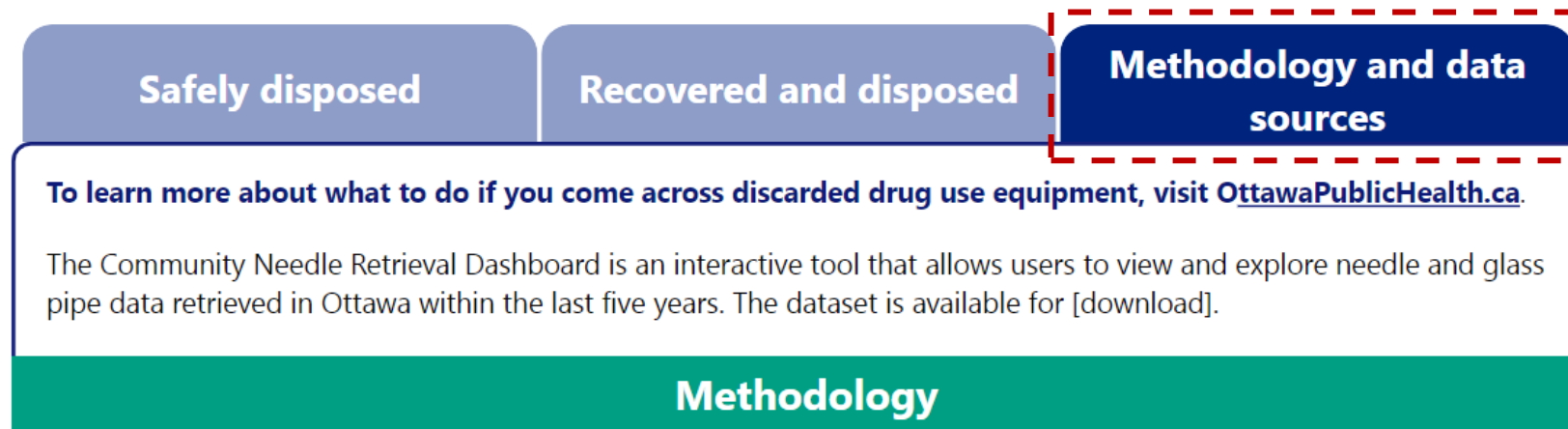
(3) Methodology and data sources:

Further information on data methods, processes and sources.

How the dashboard is organized

Note on data methods

- Data methods encompass the processes used to gather, prepare and present information on the dashboard.
- Understanding the data methods is essential for accurately interpreting insights presented on the dashboard and enabling informed decision-making.
- Visit the Methodology and Data Sources page for more information, including:
 - frequency of reporting
 - collection details
 - service area coverage
 - estimation method (if applicable)



How to use the dashboard

Moving between pages

- To navigate between pages, select the tab located at the top of the dashboard.
- The page that is currently open is highlighted in dark blue.

Pages are titled and tabbed at the top of the dashboard.

- **Page 1:** Safely disposed
- **Page 2:** Recovered and disposed
- **Page 3:** Methodology and data sources



Safely Disposed **Recovered and Disposed** **Methodology and Data Sources**

Safely Disposed Needles

[Harm Reduction partners](#), [Household Hazardous Waste events](#), and [needle drop boxes](#) are all options available to the public to safely dispose of drug use equipment. Using these options ensures that biohazardous waste is kept out of the regular waste stream and our communities.

Filter by Year
Drag the slider or type in the boxes below to filter the data and visuals on this page of the dashboard

2019 2024

○ ————— ○

How to use the dashboard

Using filters

A filter is a feature that narrows down the data displayed by selected attributes such as time period and location. The dashboard has filters to define the year, month, neighbourhood, ward and/or retrieval stream.

Quick tips

- Filters only apply to figures on the same page.
- Filters can be applied in combination.
 - Note: Ward and neighbourhood filters **cannot** be applied in combination if they do not overlap. E.g., If Rideau-Vanier ward is selected, data from Centretown neighbourhood will not be visible.
- Remove filters using the erase icon at the top right corner of the filter button.
 - Erase icon appears when you hover over the filter button.

How to use the dashboard

Filtering by time

Time filters enable you to select the time period of the displayed data.

To filter the dashboard by time, you can either:

- **Option 1:** Enter the start and end date in the date fields.
- **Option 2:** Select and drag the sliders to the desired date range.
- If no time period is defined, the dashboard displays the full time period of the dataset.



