

Reaching the Gold Standard

Evaluating tobacco policies in K-12 schools and institutions of higher education using a practical assessment tool

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Skill Building Workshop

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Anaheim, CA

Presentation outline

- Introduction
- Evaluating Policy Change
 - ▣ School Policy & Higher Education Rating Tools
 - Policy Language
 - Collection Process
 - Interpreting Results
 - Successes & Challenges
- Skill Building
 - ▣ Comprehensive Policy
- Next Steps
 - ▣ Using the tools to inform policy
 - ▣ Tool development paper
 - ▣ Other Uses



Introduction



Introduction

- The Center for Tobacco Policy Research (CTPR)
- The Communities Putting Prevention to Work grant
- Importance of tools
- Workshop Goals



School Tobacco Policy Rating Tool

School Tobacco Policy Rating Tool

- Overview
- Collection Process
- Focuses on 4 domains
 - Tobacco-Free Environment
 - Enforcement
 - Prevention and Treatment Services
 - Policy Organization

SCHOOL TOBACCO POLICY INDEX											
District Name: _____			Date: _____			Rater ID: _____					
1. TOBACCO-FREE ENVIRONMENT									Score ____ /14		
<i>Students</i>			<i>Staff</i>			<i>Visitors/Contractors/Patrons</i>					
Yes	No	1.1	school buildings (indoors)	Yes	No	1.6	school buildings (indoors)	Yes	No	1.10	school buildings (indoors)
Yes	No	1.2	school campus/grounds	Yes	No	1.7	school campus/ grounds	Yes	No	1.11	school campus/grounds
Yes	No	1.3	vehicles	Yes	No	1.8	vehicles	Yes	No	1.12	vehicles
Yes	No	1.4	school-sponsored events	Yes	No	1.9	school-sponsored events	Yes	No	1.13	school-sponsored events
Yes	No	1.5	possession for students and/or anyone under the age of 18								
Yes	No	1.14	24 hours a day, 365 days a year								
2. ENFORCEMENT									Score ____ /12		
<i>Students</i>			<i>Staff</i>			<i>Visitors/Contractors/Patrons</i>					
Yes	No	2.1	general enforcement	Yes	No	2.5	general enforcement	Yes	No	2.9	general enforcement
Yes	No	2.2	identifies specific enforcement	Yes	No	2.6	identifies specific enforcement	Yes	No	2.10	identifies specific consequences for violation(s) to the policy
Yes	No	2.3	mention of cessation and/or education not just punitive measures for violation(s)	Yes	No	2.7	mention of cessation and/or education not just punitive measures for violation(s)				
Yes	No	2.4	dress code	Yes	No	2.8	dress code				
Yes	No	2.11	prohibits sponsorship from tobacco companies								
Yes	No	2.12	establishes designated individual(s) for enforcement								
3. PREVENTION AND TREATMENT SERVICES									Score ____ /6		
TOBACCO PREVENTION CURRICULUM				TOBACCO USE CESSATION							
				<i>Students</i>			<i>Staff</i>				
Yes	No	3.1	general prevention curriculum mentioned	Yes	No	3.3	general cessation mentioned	Yes	No	3.5	general cessation mentioned
Yes	No	3.2	specific prevention curriculum	Yes	No	3.4	referral to outside cessation services or cessation program offered	Yes	No	3.6	referral to outside cessation services or cessation offered
4. POLICY ORGANIZATION									Score ____ /8		
COMMUNICATING THE POLICY			RATIONALE				MANAGEMENT				
Yes	No	4.1	general communication of the policy	Yes	No	4.4	any rationale given for health or environmental consequences	Yes	No	4.6	applicable enforcement/ adoption date
Yes	No	4.2	printed materials	Yes	No	4.5	policy indicates all tobacco products	Yes	No	4.7	individual(s) identified to review and/or update the policy
Yes	No	4.3	signage					Yes	No	4.8	additional supporting documents
TOTAL SCORE: ____ /40											

