**Smoking Cessation in General Practice**

**Service Specification**

**(Public Health Contract)**

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| **Document control (for internal use only)** |
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1. **Agreement to provide**

By offering this service the Contractor agrees to comply with all requirements under the Bucks County Council Public Health Contract.

1. **Background**

Smoking cessation remains an extremely effective and cost efficient intervention for improving the health of the general population while decreasing the rate of premature mortality and morbidity rates, at the same time as tackling health inequalities issues.

The purpose of this service is to support practices in offering smokefree support advice and/or referral to all registered patients. It also aims to systematically deliver the following tiered interventions to all smokers at every opportunity:

* Very brief advice (less than a minute) Ask, Advise and Act (AAA)
* Brief intervention (5 – 10 minutes) Discuss treatment options with more time available for those with high risk of smoking-related diseases
* Intensive support (more than or equal to 6 weeks) via in-house Level 2 GP practice employed Smokefree Adviser.

Primary care is a key setting for stop smoking interventions and an important source of referrals to NHS smokefree support services. Evidence has shown that a combination of behavioural support from a stop smoking adviser, plus pharmacotherapy can increase a smoker’s chances of stopping by up to four times. Smokers who use NHS support to quit are up to ten times more likely to still be quit at 12 months compared to those who try to quit without support.

1. **Service Outline**

***3.1 Definitions***

* A smoker is defined as anyone who smokes at least one cigarette, pipe, and cigar per day.
* A successful 4 week quit is anyone who has completely abstained from smoking at least 2 weeks prior to the 4 week follow up.
* Brief intervention is the initial contact with a smoker lasting between 1-3 minutes to assess readiness to stop smoking.
* A smoking cessation specialist is an adviser working within smoking cessation and who has reached the required minimum standards as set by the National Centre for Smoking Cessation and Training (NCSCT) for specialist advisers.
* A CO verified quit is a reading taken at the 4 week follow up (28 days after quit date , -3 to +14 days), using a carbon monoxide monitor which has a reading of 9ppm or less. Readings above this number are considered to be a non CO verified quit.
* Lost to follow up is a client who has set a quit date and attended a follow up appointment post quit date, and who has not responded to two telephone calls and a letter.

***3.2 Definition of patients to be treated***

The service is to be offered to any member of the GP practice population who smokes and is motivated to quit. Specific target groups linked with primary care include:

* ethnic minority groups with higher smoking rates
* pregnant women
* routine and manual workers
* low income workers
* mental health service users in the community

***3.3 Service Outline***

1. Each GP practice will need to develop its own referral pathway for patients to receive support within their practice. Appointments will need to be made for 1:1 smokefree clinics and/or groups – see **Appendix A** for the overall smoking cessation in primary care pathway.
2. Brief interventions should be undertaken by all health professionals, and all motivated quitters referred for support. More dependent or complex smokers can be referred to the Buckinghamshire Healthcare NHS Trust Bucks Smokefree Support Service for support if preferred, or to Solutions4Health if there are specific cultural or language needs.
3. Patients should be offered an assessment appointment lasting between 15 to 20 minutes and follow up appointments of 5 to 10 minutes for a minimum of 6 weeks support; this should be based on professional judgement or group intervention for a period of at least 6 weeks.
4. Pharmacological support should be offered to patients in line with local and national guidelines using prescriptions in accordance with prescribing protocols.
5. Client medical information and current medication should always be asked and recorded during the first smokefree support appointment eg mental disorder diagnoses and medication.
6. Work to any guidelines agreed with the Clinical Commissioning Group (CCG) medicines management team, in the prescribing of NRT, Champix or Zyban[[1]](#footnote-1).
7. Give out client satisfaction survey forms with a freepost address, for return to Bucks Smokefree Service (BSSS). These forms are available from BSSS team administrator on 0845 270 7222.
8. Carry out carbon monoxide (CO) reading to provide a baseline (pre-quit level) and then validate at 4 weeks post quit date to confirm non-smoking status. It is a requirement of this specification that the GP practice should achieve 85% CO validation of its total overall quitters per annum.
9. Achieve locally set targets for 4 week quits for the practice. These are set on an annual basis based on percentage of the GP practice population registered as smokers and National Institute for Clinical Excellence (NICE) guidance.
10. Complete and return correctly filled out monitoring forms to the Bucks Smokefree Support Service on completion of 4 week follow up, or input patient smoking monitoring data direct onto the Quit Manager smoking database[[2]](#footnote-2) to comply with national quarterly deadlines.
11. Payment will be made by the Public Health team at Bucks County Council on a quarterly basis on receipt of validated activity data from the BSSS smokefree service. Please note forms/monitoring data received after the 1 year period for submission of data to the Health and Social Care Information Centre (HSCI) will not qualify for payment.
12. Assess all new patients registering at the practice on their smoking status and refer as appropriate.
13. Keep up to date with current trends and practice on smoking cessation via annual attendance at Buckinghamshire Smokefree Support Service update and all clinical supervision meetings and relevant workshops. Those who previously trained with BSSS or another smokefree service should achieve full National Centre for Smoking Cessation Training (NCSCT) certification by the end of 2015/16.
14. Advertise and promote the service within their practice via GP, nurse or healthcare assistant consultations, TV screens, notice boards and leaflet racks in all waiting rooms using the correct NHS smokefree branding.
15. General practices should participate in all national awareness campaigns such as Stoptober, No Smoking Day and New Year quitting to promote and recruit in to NHS smokefree services.

