

National Diabetes Prevention Program Operations Center

Recognized Organization Site Explorer (ROSE) User Guide



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1.0 Introduction

1.1 Project Background

The National Diabetes Prevention Program (National DPP) Operations Center is a centralized data hub that empowers DDT staff and stakeholders to answer key questions and solve programmatic challenges with the goal of enabling the National DPP as it continues to scale.

The Operations Center seamlessly combines data from internal and external sources to create a single, common data lake. Utilizing data from the data lake, custom applications will be developed. The applications hosted within the Operations Center will provide tailored solutions to address issues, simplify tasks, or enhance processes for the National DPP. Additionally, the Operations Center provides an environment to perform predictive analytics that enable proactive, data-driven decision making.

The Recognized Organization Site Explorer is an application within the Operations Center that aggregates DPRP data and publicly available health indicator data. The Recognized Organization Site Explorer application enables users easily consume DPRP data, view similar organizations, and view the local community characteristics surrounding a delivery organization of interest. The map is interactive in nature, providing users with the ability to seamlessly view or hide details related to an area of interest.

1.2 User Guide Objective

The objective of this document is to provide step-by-step instructions and information to assist Recognized Organization Site Explorer users when utilizing the application. It also provides background information about the data sources utilized in the application.

1.3 User Roles and Permissions

Specific features and functionality are available for State Quality Specialists (SQS) and Program Quality Specialist (PQS) when navigating the ROSE application. As an SQS, you can:

- View the map overlays and locations of other organizations.
- View and update the map data layer dropdown, filters and delivery mode.
- View additional details for your assigned state(s), like Organization Profile, Demographics and Participation Metrics.

As a PQS, you can:

- View the map overlays and locations of other organizations.
- View and update the map data layer dropdown, filters and delivery mode.

Additional information on permissions can be found in **Section 4.2**.

1.4 User Guide Tips

The User Guide has been prepared as an instructional guide for all end users of the Recognized Organization Site Explorer. Some helpful tips are outlined below:

- **Use the Linked Table of Contents** to navigate to specific sections quickly and easily.
- **Refer to Section 4.0** for tips on optimizing the display of the application on your desktop.
- **Use the screenshots** contained in the User Guide for additional support while trying to complete an action.
- **Click National DPP Operations Center** on the top left side of the toolbar to navigate back to the Ops Center Landing Page.

1.5 Need Help?

If you have a question about how to use the application or are experiencing errors when utilizing the application, please contact nationaldppoc@cdc.gov to submit a help request or log an issue.

Users can also click the Help icon on the Ops Center Landing Page or the application itself to view the Quick Reference guide and access SAMS Help.

2.0 The Recognized Organization Site Explorer

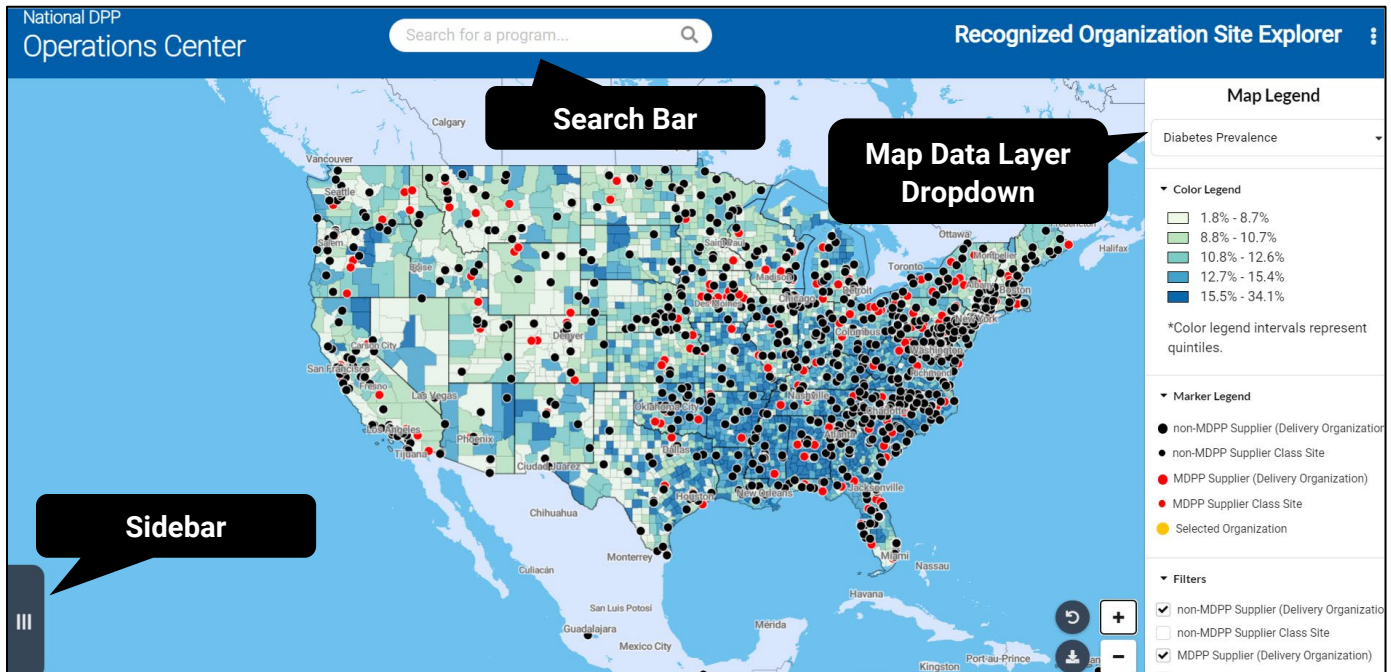
2.1 Logging into the App

Users will login to the National DPP Operations Center: Recognized Organization Site Explorer with their unique credentials via SAMS. To access the application:

1. Click the NDPP Operation Center link: <https://ndpp-ops-center.cdc.gov/>
2. Login with a SAMS username and password for External Partners.
3. Select the ROSE application from the app gallery on the landing page.

