## **Background –** *What was the impetus for your organization to improve your tobacco treatment practices and/or policies, and how did you gather support? (e.g. overview of problem or current process related to tobacco treatment and/or policies).*

## **Ask** – *What improvements did your organization make to improve how you identify tobacco users?*

## *Are providers/clinicians prompted to ASK patients in the EHR regarding patient’s tobacco use of all tobacco products? (e.g. Cigarettes, cigars, pipe, smokeless, e-cigarettes, secondhand smoke exposure, etc.)*

* *Are there any standardized documentation practices?*

## **Advise** – *How has your organization improved advising clients to quit tobacco?*

* *Do provider/clinicians use motivational interviewing or other best practice techniques?*
* *How/where do you document this advisement?*

## **Assess** – *How has your organization improved assessing if clients are ready to quit tobacco?*

## *Are providers prompted to ASSESS the severity of nicotine/tobacco dependence and document in the EHR?*

## *What best practice tools do you use to ASSESS severity of nicotine/tobacco dependence (e.g. Fagerstrom, Penn State E-Cig index, Hooked on Nicotine Checklist, etc.)*

## *How/where do you document this assessment?*

## *Describe how your organization promotes tobacco recovery among your clients.*

## **Assist** – *What does your organization currently do or what changes has your organization made to assist tobacco users with quitting?*

## *These may include changes to treatment plans, individual or group tobacco counseling services , prescribing/offering FDA-approved tobacco treatment medications, offering incentives to quit, etc.*

* *How/where do you document this assistance?*

## **Arrange** – *What does your organization currently do or what changes has your organization made to arrange for treatment or follow-up for clients who want to quit tobacco or for clients who are not ready to quit?*

## *What kind of follow-up is provided for tobacco treatment with patients? (e.g. re-assessment appt, referral to quitline, referral to TTS, etc.)*

* *How/where do you document this follow-up?*

## **Lessons Learned** – *What challenges did your organization encounter? What might you want other organizations to be aware of when implementing a similar initiative or what would you do differently?*