***3.4 Lost to follow up patients***

* These patients should be telephoned on two separate occasions and if contact is not made then a follow up letter should be sent to the patient home address. For audit purposes copies of the final follow up letter should be attached to the monitoring form for a non-quitter.
* Lost to follow up patients are counted and paid as non-quits, to qualify they must have set a quit date and attended at least one appointment post quit date.

***3.5 Bucks Smokefree Support Service at Buckinghamshire Healthcare NHS Trust[[3]](#footnote-3) will support GP practice-based clinics by:***

* Providing an expert resource and locality lead for all smokefree advisers working in general practice and provide updates and best practice guidance via quarterly clinical supervision meetings and face to face meetings if required.
* Provide a protocol for carbon monoxide (CO) monitoring  **see Appendix B**
* Provide a smoking cessation in primary care pathway for patients
* Provide practical smoking cessation training to complement the NCSCT online training
* Collate all the Buckinghamshire monitoring forms and prepare reports for the NHS Health and Social Care Information Centre and for Commissioners at Bucks County Council.
* Provide training and access to the Quit Manager database as required.
* Keep each practice informed of quit rates and activity within its locality area on a quarterly basis
* Keep each Clinical Commissioning Group and locality area informed of quit rates and activity within its locality on a quarterly basis.
* Carry out three month follow up surveys. This can only be done where patient consent has been obtained. Individual GP practices will be required to follow up at three months if patient consent has been withheld.
* Promote services locally and county wide via the service website.
* In line with data protection issues, update GP practices with information regarding smoking status of their patients when requested.
	1. ***Therapies/treatments to be offered by the service***

Nicotine Replacement Therapy is available on prescription, Zyban and Champix are available on GP prescription only (NB: these are not on the nurse prescriber’s formulary). For guidance on the supply of NRT products please refer to NICE guidelines see [www.nice.org](http://www.nice.org).uk

Please see **Appendix C** for the Public Health England current position on e-cigarettes.

1. **Accreditation and competencies**

A member of the health care team employed by the practice who has successfully achieved level 2 assessment and accreditation with the National Centre for Smoking Cessation Training (NCSCT) and attended BSSS ½ day training, or who has in the past attended a minimum of 2 day training, organised and run by Bucks Smokefree Support Service (Buckinghamshire Healthcare NHS Trust), in accordance with national guidelines training standards for smoking cessation. The latter should attain NCSCT full certification by the end of 2015/16.

It is not necessary for a stop smoking adviser to have a nursing or clinical background. The member of staff delivering the service should attend as a minimum an annual update and clinical supervision meetings along with any relevant workshops.

***4.1 Safeguarding***

All general practice protocols should reflect national and local child and adult protection guidelines and the contractor has a duty to ensure that all staff involved in the provision of the service have relevant knowledge and are appropriately trained.