2.2 Navigating the Recognized Organization Site Explorer

Upon opening the application, users will be directed to the Recognized Organization Site Explorer default landing page as shown below. A screenshot of the landing page and major components of the application are detailed below. Detailed instructions for each component are included in this guide.



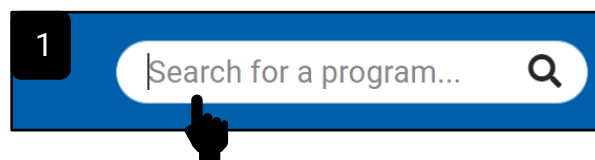
2.3 The Search Bar

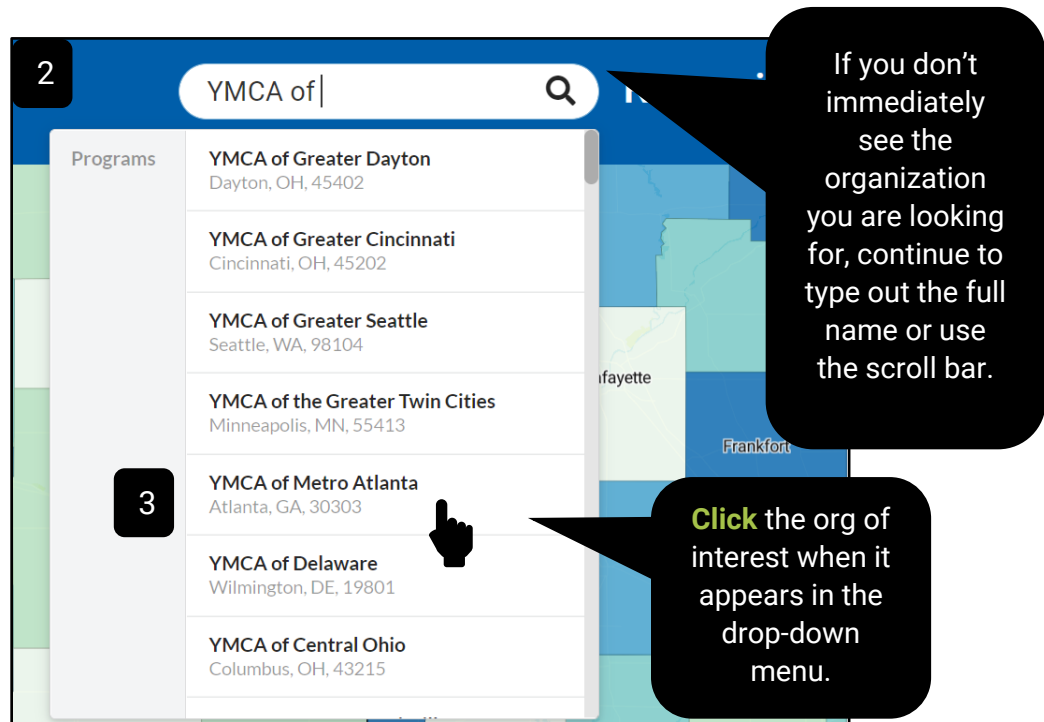
Users will have the ability to search for specific programs, cities, and states using the search bar.

2.3.1 Searching for an Organization

Users can search for a specific National DPP delivery organization utilizing the search bar at the top of the screen. Selecting a location via the search bar automatically positions the main map so that the view is centered on the location of interest. Corresponding components of the sidebar will also update automatically. To search for an organization:

1. Click in the search bar.
2. Begin typing the name of a delivery organization (*Note: organizations that contain the string of letters that are typed into the search bar will appear in the drop-down list of recommendations below the search bar*).
3. When you see the name of the delivery organization you are looking for, click the name in the drop-down list of recommendations (*Note: the user is required to select an option offered in the dropdown list. The user cannot type the full name of a delivery organization and then press enter on the keyboard to navigate to a delivery organization of interest*).
4. The map will then update and pan to the selected delivery organization.

