

SAMPLE POLICY FOR DENTAL PROFESSIONAL SCHOOLS

Minimal Contact Policy- 5As Intervention

Policy #: 00

Date Effective: DATE

Policy Statement

*“All staff and students involved in client assessment from **XXX school** are required to query and document tobacco use and cessation interventions using the minimal contact intervention for tobacco cessation 5 As: Ask, Advise, Assess, Assist, Arrange intervention.”*

Definitions

Tobacco Products: include cigarettes, cigars, pipe tobacco, snuff, chewing tobacco, herbal cigarettes or contraband tobacco products.

5 A Model of Minimal Contact Tobacco Intervention: evidence-based approach to tobacco intervention that is advocated in many clinical best practice guidelines, designed to be implemented in less than three minutes. The 5 A Model consists of Ask, Advise, Assess, Assist and Arrange.

Ask: Tobacco use status in the last six months is identified and documented for every client during every clinic visit.

Advise: Every tobacco user is advised of the importance of quitting tobacco using a clear, strong, personalized and non-judgmental message.

Assess: Every tobacco user should be asked their intentions regarding quitting based on Prochaska's Stages of Change (Pre-contemplation, Contemplation, Preparation, Action, Maintenance, Relapse).

Assist: Tobacco users are assisted with brief counselling and education that is tailored to the client's interest in quitting tobacco use.

Arrange: Tobacco users are offered follow-up tobacco cessation support through the Smokers' Helpline.

Policy Application

*This policy applies to the following staff and students of **XX X school**: dental assistants, dental hygienists and dentists and instructors.*

Operating Details

All staff and students are required to use the 5As intervention of tobacco assessment and counselling for all clients at **XXX school clinic**.

ASK: All staff and students are required to determine tobacco use status at each client visit asking the question “Have you used any form of tobacco products in the past 6 months?” Staff and students are required to complete and document the tobacco use questions on the **XXX** documentation form (i.e client chart). All staff and students are required to complete the 5 As intervention with all clients who indicate they are tobacco users.

ADVISE: All staff and students are required to provide clients with the advice to quit in a strong, personalized, non-judgemental message and to document whether or not this advice was given on **XXX** documentation form (i.e client chart).

ASSESS: All staff and students are required to assess the client’s intentions to quit by completing the assessment questions on *5A Tobacco Use Intervention* card and document (i.e client chart). The student/instructor must ask for the client’s permission to proceed with the assessment questions. If the client declines, the clinician documents this and does not proceed to complete the 5 As intervention.

ASSIST: Staff and students will provide interested clients with self-help quit materials (see references below). Staff and students will assist all tobacco users in quitting by building motivation to change (see decision balance tool on *5A Tobacco Use Intervention* card) and by helping the client make a quit plan.

ARRANGE: All staff and students will discuss quit supports with all interested clients and initiate follow-up and document on **XXX** documentation form (i.e. client chart):

1. Staff and students will discuss quit supports with the client and provide Smokers’ Helpline materials.
2. Staff and students will ask clients if they would like Smokers’ Helpline to call them directly. If the client consents to this service, the staff or student will complete a **Smokers’ Helpline Quit Connection Referral Form**. The client will sign and date the form. Staff and students will fax the form the same day.
3. A staff or student will be designated to ensure the supply of Smokers’ Helpline quit materials and **Quit Connection Forms** are available and restock as needed.

Policy monitoring/evaluation

Once the policy has been implemented, documentation audits will be completed by the Instructor within 3-6 months of the policy implementation date to determine smoking prevalence, staff and student compliance with 5A intervention implementation, quit materials provided and referrals to **Smokers’ Helpline Quit Connection**. Documentation audits will be repeated as needed.

Training/continuing education

Staff and students will be trained in the 5As – Minimal Contact Intervention during classroom lessons, with support from the local Public Health Unit and Smokers’ Helpline.

References:

For the clinician:

For free materials including *5A Tobacco Use Intervention* card and training on the 5As including from Canadian Dental Health Association
www.youcanmakeithappen.ca

Smokers' Helpline Quit Connection Referral Form
www.smokershelpline.ca/refer/

For tobacco users:

Self-help quit materials; and online, text and phone support at www.smokershelpline.ca or 1-877-513-5333

ODHA Oral Health Information Sheet
www.odha.on.ca/PDFs/facts-5.pdf