School Tobacco Policy Rating Tool

Final Assessment

1. TOBACCO FREE ENVIRONMENT										Score	14 / 14		
<i>Students</i>			<i>Staff</i>			<i>Visitors/Contractors/Patrons</i>							
<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.1	school buildings (indoors)	<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.6	school buildings (indoors)	<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.10	school buildings (indoors)		
<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.2	school campus/grounds	<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.7	school campus/ grounds	<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.11	school campus/grounds		
<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.3	vehicles	<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.8	vehicles	<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.12	vehicles		
<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.4	school-sponsored events	<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.9	school-sponsored events	<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.13	school-sponsored events		
<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.5	possession for students and/or anyone under the age of 18										
<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.14	24 hours a day, 365 days a year										
2. ENFORCEMENT										Score	6 / 12		
<i>Students</i>			<i>Staff</i>			<i>Visitors/Contractors/Patrons</i>							
<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.1	general enforcement	<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.5	general enforcement	<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.9	general enforcement		
<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.2	identifies specific enforcement	<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.6	identifies specific enforcement	<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.10	identifies specific consequences for violation(s) to the policy		
<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.3	mention of cessation and/or education not just punitive measures for violation(s)	<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.7	mention of cessation and/or education not just punitive measures for violation(s)						
<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.4	dress code	<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.8	dress code						
<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.11	prohibits sponsorship from tobacco companies										
<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.12	establishes designated individual(s) for enforcement										
3. PREVENTION AND TREATMENT SERVICES										Score	6 / 6		
<i>TOBACCO PREVENTION CURRICULUM</i>					<i>TOBACCO USE CESSATION</i>								
<input checked="" type="radio"/> Yes	<input type="radio"/> No	3.1	general prevention curriculum mentioned	<i>Students</i>			<input checked="" type="radio"/> Yes	<input type="radio"/> No	3.5	general cessation mentioned	<i>Staff</i>		
<input checked="" type="radio"/> Yes	<input type="radio"/> No	3.2	specific prevention curriculum	<input checked="" type="radio"/> Yes	<input type="radio"/> No	3.3	general cessation mentioned	<input checked="" type="radio"/> Yes	<input type="radio"/> No	3.6	referral to outside cessation services or cessation program offered		
				<input checked="" type="radio"/> Yes	<input type="radio"/> No	3.4	referral to outside cessation services or cessation program offered	<input checked="" type="radio"/> Yes	<input type="radio"/> No				
4. POLICY ORGANIZATION										Score	6 / 8		
<i>COMMUNICATING THE POLICY</i>				<i>RATIONALE</i>				<i>MANAGEMENT</i>					
<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.1	general communication of the policy	<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.4	any rationale given for health or environmental consequences	<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.6	applicable enforcement/ adoption date		
<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.2	printed materials	<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.5	policy indicates all tobacco products	<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.7	individual(s) identified to review and/or update the policy		
<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.3	signage					<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.8	additional supporting documents		
TOTAL SCORE:										32	40		

Comprehensive Tobacco Free Policy

- Must cover all tobacco products at all times for all populations, everywhere
- Must be enforced
- Prevention education and cessation services must be offered
- Must be communicated to the community

Tobacco Free Environment (TFE)

- Overview
 - This domain measures the extent to which the school's buildings, grounds, vehicles, and events are tobacco free.
 - Groups: Students, Staff, and Visitors
- Reasons for low scores in the TFE domain overall:
 - Lack of provisions for employees and visitors
 - The inclusion of designated smoking areas on school grounds
 - School-sponsored events not included in provisions

Tobacco Free Environment

- Example of a policy that is not comprehensive
 - *“The District shall be a smoke-free environment. Smoking or the use of smokeless tobacco products is not permitted within **District buildings**. In an area so designated, **smoking may be permitted outside** of District building. **Students who possess or use tobacco products on district grounds, district transportation or at district activities** will be disciplined in accordance with board policy.”*

Tobacco-Free Environment

- Example of a 100% comprehensive policy
 - “...[T]he district prohibits all **employees, students and patrons** from smoking or using tobacco or tobacco products in all **school facilities, buildings, school transportation**, other district transportation and on all **school grounds at all times**, including **athletic events and meetings**...Students who **possess** or use tobacco products on district grounds, district transportation or at district activities will be disciplined in accordance with Board policy.”

Enforcement

- Overview
 - This domain measures the extent to which the policy is enforced.
 - Groups: Students, Staff, and Visitors

- Reasons for low scores in the Enforcement domain overall:
 - Lack of specific enforcement
 - Lack of provisions for employees and visitors
 - Sponsorship from tobacco companies is not prohibited
 - No individual established to enforce the policy
 - No prohibition of tobacco insignia on clothing

Enforcement

- Example of a policy that is not comprehensive
 - *“Possession and/or use of...tobacco products...may result in suspension and/or expulsion.”*

Enforcement

- Example of a policy that is 100% comprehensive
 - *Persons found in violation of this policy will be referred to the building **principal** and/ or **appropriate staff supervisor**. Employees and students violating the tobacco policy will be subject to the following procedures: **First offense:** a warning and **cessation referral** will be issued ...**Second offense**...Visitors...will be informed of the school district policy...If the visitor(s) does not comply, they will be asked to leave. If they refuse this request, the police may be called.*
 - *Tobacco promotional items...are not permitted on district grounds, in school vehicles, or at school-sponsored events. This includes **clothing worn by students, staff, and visitors that advertises tobacco products**.*
 - ***Sponsorship** from any tobacco industry affiliate will not be accepted.*

Prevention and Treatment Services

■ Overview

- This domain measures the presence of prevention, education, and cessation services in the policy.
- Groups: Students and Staff

■ Reasons for low scores in the Prevention domain overall:

- No specific tobacco prevention curriculum identified
- Referrals to cessation services not offered

Prevention and Treatment Services

- Example of a policy that is not comprehensive
 - “Through **the curriculum**, assemblies, and other programs, students are made aware of the dangers of smoking.”