For details on Buckinghamshire safeguarding leads visit [www.bucks-lscb.org](http://www.bucks-lscb.org) for children and [www.buckinghamshirepartnership.gov.uk](http://www.buckinghamshirepartnership.gov.uk) for adults

1. **Equipment**

Each practice must purchase and arrange access to a CO monitor and ensure it is calibrated according to manufacturer’s instructions (usually 6 monthly) if calibration is required. (Some new CO monitors no longer need calibration).Provision of disposable items such as batteries and mouthpieces are also the responsibility of each GP practice.

Further information regarding NHS Stop Smoking Services Service and Monitoring Guidance 2014[[4]](#footnote-4) which is usually updated on an annual basis by the Department of Health and can be found at: <http://www.ncsct.co.uk/publication_service_and_delivery_guidance_2014.php>

<http://www.ncsct.co.uk/usr/pub/LSSS_service_delivery_guidance.pdf>

1. **Quality and Audit**

All GP practices will be required to provide an annual audit consisting of:

* The member of staff delivering the smokefree advice service has been trained by Bucks Smokefree Support Service to NCSCT standards.
* The member of staff delivering the service attends as a minimum an annual update and clinical supervision meetings along with any relevant workshops.
* The practice quit rate, against the national average of 52% e.g. nos. setting a quit date and nos. quitting at four weeks.
* CO validation of four week quitters against the national target of 85%.
* Appropriate prescribing of NRT, Champix and Zyban e.g. pharmacological aids and behavioural support.
* Audit trail for a maximum of 2 patients per practice per year to demonstrate support appointments
1. **Termination notice**

In order for either party to terminate this agreement there will be a three month notice period.

1. **Payment**

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| ***Fee***  | ***Payment (£s)*** |
| Per 4 week quitter with CO validationPer 4 week quitter without CO validationPer 4 week non quitter  | £65£60£30 |

Payments will be made quarterly by Public Health at Bucks County Council, County Hall, Walton Street, Aylesbury HP20 1UA .

Payment will only be made by Public Health once your GP practice activity has been validated by the Bucks Smokefree Support Service.

1. **Contacts**

For any further information related to this service specification or commissioning via the Public Health Contract please contact the:

Public Health Team

Bucks County Council

County Hall

Walton Street

Aylesbury

Buckinghamshire

HP20 1UA

Direct Dial: 01296 387139

For payment issues please contact the Public Health Contract Support Officer via phcontracts@buckscc.gov.uk or by telephoning 01296 – 387139.

For information on providing smoking cessation in the primary care setting, training and professional development, clinical supervision meetings and up to date advice and policy please contact:

Bucks NHS Smokefree Support Service

Room B5

NSIC

Stoke Mandeville Hospital

Aylesbury

Bucks

HP21 8AL

0845 2707 222/ 07789777473/ 01296 316975

[www.smokescape.org](http://www.smokescape.org) (please note this website will also include information on smokefree services in all the general practices and community pharmacies across Buckinghamshire)

For referral to the specialist smokefree service for clients with cultural or language needs please refer to Solutions4Health via [www.smokefreelife.co.uk](http://www.smokefreelife.co.uk)

For any technical advice on the GMS contract or general primary care issue, please contact the primary care team in the Area Team of NHS England in Oxfordshire on 01865 336800

**Appendices**

**Appendix A:** Protocol for carbon monoxide (CO) monitoring in smoking cessation

**Appendix B:** Smoking cessation in primary care pathway

**Appendix C:** Public Health England’s position on E-Cigarettes

**Appendix A**: Protocol for carbon monoxide (CO) monitoring in smoking cessation

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**Appendix B**: Smoking cessation in primary care pathway



**Appendix C:** Public Health England’s position on E-Cigarettes



1. From 1 April 2013 the Buckinghamshire Medicines Management Team is based at Chiltern Clinical Commissioning Group (CCG) but covering both CCGs in the county. [↑](#footnote-ref-1)
2. Training and access to this is via the Buckinghamshire Healthcare NHS Trust Bucks Smokefree Service on 0845 270 7222. [↑](#footnote-ref-2)
3. Please note this service is commissioned by Bucks County Council to provide a specialist service for smoking cessation in Buckinghamshire for more complex smokers and provide training or support to general practices where needed. [↑](#footnote-ref-3)
4. http://www.ncsct.co.uk/publication\_service\_and\_delivery\_guidance\_2014.php [↑](#footnote-ref-4)