

TOOL: Tobacco Treatment Integration Checklist



Use the list below to guide the Tobacco Treatment Integration process. Mark off action items when completed.

1. Build tobacco dependence treatment foundation

- Identify a clinician champion
- Garner buy-in and support from leadership
- Identify treatment integration committee members
 - Determine committee roles and responsibilities
 - Schedule regular meetings with formal agenda
 - Develop plan of operations
- Develop tobacco treatment integration timeline

2. Train staff

- Train clinical and non-clinical staff on:
 - Rationale for tobacco treatment
 - Counseling/coaching
 - Pharmacotherapy
 - Motivational Interventions
- Adopt a policy to train and retrain staff
- Schedule annual meetings on system protocols and procedures

3. Develop tobacco dependence treatment program

- Select implementation treatment strategies (comprehensive training, central interventionist, tobacco groups, Quitline referrals, peer specialists)
- Develop clinical workflow with defined roles for care team members
- Adopt process for guiding medication selection and prescription
- Establish performance measures and communicate to staff
- Write and implement tobacco treatment policy

4. Implement tobacco dependence treatment interventions

- Develop screening and assessment protocol
- Develop and make educational materials available for clients and staff, including resources available to support tobacco recovery
- Deliver standard patient education on benefits of cessation, impact of counseling and medication

5. Build organizational capacity

- Adopt provider referral process to Wisconsin Tobacco QuitLine (fax, eReferral/EHR-based)
- Educate staff on billing for tobacco treatment
- Review benefits for staff who use tobacco and provide cessation resources

6. Evaluate tobacco dependence treatment program

- Collect baseline data
- Evaluate fidelity to treatment integration process
- Review and provide feedback on performance measures
- Evaluate treatment outcomes

