

RADFORD UNIVERSITY

Student Standards and Conduct

Off Campus Referral for Assessment

You are being asked to obtain a substance use/abuse assessment and evaluation. Many communities have counseling or wellness centers, and/or outpatient substance abuse treatment centers that offer this type of service. You are encouraged to find a licensed professional counselor or a licensed clinical social worker to complete this assessment with you.

When making contact with the licensed provider, it is important to let this person know that you will need written documentation providing the outcome of your assessment and any recommendations made. This information must be shared with the Office of Student Standards and Conduct by your sanction deadline, allow ample time to find a provider as appointments are booked far in advance for many providers. Waiting until the last minute will likely cause you to miss your deadline. Note you will likely be asked to sign a release or waiver.

Suggestions on what to ask when calling a counselor or insurance provider:

1. I need to have a substance abuse assessment and evaluation completed; do you offer this type of service? (Counselor)
2. I will need to have documentation provided to Radford University's Office of Student Standards and Conduct; will you be able to provide the outcome of the assessment and any recommendations to them? (Counselor)
3. Do you take insurance for this type of service or will I be responsible for paying out of pocket? (Counselor)
 - a. If yes, how much will this type of service cost/personal cost/co-pay? (Insurance Provider)