

## ACE Section 3

### 33-[SECTION 3 SUPPORT STRATEGIES]

If the timing isn't right or if school administration is opposed to the idea of strengthening tobacco policies, work on the two aspects of ACE that may build support for future policy amendments.

### 34-[CESSATION SERVICE REGISTRATION]

Even if the ACE cessation policy isn't in place yet, having ACE Champions available to assist students with registering for services at [www.KanQuit.org](http://www.KanQuit.org) is important and is the core of the first support strategy.

Some students may want assistance with quitting even if they haven't been referred as a consequence for violating tobacco policies. This is one component of ACE you can still provide if policy adoption is taking some time.

The registration process is quick and simple. A preview of the registration process is presented from start to finish so ACE Champions can be comfortable helping students get started and know what services they receive there.

### 35-[HOME PAGE]

Welcome to the home page of [KanQuit.org](http://KanQuit.org).

If a student has never accessed cessation coaching, assist them with registration by clicking on Ready to Quit. Get started now on the orange tab.

### 36-[FULL ENROLLMENT PAGE]

Clicking on "Get Started" will direct you to the enrollment page where there are three types of information asked

1. Employment
2. Insurance coverage
3. Postal/Zip code

If possible, have the student respond to all three fields. It is ok if the student can't or doesn't want to give employment or health plan information. The postal/zip code is the only field where information is required. Throughout the registration process, the Kansas Tobacco Quitline's privacy policy is available for review by clicking "View Our Participant Privacy Notices" at the bottom. For all registered participants, steps are taken to protect the privacy of information provided, including health information and personal information. The KanQuit service provider adheres to requirements which govern security and privacy of personally identifiable health information outlined by the Health Insurance Portability and Accountability Act of 1996 or HIPAA legislation. When this page is complete, click "Submit form."

### 37-[SEARCH RESULTS PAGE]

The next page gives you details about the program the student is eligible for. When you and the student are ready, click “Start Registration.”

### 38-[Web vs. Phone]

The Kansas Tobacco Quitline is a web-based and telephone cessation coaching service provided by the Kansas Department of Health and Environment.

On this page, we recommend ACE Champions to encourage the student to choose the web-only cessation program. We recommend connecting the student directly to web-based services because research conducted on behalf of the Kansas Tobacco Quitline suggests that youth find web-only services more desirable than telephone services. However, if the student indicates an interest in telephone option, you can provide them with the toll-free access number 1-800-QUIT-NOW or 1-800-784-8669. Students are also given information about telephone services through the website. When you’re ready, click enroll I n Web Coach.

### 39-[ENROLLMENT PROCESS P1]

This page starts the enrollment process. If the student heard about the Kansas Tobacco Quitline at school, the best “How Heard About” selection is “community organization.” When all information is entered, the student should click next.

### 40-[ENROLLMENT PROCESS P2]

This page asks the student for demographic information. Tobacco use and Quitline use may differ depending on factors such as a person’s age, race or sexual orientation. The Quitline is collecting this kind of information to make sure it is reaching all populations with its services. Please remember that the student’s answers are strictly confidential. Once all of the fields are filled, have the student click “Next.”

### 41-[ENROLLMENT PROCESS P3]

This page asks the student to answer questions about tobacco use. Once information has been entered in all of the fields, have the student click “Next.”

### 42-[ENROLLMENT PROCESS P4]

On this page, the student enters their address and contact information so the Quitline may send them program materials and contacts them for support. Once all of the information is entered, have the student click “Next.”

### 43-[ENROLLMENT PROCESS P5]

This is the last step. There are a few extra services the Kansas Tobacco Quitline offers. The student can sign up for the ones they're interested in, including electronic coaching services and program evaluation. Once the student has selected the services they like, click on "Complete Enrollment."

#### 44-[REGISTRATION EMAIL]

When this screen is displayed the student's registration is complete. An email is sent to the student at the email address given during registration. This email provides the student with a username and password necessary to login to KanQuit.org.

#### 45-[FIRST LOGIN]

Once the student has completed enrollment, and has retrieved the username and password at the email address they provided at registration, they are ready to login for services.

The student should go to [www.KanQuit.org](http://www.KanQuit.org) and this time click on "Already Enrolled? Login Here."

#### 46-[LOGIN PAGE]

This is the login page at [www.KanQuit.org](http://www.KanQuit.org). To log in, the student should enter their email address, provided earlier during registration and the password that was sent to the email they provided during registration. Once the student has entered their email and password provided by KanQuit, they can click the "Login" button.