Prevention and Treatment Services

- Example of a 100% comprehensive policy
 - *“Tobacco use prevention and education programs will be provided through the **health education curriculum**...lessons will teach students about the **dangers of smoking and using other tobacco-related products and how to resist social influences to smoke**. Additional smoking prevention programs will be offered...The District will encourage employee and student efforts in **smoking cessation and referrals will be available** to interested employees and students seeking information about smoking cessation programs in the immediate area... [including] the American Cancer Society, American Heart Association, American Lung Association...local hospitals, and medical groups.”*

Policy Organization

- Overview
 - This domain measures the rationale for instituting the policy, the management of the policy, and the extent to which the school communicates the policy.

- Reasons for low scores:
 - Policy did not indicate all tobacco products
 - No specific channels for communicating the policy were identified
 - Adoption/Enforcement date was not present
 - No individual identified to review/update policy

Policy Organization

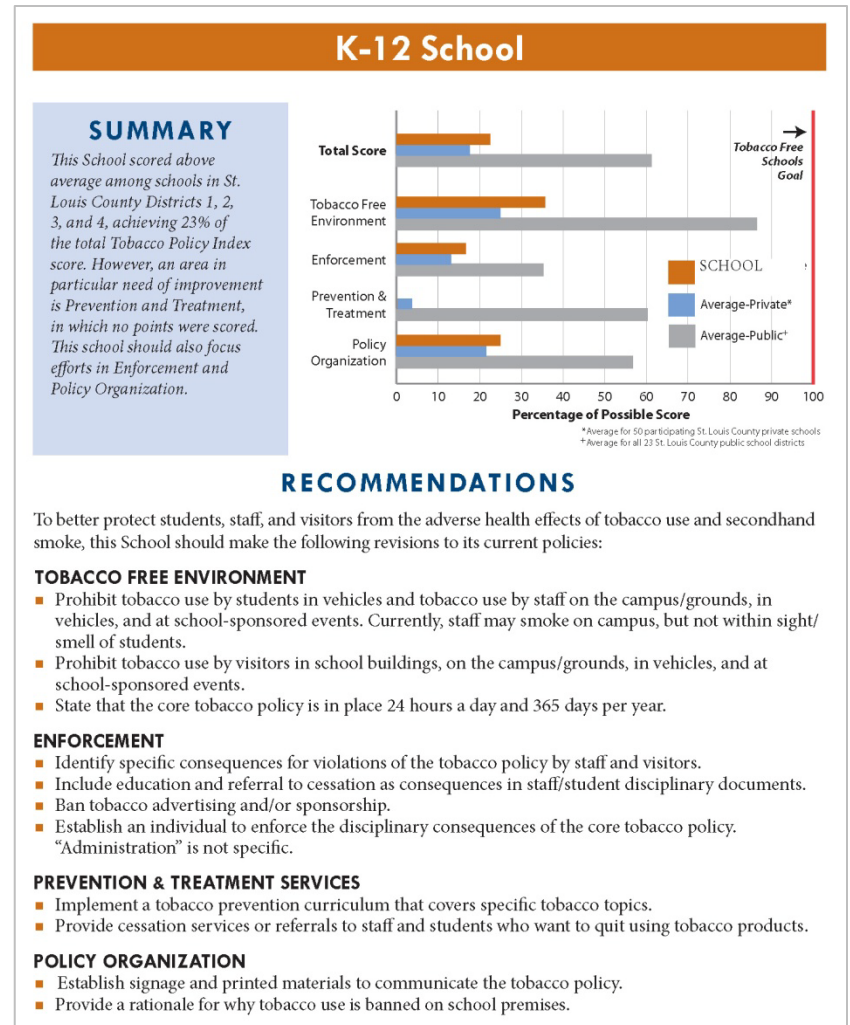
- Example of a policy that is not comprehensive
 - “Given the **adverse effect that smoking can have on a person’s health**, the school has agreed on a **non-smoking policy**. Our policy, established in **2007**, ensures a healthy working and learning environment for all.
 - *Policy Implementation: Members of the school staff were given a **copy of the policy**. Parents have been apprised of the school’s non-smoking policy. Members of the [school] staff shall inform school visitors of the policy. **Sign and notices are posted** in prominent areas throughout the school premises.*
 - *Monitoring and Review: The school smoking policy will be monitored at least once per year by the **school’s administrative team**. The policy will be reviewed, and if appropriate, revised.”*

Policy Organization

- Example of a 100% comprehensive policy
 - ***“To promote the health and safety of all students and staff and to promote the cleanliness of district property... For the purpose of this policy, smoking will mean **all uses of tobacco products** including but not limited to: cigars, cigarettes, pipes, and smokeless tobacco items. The **superintendent** or designee is authorized to make necessary rules and procedures to clarify, enact, and enforce this policy. This policy will be **printed** in both the employee and student handbooks. **Signage** prohibiting use of all tobacco products shall be **posted** in highly visible places both inside and outside all schools within the district...”***
 - Please refer to the following policies for **additional information**:
 - POLICY A
 - POLICY B
 - **Effective Date: February 14, 2011**

Interpreting Results

- School Profiles
 - Areas to address
 - Comparisons
 - Recommendations
 - Tobacco free schools goal





