

Attachment B6

N-SSATS 2010 thank you/reminder letter

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Subject: Facility located at –

Dear Facility Director:

About three weeks ago, we sent you a questionnaire packet for the 2010 National Survey of Substance Abuse Treatment Services (N-SSATS) sponsored by the Substance Abuse and Mental Health Services Administration (SAMHSA). If you have already completed the questionnaire, please accept my sincere thanks. If you have not yet completed your questionnaire, please do so at your earliest convenience.

In addition to informing policy and resource decisions, N-SSATS data are used to update SAMHSA's *National Directory of Drug and Alcohol Abuse Treatment Programs* and their online Substance Abuse Treatment Facility Locator (<http://findtreatment.samhsa.gov>). If you have any questions or did not receive a questionnaire, call the N-SSATS helpline at: **1-888-324-8337**.

The easiest way to complete the questionnaire is on the Internet. In fact, if you completed the N-SSATS last year, you will find that your 2009 responses to questions that typically do not change from year to year have been pre-filled in your 2010 online questionnaire. Just log on to: **<https://survey.nssats.com>**. The screen will ask for a USER ID and PASSWORD. The unique USER ID and PASSWORD assigned to this facility, at the location shown above, are:

USER ID: [field 2]

PASSWORD: [field 3]

If you have any questions regarding the survey, please contact the N-SSATS toll-free helpline at **1-888-324-8337**. Staff will be available to assist you Monday thru Friday 9 a.m. 5 p.m. (Eastern Time).

We look forward to receiving your response, which will help assure the information collected through the N-SSATS is as complete and accurate as possible.

Sincerely,

Data Collection Manager
National Survey of Substance Abuse
Treatment Services