

Welcome to Lutheran Family Services Substance Use Assessments

Welcome to Lutheran Family Services, Substance Use Services.

You will be completing a substance use assessment and some additional documentation needed for this appointment.

This packet contains these forms, including:

- A frequently asked questions page;
- An orientation to our substance use services;
- A confidentiality form;
- A notice to our Substance Use clients;
- Two screening forms titled MAST and DAST.

Please read through these documents and complete to the best of your ability. Your provider will review these documents with you during your appointment.

Thank you for your cooperation.

Frequently Asked Questions for Substance Use Assessments and Treatment

Q: I need an evaluation for DOT or DMV. Do you have those available?

A: No, we do not have staff certified to complete evaluations for the Department of Transportation or the Department of Motor Vehicles. We can accommodate IOP and OP recommendations from assessments already completed.

Q: What are possible recommendations of my assessment?

A: Recommendations are made based upon ASAM Criteria, and could include, but are not limited to, no recommendations, alcohol and drug education class, outpatient group sessions, outpatient individual sessions, intensive outpatient group and individual therapy, short term residential, long term residential, medical detox, medication assistance treatment (MAT) as well as other options specific to your needs.

Q: What happens after my evaluation or addendum is complete?

A: The provider who completed your assessment will try to reach you to let you know your recommendation. For this reason, please be sure you have accurate and updated contact information. If the provider is unable to get reach you, please contact the LFS Client Engagement Team to share with you what is listed on your assessment.

Q: When will my evaluation be completed and can be sent out?

A: While we do our best to have a quick turnaround, Lutheran Family Services has up to 40 days to complete an evaluation. Our medical records team has up to 30 additional days to send assessments out after completion by the clinician and supervisor. If you would like a copy, you can pick it up from one of our office locations once complete.

Q: What services are offered at LFS?

A: LFS offers Intensive Outpatient (ASAM Level 2.1) or Outpatient (ASAM Level 1) group, individual or a combination of both. Please check with any LFS staff for our current services by location as they may change. LFS offers medication assisted treatment for qualified individuals. LFS offers peer support for those clients already engaged in any other program at LFS.

Q: I have been in substance use /drug and alcohol treatment in the last 365 days. Do I need to provide any documentation? (Outpatient, IOP, residential, hospital, in-patient, sober living, detoxification services)

A: Yes – A Release of Information (ROI) must be completed to or from that organization / institution to get a copy of your assessment and discharge summary. Or return to that facility for a copy of these documents and bring to LFS.

Q: What is a Release of Information (ROI) and do I need one?

A: An ROI allows LFS to communicate and coordinate care with the identified person on the ROI. For a release to be valid, it must include the person's name, who they are in relation to you, at least two forms of contact methods, the purpose of the release, what documentation/information to release/receive, your signature and a witness signature.

Examples of entities for ROI's: lawyer, probation officer, diversion officer, parole officer, primary care doctor, specialist, hospital, another provider, case worker, etc.

****In order to complete a ROI please have their name and contact information readily available***

Q: What is the process and what is next?

A: In order to identify next steps, please answer the question:

1) Have you been at LFS in the past?

- If Yes – If you had your last substance use evaluation or addendum at LFS and it was 45 days or fewer ago, you will be scheduled for an intake to get you in to the applicable program.
- If Yes – If you had your last substance use evaluation at LFS and it was more than 45 days ago but fewer than 365 days ago, you need to obtain an Addendum to update your information.
- If No – If you had your last substance use evaluation at another agency within the last 365 days, you will need to provide LFS with a copy of that assessment and will need to obtain an Addendum to update your information.
- If No- If you had your last substance use evaluation more than 365 days ago, regardless of where, you will need to obtain a new substance use Evaluation.

Orientation to Substance Use Assessments

The purpose of a substance use assessment is for the assessment provider to get information to make recommendations to help you figure out the next steps in your treatment. Please plan for this meeting to take **up to 2 hours**.

The provider will ask questions about your history and current life (what is going well and where you're having a hard time). Please respond to questions with short answers to help the meeting go smoothly and quickly. The provider may pause your answer sometimes and guide you to the next question to make sure we are able to get all the information we need in the time we have. It can be helpful to think of the assessment as a snapshot of your life.

The completed assessment usually includes what you shared at the meeting, information from screening tools, feedback from others in your life, and a diagnosis if needed. We want to make sure your substance use assessment is helpful to you for making choices about your treatment which means we're counting on you to be honest with us. The process of a getting a substance use assessment can sometimes feel stressful or even annoying, so we work hard to make it worth your time and energy.

I have read and acknowledged the above statement. This will also be reviewed with me during my session.

Client Signature

Date