Skill Building Workshop

Part 1 – School Tobacco Policy Index

Objectives

- Learn the important components of comprehensive policy language
- Learn how to use the school policy rating tool
- Learn how to interpret the results of the policy assessment

Helpful Rating Tips

- Rate only what you see. Do not infer meaning.
- Keep the manual close by and refer to it as needed
- Note that if no population is explicitly listed, code for all populations

Comprehensive Tobacco Free Policy

- Must cover all tobacco products at all times for all populations, everywhere
- Must be enforced
- Prevention education and cessation services must be offered
- Must be communicated to the community

Skill-Building – School Tool

1. TOBACCO FREE ENVIRONMENT						Score <u>12</u> /14					
<i>Students</i>		<i>Staff</i>		<i>Visitors/Contractors/Patrons</i>							
<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.1	school buildings (indoors)	<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.6	school buildings (indoors)	<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.10	school buildings (indoors)
<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.2	school campus/grounds	<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.7	school campus/ grounds	<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.11	school campus/grounds
<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.3	vehicles	<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.8	vehicles	<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.12	vehicles
<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.4	school-sponsored events	Yes	<input checked="" type="radio"/> No	1.9	school-sponsored events	Yes	<input checked="" type="radio"/> No	1.13	school-sponsored events
<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.5	possession for students and/or anyone under the age of 18								
<input checked="" type="radio"/> Yes	<input type="radio"/> No	1.14	24 hours a day, 365 days a year								
2. ENFORCEMENT						Score <u>3</u> /12					
<i>Students</i>		<i>Staff</i>		<i>Visitors/Contractors/Patrons</i>							
<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.1	general enforcement	Yes	<input checked="" type="radio"/> No	2.5	general enforcement	Yes	<input checked="" type="radio"/> No	2.9	general enforcement
<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.2	identifies specific enforcement	Yes	<input checked="" type="radio"/> No	2.6	identifies specific enforcement	Yes	<input checked="" type="radio"/> No	2.10	identifies specific consequences for violation(s) to the policy
Yes	<input checked="" type="radio"/> No	2.3	mention of cessation and/or education not just punitive measures for violation(s)	Yes	<input checked="" type="radio"/> No	2.7	mention of cessation and/or education not just punitive measures for violation(s)				
Yes	<input checked="" type="radio"/> No	2.4	dress code	Yes	<input checked="" type="radio"/> No	2.8	dress code				
Yes	<input checked="" type="radio"/> No	2.11	prohibits sponsorship from tobacco companies								
<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.12	establishes designated individual(s) for enforcement								
3. PREVENTION AND TREATMENT SERVICES						Score <u>3</u> /6					
<i>TOBACCO PREVENTION CURRICULUM</i>			<i>TOBACCO USE CESSATION</i>								
<i>Students</i>			<i>Staff</i>								
<input checked="" type="radio"/> Yes	<input type="radio"/> No	3.1	general prevention curriculum mentioned	<input checked="" type="radio"/> Yes	<input type="radio"/> No	3.3	general cessation mentioned	Yes	<input checked="" type="radio"/> No	3.5	general cessation mentioned
<input checked="" type="radio"/> Yes	<input type="radio"/> No	3.2	specific prevention curriculum	Yes	<input checked="" type="radio"/> No	3.4	referral to outside cessation services or cessation program offered	Yes	<input checked="" type="radio"/> No	3.6	referral to outside cessation services or cessation offered
4. POLICY ORGANIZATION						Score <u>6</u> /8					
<i>COMMUNICATING THE POLICY</i>			<i>RATIONALE</i>		<i>MANAGEMENT</i>						
<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.1	general communication of the policy	<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.4	any rationale given for health or environmental consequences	<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.6	applicable enforcement/ adoption date
<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.2	printed materials	<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.5	policy indicates all tobacco products	Yes	<input checked="" type="radio"/> No	4.7	individual(s) identified to review and/or update the policy
Yes	<input checked="" type="radio"/> No	4.3	signage					<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.8	additional supporting documents
TOTAL SCORE:						<u>24</u> /40					



Higher Education Tobacco Policy Rating Tool

Higher Education Tobacco Policy Rating Tool

- Overview
- Collection Process
- Focuses on 5 domains
 - Environment
 - Enforcement
 - Prevention and Treatment Services
 - Organization & Communication
 - Promotion of Tobacco Products