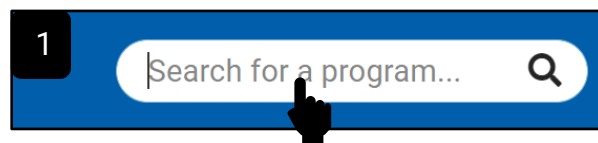


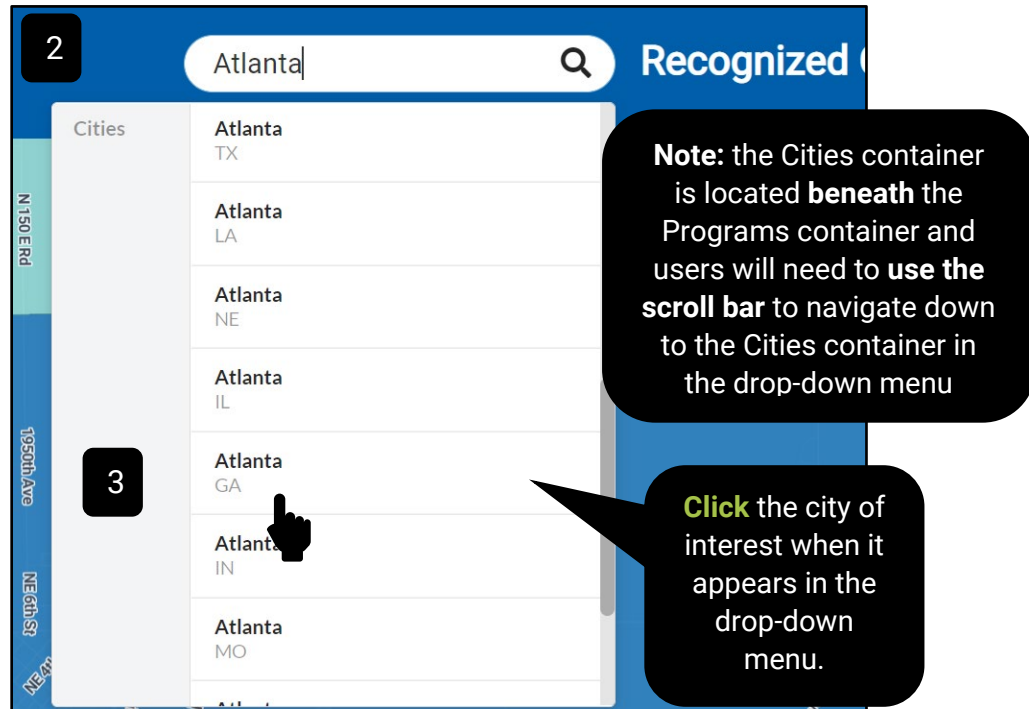


2.3.2 Searching for a City

Users can search for a specific city utilizing the search bar. To search for a city of interest:

1. Click the search bar.
2. Begin typing the name of the city of interest (*Note: cities that contain the string of letters that are typed into the search bar will appear in the drop-down list of recommendations below the search bar*)
3. When you see the name of the city you are looking for, click the name of the city in the drop-down list of recommendations. (*Note: the user is required to select an option offered in the dropdown list. The user cannot type the full name of a city and then press enter on the keyboard to navigate to a city of interest*)
4. The map will then update and pan to the selected city of interest.

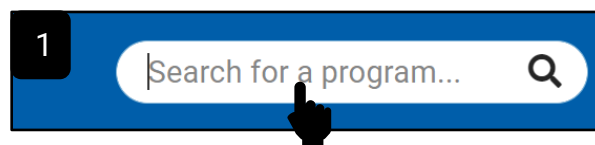


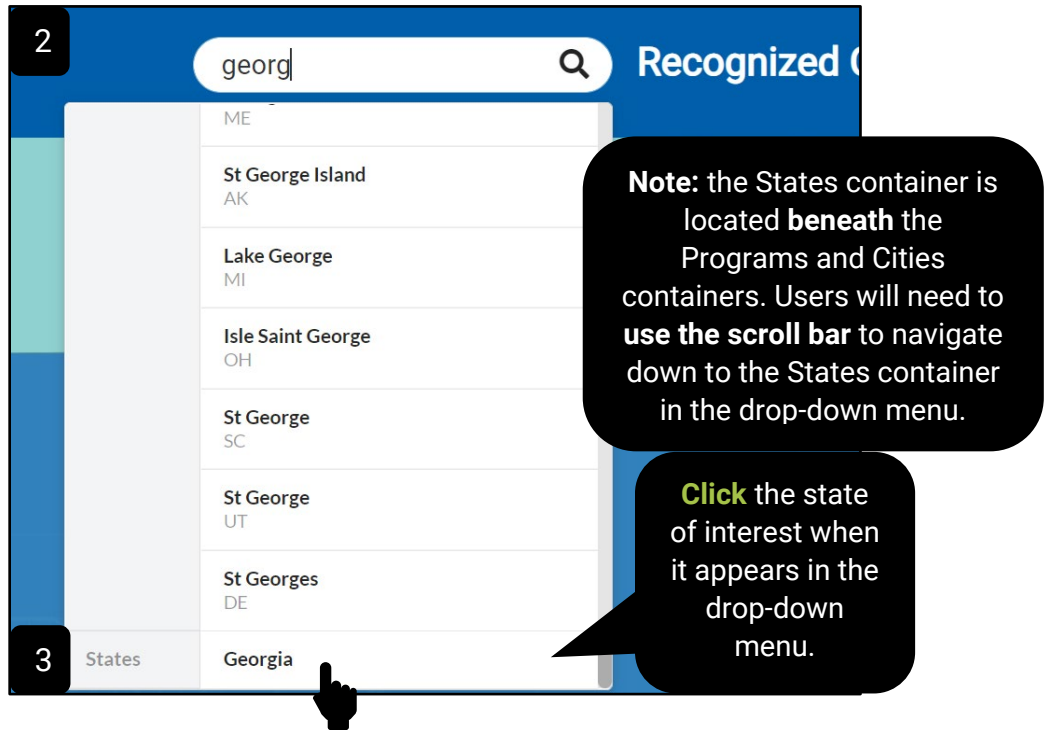


2.3.3 Searching for a State

Users can search for a specific state of interest utilizing the search bar. To search for a state of interest:

1. Click the search bar.
2. Begin typing the name of the state of interest (*Note: state that contain the string of letters that are typed into the search bar will appear in the drop-down list of recommendations*)
3. When you see the name of the state you are looking for, click the name of the state in the drop-down list of recommendations. (*Note: the user is required to select an option offered in the dropdown list. The user cannot type the full name of a state and then press enter on the keyboard to navigate to a state of interest*)
4. The map will then update and pan to the selected state of interest.





