**MAKING REFERRALS TO THE OREGON TOBACCO QUIT LINE**

**The “2As and R" model for treating tobacco use and dependence**

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| **Ask**  | Ask about tobacco use at every visit and document in chart. |
| **Advise**  | In a clear and personalized manner, advise client who use tobacco to quit. “Quitting is one of the best things you can do for your health.” |
| **Refer** | **For clients who are ready to quit**, provide information about the Quit Line and offer to make a referral. “Have you heard about the Oregon Tobacco Quitline?”**For clients who are not ready to quit or who decline a referral**, provide Quit Line card and other available information.**For the ex-tobacco user**, ask how recent they quit and are if there are any challenges to remaining abstinent. Make referral. The Quit Line can help patients sustain quit status. The Quit Line is a free, confidential services that allows clients to:* *Talk or chat online with an expert Quit Coach who knows what you are going through and will help you make a Quit Plan that will work for you.*
* *Get help from a personal Quit Guide – they will send you materials chosen just for you or you can access the library online.*
* *Ask for support -- tell your family and friends about your Quit Plan or join a message boards online and connect with others quitting tobacco.*
* *Receive 2 weeks of nicotine patches or gum to help you get started with your quit*.
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| **Complete Referral Form** | When making a referral to the Quit Line:* Explain that the Quit Line will contact them directly to enroll them in available counseling services. [Assure patient that the Quit Line will not pressure them.]
* Staff completes the top part of the FAX referral form.
* Client completes lower part of FAX referral form [Please check to make sure patient fills in all sections].

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| **Processing Referral** | Copiers/scanners in WIC (1st Floor), Adult Health (2nd Floor reception), and Public Health (3rd Floor) are programmed with buttons to send Quit Line referrals to Marilyn Carter.When Quit Line Referral form has been completed and signed by patient:* Use SCAN function to SEND the form to Marilyn Carter. Marilyn will send the form via secure FAX to the Oregon Tobacco Quit Line.
* Include form in patient’s chart/record.
* The Quit Line will FAX back the “Patient Outcome Report,” which will be sent to medical records to include in patient’s chart/record.
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