Higher Education Tobacco Policy Rating Form										April 2011				
School Name:					Date:		Rater ID:	Policy Status:	Residence Status:					
1 ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)														
Students				Faculty				Visitors						
Yes TF	Yes SF	No	1.1	college/university grounds	Yes TF	Yes SF	No	1.5	college/university grounds	Yes TF	Yes SF	No	1.9	college/university grounds
Yes TF	Yes SF	No	1.2	college/university non-resident buildings	Yes TF	Yes SF	No	1.6	college/university non-resident buildings	Yes TF	Yes SF	No	1.10	college/university non-resident buildings
Yes TF	Yes SF	No	1.3	vehicles	Yes TF	Yes SF	No	1.7	vehicles	Yes TF	Yes SF	No	1.11	vehicles
Yes TF	Yes SF	No	1.4	college/university sponsored events	Yes TF	Yes SF	No	1.8	college/university sponsored events	Yes TF	Yes SF	No	1.12	college/university sponsored events
Yes TF	Yes SF	No	1.13	24 hours/day, 365 days/year										
Yes TF	Yes SF	No	1.14	policy indicates all tobacco products (Note: A SF policy is not comprehensive and will not receive a point for this item.)										
Total all "Yes-SF" responses for Items 1.1-1.13 _____ x 0.75 = SF SUBTOTAL _____														
Total all "Yes-TF" responses for Items 1.1-1.14 _____ x 1.00 = TF SUBTOTAL _____														
SF SUBTOTAL + TF SUBTOTAL = ENVIRONMENT SUBTOTAL _____ / 14														
ENVIRONMENT: RESIDENTIAL POLICIES														
Complete 1A if this college/university has NO residences.														
Complete 1B if this college/university has ONLY on-campus residences.														
Complete 1C if this college/university has BOTH on- and off-campus residences.														
Please complete ONLY ONE of the three sections below: 1A , 1B or 1C														
1A Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL														
ENVIRONMENT NO RESIDENCES SCORE: _____ / 14														
Students				Faculty				Visitors						
Yes TF	Yes SF	No	1.15	college/university residences on-campus	Yes TF	Yes SF	No	1.16	college/university residences on-campus	Yes TF	Yes SF	No	1.17	college/university residences on-campus
Total all "Yes-SF" responses for Items 1.15-1.17 _____ x 0.75 = SF SUBTOTAL _____														
Total all "Yes-TF" responses for Items 1.15-1.17 _____ x 1.00 = TF SUBTOTAL _____														
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL														
ENVIRONMENT ONLY ON-CAMPUS RESIDENCES SCORE: _____ / 17														
Students				Faculty				Visitors						
Yes TF	Yes SF	No	1.15	college/university residences on-campus	Yes TF	Yes SF	No	1.16	college/university residences on-campus	Yes TF	Yes SF	No	1.17	college/university residences on-campus
Yes TF	Yes SF	No	1.18	college/university residences off-campus	Yes TF	Yes SF	No	1.19	college/university residences off-campus	Yes TF	Yes SF	No	1.20	college/university residences off-campus
Total all "Yes-SF" responses for Items 1.15-1.20 _____ x 0.75 = SF SUBTOTAL _____														
Total all "Yes-TF" responses for Items 1.15-1.20 _____ x 1.00 = TF SUBTOTAL _____														
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL														
ENVIRONMENT BOTH ON-CAMPUS AND OFF-CAMPUS RESIDENCES SCORE: _____ / 20														

Environment:

Tobacco Free (TF) or Smokefree (SF)

- Overview

- This domain measures the extent to which the institution's grounds, vehicles, events, and non-resident and resident buildings are TF or SF.
- Groups: Students, Staff, and Visitors

Environment:

Tobacco Free (TF) or Smokefree (SF)

- Reasons for low scores in this domain overall:
 - Lack of provisions for employees and visitors
 - Policies did not prohibit all tobacco products
 - Tobacco use was not prohibited on campus grounds
 - Lack of provisions for tobacco use in vehicles and at college/university sponsored events (both on and off campus)
 - Tobacco use not restricted at all times

Environment:

Tobacco Free (TF) or Smokefree (SF)

- Example of a policy that is not comprehensive
 - “**All campus buildings** are smoke free, including private offices as well as common areas and **residence halls**. Smoking is **permitted only outside** University buildings. Smoking is prohibited within 30 feet of building entrances.”

Environment:

Tobacco Free (TF) or Smokefree (SF)

- Example of a 100% comprehensive policy:
 - ***Tobacco use is prohibited at all times for students, staff and visitors, on all campus grounds, non-resident buildings, on- and off-campus residence halls, in all vehicles on campus property and in any vehicle owned/leased/rented by the institution. Tobacco use is also prohibited at university sponsored events both on- and off-campus.***

Enforcement

- Overview

- This domain measures the extent to which the policy is enforced.
- Groups: Students, Staff, and Visitors

Enforcement

- Reasons for low scores in the Enforcement domain overall:
 - Lack of specific enforcement
 - Lack of provisions for employees and visitors
 - Only punitive measures were listed for policy violations
 - No individual is designated for enforcement
 - Lack of policies to prohibit possession for individuals under the age of 18

Enforcement

- Example of a policy that is not comprehensive
 - “Violations of this policy *may* result in disciplinary action.”