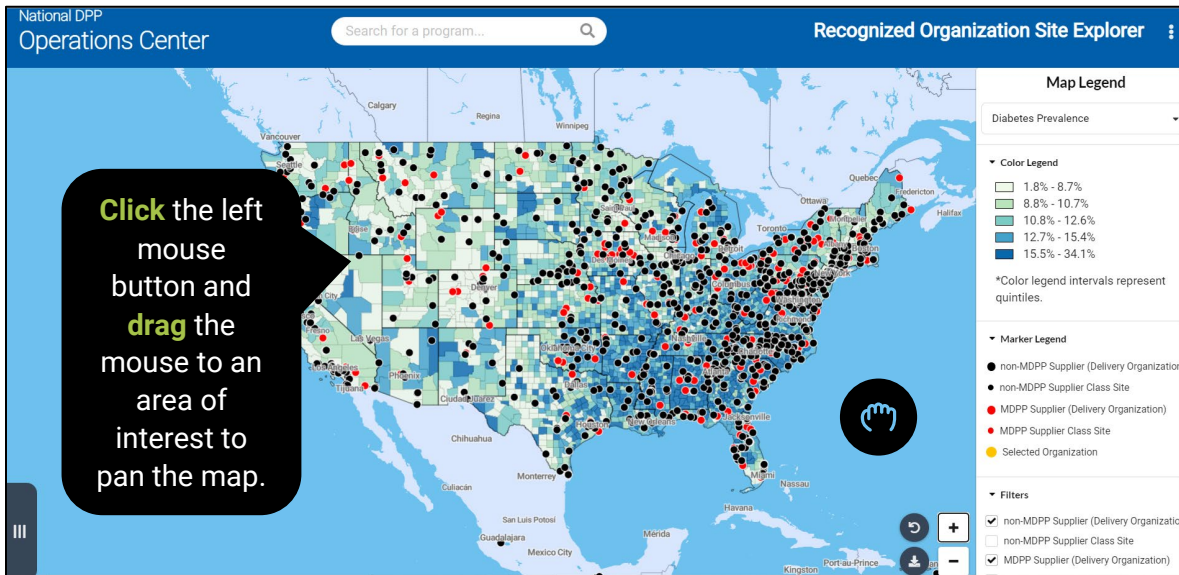
2.4 The Site Explorer Map

Users will utilize this component of the Recognized Organization Site Explorer application to explore where delivery organizations are located and view key health indicators in a given area. The map can be dynamically manipulated in order to meet a user's unique needs, allowing for open exploration of delivery organization locations and key health indicators.

2.4.1 Panning Across the Site Explorer Map

Users can manually pan across the map to explore any area of interest. To pan across the map:

1. Click and hold the left mouse button on the map.
2. Drag the map to a direction of interest (*Note: this action will likely have to be repeated multiple times if you want to pan to an area far away from the current area that is currently visible on the map*)

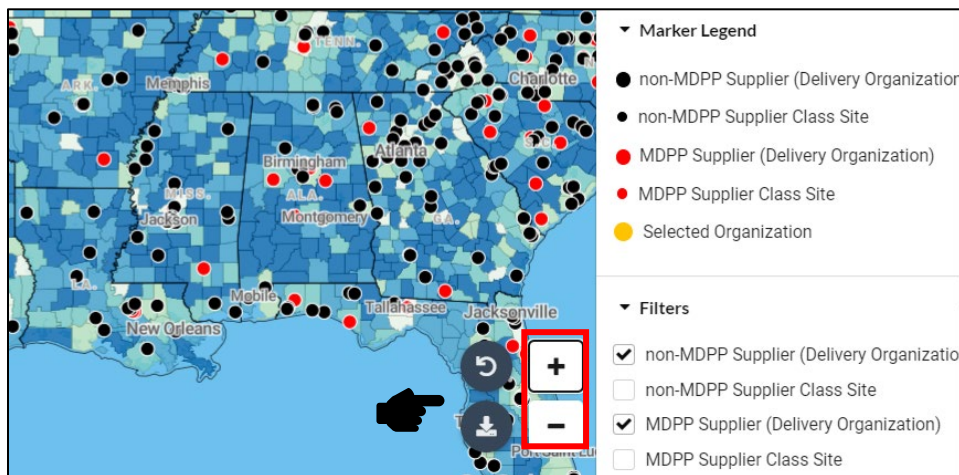


2.4.2 Zooming In and Out

Users can also zoom in and out of the assets map to view the map at various scales. To zoom in and out of the map:

1. Click the '+' button on the right-hand side of the screen to zoom in
2. Click the '-' button on the right-hand side of the screen to zoom out.

