

# **NOTICE:** National Substance Use and Mental Health Services (N-SUMHSS) Survey

August 16, 2023

Dear Substance Use and/or Mental Health Treatment Facility Director,

We are writing to request your participation in the 2023 National Substance Use and Mental Health Services Survey (N-SUMHSS). This voluntary annual survey, sponsored by the Substance Abuse and Mental Health Services Administration (SAMHSA) and conducted by ICF, collects data from all known substance use and mental health facilities in the United States, its territories, and the District of Columbia. SAMHSA's contractor, ICF, is administering the 2023 survey on SAMHSA's behalf. Your participation in the N-SUMHSS is critical to its success, ensuring a comprehensive snapshot of the substance use and mental health services in your area, while improving the understanding of the national treatment resource landscape.

Facilities participating in the N-SUMHSS are listed on FindTreatment.gov (<https://findtreatment.gov>), which may help potential clients you do not currently serve to reach you. In addition, by participating in the N-SUMHSS, your facility will be properly represented in analyses and reports describing substance use and mental health treatment in the United States.

For survey instructions please follow the instructions found on or website attached to this notice ('For Providers' -> 'Provider Notices'). We urge you to complete this survey promptly. The survey should be completed by you or another person knowledgeable about your facility's daily operations. For more information on this survey, please visit <https://info.nsumhss.samhsa.gov>.

If your facility no longer provides substance use or mental health services, has had an address change, or if you have any questions about the survey, please call the N-SUMHSS helpdesk at **(833) 302-1759** or send an email to [ICFsupport@nsumhss.org](mailto:ICFsupport@nsumhss.org).

Thank you very much for your participation in this important effort.

*To view this notice for embedded links and content specific to education-related material, please visit us online at [BCBSAZ Health Choice \(healthchoiceaz.com\)](https://www.healthchoiceaz.com) under our "For Providers" tab.*



### **Important instructions for the N-SUMHSS 2023**

Located with this instructions page is a worksheet consisting of questions D4 through D15 from the 2023 N-SUMHSS. These questions contain several important components of information that will be collected during your completion of the client counts section of the survey. To preview the client counts section for wording and specifics of who to count, please visit <https://info.nsumhss.samhsa.gov> and click on the questionnaire.

To save time, and to complete the online survey more efficiently, you may wish to gather this information prior to beginning the survey. If you do collect this information ahead of time, please be sure to keep this sheet accessible for when you complete the online survey. Although this is not a necessary step to completing the survey, it may ease your survey completion process. Please keep the following points in mind when completing this worksheet.

- This worksheet is a tool to help you respond to the survey. Please transfer all information from your client counts worksheet into the corresponding questions of the web survey. **Do not return this worksheet to ICF.**
- Questions D4 through D15 on the N-SUMHSS ask about the number of clients in treatment on **March 31, 2023**. If possible, report clients for *this facility only*.
- If you have multiple facilities in your network/organization, please write your “Facility/Group name and Facility User ID” in the space provided at the top of the worksheet to keep track of each of your facility’s client counts. It might be helpful to make a copy of this worksheet for each facility/group.
- You may use estimated information to indicate your client counts if necessary.
- Please refer to the enclosed blue flyer in your survey packet or to your invitation email to obtain your facility’s web survey login information.

If you have additional questions, you can reach out to ICF at (833) 302-1759 or [ICFsupport@nsumhss.org](mailto:ICFsupport@nsumhss.org).

# Substance Use Client Counts on March 31, 2023 and Admissions in Previous 12 months

Facility/Group Name: \_\_\_\_\_ Total facilities reported in client count: \_\_\_\_\_

## **D4a-e: HOSPITAL INPATIENT CLIENT COUNTS**

*SKIP THIS SECTION IF NO HOSPITAL INPATIENTS*

### Hospital Inpatients on **March 31, 2023**

\_\_\_\_\_ Inpatient detoxification

\_\_\_\_\_ Inpatient treatment

\_\_\_\_\_ **TOTAL INPATIENTS (Sum of categories above)**

\_\_\_\_\_ Total inpatients under age 18

### Patients Receiving Medications for Detoxification, Maintenance, or Relapse Prevention for **Opioid Use Disorder**

\_\_\_\_\_ Dispensed Methadone

\_\_\_\_\_ Dispensed or prescribed Buprenorphine

\_\_\_\_\_ Administered Naltrexone

### Patients Receiving Medications for **Alcohol Use Disorder**

\_\_\_\_\_ Dispensed or prescribed Disulfiram (Antabuse®)