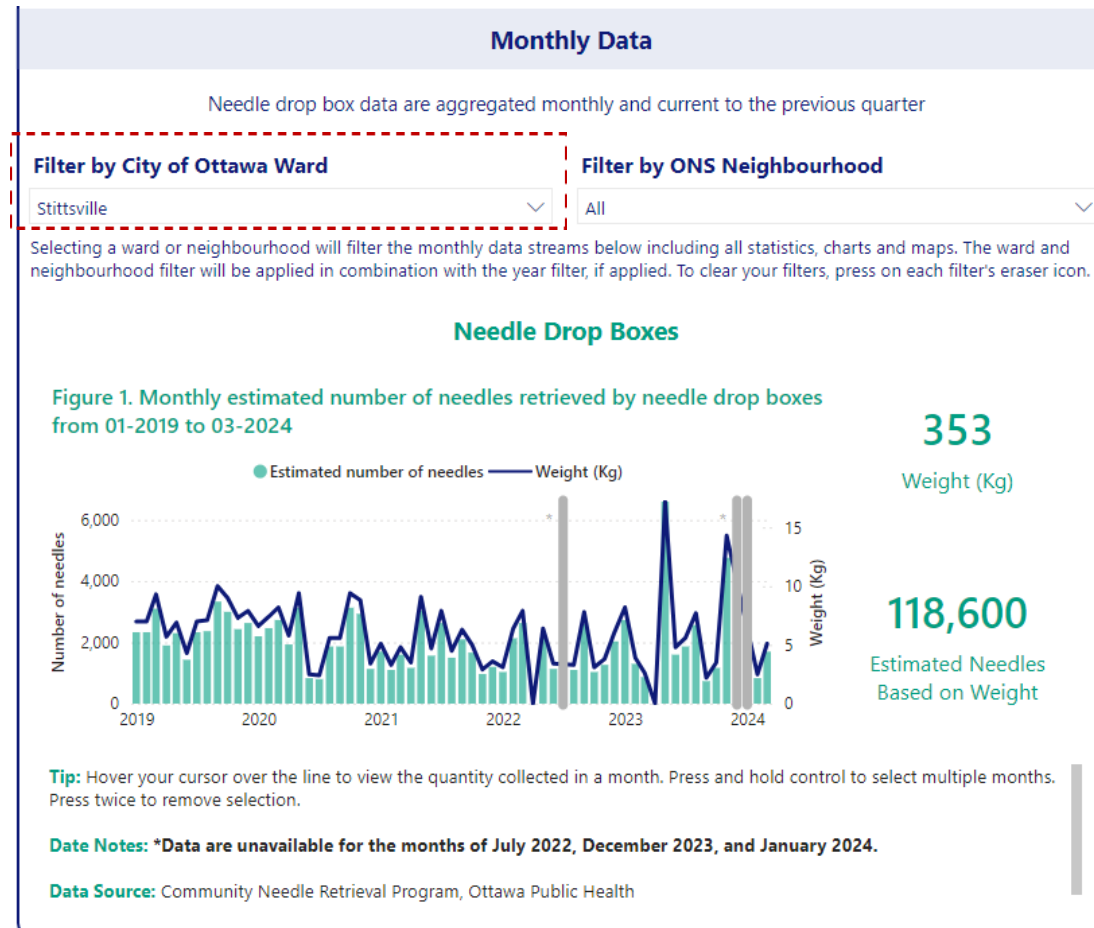
How to use the dashboard

Filtering by location

Location filters enable you to view/display data for a specific neighbourhood or ward.

Select the down arrow on the right side of the filter box to expand the list of ward or neighbourhood options.

