

How to Enroll in ATR Ohana

- Step 1. **Select your choice of an ATR Ohana Assessor** agency. To see the listing of currently authorized ATR Ohana Assessors, please select the “Current Provider Listing” tab, which is just below this one on the pop-up menu that appears when your cursor is on the “For Clients” option on the left-hand menu.
- Step 2. **Contact your choice of ATR Ohana Assessor** agency. Each agency currently authorized as ATR Ohana Assessors lists their contact information, address for unscheduled walk-in appointments, or information about the agency’s services that are available by appointment only. You may also contact the ATR Ohana Assessor of your choice by telephone, e-mail, or by fax.
- Step 3. **Important information about your enrollment appointment** for ATR Ohana:
- You will be screened for ATR Ohana eligibility by the ATR Ohana Assessor. The screening consists of four (4) short questions. Please answer the questions as honestly as you can to be sure that ATR Ohana is right for you!
 - Enrollment appointments are LONG. While the initial appointment for ATR Ohana enrollment may take as much as three (3) hours or so, most appointments will not take that long. Please be prepared to spend that long at the appointment, just in case. Wear comfortable clothing and you may wish to bring water and a snack.
 - You will be asked to complete the appointment for enrollment in one day, if at all possible. Not completing all enrollment tasks within that time period may result in you needing to re-do some of the enrollment tasks.
 - Individuals who do not complete ALL enrollment tasks will NOT be eligible for any ATR Ohana services.
 - ATR Ohana services are provided free-of-charge. In exchange for this opportunity, we are asking that you agree to complete a brief follow-up screening, face-to-face, around your six (6) month anniversary of enrollment.
 - Once your enrollment tasks are completed, you will NOT be required to repeat enrollment tasks again during the four (4) years of the ATR Ohana grant period. One-time enrollment in ATR Ohana will make you eligible for ATR Ohana services until September 29, 2014, or until service limits and grant resources have been exhausted.
- Step 4. **Select your choice** of clinical substance abuse treatment and/or recovery support services from ATR Ohana network providers or from any community resource available. The ATR Ohana Assessor will assist you in connecting with your choice of provider for your first appointment. After that, you can work directly with the service provider(s) of your choice, and do not need to return to the ATR Ohana Assessor.

- Step 5. **Take advantage of the services** available to you to support your recovery and overall wellness.
- Keep your appointments. If you miss an appointment, please call ahead of time, or as soon as possible, to explain the situation and request to reschedule.
 - Prioritize! There is a limit to the amount of monetary resources available to each client. Once that limit is reached, you may not be able to receive additional support.
 - If you have other means to pay for services, you will be required to use those options before you can receive ATR Ohana services. Please be considerate of others. There is a great need for ATR Ohana services, but only a limited amount of grant funding.
 - Two heads are better than one. Ask for ideas from your ATR Ohana partners. They have a long history of helping individuals just like you.

- Step 6. **Let us know how we're doing.** We invite you to stay in touch with your choice of service providers across all four years of the ATR Ohana Project. Your feedback is the best way for us to know how we're doing.
- Complete a brief follow-up screening, face-to-face around your six (6) month anniversary of enrollment in ATR Ohana. Your information will help us build the case that Hawaii needs ATR Ohana funding to continue supporting wellness and recovery.
 - We want to know when you are doing well. Your information helps support our claim that Hawaii needs the funding to improve services to you, your family, and your friends who are still suffering from substance use disorders.
 - We want to know when you are struggling. Your choice of service providers can help adjust your services to meet your specific needs!
 - You are eligible for up to a \$20.00 incentive when you promptly complete your follow-up screening, face-to-face. If you are late at keeping your follow-up screening, you may still be eligible for up to a \$10.00 incentive. If you do not complete your follow-up screening face-to-face or time, you will miss out on receiving an incentive!

ATR Ohana is a partnership between you, your choice of providers, the State of Hawaii, and the U.S. Department of Health and Human Services (DHHS) Substance Abuse and Mental Health Services Administration (SAMHSA) Center for Substance Abuse Treatment (CSAT).