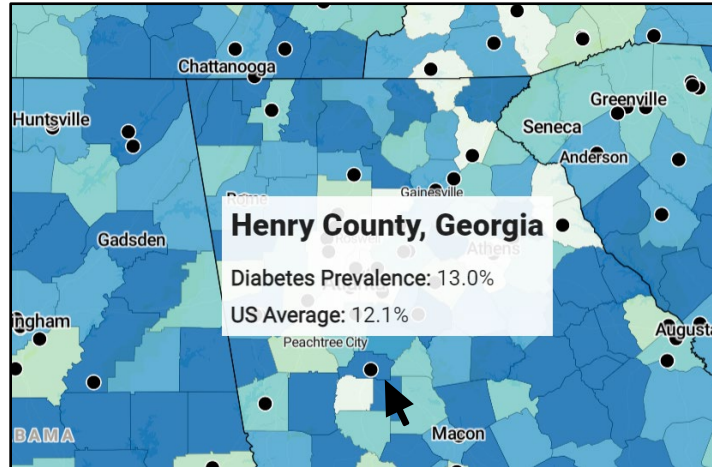
Note: users may also double click the left button on their mouse or use the scroll wheel on their mouse to zoom in and out of the assets map.



2.4.3 Site Explorer Map Hover Tooltips

When a user positions their mouse over a county or delivery organization icon on the map, a tooltip with additional details about the county or delivery organization will appear. The tooltip only appears when a user is hovering over a county or delivery organization. To view a tooltip for a county or delivery organization:

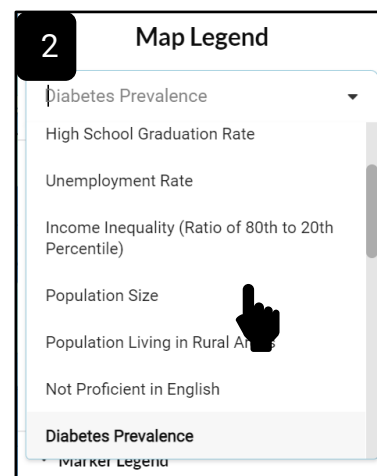
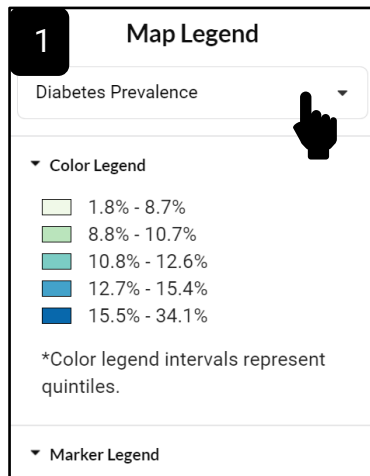
1. Move the mouse over the county or delivery organization icon of interest to view a tooltip with information about the asset.
2. Move the mouse off of the county or delivery organization icon to make the tooltip disappear.



2.4.4 Map Data Layer Dropdown

The map data layer dropdown, found in the upper right corner of the application, enables users to view various key health indicators on the Site Explorer Map. When a user selects a new map data layer, the corresponding health indicator that is selected will automatically update the Site Explorer Map and Health Indicator Legend. To select a new Map Data Layer:

1. Click the Map Data Layer pill with your left mouse button.
2. Click a new key health indicator of interest with your left mouse button to update the Site Explorer choropleth map and Health Indicator Legend (including color legend, Marker Legend, and Delivery Mode Legend).

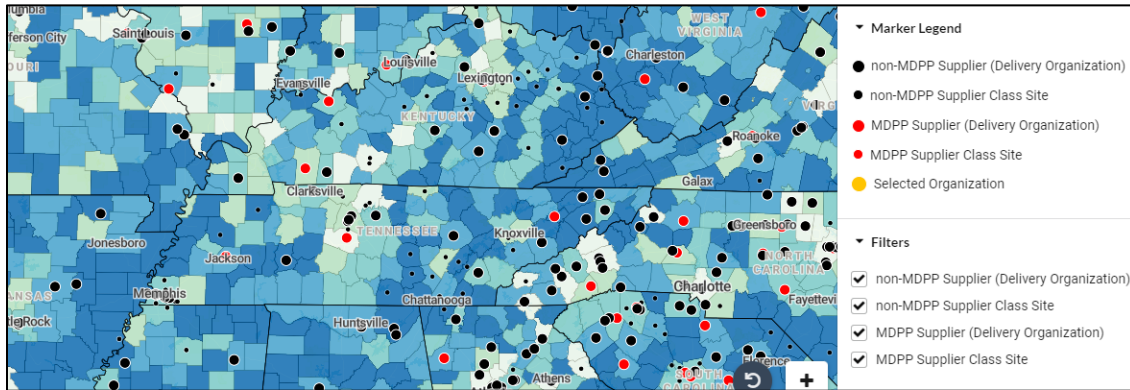


2.4.5 Marker Legend and Filters

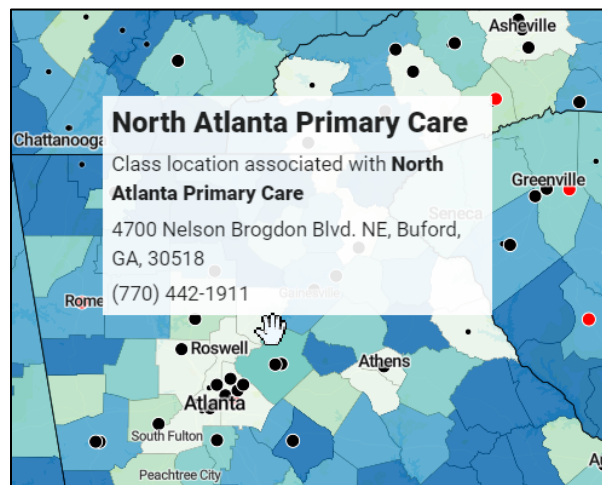
The Marker Legend shows how the MDPP/non-MDPP Suppliers delivery organizations and class sites are distinguished on the map using a different color and shape. The delivery organizations are

displayed by default with large red and black circles and the user will need to select the class site filters, which will display smaller red and black circles. To view the MDPP/non-MDPP class sites:

1. Expand the Filters section.
2. Click the MDPP/non-MDPP Supplier Class Site checkboxes.
3. View the class sites on the map.