- Hold Ctrl to select multiple wards or neighbourhoods
- If no filter is selected, the data shows the sum of items retrieved city-wide.



e.g., The figures display the data from needle drop boxes located within Stittsville

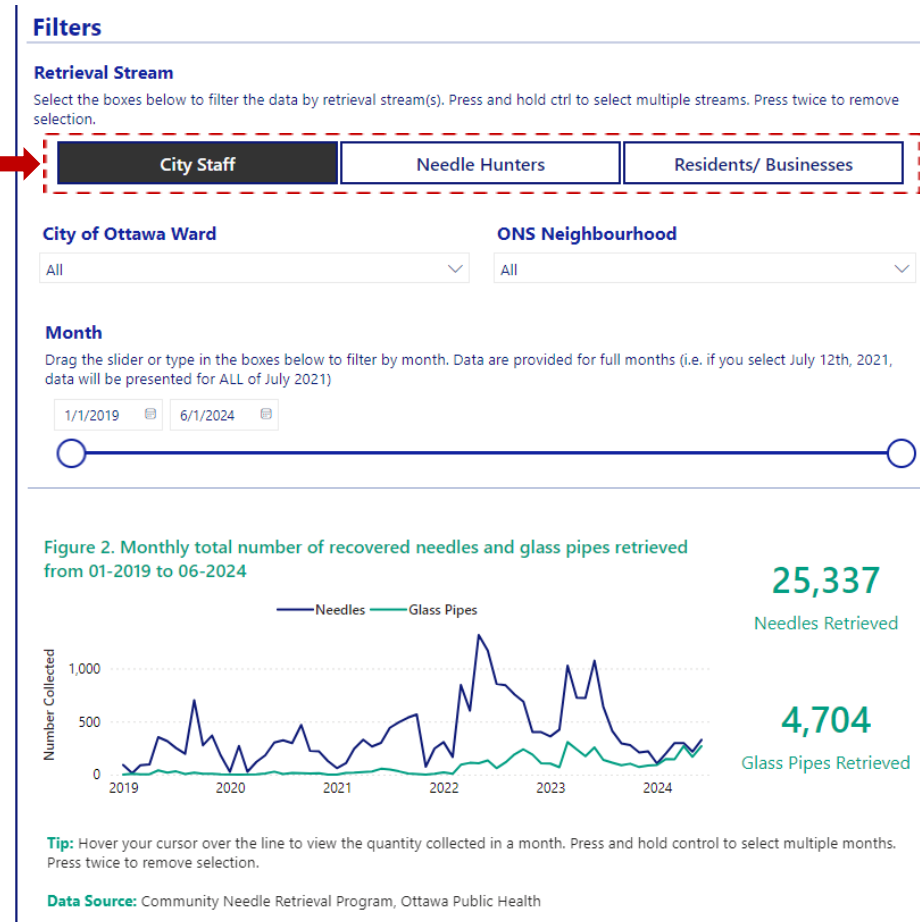
How to use the dashboard

Filtering by retrieval stream

The retrieval stream filter allows you to view the activity of a specific retrieval stream.

On the Recovered and Disposed page, select the button to filter by retrieval stream.

- Hold Ctrl to select multiple filters
- The selected retrieval stream is highlighted in black
- If no stream is selected, the figures show the combined data for all three retrieval streams.



e.g., With the City Staff retrieval stream selected, the figures display the needles and glass pipes retrieved by City Staff only.

How to use the dashboard

Erasing filters

Filters can be removed to reset the dashboard to the default settings.

To remove filter settings;

- (1) Hover your mouse over the filter box. Select the eraser icon.
- OR**
- (2) Select the filtered value again.

The screenshot shows the 'Filters' section of a dashboard. It includes three filter categories: 'Retrieval Stream', 'City of Ottawa Ward', and 'Month'. The 'Retrieval Stream' filter has three buttons: 'City Staff', 'Needle Hunters', and 'Residents/ Businesses'. The 'City Staff' button is highlighted with a red dashed box and a '2' in a grey box, indicating the second step of the process. The 'City of Ottawa Ward' filter has a dropdown menu with 'SOMERSET' selected. A red dashed box and a '1' in a grey box highlight the eraser icon in the dropdown menu, indicating the first step of the process. The 'Month' filter has a date range from '1/1/2019' to '6/1/2024' and a slider below it.

Filters

Retrieval Stream
Select the boxes below to filter the data by retrieval stream(s). Press and hold ctrl to select multiple streams. Press twice to remove selection.