\_\_\_\_\_ Dispensed or prescribed Naltrexone

\_\_\_\_\_ Dispensed or prescribed Acamprosate (Campral®)

### **Inpatient Beds**

\_\_\_\_\_ Inpatient beds specifically designated for substance use treatment

## **D5a-e: RESIDENTIAL (NON-HOSPITAL) CLIENT COUNTS**

*SKIP THIS SECTION IF NO RESIDENTIAL CLIENTS*

### Residential Clients on **March 31, 2023**

\_\_\_\_\_ Residential detoxification

\_\_\_\_\_ Residential short-term treatment

\_\_\_\_\_ Residential long-term treatment

\_\_\_\_\_ **TOTAL RESIDENTIAL CLIENTS (Sum of categories above)**

\_\_\_\_\_ Total residential clients under age 18

### Clients Receiving Medications for Detoxification, Maintenance, or Relapse Prevention for **Opioid Use Disorder**

\_\_\_\_\_ Dispensed Methadone

\_\_\_\_\_ Dispensed or prescribed Buprenorphine

\_\_\_\_\_ Administered Naltrexone

### Clients Receiving Medications for **Alcohol Use Disorder**

\_\_\_\_\_ Dispensed or prescribed Disulfiram (Antabuse®)

\_\_\_\_\_ Dispensed or prescribed Naltrexone

\_\_\_\_\_ Dispensed or prescribed Acamprosate (Campral®)

### **Residential Beds**

\_\_\_\_\_ Residential beds specifically designated for substance use treatment

## **D6a-d: OUTPATIENT CLIENT COUNTS**

*SKIP THIS SECTION IF NO OUTPATIENT CLIENTS*

### Outpatient clients who received treatment in March AND were **still enrolled in treatment on March 31, 2023.**

\_\_\_\_\_ Outpatient detoxification

\_\_\_\_\_ Outpatient methadone/buprenorphine maintenance or naltrexone treatment

\_\_\_\_\_ Outpatient day treatment or partial hospitalization

\_\_\_\_\_ Intensive outpatient treatment

\_\_\_\_\_ Regular outpatient treatment

\_\_\_\_\_ **TOTAL OUTPATIENT CLIENTS (Sum of categories above)**

\_\_\_\_\_ Total outpatient clients under age 18

### Clients Receiving Medications for Detoxification, Maintenance, or Relapse Prevention for **Opioid Use Disorder**

\_\_\_\_\_ Dispensed Methadone

\_\_\_\_\_ Dispensed or prescribed Buprenorphine

\_\_\_\_\_ Administered Naltrexone

### Clients Receiving Medications for **Alcohol Use Disorder**

\_\_\_\_\_ Dispensed or prescribed Disulfiram (Antabuse®)

\_\_\_\_\_ Dispensed or prescribed Naltrexone

\_\_\_\_\_ Dispensed or prescribed Acamprosate (Campral®)

## **D7-9: ALL SUBSTANCE USE TREATMENT SETTINGS**

### Percent of Total Clients in Treatment on **March 31, 2023** for use of:

\_\_\_\_\_ % BOTH alcohol and substances other than alcohol

\_\_\_\_\_ % ONLY alcohol

\_\_\_\_\_ % ONLY substances other than alcohol

**Sum of categories above should equal 100%.**

### Percent of Co-occurring Clients in Treatment on **March 31, 2023**

\_\_\_\_\_ % Diagnosed co-occurring mental and substance use disorder

### **Substance Use Treatment Admissions**

\_\_\_\_\_ Number of substance use treatment admissions in **most recent 12-month period**

Mental Health Client Counts on March 31, 2023 and Admissions in Previous 12 months

**D10a-c: HOSPITAL INPATIENT CLIENT COUNTS**  
**SKIP THIS SECTION IF NO HOSPITAL INPATIENTS**  
 Hospital Inpatients on March 31, 2023

D10a \_\_\_\_\_ **HOSPITAL INPATIENTS TOTAL**

SEX \_\_\_\_\_ Male  
 \_\_\_\_\_ Female  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D10a or 100%)**