4. Move the mouse over the class site icon of interest to view a tooltip with information about the site.

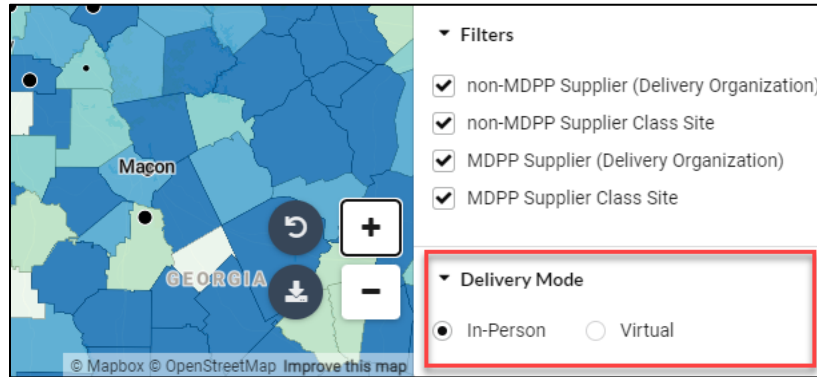


2.4.6 Delivery Mode

The delivery mode section allows users to display delivery organizations via in-person or virtual. To update the delivery mode:

1. Expand the Delivery Mode section.
2. Click on an option with your left mouse button.
3. The markers will update on the map, based on the selection.

Note: Users may need to update the display settings or resolution and use the scroll bar to view this section.



2.5 The Sidebar

Another important feature of the Recognized Organization Site Explorer application is the sidebar. The sidebar contains three additional components that can be used to consume DPRP data for a specific organization or view similar organizations – the Organization Profile Card, Demographics Card and Participation Metrics Card. Each of these cards contains detailed information about a selected delivery organization.

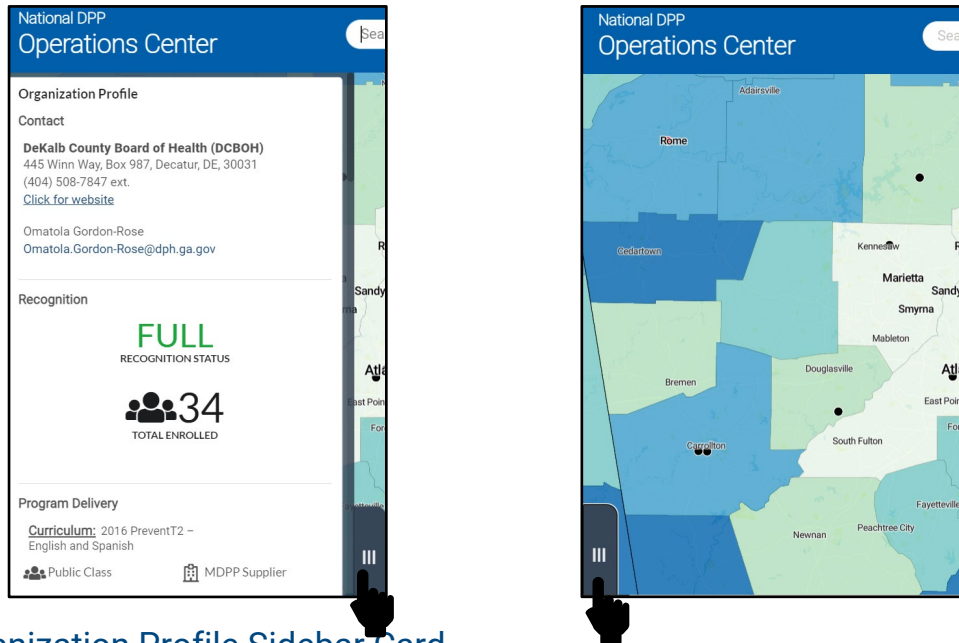
2.5.1 Opening and Hiding the Sidebar

Users can display and hide the side bar to provide more room to view and explore the Site Explorer Map. When the app is initially opened, the Sidebar will be automatically hidden. It should be noted that the sidebar will automatically appear when a delivery organization icon is selected from the map or selected from the search bar. To open and close the sidebar:

1. **To close the Sidebar:** Click the 'Sidebar tab' at the bottom, right of the grey sidebar container to **minimize** the Sidebar container.
2. **To reopen the Sidebar:** Click the grey 'Sidebar tab' at the bottom, left of the application screen with the left mouse button to **expand** the Sidebar container when it is minimized.

Sidebar is **expanded**.

Sidebar is **hidden**.



2.6 Organization Profile Sidebar Card

Users can use the Organization Profile Sidebar card to view key contact information about a selected delivery organization. When a user selects a delivery organization from the map or searches for a delivery organization using the search bar, the sidebar will appear. At the top of the sidebar users will find the Organization Profile Card. The Organization Profile Card contains contact information, recognition status, total enrolled and program delivery types and curriculum used for the selected delivery organization. Users also have the ability to navigate directly to the organizations website or email the organization POC directly from this card (if provided).

2.6.1 Viewing the Organization Profile Card

Users can only view the Organization Profile Card if they have selected an organization from the map or search bar. To view the Organization Profile Card:

1. Select a delivery organization using the search bar or by clicking on a delivery organization icon on the map.
2. View the Organization Profile Card at the top of the sidebar.

