

## **Tobacco Cessation Policy**

Policy: Tobacco use can be the cause of several illnesses including emphysema, heart and coronary disease, as well as lung, throat, tongue, and lip cancer. Tobacco use during pregnancy is known to cause birth defects. Exposure to second hand smoke irritates the airways and has immediate harmful effects on a person's heart and blood vessels. It can cause heart disease, lung cancer, and breast cancer. In children, the harmful effects of second hand smoke include SIDS, severe asthma, bronchitis, pneumonia, and ear infections. The smoke will also slow the growth and development of the child's lungs. Tobacco related illness is the number one preventable illness in the United States. In an effort to reduce the exposure of second hand smoke to children, and improve the health of families and staff, UMCHS will implement a tobacco cessation program. Tobacco cessation will be done through the Ask, Advise, and Refer Model that utilizes brief intervention techniques (asking and advising), a referral to an appropriate community tobacco cessation resource, and goal setting.

### Procedures:

1. Families that use tobacco will be identified during Head Start and Early Head Start recruitment and noted on the recruitment notes. They will also be identified during their certification appointment at WIC. Family Support and Connections families will be identified during the first home visit contact.
2. At recruitment, families identified as tobacco users will be advised about the risks of tobacco and asked if they are interested in quitting. If they respond with a yes, advised about the risks of tobacco use and then referred to the appropriate resource.
3. During WIC visits, WIC families that are identified as tobacco users will be advised about the risks of tobacco, as well as the benefit of quitting. They will then be asked if they are interested in quitting smoking. If the family answers yes, they will be referred to the appropriate resource and a tobacco cessation referral form will be completed.
4. During the Child Care Resource and Referral Overview, providers will be reminded that licensed child care centers must be smoke-free. Smoking Cessation brochures will be distributed as a part of Overview Packet. If providers would like more information, the instructor will make themselves available after class, and refer the provider to the appropriate cessation resource.
5. When a client comes to Child Care Resource and Referral, they will be reminded of the need to find a child care provider that offers a truly smoke free environment, and what to look for to determine if it is truly a smoke free environment.
6. While completing the Family Partnership Agreement, families will be asked if they are tobacco users or if anyone in the household smokes. They will be asked if they have tried to quit in the past year. If the family is a tobacco user, they will be advised to quit. If they want to quit, a family partnership goal will be developed to quit, that will include a referral to the appropriate resource. A tobacco cessation referral form will also be completed.

7. A referral can be done at any time throughout the year with the parents, it is not limited to Family Partnership Meetings, and recruitments.
8. If a family is not interested in quitting, the worker will talk with the family about the importance of not smoking around their children and ways to reduce their child's exposure to second hand smoke.
9. A copy of the family's Tobacco Cessation Referral forms will be forwarded to the community development manager. The community development manager will follow-up with the family about their efforts to quit tobacco.
10. The community development manager will utilize recruitment notes to identify families that use tobacco to track how many families are using tobacco, and how many families have been referred to a cessation program throughout the program year.
11. The tobacco cessation resource guide will be updated yearly, to ensure that all resources are still available and to include new resources. This guide will be available at all Head Start centers, WIC clinics and the CCR&R office.
12. Staff will be trained in Tobacco 101, and the Brief Intervention Techniques that utilize the Ask, Advise, Refer method.
13. The Fresh Air For Little Noses Curriculum will be used to educate families on the dangers of second hand smoke on children.
14. Staff may access any of the tobacco cessation resources in an effort to quit their own tobacco use.
15. All Centers and the Main Office will display "No Smoking" signs, all exits will be posted with "No Smoking Within 10 feet of Building signs, and all Parking Lots will be posted with No Smoking signs.