2 **City Staff** **Needle Hunters** **Residents/ Businesses**

City of Ottawa Ward
SOMERSET

1 **ONS Neighbourhood**

Month
Drag the slider or type in the boxes below to filter by month. Data are provided for full months (i.e. if you select July 12th, 2021, data will be presented for ALL of July 2021)

1/1/2019 6/1/2024

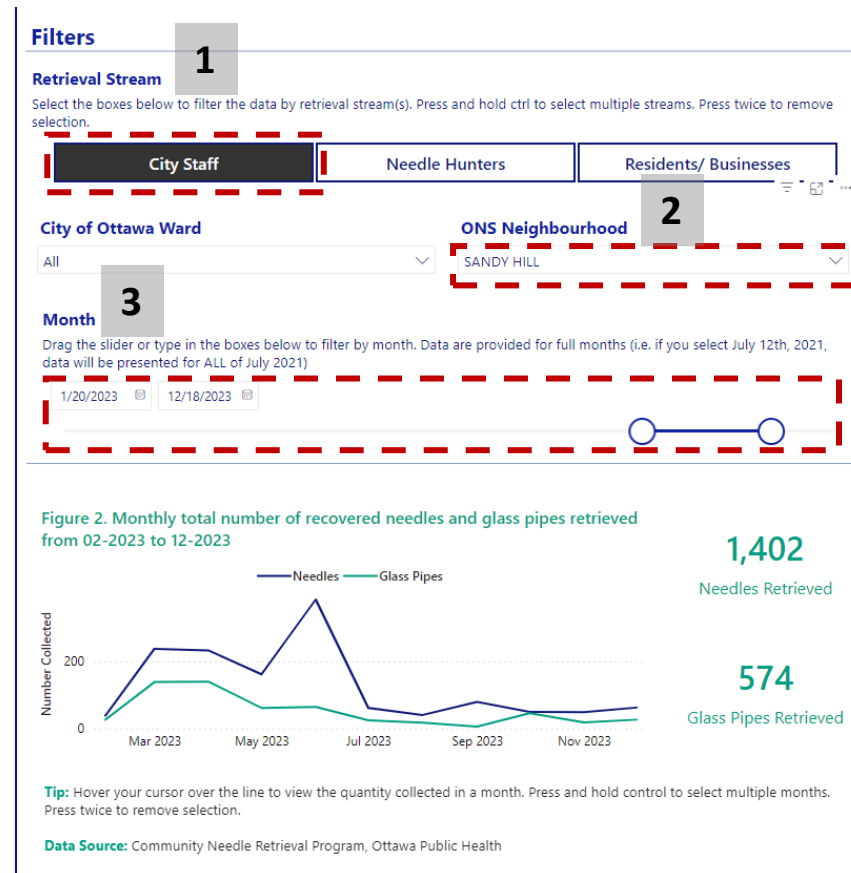
How to use the dashboard

Combining filters

Filters can be applied in combination to view the data within a specific time period, location **and** retrieval stream.

The combination of filters in this example narrow the data by the following;

- (1) Retrieval stream: City Staff
- (2) Neighbourhood: Sandy Hill
- (3) Month: January 2023 – December 2023



e.g., In 2023, City Staff retrieved 1,402 needles from the Sandy Hill neighbourhood.