Enforcement

- Example of a 100% comprehensive:
 - *Persons found in violation of this policy will be referred to the **Office of Student Affairs** and/ or **Human Resources**. Employees and students violating the tobacco policy will be subject to the following procedures: **First offense:** a warning and **cessation referral** will be issued ...**Second offense:** a \$50 fine and cessation referral...Visitors...will be informed of the school district policy...If the visitor(s) does not comply, they will be asked to leave. If they refuse this request, the police may be called.*
 - **Possession** of tobacco products is prohibited for anyone under the age of 18

Prevention and Treatment Services

■ Overview

- This domain measures the presence of prevention, education, and cessation services in the policy.
- Groups: Students and Staff

■ Reasons for low scores in the Prevention domain overall:

- Education/Prevention services for tobacco non-use were not offered
- Lack of cessation for tobacco-use dependence

Prevention and Treatment Services

- Example of a policy that is not comprehensive
 - “*The university will offer tobacco use **prevention workshops and counseling.***”

Prevention and Treatment Services

- Example of a 100% comprehensive policy:
 - *“Tobacco use **prevention and education programs** will be provided through the courses offered on the topic and campus events. For more information related to the risks of tobacco use, please visit www.cdc.gov/tobacco. The University will provide **cessation** for tobacco use dependence through the **Freedom from Smoking program** available to employees and students.*

Organization & Communication



- Overview
 - This domain measures the rationale for instituting the policy, the management of the policy, and the extent to which the school communicates the policy.

Organization & Communication

- Reasons for low scores:
 - Specific channels for communicating the policy were not clear
 - Rationale for health or environmental consequences not evident
 - A definition of tobacco products was not provided
 - No enforcement date listed
 - No one identified to review/update the policy

Organization & Communication

- Example of a policy that is not comprehensive
 - *“**Signs** that identify [this university] as a smoke-free campus will be placed at all campus entrances and near marked visitor parking spaces.”*

Organization & Communication

- Example of a 100% comprehensive policy:
 - *“To promote the health and safety of those that visit the university... For the purpose of this policy, **tobacco products** are smoke and smokeless tobacco products, including but not limited to cigars, cigarettes, e-cigarettes, oral tobacco... The **University President** or designee is authorized to make necessary changes to rules and procedures to clarify, enact, and enforce this policy. This policy will be **printed** in both the employee and student handbooks. **Signage** prohibiting use of all tobacco products shall be **posted** in highly visible places both inside and outside all buildings within the campus property...”*
 - **Effective Date: April 13, 2010**

Promotion of Tobacco Products

- Overview
 - This domain measures the extent to which the college/university prohibits tobacco related sales, advertising, and funding.
- Reasons for low scores:
 - Lack of a policy – “just known that we don’t do these things”

Promotion of Tobacco Products

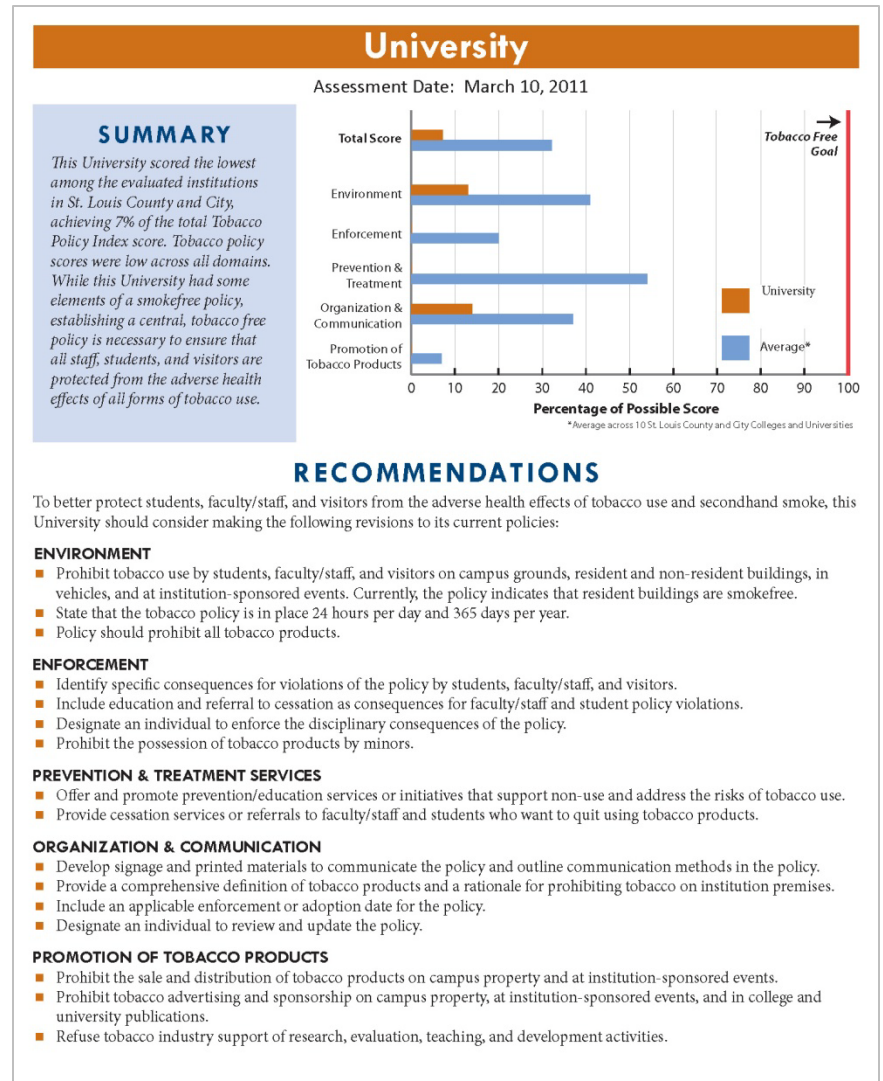
- Example of a policy that is not comprehensive
 - “The **free distribution** of tobacco products on University property is prohibited.
 - No tobacco-related **advertising or sponsorship** shall be permitted on University **property**, at **University-sponsored events**, or in **publications** produced by the University.”

