



# NIAAA Alcohol Treatment Navigator® **TOOLKIT**

## About This Toolkit

This toolkit is designed for use with NIAAA Alcohol Treatment Navigator®. The Navigator is a free, trustworthy, online tool for finding higher quality alcohol treatment for a loved one or yourself. It was developed by the National Institute on Alcohol Abuse and Alcoholism, a part of the National Institutes of Health. Visit the Navigator at <https://AlcoholTreatment.niaaa.nih.gov>.

The worksheets in this toolkit are designed to support you through the *Navigator's* three steps to finding quality alcohol treatment:

**Step 1—SEARCH** trusted sources to find providers.

**Step 2—ASK** 10 recommended questions.

**Step 3—CHOOSE** quality care.

## Instructions

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## Toolkit Worksheets



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# How This Toolkit Can Help You Find Quality Alcohol Treatment

You will learn a lot as you make your way through the *Navigator's* 3-step "Search-Ask-Choose" process. This toolkit can help you organize the many details you will gather and make the best choice for your situation.

## Step 1

### SEARCH trusted sources to find providers.

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- To start your search, go to the *Navigator's* [Step 1](#) and search trusted directories of providers.
- Fill in contact info on the *Choices Chart* (page 3) as you find providers of interest.

## Step 2

### ASK 10 recommended questions.

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Before talking to providers:

- Fill in the Notes Page (page 4) with info to help providers understand the individual's needs.
- Prepare to listen for signs of quality by visiting the *Navigator's* [Step 2](#) and [Step 3](#).

When talking to providers:

- Fill in answers to the *10 Questions to Ask Providers* (page 5). This worksheet can help you keep track of the questions and capture the answers.

## Step 3

### CHOOSE quality care.

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- Fill in provider details on the *Choices Chart* (page 3). Add what you learned about each provider in this at-a-glance chart. This will make it easier to compare them.
- Look for options with the most signs of quality care. The *Choices Chart* lists five signs of quality alcohol treatment. These signs are covered in the recommended questions and summarized in the *Navigator's* [Step 3](#). Although there are no guarantees, providers with these signs are more likely to offer higher-quality care. This can increase the odds of success.



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# Choices Chart [Worksheet 1]

This chart can help you to organize and compare what you learn about different providers and to make a choice. Look for options that have the most signs of higher-quality care. Visit <https://www.AlcoholTreatment.niaaa.nih.gov> to learn what to ask providers and how to listen for quality in the answers.

	Accepting new patients?	Cost		Treatment Duration		Signs of Higher Quality Care				
		Covered by insurance?	Cost, fees, copays?	# days per week	# weeks	Credentials: Licensed, certified, accredited?	Full assessment?	Personalized treatment plan?	Science-based therapies?	Continuing recovery support?
<b>Name:</b> <b>Location:</b> <b>Contact:</b>  <input type="checkbox"/> Doctor <input type="checkbox"/> Therapist <input type="checkbox"/> Program										
<b>Name:</b> <b>Location:</b> <b>Contact:</b>  <input type="checkbox"/> Doctor <input type="checkbox"/> Therapist <input type="checkbox"/> Program										
<b>Name:</b> <b>Location:</b> <b>Contact:</b>  <input type="checkbox"/> Doctor <input type="checkbox"/> Therapist <input type="checkbox"/> Program										
<b>Name:</b> <b>Location:</b> <b>Contact:</b>  <input type="checkbox"/> Doctor <input type="checkbox"/> Therapist <input type="checkbox"/> Program										
<b>Name:</b> <b>Location:</b> <b>Contact:</b>  <input type="checkbox"/> Doctor <input type="checkbox"/> Therapist <input type="checkbox"/> Program										





## Notes Page [Worksheet 2]

Before you speak with treatment providers, you may want to make some notes that may help them to understand the individual's needs. Just do your best with what you already know. For background on why different people need different options, visit this Navigator page: <https://alcoholtreatment.niaaa.nih.gov/different-people-different-options>

- ✓ Basics (age, gender, marital and family status, and job status)?
  
- ✓ Payment options (health insurance or other ways to pay for treatment)?
  
- ✓ Alcohol use, other drug use, and prior treatment (drinking and any drug use patterns or behaviors and any previous treatment and how it went)?
  
- ✓ Other health issues (any other physical or mental health issues)?
  
- ✓ Living and social situation (amount of support from family and social network, stability of living situation, and access to transportation)?
  
- ✓ Legal system involvement (any drinking-related arrests, probation, or other legal issues that require coordination with social services)?
  
- ✓ Other specialized needs (examples include pregnant, non-native speaker of English, and safety-sensitive occupations, such as airline pilot, physician, or law enforcement)?



## 10 Questions to Ask Providers [Worksheet 3]

The questions below will help you learn whether a provider offers higher-quality treatment for alcohol problems and is a good fit for your situation. Get expert guidance on why to ask each question and what to listen for in the answers by visiting the Navigator Step 2—ASK page: <https://alcoholtreatment.niaaa.nih.gov/step-2-ask-10-recommended-questions>.

Provider Name:

Contact:

- 1. Availability:** We're exploring several options. If we choose you, how soon could treatment begin?
- 2. Costs and insurance:** Can you help me estimate the cost of treatment? Will insurance cover these costs?
- 3. Credentials:** *For programs:* Are you licensed and accredited? Can you tell me about the qualifications of your counseling staff? *For therapists:* Can you tell me briefly your background and your credentials? *For addiction doctors:* Is the doctor board certified in addiction medicine or addiction psychiatry?
- 4. Full assessment and personalized plan:** How do you establish a treatment plan? Do you start with a complete assessment and diagnosis? What does that involve?
- 5. Treatment approach (listen for science-based therapies):** Can you tell me about your treatment approach for people with alcohol problems?
- 6. Medication assisted treatment:** *For programs and therapists:* Can you arrange for someone to prescribe a medication to treat alcohol use disorder if appropriate? *For addiction doctors:* Can you confirm that the doctor prescribes medications to treat alcohol use disorder if appropriate?
- 7. Support for other mental health and medical issues:** How do you help people address other mental health or medical issues if needed?
- 8. Expectations:** What do you expect of your patients and their families during treatment?
- 9. Managing relapse:** What do you do if a patient has a relapse while in treatment?
- 10. Recovery support:** What about after treatment? Is ongoing recovery support available?



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