AGE \_\_\_\_\_ 0 – 17  
 \_\_\_\_\_ 18 – 64  
 \_\_\_\_\_ 65 and older  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D10a or 100%)**

ETHNICITY \_\_\_\_\_ Hispanic or Latino  
 \_\_\_\_\_ Not Hispanic or Latino  
 \_\_\_\_\_ Unknown or not collected  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D10a or 100%)**

RACE \_\_\_\_\_ American Indian or Alaska Native  
 \_\_\_\_\_ Asian  
 \_\_\_\_\_ Black or African American  
 \_\_\_\_\_ Native Hawaiian or other Pacific Islander  
 \_\_\_\_\_ White  
 \_\_\_\_\_ Two or more races  
 \_\_\_\_\_ Unknown or not collected  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D10a or 100%)**

LEGAL STATUS \_\_\_\_\_ Voluntary  
 \_\_\_\_\_ Involuntary, non-forensic  
 \_\_\_\_\_ Involuntary, forensic  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D10a or 100%)**

NUM OF BEDS \_\_\_\_\_ Number of hospital inpatient beds specifically designated for providing mental health treatment. (If none, enter '0')

**D11a-c: RESIDENTIAL (NON-HOSPITAL) CLIENT COUNTS**  
**SKIP THIS SECTION IF NO RESIDENTIAL CLIENTS**  
 Residential (Non-Hospital) Clients on March 31, 2023

D11a \_\_\_\_\_ **RESIDENTIAL CLIENTS TOTAL**

SEX \_\_\_\_\_ Male  
 \_\_\_\_\_ Female  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D11a or 100%)**

AGE \_\_\_\_\_ 0 – 17  
 \_\_\_\_\_ 18 – 64  
 \_\_\_\_\_ 65 and older  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D11a or 100%)**

ETHNICITY \_\_\_\_\_ Hispanic or Latino  
 \_\_\_\_\_ Not Hispanic or Latino  
 \_\_\_\_\_ Unknown or not collected  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D11a or 100%)**

RACE \_\_\_\_\_ American Indian or Alaska Native  
 \_\_\_\_\_ Asian  
 \_\_\_\_\_ Black or African American  
 \_\_\_\_\_ Native Hawaiian or other Pacific Islander  
 \_\_\_\_\_ White  
 \_\_\_\_\_ Two or more races  
 \_\_\_\_\_ Unknown or not collected  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D11a or 100%)**

LEGAL STATUS \_\_\_\_\_ Voluntary  
 \_\_\_\_\_ Involuntary, non-forensic  
 \_\_\_\_\_ Involuntary, forensic  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D11a or 100%)**

NUM OF BEDS \_\_\_\_\_ Number of residential beds specifically designated for providing mental health treatment. (If none, enter '0')

**D12a-b: OUTPATIENT/PARTIAL HOSPITALIZATION/DAY TREATMENT CLIENTS**  
**SKIP THIS SECTION IF NO OUTPATIENT CLIENTS**  
 Outpatient clients seen at least once during the month of March, AND who were still enrolled in treatment on March 31, 2023.

D12a \_\_\_\_\_ **OUTPATIENT CLIENTS TOTAL**

SEX \_\_\_\_\_ Male  
 \_\_\_\_\_ Female  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D12a or 100%)**

AGE \_\_\_\_\_ 0 – 17  
 \_\_\_\_\_ 18 – 64  
 \_\_\_\_\_ 65 and older  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D12a or 100%)**

ETHNICITY \_\_\_\_\_ Hispanic or Latino  
 \_\_\_\_\_ Not Hispanic or Latino  
 \_\_\_\_\_ Unknown or not collected  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D12a or 100%)**

RACE \_\_\_\_\_ American Indian or Alaska Native  
 \_\_\_\_\_ Asian  
 \_\_\_\_\_ Black or African American  
 \_\_\_\_\_ Native Hawaiian or other Pacific Islander  
 \_\_\_\_\_ White  
 \_\_\_\_\_ Two or more races  
 \_\_\_\_\_ Unknown or not collected  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D12a or 100%)**

LEGAL STATUS \_\_\_\_\_ Voluntary  
 \_\_\_\_\_ Involuntary, non-forensic  
 \_\_\_\_\_ Involuntary, forensic  
 \_\_\_\_\_ **CATEGORY TOTAL: (Should=D12a or 100%)**