Promotion of Tobacco Products

- Example of a 100% comprehensive policy:
 - *“The University prohibits the **sale and distribution** of tobacco related products and merchandise on campus **grounds** and at campus **events**.*
 - *Tobacco related **advertising and sponsorship** at campus **events**, on campus **property** and in **publications** produced by the university is also prohibited.*
 - *The University also prohibits tobacco industry support of institution **research**.”*

Interpreting Results

- College/University Profiles
 - Areas to address
 - Comparisons
 - Recommendations
 - Tobacco free college/university goal





Skill Building Workshop

Part 2 – Higher Education Tool

Objectives

- Learn the important components of comprehensive policy language
- Learn how to use the higher education policy rating tool
- Learn how to interpret the results of the policy assessment

Helpful Rating Tips

- Rate only what you see. Do not infer meaning.
- Keep the manual close by and refer to it as needed
- Note that if no population is explicitly listed, code for all populations

Comprehensive Tobacco Free Policy

- Must cover all tobacco products at all times for all populations, everywhere
- Must be enforced
- Prevention education and cessation services must be offered
- Must be communicated to the community
- Must have provisions against the promotion of tobacco products on campus

Skill-Building – Higher Education Tool 1

1 ENVIRONMENT: TOBACCO FREE (TF) or SMOKEFREE (SF)

Students		Faculty		Visitors	
<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No	<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No	<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No
1.1	college/university grounds	1.5	college/university grounds	1.9	college/university grounds
<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No	<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No	<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No
1.2	college/university non-resident buildings	1.6	college/university non-resident buildings	1.10	college/university non-resident buildings
<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No	<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No	<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No
1.3	vehicles	1.7	vehicles	1.11	vehicles
<input type="radio"/> Yes <input checked="" type="radio"/> TF	<input type="radio"/> SF No	<input type="radio"/> Yes <input checked="" type="radio"/> TF	<input type="radio"/> SF No	<input type="radio"/> Yes <input checked="" type="radio"/> TF	<input type="radio"/> SF No
1.4	college/university sponsored events	1.8	college/university sponsored events	1.12	college/university sponsored events
<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No	<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No	<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No
1.13	24 hours/day, 365 days/year				
<input type="radio"/> Yes <input checked="" type="radio"/> TF	<input type="radio"/> SF No				
1.14	policy indicates all tobacco products (Note: A SF policy is not comprehensive and will not receive a point for this item.)				
Total all "Yes-SF" responses for Items 1.1-1.13 <u>0</u> x 0.75 = SF SUBTOTAL <u>0</u>					
Total all "Yes-TF" responses for Items 1.1-1.14 <u>11</u> x 1.00 = TF SUBTOTAL <u>11</u>					
SF SUBTOTAL + TF SUBTOTAL = ENVIRONMENT SUBTOTAL <u>11</u> / 14					

ENVIRONMENT: RESIDENTIAL POLICIES

Complete **1A** if this college/university has NO residences.
 Complete **1B** if this college/university has ONLY on-campus residences.
 Complete **1C** if this college/university has BOTH on- and off-campus residences.

Please complete **ONLY ONE** of the three sections below: **1A** , **1B** or **1C**

1A Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL.

ENVIRONMENT NO RESIDENCES SCORE: 11 / 14

1B

Students		Faculty		Visitors	
<input type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No	<input type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No	<input type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No
1.15	college/university residences on-campus	1.16	college/university residences on-campus	1.17	college/university residences on-campus
Total all "Yes-SF" responses for Items 1.15-1.17 <u>0</u> x 0.75 = SF SUBTOTAL <u>0</u>					
Total all "Yes-TF" responses for Items 1.15-1.17 <u>0</u> x 1.00 = TF SUBTOTAL <u>0</u>					
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL					
ENVIRONMENT ONLY ON-CAMPUS RESIDENCES SCORE: <u>0</u> / 17					

1C

Students		Faculty		Visitors	
<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No	<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No	<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No
1.15	college/university residences on-campus	1.16	college/university residences on-campus	1.17	college/university residences on-campus
<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No	<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No	<input checked="" type="radio"/> Yes <input type="radio"/> TF	<input type="radio"/> SF No
1.18	college/university residences off-campus	1.19	college/university residences off-campus	1.20	college/university residences off-campus
Total all "Yes-SF" responses for Items 1.15-1.20 <u>0</u> x 0.75 = SF SUBTOTAL <u>0</u>					
Total all "Yes-TF" responses for Items 1.15-1.20 <u>6</u> x 1.00 = TF SUBTOTAL <u>6</u>					
Enter ENVIRONMENT score now. Score = ENVIRONMENT SUBTOTAL + SF SUBTOTAL + TF SUBTOTAL					
ENVIRONMENT BOTH ON-CAMPUS AND OFF-CAMPUS RESIDENCES SCORE: <u>17</u> / 20					

