THE UNIVERSITY OF TEXAS
MD Anderson
Cancer Center

Making Cancer History®

Sustainability Checklist

Clinic: _____   **Date:** _____

1. Tobacco-Free Campus Policy

Yes   No   To Do

a.   A person has been designated to communicate the tobacco-free campus policy to staff,
          patients and visitors.
          i.   Responsible party: _____
          ii.   How often does this occur? _____

b.   A person has been designated to track policy violations.
          i.   Responsible party: _____
          ii.   How often does this occur? _____

c.   A person has been designated to observe the campus for possible tobacco-free policy violations
          and document hot spots on campus.
          i.   Responsible party: _____
          ii.   How often does this occur? _____

2. Signage

Yes   No   To Do

a.   Does someone on the team have the native files to continue updating in the future?

b.   A map was created to designate where the physical signage is located.

c.   A person has been designated to check on each outdoor and indoor sign (locations, readability, quality).
          i.   Responsible party: _____
          ii.   How often does this routine maintenance check occur? _____
          iii.   Location of the files in the share folder: _____

3. Nicotine Replacement Therapy

Yes   No   To Do

a.   A person has been designated to review the NRT inventory routinely.
    i.   Responsible party: _____
    ii.   How often does this routine check occur? _____
    iii.   Check for expiration dates
    iv.   Designated site supervisor: _____

b.   A person has been designated to place additional orders.
    i.   Responsible party: _____

c.   A person has been designated to maintain, update or retrieve the tracking and utilization document.
    i.   Responsible party: _____

d.   Someone has been connected to Haleon for NRT ordering.
    i.   Responsible party: _____

4. Clinical Operations

Yes   No   To Do

a.   Committee is aware of who is a Certified Tobacco Treatment Specialist on staff.

b.   Prescribers are up to date on NRT protocols and other pharmacotherapy measures.

c.   Tobacco treatment referral flow charts are maintained and reviewed for accuracy.

d.   A person has been designated to track patient referrals to treatment services.
    i.   Responsible party: _____
    ii.   How often does this data pull occur? _____

e.   A person has been designated to track patient assessed for tobacco use.
    i.   Responsible party: _____
    ii.   How often does this data pull occur? _____

f.   A person has been designated to track patient use of NRT or prescription medication.
    i.   Responsible party: _____
    ii.   How often does this data pull occur? _____

4. Clinical Operations (cont.)

Yes   No   To Do

g.   A person has been designated to track patients who successfully quit.
   i.   Responsible party: _____
   ii.   How often does this data pull occur? _____

h.   Mapping EHR and Quality Scores
   i.   Responsible party: _____
   ii.   How often does this data pull occur? _____

5. Task Force/Committee

Yes   No   To Do

a.   Are routine meetings scheduled?

b.   Is there broad (multi-sectoral) representation on the committee?

c.   Clinical data reporting (see clinical operations) will be presented to the committee.

d.   Tobacco-free campus enforcement updates will be presented to the committee.

e.   NRT reporting will be presented to the committee.

Notes

THE UNIVERSITY OF TEXAS
MD Anderson
Cancer Center

Making Cancer History®