The screenshot displays the 'National DPP Operations Center' interface. It features a blue header with the title. Below the header is the 'Organization Profile' section, which includes contact information for the 'DeKalb County Board of Health (DCBOH)'. The contact details listed are: 445 Winn Way, Box 987, Decatur, DE, 30031; (404) 508-7847 ext.; and a link to 'Click for website'. Below this, the contact person is identified as Omatola Gordon-Rose with the email address Omatola.Gordon-Rose@dph.ga.gov. The 'Recognition' section shows a 'FULL RECOGNITION STATUS' in green text and a 'TOTAL ENROLLED' count of 34. The 'Program Delivery' section lists the curriculum as '2016 PreventT2 - English and Spanish' and identifies the organization as a 'Public Class' and 'MDPP Supplier'. A note at the bottom states 'No class location information is available for this organization.' Two callout boxes are present: one on the left pointing to the 'Click for website' link with the text 'Click the left mouse button to navigate to the organization's website.', and one on the right pointing to the email address with the text 'Click the left mouse button to send an email to the organization POC if an email is available.'

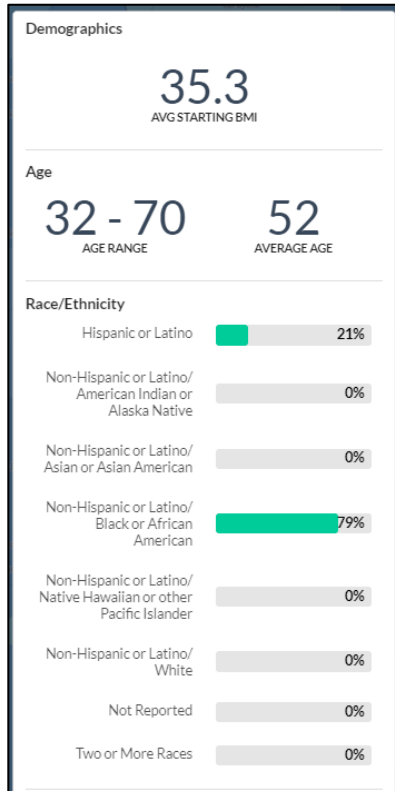
2.7 Demographics Information Sidebar Card

Users can use the Demographics Information Sidebar card to view key information about a selected delivery organization's participants. When a user selects a delivery organization from the map or searches for a delivery organization using the search bar, the sidebar will appear. Once the sidebar appears, users will need to use the scroll bar at the right of the sidebar to scroll down to the Demographic Information Card. The Demographic Information Card contains: the age range and the average age of the selected organization's participants, average starting BMI and the race, ethnicity, and sex of the selected organization's participants.

2.7.1 Viewing the Demographics Information Card

Users can only view the Demographics Information Card if they have selected an organization from the map or search bar. To view the Demographics Information Card:

1. Select a delivery organization using the search bar or by clicking on a delivery organization icon on the map.
2. Using the scroll bar on the right of the sidebar, scroll down to the Demographics Card
3. View the Demographics Information Card in the middle of the sidebar.



Use the scroll bar to scroll down to view the Demographics Information Card

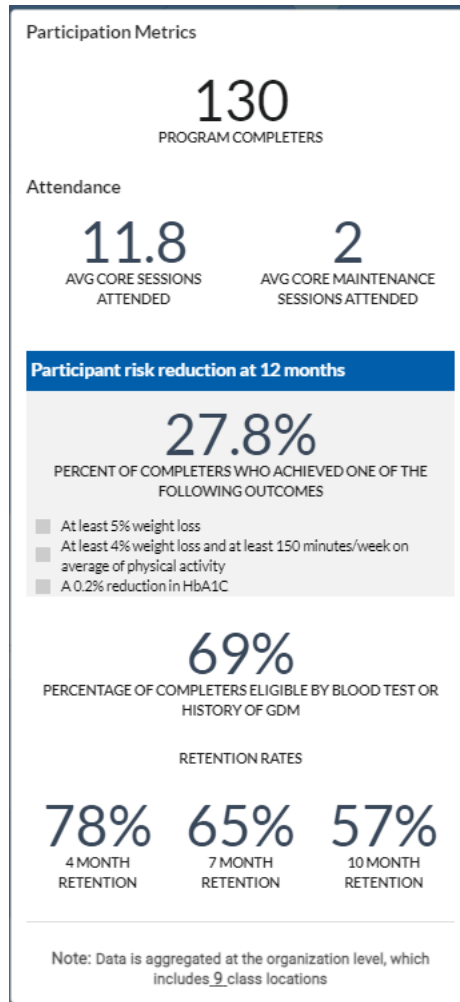
2.8 Participation Metrics Sidebar Card

Users can use the Participation Metrics Card to view key information about a selected delivery organization's participation metrics. When a user selects a delivery organization from the map or searches for a delivery organization using the search bar, the sidebar will appear. Once the sidebar appears, users will need to use the scroll bar at the right of the sidebar to scroll down to the Participation Metrics Card. The Participation Metrics Card contains attendance metrics, program completion, risk reduction outcomes and retention rates.

2.8.1 Viewing the Participation Metrics Sidebar Card

Users can only view the Participation Metrics Card if they have selected an organization from the map or search bar. To view the Participation Metrics Card:

1. Select a delivery organization using the search bar or by clicking on a delivery organization icon on the map.
2. Using the scroll bar on the right of the sidebar, scroll down to the Participation Metrics Card
3. View the Participation Metrics Card at the bottom of the sidebar.