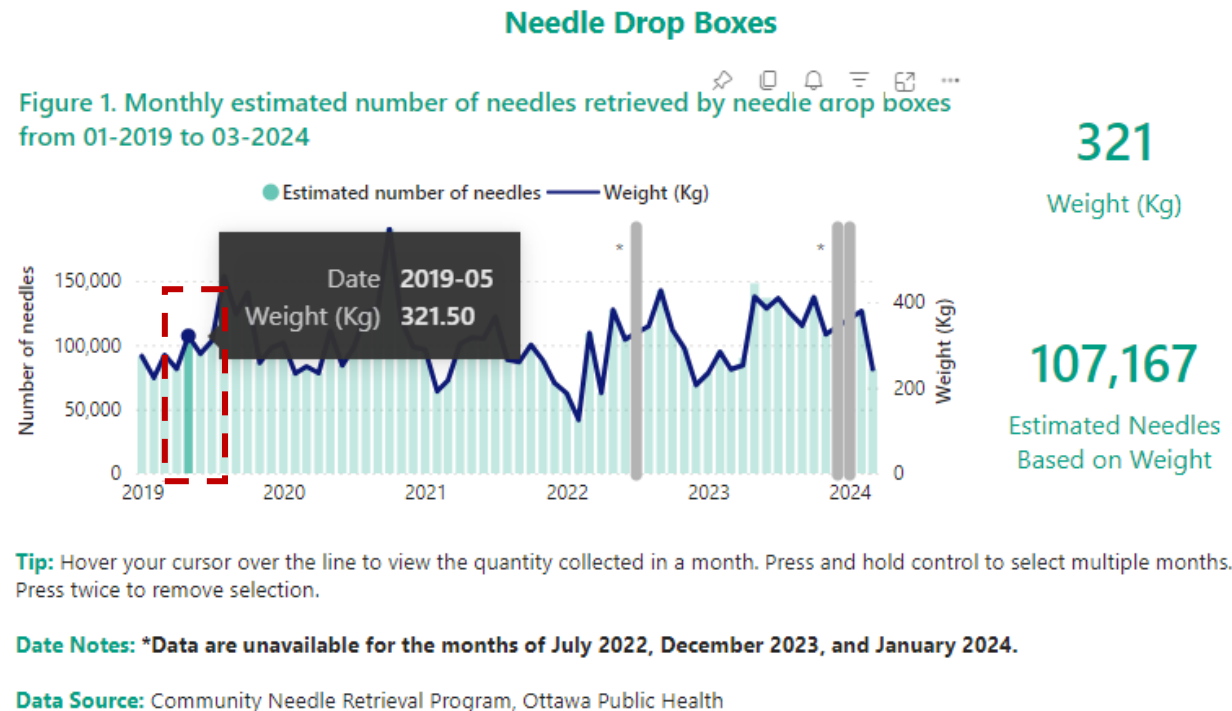
How to use the dashboard

Exploring charts

Charts can be selected to narrow the data to the month(s) selected.

Hover your mouse over the data point to view the amount collected in a month. Select to filter the other figures on the page.

- Hold Ctrl to select multiple months
- Select anywhere in the chart to remove



e.g., In May 2019, 321 kg were retrieved from needle drop boxes

How to use the dashboard

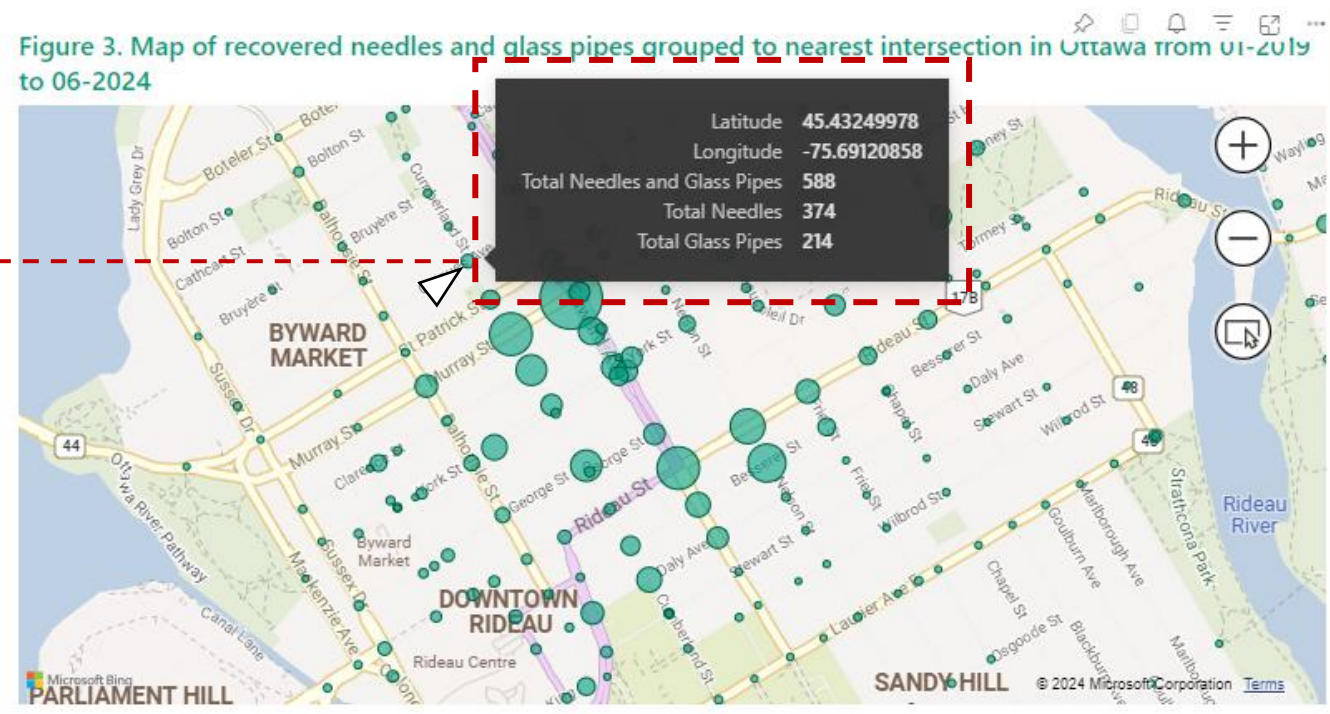
Exploring the map

The map displays the sum of needles and glass pipes grouped to the nearest intersection from where they were retrieved.

