

Policy Title: Smoking Cessation Clinic Policy		
Department/Unite: General Clinics.	Policy Number: UOJ-MSA-GC-P/06	Replaces No:
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Revision History			
Subject	Changes made	Done by	Revision date

1. **CONDITIONS:** 1.1 All Smoking Cessation Clinic (SCC) staff.
2. **PURPOSE:** 2.1 To develop guidelines for follow-up of patients in the smoking cessation clinic.  
2.2 To help smokers quit smoking.  
2.3 To improve the health status of smokers and protect them from smoking-related complications.
3. **DEFINITIONS:** 3.1 **Smoking:** means the use of any type of tobacco products in various forms and methods of use, such as cigarettes, shisha, cigars and others.  
3.2 **Quit smoking:** is a person who was a smoker then stopped smoking for at least six months continuously.
4. **Related Documents:** N/A
5. **POLICY:** 5.1 A smoking cessation clinic equipped with all necessary equipment, medicines and employees should be provided in the MSA.  
5.2 Employees in the smoking cessation clinic should be qualified and trained in accordance with the Saudi Guidelines for Smoking Cessation Services.  
5.3 The treatment service is provided to assist those who wish to quit smoking in a systematic manner based on scientific evidence, taking into account individual variations & personal characteristics of each patient.  
5.4 The treatment service is designed to help those who wish to quit smoking from several sessions, the number of which varies depending on the condition of the patient, not less than four sessions, Behavioral therapy is considered the basis, and the doctor when needed will prescribe medications.  
5.5 The patient should be involved in the choice of treatment that is most appropriate for him, based on the information that the physician must provide him about the available treatments, their effectiveness and the side effects of the treatment.  
5.6 The confidentiality of data and privacy of patient during the provision of the

treatment service must be maintained, and written consent must be obtained from him to participate in the group therapy sessions after a clear explanation of the nature of those sessions.

## 6. PROCEDURES:

### 6.1 When visiting the smoking cessation clinic for the first time, the clinic nurse should perform the following basic tasks:

6.1.1 Receives and welcomes the patient, and makes sure to create an initial positive impression.

6.1.2 Provides a brief overview of the levels of delivery of the treatment service in the smoking cessation clinic.

6.1.3 Opens the electronic file for the patient, and records all patient data.

#### 6.1.4 Evaluates the smoker's condition including:

6.1.4.1 Determine the degree of addiction to nicotine.

6.1.4.2 Taking height, weight, pressure, pulse and temperature.

6.1.4.3 Measure the amount of carbon monoxide in the exhaled air.

6.1.5 Calculates the number of points obtained by the patient in the nicotine addiction and records it in the patient file.

6.1.6 Ensures completion of all the required data and thanks the patient.

6.1.7 Send the patient to the doctor's office and ask him to wait until the doctor calls him.

### 6.2 The doctor performs the following basic tasks:

6.2.1 Follows the systematic steps to deal with cases, including history, clinical examination, laboratory testing, diagnosis, treatment and follow-up.

6.2.2 Receives and welcomes the patient.

6.2.3 Checks and discuss the measurements in the patient's file.

#### 6.2.4 Evaluates the patient's willingness to quit smoking:

6.2.4.1 Implements the steps of the first session if the patient is fully prepared to stop smoking now (see Saudi Guidelines for Smoking Cessation).

6.2.4.2 Implements the steps of the stimulation session if the patient is still hesitant or uncertain about making a decision to quit smoking or has chosen a specific date in the future to stop smoking (see Saudi Guidelines for Smoking Cessation).

6.2.4.3 Demonstrates his understanding and appreciation of the patient's conditions, gives him some advice, and asks him to return to the clinic when he is ready to stop smoking.

6.2.5 Provides counselling, advice and guidance to the patient and discuss withdrawal symptoms and ways to deal with them.

6.2.6 Develops the treatment plan with the patient involved, includes appropriate behavioral and pharmacological treatment, and documents all information in the electronic file.

6.2.7 Determines the date of the second session of the patient (one week after the first session) and follows the patient by weekly sessions for four weeks from the date of quitting, (see Saudi Guidelines for Smoking Cessation).

6.2.8 Continues to follow up the patient monthly by telephone for six months.

## 7. RESPONSIBILITIES 7.1 The smoking cessation clinic's Nurse:

7.1.1 Receives and welcomes the patient, and makes sure to create an initial positive impression.

7.1.2 Opens the electronic file for the patient, and records all patient data.

7.1.3 Evaluates the smoker's condition.

7.1.4 Determines the degree of addiction to nicotine.

7.1.5 Takes height, weight, pressure, pulse and temperature.

7.1.6 Measures the amount of carbon monoxide in the exhaled air.

7.1.7 Calculates the number of points obtained by the patient in the nicotine addiction and records it in the patient file.

## 7.2 The smoking cessation clinic's doctor:

7.2.1 Follows the systematic steps to deal with cases.

7.2.2 Receives and welcomes the patient.

7.2.3 Checks and discuss the measurements in the patient's file.

7.2.4 Evaluates the patient's willingness to quit smoking.

7.2.5 Implements the steps of the first session if the patient is fully prepared to stop smoking.

7.2.6 Implements the steps of the stimulation session if the patient is still hesitant or uncertain about making a decision to quit smoking or has chosen a specific date in the future to stop smoking.

7.2.7 Demonstrates his understanding and appreciation of the patient's conditions, gives him some advice, and asks him to return to the clinic when he is ready to stop smoking.

7.2.8 Provides counselling, advice and guidance to the patient and discuss withdrawal symptoms and ways to deal with them.

7.2.9 Develops the treatment plan with the patient involved, includes appropriate behavioral and pharmacological treatment, and documents all information in the electronic file.

7.2.10 Determines the date of the second session of the patient (one week after the first session) and follows the patient by weekly sessions for four weeks from the date of quitting.

7.2.11 Continues to follow up the patient monthly by telephone for six months.

8. **Appendix:** N/A

9. **REFERRANCES:** 9.1 Saudi Guidelines for Smoking Cessation Services.

9.2 Ministry of Health Manual for Dental clinic.

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