

November 2016

The **Substance Abuse Treatment Operations Manual (SATOM)** has been reorganized to provide end-users ease of operation, simpler location of information, and logical navigation throughout the entire manual.

Every quarter, updates/revisions will be sent out electronically by RPD Administration.

The goal of the SATOM is to increase ease of use, separate each program into individual sections, and allow staff to specifically address their programs' issues, policies and procedures.

These sections are divided as follows:

Introduction/Mission Statement

Table of Contents

| | |
|--|------------------------------|
| Chapter 1: SATP Administrative | 01.01 – 01.06 |
| Chapter 2: Treatment Operations | 02.01 – 02.39 |
| Chapter 3: SAFPF | 03.01 – 03.15 |
| Chapter 4: IPTC | 04.01 – 04.08 |
| Chapter 5: PRSAP | 05.01 – 05.09 |
| Chapter 6: PRTC | 06.01 – 06.09 |
| Chapter 7: Continuum of Care/TTC/Phase I-B/4-C | 07.01 – 07.11 |
| Chapter 8: SNIP | 08.01 – 08.07 |
| Chapter 9: SC-ISF | 01.00 – 01.17; 02.00 – 02.21 |
| Index | |

If anyone has any questions as to the reorganization or how to navigate in the SATOM, please do not hesitate to contact ***Tyronda Carter, Administrative Information Coordinator, Rehabilitation Programs Division***, at 936-437-8764; email tyronda.carter@tdcj.texas.gov; mainframe TCA3620; or fax 936-437-6299. For hard copy distribution, please contact ***Cassandra Cook, Administrative Assistant III, Rehabilitation Programs Division***, at 936-437-6360; email cassandra.cook@tdcj.texas.gov; mainframe CC00013; or fax 936-437-6299.