

Attachment I: OTP REMINDER LETTER

April 2011

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Subject: Facility located at –
[field 15][field 16]
[field 17], [field 18] [field 19][field 20]

Dear Facility Director:

I'm writing to follow up about the **2011 Opioid Treatment Program (OTP) Survey**. About three weeks ago we sent you a packet about this survey which Mathematica is conducting on behalf of the Substance Abuse and Mental Health Services Administration (SAMHSA). If you have already completed this survey, please accept our sincere thanks. If you have not yet completed the survey, please do so at your earliest convenience.

The information you provide in the OTP Survey will help SAMHSA assess the scope of services currently provided by certified OTPs and how they might address unmet facility and client needs. Findings from the OTP survey will supplement information collected by the annual N-SSATS and will be published by SAMHSA in a separate report on Opioid Treatment Programs. Current plans are to conduct the OTP survey this year and again in 2014.

The survey is designed for easy and efficient completion on the Internet. You can access the survey by logging on to <https://survey.nssats.com> and selecting the OTP Survey. The unique USER ID and PASSWORD assigned to your facility, at the location printed above, are:

USER ID: [field 2]

PASSWORD: [field 3]

If you have any questions or did not receive an OTP survey, please call (888) 324-8337. Staff will be available to assist you Monday through Friday, between 8 a.m. to 8 p.m. EST. A set of frequently asked questions and answers about the OTP Survey is attached for your information.

We look forward to receiving your completed survey. Your responses will help ensure that the information collected through the OTP survey is as complete and accurate as possible.

Sincerely,

Data Collection Manager
National Survey of Substance Abuse
Treatment Services & Opioid Treatment
Program Survey