

October 2, 2008

Child Welfare Services
Attn: Keanu Kalakaua
123 4th Street
Aeiou, HI 99999

Mr. Kalakaua:

Thank you for referring Suzie Smith, 3/2/1977 to Hawaii Access to Recovery. We met with Suzie on 5/29/2008, and she does meet the criteria for enrollment into Hawaii Access to Recovery. Suzie completed the ASI/ASAM assessment on 5/16/2008, and was assigned a diagnosis of Poly-Substance Dependence, with recommended ASAM Level of 2.5 Intensive Outpatient Services. Suzie was offered choices from a variety of Treatment and Recovery Support Services to assist her in her efforts toward sobriety. (OR: No treatment need was indicated, so the client was referred to Hina Mauka for U.A. monitoring.)

Suzie's first and only choice for treatment services was, Billy Bob's Treatment Center. We have a signed Consent for Release of Information from Suzie, and have notified Billy Bob's Treatment Center of Suzie's selection as treatment provider by phone. They are being sent a copy of this Recovery Support Services letter, and a copy of the ASI/ASAM results.

Suzie's first and only choice for recovery support services was the ABC Child Care. We have a signed Consent for Release of Information from Suzie, and they have been notified by phone of her selection, the first appointment at their agency is scheduled for 6/1/08, and they will also receive a copy of this letter.

We encourage cross communication between referral agents and service providers once signed Consent for Release of Information is in place, and as needed to coordinate service delivery for Suzie. Please feel free to contact us if we can be of further assistance in coordinating care for Suzie Smith.

Sincerely,

Helen Helper, Care Coordinator
RSS Intake Unit Services

Cc: Billy Bob's Treatment Center
ABC Child Care
Suzie Smith