Technical Assistance Checklist: Breathe Easy, Live Well

Clubhouse: _______________ Date: ____________________

I discussed:

Recruiting and Retaining Members
☐ How to interest members to join the group
☐ How to interest tobacco users to join the group
☐ How to integrate new members into the existing group
☐ How to ensure non-tobacco users feel included in the group
☐ The importance of framing the group as a wellness group, not a quit tobacco group

Promoting Interaction
☐ Staff person’s comfort with facilitating the group meetings
☐ Staff person’s comfort using motivational interviewing
   ☐ I modeled techniques for staff.
   ☐ The staff person demonstrated techniques back to me.
☐ How to promote interaction between members in the group
   ☐ I modeled techniques to improve interaction.
   ☐ The staff person demonstrated techniques back to me.

Promoting Healthy Lives
☐ How to balance promoting positive change for everyone (tobacco users and non-users)
   ☐ Content questions about tobacco cessation
   ☐ Content questions about physical activity
   ☐ Content questions about nutrition (including healthy beverage choices)
   ☐ Content questions about policy changes
   ☐ Content questions about handling stress
   ☐ Content questions about regular doctor visits
   ☐ Content questions about appropriate support networks

Policy Adoption
☐ Possible policies relating to tobacco that the clubhouse could adopt
   ☐ Smoke-free areas
   ☐ No staff smoking with members
☐ Possible policies relating to physical activity/nutrition that the clubhouse could adopt
   ☐ Healthy walking clubs
   ☐ Food, snack, and water options
   ☐ Edible gardens

Communication with Healthcare Providers
☐ How to facilitate communication with healthcare provider
   ☐ How to refer questions on pharmacotherapy and side effects to healthcare provider
   ☐ I modeled the techniques for staff
   ☐ The staff person demonstrated techniques back to me

☐ Other(s): __________________________________________________________________________

☐ Follow-up Required (note on back)
Definitions and Prompts for TA Provision: Breathe Easy, Live Well

Recruiting and Retaining Members
When gaining interest in the group...
- Start discussing Breathe Easy, Live Well program 1-2 months before actual program begins
- Emphasize that the group supports wellness, with a focus on tobacco use
- Use incentives to gain interest
- Make the first meeting an event
- Personally address clubhouse members about Breathe Easy, Live Well

When interesting tobacco users to join the group...
- Do not pressure them to join
- Stress that this is not a cessation group—you don’t have to commit to quitting
- Mention that the primary focus is all about supporting other members, and that other members would benefit with extra support

When integrating new members...
- Have staff suggest that new members to the clubhouse try out the program
- Offer Breathe Easy, Live Well as part of clubhouse activities
- Encourage new members to come whenever they would like

When making sure that non-tobacco users feel included...
- Use examples of other behaviors as much as possible
  - Ex. The dangers of overeating to go along with the dangers of cigarettes

When discussing the importance of framing the group as a wellness group...
- Constantly refocus on overall wellness—this is not just a tobacco program
- Constantly emphasize the wellness part of the program and why it needs to be inclusive

Promoting Interaction
When discussing staff’s comfort with facilitating meetings...
- Model examples of how to integrate questions and discussion points in each section

When discussing staff’s comfort with motivational interviewing...
- Make sure staff knows to ask open questions, and not give advice (unless asked)
- Encourage staff to integrate own style into the group, and if possible, use ideas outside of the toolkit

When discussing promoting interaction between members in the group...
- Encourage asking questions throughout the content

Promoting Healthy Lives
When discussing how to balance promoting positive change for all members...
- Encourage focusing on one little change at a time
  - Use a baby step approach to avoid failures, Start slow
Policy Adoption
When noting possible tobacco-related policies that could be adopted...
- Discuss with directors about any possible issues during recruiting
- Assess current policies and consequences for violators
  - Give examples of challenges for those trying to quit based on current policies

When suggesting possible policies or activities that the clubhouse could adopt...
- Suggest discussion topics for group meetings such as:
  - What types of positive changes are you looking for?
  - What would make living healthier easier for you?

Communication with Healthcare Providers
When discussing how to facilitate communication with healthcare providers...
- Emphasize contact PCP if interested in quitting

Other suggestions
- Make sure there is constant staff encouragement towards members
- Make sure that staff encourages members discuss increased activity opportunities, healthier food choices, etc.
  - Really be influential in the group
  - Find out if there could be anything related to policy change