

A NA E&T Informing Participants

REVISION 48
(01/01/20 – 12/31/20)

At each NA interview, complete the following:

- Explain the **SNA E&T** program requirements and the consequences of a failure to comply.
- Inform the PI that for mandatory SNA E&T referred participants, all of the following apply:
E&T participation begins after NA approval.
Participants who request employment assistance from SNA E&T are given job finding assistance.
SNA E&T staff contact those who are selected to participate in E&T regarding where and when to report.
- Establish an [NA E&T Lead Participant](#) and ensure the PI is aware of the selection and its significance.
- Inform the PI that participants may voluntarily request employment assistance. (See [Voluntary Referral](#))
- Provide SNA E&T program [contact information](#) to NA participants who may want to participate voluntarily.
- Document the [case file\(g\)](#) with the name of the NA E&T Lead Participant.