**D13-15: ALL MENTAL HEALTH CARE SETTINGS**  
Percent of Co-occurring Clients/Patients in Treatment on March 31, 2023

\_\_\_\_\_ % diagnosed co-occurring mental and substance use disorder

Number of mental health treatment admissions, readmissions, and incoming transfers in the 12-month period from April 1, 2022 through March 31, 2023

- **IF DATA FOR THIS TIME PERIOD ARE NOT AVAILABLE:** Use the most recent 12-month period for which data are available.
- **OUTPATIENT CLIENTS:** Consider each initiation to a course of treatment as an admission. Count admissions into treatment, not individual treatment visits.
- **WHEN A MENTAL HEALTH DISORDER IS A SECONDARY DIAGNOSIS:** Count all admissions where clients/patients received mental health treatment.

\_\_\_\_\_ Number of mental health treatment admissions in 12-month period.

Percent of military veteran admissions reported in previous question

\_\_\_\_\_ % Military veterans

## What is the N-SUMHSS?

- **What is the N-SUMHSS?** The N-SUMHSS is SAMHSA's annual survey of all active substance use and mental health facilities in the United States and its jurisdictions. General topics include services that your facility provides and summary-level information about clients you have treated.
- **Where can I get help or learn more about N-SUMHSS?** The N-SUMHSS has its own website at <https://info.nsumhss.samhsa.gov>. There you can find information such as a *PDF copy of the questionnaire, client counts worksheet, frequently asked questions (FAQs), definitions and online tips for completing the survey*. The N-SUMHSS helpdesk contact information is also on that website. You can always email [ICFsupport@nsumhss.org](mailto:ICFsupport@nsumhss.org) or call **(833) 302-1759** if you have any questions or are having trouble finding information on the website.
- **Who is ICF?** The N-SUMHSS is conducted by ICF, an independent survey research company headquartered in Virginia. ICF will send out survey invitations and reminders for the online survey. If you have any questions about the N-SUMHSS, you can reach out to ICF at (833) 302-1759 or [ICFsupport@nsumhss.org](mailto:ICFsupport@nsumhss.org). The N-SUMHSS survey is legitimate, and it is sponsored by SAMHSA. If you have any concerns, your state substance use / mental health agency can also confirm the legitimacy of this survey.
- **Can we still be listed on [FindTreatment.gov](https://findtreatment.gov)?** Yes! As before, all responding facilities may choose to be listed on [FindTreatment.gov](https://findtreatment.gov) (<https://findtreatment.gov>). And if you would like to participate but do not want your facility to be listed on [FindTreatment.gov](https://findtreatment.gov), you can specify that preference towards the end of the survey.
- **Will our answers from last year carry forward to this year?** Yes! If you responded to the 2022 N-SUMHSS, your previous responses will be pre-filled online in the 2023 N-SUMHSS. You will only need to verify or update your answers if anything changed.

## Where did you get my facility's information? Is this mandatory?

- **How did you get my facility's information? How do you know which facilities are in my organization?** As with past years, your state's or jurisdiction's department of substance use or mental health provided SAMHSA with a list of all known facilities. This list also included information about which facilities are part of your organization.
- **Is this survey mandatory?** Your participation is voluntary, but it is very important that you respond so that your facility and the populations you serve are represented. *No two facilities are alike*. The N-SUMHSS is the most comprehensive source of substance use and mental health treatment data in the country. Local, state, and federal policymakers use these data to understand treatment availability and identify gaps in our nation's treatment landscape. Although participation is voluntary, only responding facilities will have the option of being listed on [FindTreatment.gov](https://findtreatment.gov) (<https://findtreatment.gov>), an important tool to help make more people aware of your services, and potentially help reach clients and underserved populations in your community that you weren't reaching before.
- **Who will see my facility's data? How will my data be protected?** Only SAMHSA and their contractors will have access to your survey responses. Your facility's survey can only be accessed by using your login information. Once you enter data into the online survey tool, ICF's system automatically encrypts the data for storage. The survey data is securely stored within ICF's and SAMHSA's servers and only specific project staff are able to access these data.

