"People
helping people
help
themselves"

Mitchell E. Daniels, Jr., Governor
State of Indiana

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E. Mitchell Roob Jr., Secretary

September 24, 2008

To: All Indiana ATR Recovery Consultants

From: Eric L. Scott
Program Manager
Indiana Access to Recovery
Division of Mental Health and Addiction

RE: Changes to the WITS Client Consent to Release Information

In the latest update of the WITS voucher management system, changes were made to the Client Consent to Release Information screen. These changes customize the WITS system to coincide with the Indiana ATR Release of Information form (INATR – 009) that each of you is currently using.

The principle change that you will immediately notice is that the list of items that can be released is now the same as the list that is on the Indiana ATR Release of Information form (INATR – 009). Please select for disclosure all of the items that are checked on the Indiana ATR Release of Information form (INATR – 009). In order to create a referral a client must have minimally consented release the following information:

Client Information Sheet
Demographic Data
Voucher Information
Voucher Transaction

If a client will not consent to release these pieces of information, a referral can not be made, and services cannot be provided through ATR vouchers. Please explain to the client that it is their choice what information we release, but their choice will effect whether we can provide them vouchers for services.

The WITS system will not accept a consent that does not contain these four items as a minimum.

Additionally, the new consent screen contains a "print report" icon that will print a hard copy of the form filled out with the information that you have entered into the WITS Consent Screen.

If you have need of further clarification please contact your county representative.

Thank you,

Eric L. Scott
Program Manager
Indiana Access to Recovery
Indiana Division of Mental Health and Addiction