

Purpose: To improve the health of employees through screening for tobacco use, readiness to quit tobacco, and referring to cessation resources over the course of their quit journey in order to improve the health of the employee and their family.

Times to consider:

World No Tobacco Day, May 31

Great American Smoke Out, third Thursday of November

After New Year's/Oklahoma Quit Week, January

National Employee Health and Wellness Month, May

Annual Health Screenings

Flu vaccinations

Process:

- For best success, cessation counseling should be provided by a trained certified tobacco treatment specialist or healthcare provider.
 - OHA's Hospitals Helping Patients Quit (HHPQ) staff can assist with training providers in cessation messaging.
- Determine the best time to have your employee screening event that ensures every employee is screened.
- Consider what type of screening will work best for your screening event
 - Honor system, verbally questioning employees on their tobacco use
 - Cotinine test (budget will need to be considered for lab costs)
 - Carbon monoxide breath test
- Decide which resources will be provided when an employee screens positive.
 - Set up proactive referral with the Oklahoma Tobacco Helpline
 - See next section on how to get in contact with OHA staff to set this up
 - Consider what happens if the employee is positive for tobacco use and does not want to quit.
 - Email HHPQ@okoha.com or your OHA HHPQ staff members for assistance in ordering Oklahoma Tobacco Helpline materials.
- Explore options for ongoing support to employees who want to quit.
 - Providing regular check-ins via email or in person to provide encouragement, ideas for coping with cravings, providing cotinine lab tests for accountability, etc.
 - Tracking quit attempt with carbon monoxide breath test or cotinine tests
- Determine what insurance benefits are available to your employees and their family if that applies. Decide how to communicate this to your employees.
 - Pharmacotherapies and nicotine replacement therapy (NRT)
 - Tobacco cessation counseling service (individual and/or group)

- Develop rewards and recognition for employees who quit after being screened, as well as, those who previously quit and celebrate quit anniversaries.
 - May be beneficial to ask all employees if they previously quit tobacco and collect anniversary dates to allow for sending a card or congratulations to employees annually.
 - Quitting tobacco is the start of an ongoing journey. As with any addiction, the journey to stay quit deserves celebration.

Proactive Referral to the Oklahoma Tobacco Helpline (OTH):

Proactive referrals involve sending the employee's information to the OTH. Within 48 hours, OTH personnel will reach out to employees to start their services. The OTH will provide your hospital/clinic with an outcome report, letting you know what services the employee accepted.

- EMR referral (if available) for employees who are also patients of your hospital/clinic
 - Follow up report is placed in the employee's electronic health chart
- Fax form or web portal
 - A contact person will receive the employee's outcome report via fax

HHPQ staff can assist in setting each referral option that is specific to employees.

Items needed:

- OTH Materials
- Screening materials:
 - Questionnaire
 - Breath carbon monoxide monitor and mouthpieces (optional)
 - Cotinine test kits (optional)
- Proactive referral process

Resources:

- OHA HHPQ staff can provide training, technical assistance, and are available to answer any questions. hpgq@okoha.com
- www.okhelpline.com (Oklahoma Tobacco Helpline)
- www.oktoquit.com (OK to Quit—statewide social media campaign)
- www.freedomfromsmoking.org (American Lung Association)
- <https://www.cancer.org/cancer/cancer-causes/tobacco-and-cancer.html> (American Cancer Society)
- <https://www.cdc.gov/workplacehealthpromotion/health-strategies/tobacco-use/interventions/index.html> (Centers for Disease Control & Prevention)