## What types of facilities should participate?

- **We don't provide substance use or mental health treatment at this location. Do we still need to participate?** Yes, we still need to hear from you to update our records, but you only need to answer a few questions.
- **We provide services related to substance use and mental health treatment, but not treatment itself. Should we respond?** Please answer the initial eligibility screening questions in the questionnaire so that we can capture this information about your facility. That will ensure that we don't bother you again with reminders or requests. For this survey, only facilities that offer treatment need to complete the entire questionnaire. For example, if your facility or company only provides transportation to and from treatment or provides referrals for treatment, you will have very few questions to answer.

- **We are a privately-owned facility. We don't get any government funds. Should we participate?** Yes! It is *very important* to have information about all substance use and mental health treatment facilities, regardless of ownership, so that we can accurately describe our national behavioral health treatment network and service availability.
- **We are not state-licensed, should we still participate?** Yes! We need responses from all types of substance use and mental health facilities to accurately represent our nation's treatment landscape.
- **Is alcohol treatment considered substance abuse treatment for the N-SUMHSS?** Yes.
- **Our facility offers treatment in clients' homes, or telemedicine/telehealth, but the N-SUMHSS only mentions hospital inpatient, residential, or outpatient treatment. What should we do?** You're still eligible to respond. Please count these types of treatment as outpatient treatment for the purposes of the survey.

### **Who should respond for organizations with facilities in multiple locations?**

- **My organization has multiple facilities or received multiple invitations to participate in the N-SUMHSS. Can I or someone else in my organization enter data for multiple facilities?** Yes! If your organization has facilities at multiple locations, someone who is sufficiently knowledgeable can respond for one or more facilities in your organization. When you first login to the questionnaire, you will see a list of facilities in your organization. If no one else is actively responding to them, you can select up to 20 facilities and begin responding. Any facilities that someone else from your organization currently has "open" will be grayed-out and you won't be able to select them. This avoids duplicating efforts and entering conflicting data. If your organization has other treatment facilities that are not listed on the web survey, you can add them by entering their user ID or address. You will be able to update contact information for any facility too.
- **What's the easiest way to respond for multiple locations or facilities?** It depends, but to streamline the process, we recommend contacting the other facilities in your organization to discuss who will report for each facility. If you are personally responsible for completing the N-SUMHSS for more than one facility, you can enter data for up to 20 facilities in your organization at a time, using a single user ID and password. To make multifacility response easier, you will see each facility you selected listed side-by-side on the screen. This allows you to either answer about all of them at once for each question, or answer all questions about each facility, one facility at a time. The questionnaire also lets you copy answers from one facility to other facilities that you have "open" when the same answers apply to those.
- **Another facility in our organization will complete the questionnaire for us. Do we need to do anything?** That depends. Please coordinate with other facilities in your network to make the response process easiest for everyone. We need a response for each individual facility, but one person can complete the questionnaire for multiple facilities. If someone else is responding for you, you may not have to do anything else. However, because some of the questions ask about detailed facility-specific services and details, they may need to reach out to you for answers. This will depend on your organization's record-keeping system.
- **If I report client counts for multiple facilities, how do I report which facilities I am including?** The survey will prompt you to select the facilities for which you want to answer.
- **Can we go back and change answers? Can anyone change an answer?** Yes! Until you or someone from your organization clicks on the final submit button and receives your confirmation number, answers can be changed. You or anyone else in your organization can login to add or update answers at any point. You can also save your progress at any point before submitting and come back later to complete the remaining questions.

### **What will make the response process easier for all facilities?**

- **How do I know where I am in the survey?** A survey progress indicator has been added to communicate your position as you advance through the survey.
- **Is the survey available in multiple languages?** Yes! You may complete the N-SUMHSS in either English or Spanish.
- **Where can I find more information about the terminology used in the N-SUMHSS?** If a question in the N-SUMHSS uses technical terminology, the term will generally be defined in the question itself, or the question will have a link directly to the definition. However, if you prefer to review a list of key terms and concepts before beginning the survey, a list can be found at <https://info.nsumhss.samhsa.gov/definitions.htm>. You can also contact the N-SUMHSS helpdesk at [ICFsupport@nsumhss.org](mailto:ICFsupport@nsumhss.org) and (833) 302-1759.
- **How do I achieve the best online experience when completing the questionnaire?** Most common web browsers are supported. While the questionnaire will display well on larger mobile devices, such as tablets and Chromebooks, we do not recommend trying to complete it on a smartphone, especially if you are responding for multiple facilities. If you must use a smaller mobile device, we recommend viewing the screen in horizontal/landscape orientation.