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February 23, 2024

John Smith or Current Facility Director Martinsville Healthcare Helping Hands 980 Beaver Creek Drive Suite 2 Martinsville, VA 24112

## Dear Facility Director:

We are writing to bring your attention to the upcoming **2024 National Substance Use and Mental Health Services Survey (N-SUMHSS)**. The N-SUMHSS is sponsored by the Substance Abuse and Mental Health Services Administration (SAMHSA). It is a voluntary annual survey of all active substance use and mental health treatment facilities in the United States, its territories, and the District of Columbia. General topics include services that your facility provides and summary-level information about clients you have treated. The N-SUMHSS is the most comprehensive snapshot of the United States substance use and mental health treatment services. Your facility's participation will help researchers, policy makers, and facility directors like you better understand the national treatment resource landscape, and support evidence-based planning.

In April, you will receive an invitation packet from ICF, the contractor who will be conducting the 2024 N-SUMHSS data collection on SAMHSA's behalf. This packet will include all the information you need to participate, including your web survey login. Here are some things you can do to get ready.

- Please ask your staff to look for this mailing and email in April and mark your calendars.
- If your organization has facilities at more than one location, each location will receive this letter and the invitation. You will find that some questions in the N-SUMHSS survey are meant to be answered by one person on behalf of all facility locations. Other questions are best answered by each individual facility. Some facilities find it helpful to discuss their plan for responding before receiving the invitation letter.

In addition to helping us understand substance use and mental health services in the United States, there are two reasons you should consider participating in the N-SUMHSS:

- Your facility may be eligible to be listed on FindTreatment.gov (<a href="https://findtreatment.gov">https://findtreatment.gov</a>), which will make others aware of your services, and help you reach potential clients in your community you do not currently reach. Your facility must complete the N-SUMHSS every year to maintain your listing on FindTreatment.gov.
- Data from the N-SUMHSS will be available at SAMHSA's data dissemination website (https://www.samhsa.gov/data/).

**If your facility no longer provides substance use or mental health treatment**, has changed address, or if you have any questions about the survey, please call the N-SUMHSS helpline at **(833) 302-1759** or send an email to <a href="ICFsupport@nsumhss.org">ICFsupport@nsumhss.org</a>. You will also be able to tell us this on the questionnaire. To find out more about the survey, visit <a href="https://info.nsumhss.samhsa.gov">https://info.nsumhss.samhsa.gov</a>. We look forward to your participation in the 2024 N-SUMHSS!

Sincerely,

Heydy Juarez
BHSIS Project Officer
Center for Behavioral Health Statistics and Quality
SAMHSA