3.0 Data Sources

3.1 Data Sources

The Recognized Organization Site Explorer application utilizes data from the **DPRP Database** along with publicly available data from the **2022 County Health Rankings** to plot the various map data layers. A brief overview of the data sources utilized in the map and the health indicators are detailed in the tables below.

Asset Name	Source	Description
Delivery Organization	DPRP SQL Server Database	Organization data is mapped from the DPRP SQL Server Database export. Note: a single delivery organization may have multiple class locations, one class location, or multiple locations that have not been reported. DPRP data is also used for the various cards in the sidebar feature of the application.
Map Data Layers	County Health Rankings	The County Health Rankings & Roadmaps program is a collaboration between the Robert Wood Johnson Foundation and the University of Wisconsin Population Health Institute .

Health Indicator (Map Dropdown)	Source	Description
Uninsured Adults	Small Area Health Insurance Estimates	Percentage of population under age 65 without health insurance.
Population per Primary Care Physician	Area Health Resource File/American Medical Association	Ratio of population to primary care physicians.
Adult Obesity Rate	Behavioral Risk Factor Surveillance System	Percentage of the adult population (age 18 and older) that reports a body mass index (BMI) greater than or equal to 30 kg/m ² (age-adjusted).
Highschool Graduation Rate	American Community Survey, 5-year estimates	Percentage of ninth-grade cohort that graduates in four years.
Unemployment Rate	Bureau of Labor Statistics	Percentage of population ages 16 and older unemployed but seeking work.
Income Inequality	American Community Survey, 5-year estimates	Ratio of household income at the 80th percentile to income at the 20th percentile.
Population Size	Census Population Estimates	
Population living in Rural Areas	Census Population Estimates	
Not Proficient in English	Census Population Estimates	American Community Survey, 5-year estimates
Diabetes Prevalence	Behavioral Risk Factor Surveillance System	Percentage of adults aged 20 and above with diagnosed diabetes (age-adjusted).
Median Income	Small Area Income and Poverty Estimates	The income where half of households in a county earn more and half of households earn less.
Some College Education	American Community Survey, 5-year estimates	Percentage of adults ages 25-44 with some post-secondary education.
Physically Inactive Adults	Behavioral Risk Factor Surveillance System	Percentage of adults aged 18 and over reporting no leisure-time physical activity (age-adjusted).
Limited Access to Healthy Foods	USDA Food Environment Atlas	Percentage of population who are low-income and do not live close to a grocery store.
Air Pollution	Environmental Public Health Tracking Network	Average daily density of fine particulate matter in micrograms per cubic meter (PM _{2.5}).
Food Environment Index	USDA Food Environment Atlas, Map the Meal Gap from Feeding America	Index of factors that contribute to a healthy food environment, from 0 (worst) to 10 (best).
Food Insecurity	Map the Meal Gap	Percentage of population who lack adequate access to food.
Insufficient Sleep	Behavioral Risk Factor Surveillance System	Percentage of adults who report fewer than 7 hours of sleep on average (age-adjusted).

Health Indicator (Map Dropdown)	Source	Description
Public Health Department Regions	State Governments	Within state categorizations of public health departments and categories vary from state to state.
Medicare Population Enrollee Count	Centers for Medicare and Medicaid Services	Yearly counts that represent Medicare beneficiaries enrolled in either Hospital Insurance and/or Supplementary Medical Insurance.
Broadband Access	American Community Survey, 5-year estimates	Percentage of households with broadband internet connection.
Non-Hispanic Black or African American	Census Population Estimates	
American Indian or Alaska Native	Census Population Estimates	
Asian or Asian American	Census Population Estimates	
Native Hawaiian or other Pacific Islander	Census Population Estimates	
Hispanic	Census Population Estimates	
Non-Hispanic White	Census Population Estimates	

4.0 Appendix

4.1 Issues with the Display?

Depending on a user’s computer display settings, some features and modules of the app may be zoomed in/out more than expected and may display incorrectly. Users may need to adjust the display settings on their computer **AND/OR** in their internet browser to help optimize the display of all the modules in the application. For an optimized experience, it is recommended that users use **Microsoft Edge** or **Google Chrome** as their internet browser when using the application.

4.2 User Permissions Chart

Recognized Organization Site Explorer (ROSE)	Application Administrator			DPP State Quality Specialist (SQS)		Program Quality Specialist (PQS)		CDC		Customer Service Center (CSC)	
	Edit	View, Select	View Only	View, Select	View Only	View, Select	View Only	View, Select	View Only	View, Select	View Only
Search	✓										
<i>All Orgs</i>		✓			✓			✓		✓	
<i>Assigned Orgs</i>				✓							
Map	✓										
<i>View Orgs (tooltip)</i>			✓		✓		✓		✓		✓
<i>Click All Orgs (tooltip)</i>		✓						✓		✓	

Click Assigned Orgs (tooltip)				✓							
Map Data Layer Dropdown		✓		✓		✓		✓		✓	
MDPP/non-MDPP Supplier Filter		✓		✓		✓		✓		✓	
Marker Legend		✓	✓		✓		✓		✓		✓
Delivery Mode		✓		✓		✓		✓		✓	
Sidebar (Organization Profile, Demographics & Participation Metrics)	✓										
All States			✓						✓		✓
Assigned Orgs					✓						
Help Info	✓	✓			✓		✓		✓		✓