Agency – Clinic A
Tobacco integration Self-Evaluation Tool (TiSET, ©2018 NYC TCTTAC)
Self-Reported Results and Recommendations, *Date*

Thank you for taking the time to complete the TiSET
Your overall score of 2.6 indicates that your program is currently "Between Mental Health only and Capable" (see table below).

Score	Rating
1	**Mental Health Only** (program is focused on providing services to persons with mental health disorders without attention to substance use)
2	**Between Mental Health only and Capable**
3	**Capable** (program can provide some services to individuals with co-occurring tobacco use and mental health disorders)
4	**Between Capable and Enhanced**
5	**Enhanced** (program can provide all services to people with co-occurring tobacco use and mental health disorders)

Below is a graph of your scores within the various domains. Following the graph are recommendations for your program based upon your most recent self-report. You get to choose which, if any, you would like to work on. Keep in mind these assessments are self-reports aimed at helping you to determine areas where you can improve your capacity to treat co-occurring mental health and tobacco use disorders. It's possible that there are several areas where you may want to target quality improvement efforts. The TCTTAC Treating Tobacco Roadmap provides guidance for using the TiSET to make changes in your program.

Agency–Clinic A
(3=capable, 5=enhanced)
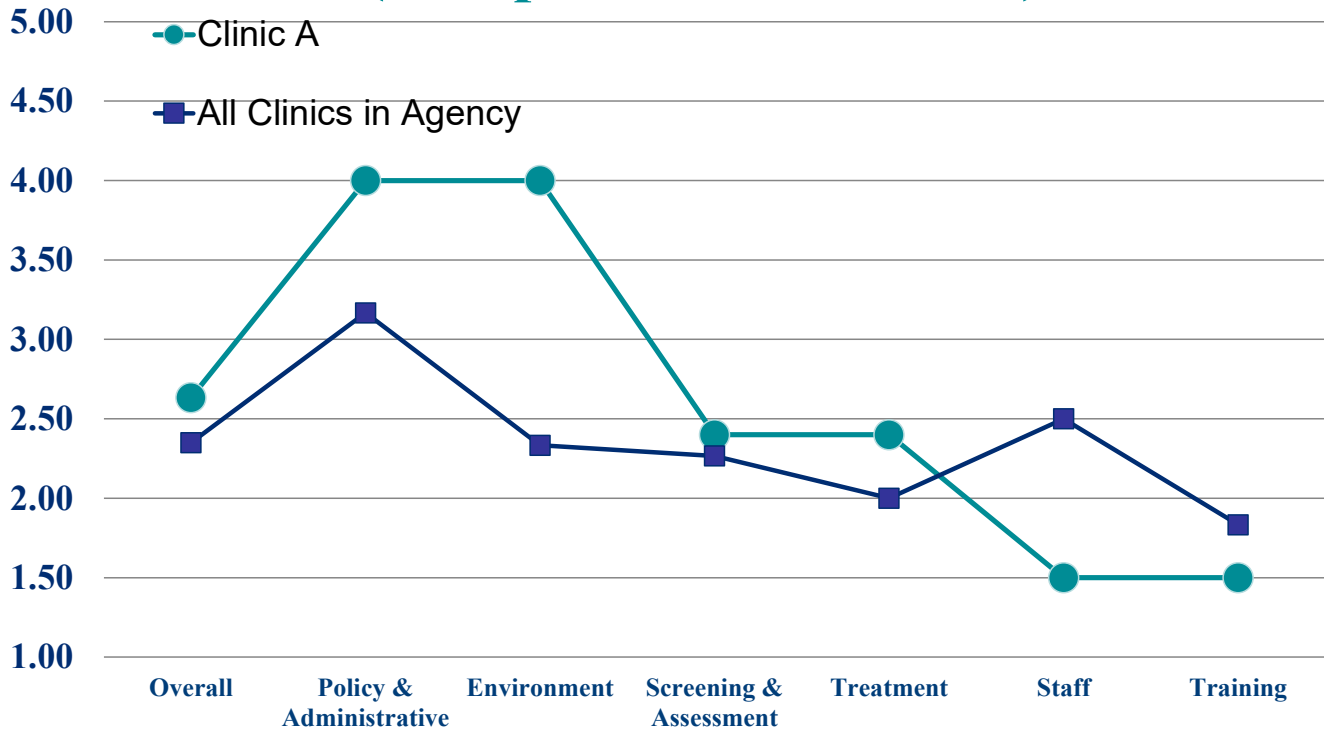
POLICY AND ADMINISTRATIVE
Overall Average Score: **4**
Recommended Resources: NYC TCTTAC offers an archived webinar on tracking data outcomes that is available through CPI's LMS (the link will first prompt you to enter your username and password). Click HERE for an example tobacco policy.

Item	Recommendation
1. Tobacco Use Policy	Congratulations! Your program scored a 5 on this item. Keep up the great work!
2. Tracking Outcomes	Your program scored a 3 on this item. Congratulations on tracking both mental health and tobacco-related outcomes; consider ensuring that the program uses this data to identify program strengths and challenges, with the eventual goal of using this data to make program improvements.

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ENVIRONMENT
Overall Average Score: 4
Recommended Resources: The NYC TCTTAC website includes several educational materials and tools, available HERE. Click HERE to see some sample tobacco free signs.

Item	Recommendation
3. Availability of educational materials	Your program scored a 4 on this item. Congratulations on having tobacco related materials available to people who use tobacco, regardless of their interest in quitting; consider also matching the material to their stage of change.
4. Signage	Your program scored a 4 on this item. Congratulations on having some signage re: "no tobacco use" posted consistently; consider ensuring making it more visible, with the eventual goal that this signage is very consistently visible.