Skill-Building – Higher Education Tool 2

2 ENFORCEMENT											
Students				Faculty				Visitors			
<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.1	general enforcement	<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.5	general enforcement	<input checked="" type="radio"/> Yes	<input type="radio"/> No	2.9	general enforcement
Yes	<input checked="" type="radio"/> No	2.2	identifies specific enforcement	Yes	<input checked="" type="radio"/> No	2.6	identifies specific enforcement	Yes	<input checked="" type="radio"/> No	2.10	identifies specific enforcement
Yes	<input checked="" type="radio"/> No	2.3	mention of cessation and/or education, not just punitive measures for violation(s)	Yes	<input checked="" type="radio"/> No	2.7	mention of cessation and/or education, not just punitive measures for violation(s)				
Yes	<input checked="" type="radio"/> No	2.4	establishes designated individual(s) for enforcement	Yes	<input checked="" type="radio"/> No	2.8	establishes designated individual(s) for enforcement				
Yes	<input checked="" type="radio"/> No	2.11	prohibits possession for anyone under the age of 18								
Total all "Yes" responses for Items 2.1-2.11										ENFORCEMENT SCORE: <u>3</u> / 11	

3 PREVENTION & TREATMENT SERVICES											
Prevention/Education Initiatives				Cessation–Students				Cessation–Faculty/Staff			
<input checked="" type="radio"/> Yes	<input type="radio"/> No	3.1	prevention/ education services or initiatives for tobacco non-use offered	<input checked="" type="radio"/> Yes	<input type="radio"/> No	3.2	general cessation for tobacco-use dependence	<input checked="" type="radio"/> Yes	<input type="radio"/> No	3.4	general cessation for tobacco-use dependence
				<input checked="" type="radio"/> Yes	<input type="radio"/> No	3.3	specific cessation for tobacco-use dependence	<input checked="" type="radio"/> Yes	<input type="radio"/> No	3.5	specific cessation for tobacco-use dependence
Total all "Yes" responses for Items 3.1-3.5										PREVENTION & TREATMENT SCORE: <u>5</u> / 5	

4 ORGANIZATION & COMMUNICATION											
Communicating the Policy				Rationale				Management			
<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.1	general communication of the policy	<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.4	any rationale given for health or environmental consequences	<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.6	applicable enforcement or adoption date
Yes	<input checked="" type="radio"/> No	4.2	policy references printed/online materials	<input checked="" type="radio"/> Yes	<input type="radio"/> No	4.5	provides definition of tobacco products	Yes	<input checked="" type="radio"/> No	4.7	individual(s) identified to review and/or update the policy
Yes	<input checked="" type="radio"/> No	4.3	policy references signage								
Total all "Yes" responses for Items 4.1-4.7										ORGANIZATION & COMMUNICATION SCORE: <u>4</u> / 7	

Skill-Building – Higher Education Tool 3

5 PROMOTION OF TOBACCO PRODUCTS		
Advertising/Sponsorship	Sales/Distribution	Tobacco Industry Funding
<input checked="" type="radio"/> Yes No 5.1 prohibits tobacco-related advertising & sponsorship at college/university events	<input type="radio"/> Yes <input checked="" type="radio"/> No 5.4 prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise at college/university-sponsored events	<input type="radio"/> Yes <input checked="" type="radio"/> No 5.6 prohibits tobacco industry support of college/university activities including research, evaluation, teaching & development
<input checked="" type="radio"/> Yes No 5.2 prohibits tobacco-related advertising & sponsorship on college/university property	<input checked="" type="radio"/> Yes No 5.5 prohibits the sale <i>and</i> distribution of tobacco-related products & merchandise on college/university property	
<input checked="" type="radio"/> Yes No 5.3 prohibits tobacco-related advertising & sponsorship in publications produced by college/university		
Total all "Yes" responses for Items 5.1-5.6 PROMOTION OF TOBACCO PRODUCTS SCORE: <u>4</u> / 6		

TOTAL SCORE	
A	College/University with NO RESIDENCES: (Add scores from Sections 1A + 2 + 3 + 4 + 5) <u> -- </u> / 43
B	College/University with ONLY ON-CAMPUS RESIDENCES: (Add scores from Sections 1B + 2 + 3 + 4 + 5) <u> -- </u> / 46
C	College/University with BOTH ON- AND OFF-CAMPUS RESIDENCES: (Add scores from Sections 1C + 2 + 3 + 4 + 5) <u> 33 </u> / 49

Next Steps

- Using the Tools to inform policy
- Tool development paper
- Other Uses

Questions?

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