- Larger circles represent where a greater number of items have been retrieved.

Hover your mouse over an intersection to view the sum of needles and glass pipes retrieved

- A pop-up label will appear



How to use the dashboard

Exploring the map

The map can be selected to narrow the data to a specific set of intersections.

Select a symbol to filter the data visuals by a specific intersection. Hold Ctrl to select multiple intersections.

Figure 3. Map of recovered needles and glass pipes grouped to nearest intersection in Ottawa from 01-2019 to 06-2024

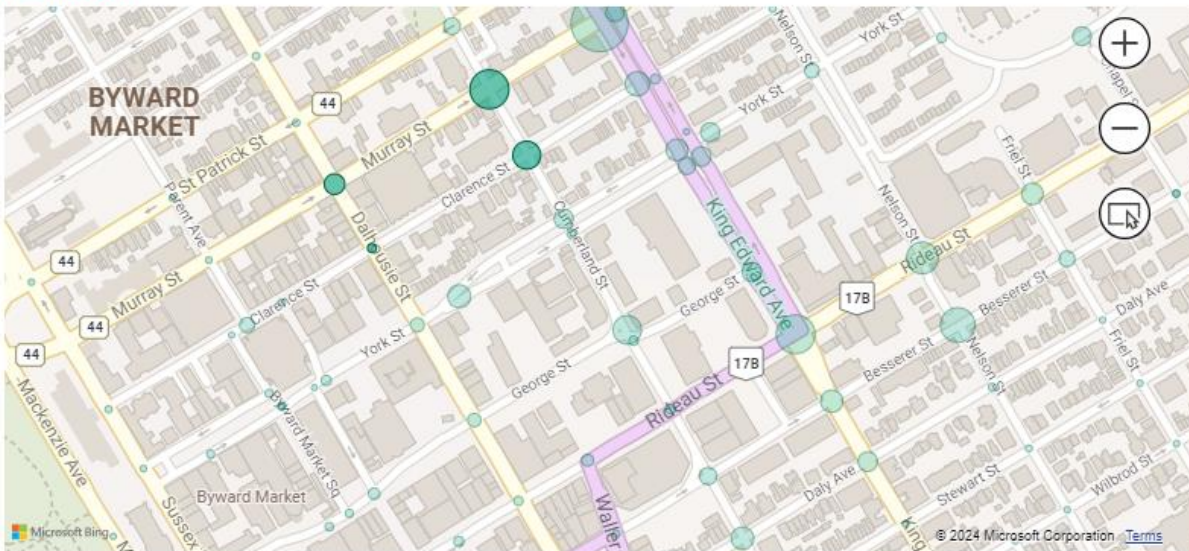
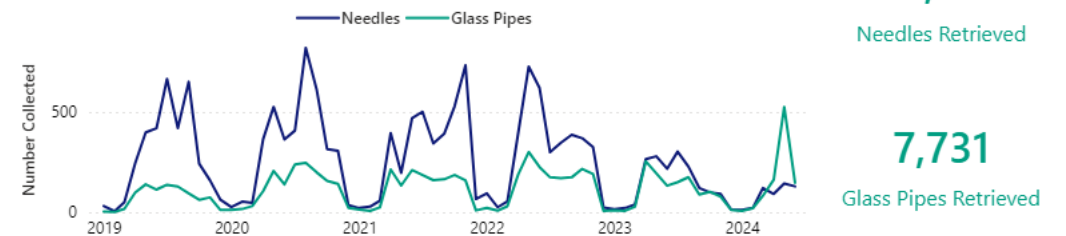


Figure 2. Monthly total number of recovered needles and glass pipes retrieved from 01-2019 to 06-2024



e.g., Figure 2 (above) displays the needles and glass pipes retrieved near the intersections selected in Figure 3 (left).