SCREENING & ASSESSMENT
Overall Average Score: 2.4
Recommended Resources: Click HERE to access the Consumer Self-Report Tobacco Assessment (including items 4 and 5, the Heaviness of Smoking Index, and item 11 assessing stage of change).

Item	Recommendation
5. Tobacco use screening.	Your program scored a 3 on this item. Congratulations on including a routine set of questions about current and lifetime tobacco use on your intake; consider adding a standardized formal instrument with established psychometric properties at intake, with the eventual goal of repeating this screen every 6 months thereafter.
6. Screening documented.	Your program scored a 3 on this item. Congratulations on documenting tobacco use screening in at least half of the treatment records; consider developing a plan to increase this documentation, with an eventual goal of documenting this screening in at least 90% of the relevant records.
7. Assessment of severity of tobacco use disorder.	Your program scored a 2 on this item. Congratulations on documenting severity of tobacco use disorder for some people who use tobacco; consider developing a plan to increase this documentation, with an eventual goal of documenting severity in at least 90% of the relevant records.
8. Tobacco related diagnoses.	Your program scored a 2 on this item. Congratulations on documenting tobacco related diagnoses for some people who use tobacco; consider developing a plan to increase this documentation, with an eventual goal of documenting diagnoses in at least 90% of the relevant records.
9. Assessment of Stage of Change.	Your program scored a 2 on this item. Congratulations on assessing Stage of Change for mental health conditions or tobacco use with at least some service recipients; consider developing a plan to increase assessment of Stage of Change of mental health conditions and tobacco use, with the eventual goal of using formal measures and routine documentation of both.

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TREATMENT
Overall Average Score: 2.4
Recommended Resources: Visit the NYC TCTTAC website tools page HERE to access consumer handouts for each medication (including translations into 7 different languages), facilitator guides, tips for group attendance, a letter to prescribers (which includes links to medication to treat tobacco use), and other helpful tools for treatment. Click HERE to access a tool for documenting treatment of tobacco use. Click HERE to access the Learning About Healthy Living: Tobacco and You manual (LAHL) and HERE to access and archived webinar about using the LAHL manual. Click HERE to access the FIT module describing Stage of Change and Stage-Wise Treatment.

Item	Recommendation
10. Treatment Plans.	Your program scored a 3 on this item. Congratulations on documenting tobacco related conditions with some frequency on treatment plans; consider developing a plan to increase the number of treatment plans that address tobacco related conditions, with the eventual goal of having a formal system to remind all staff at regular intervals to revisit interest in wellness related goals/objectives or reassess quit positions.
11. Interventions matched to Stage of Change.	Your program scored a 4 on this item. Congratulations on documenting Stage of Change for both mental health and tobacco use and providing some general stage-matched interventions; consider ensuring that documentation reflects detailed interventions matched to a person's stage for each.
12. Group Treatment for both mental health and tobacco use.	Your program scored a 1 on this item. Consider developing a plan to have people who use tobacco regularly attend an integrated mental health and tobacco use disorders group, with an eventual goal of at least 2/3 of people who use tobacco attending such groups.
13. Group curricula.	Your program scored a 1 on this item. Consider ensuring that the program contains a standardized group curriculum to address tobacco use, with the eventual goal of routinely using a standardized group curriculum for tobacco use which is customized for the SMI population and includes adaptation of evidence-based addiction treatment (e.g., motivational interviewing, relapse prevention, stage-based treatment, etc.).
14. Medications to treat tobacco use disorder.	Your program scored a 3 on this item. Congratulations on offering some prescriptions for medications to treat tobacco use; consider developing a plan to increase these prescriptions, with an eventual goal of offering them to more than 75% of people who use tobacco who are interested in quitting.

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STAFF
Overall Average Score: **1.5**
Recommended Resources: Click HERE to access guidance around addressing tobacco use among staff.

Item	Recommendation
15. Availability of a prescriber to treat tobacco use.	Your program scored a 1 on this item. Consider ensuring that there is a relationship with a prescriber for tobacco related conditions (consultant/contractor), with the eventual goal, if feasible, of having an on-site prescriber for tobacco use that is available also for clinical supervision and integrated with the team.
16. Access to clinical supervision/consultation.	Your program scored a 1 on this item. Consider ensuring that staff have access to clinical supervision and consultation, with the eventual goal, if feasible, of having clinical supervision or consultation by a staff member (on-site) with a focus on interventions specific to stage-wise treatment such as motivational interviewing and CBT.
17. Tobacco related support for staff.	Your program scored a 2 on this item. Congratulations on offering offsite tobacco use treatment or referrals for interested staff; consider developing a plan to offer these services on site, with the eventual goal of providing routine, on-site treatment or referrals including unrestricted access to tobacco use disorder therapies and medications.
18. Peer employees.	Your program scored a 2 on this item. Congratulations on having peer employee(s) with lived mental health experience; consider including peers that also have lived experience with tobacco use, with the eventual goal of having peers with formal training in working with both mental health and tobacco related conditions, as co-occurring disorders.

TRAINING
Overall Average Score: **1.5**
Recommended Resources: TCTTAC offers in person training (typically beginning each Fall). Contact the Project Director (Nancy.covell@nyspi.columbia.edu) for information around upcoming training dates. Click HERE to access the online training resources.

Item	Recommendation
19. Training for clinical staff.	Your program scored a 2 on this item. Congratulations on having some staff trained, consider developing a plan to provide additional training to clinical staff with an eventual goal of at least 80% of staff trained.
20. Training for prescribers.	Your program scored a 1 on this item. Consider developing a plan to provide training to prescribing clinicians with an eventual goal of at least 80% of staff trained.

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