#### 47-[REGISTRATION GRAPHIC]

As you can see, enrollment and registration is a quick process. Shown is a diagram summarizing the Kansas Tobacco Quitline registration process and available services. At this point, ACE Champions will have provided the expectation of supporting the student's registration at KanQuit.org but as stated before, ACE was created to be flexible and schools can provide additional support in the form of motivation to complete certain web activities, incentives and follow up if they choose.

#### 48-[TECHNICAL ASSISTANCE]

If you as an ACE Champion would like to support your students beyond registering them for cessation services, please contact the ACE Coordinator for additional training. Interested schools are also encouraged to collaborate with local community partners. Contact the Kansas Tobacco Use Prevention ACE Coordinator by sending an email to [ACE@kdheks.gov](mailto:ACE@kdheks.gov) to be connected to partners in your community who may provide ideas for additional student support.

Following are examples of services available to the student through WebCoach at [www.KanQuit.org](http://www.KanQuit.org)

#### 49-[QUIT DATE]

First the student will set a quit date. It is recommended that the quit date be set for thirty days out.

#### 50-[QUIT PLAN]

Next the student can develop a quit plan.

Please Note: The Kansas Tobacco Quitline provides education. It is a part of the Web Coach experience. However, youth need to visit with their doctor to discuss whether medication is right for them and what kind will be most effective.

Other parts of the quit plan include “Conquering My Urges,” “Controlling My Environment,” and “Getting Social Support.”

#### 51-[DISCUSSION FORUM]

The registrant may join the discussion forum under “Community,” have live chat with a Quit Coach, or email a Quit Coach, shown here.

#### 52-[ELESSONS, VIDEOS and ARTICLES]

Under recommended content, e-lessons, informational articles and videos are available to help the tobacco user determine how to overcome cravings and peer pressure.

#### 53-[ACE JOURNAL]

ACE also includes a student journal. A few pages from the journal are shown. There are blank pages for the student to write on and pages that contain tips to assist with and reinforce the cognitive-behavioral modification process as students also work through the online program. ACE journals are available upon request to the ACE Coordinator.

#### 54-[STUDENT KNOWLEDGE & AWARENESS]

Adding cessation to tobacco policies and having ACE Champions available to help connect students to the Kansas Tobacco Quitline are great achievements for a school. ACE Champions will want to be sure staff and students are aware of the services available while also incorporating the dangers of tobacco use in youth education.

ACE identifies two ways to do this that give schools room for creativity and flexibility.

1. Implement school promotional activities
2. Integrate tobacco education activities into relevant classes

## 55-[SMALL EXAMPLES]

Activities to promote ACE and integrate tobacco education in classes can be big or small things the ACE Champion does to build student awareness of free cessation coaching services or the health harms associated with tobacco use.

Some smaller promotional activity examples include occasional quick facts/KanQuit information on morning announcements, brief announcements or presentations at rallies or school assemblies, posting ACE promotional posters or other materials around school, or recruitment of coaches and other school staff to discuss tobacco use with classes or teams.

## 56-[ACE POSTERS]

Promotional ACE posters are available from the ACE Coordinator. They promote KanQuit.org and have space at the bottom so ACE Champions may write their name and contact information. Posters are provided for schools to place in areas so students can see them and know there is a resource and support available to help them quit tobacco.

## 57-[BIG EXAMPLES]

Some bigger promotional activity examples include things that may take more time to organize and plan but have a larger impact over time. These include creation of a student tobacco prevention group, student-organized or developed education/awareness materials around school and school assemblies largely devoted to tobacco education and awareness.

## 58-[WORKING WITH PARTNERS]

When planning and executing ACE promotional activities, keep flexibility and creativity in mind. Take the time to use existing ACE resources and when possible work with community partners who are supportive of youth tobacco prevention and cessation. To be connected with potential ACE partners in your community, contact the Kansas Tobacco Use Prevention ACE Coordinator.

## 59-[TFKC]

The Tobacco Free Kansas Coalition or TFKC is a great *statewide* partner that is available to provide ideas for engaging students in ACE promotion and tobacco prevention education activities that can strengthen school tobacco policies so they are comprehensive. Consider contacting the Tobacco Free Kansas Coalition at [www.tobaccofreekansas.org](http://www.tobaccofreekansas.org).

## 60-[CURRICULUM INTEGRATION]

Besides implementing school promotional activities, another “big” example for increasing student knowledge and awareness is integration of an evidence-based tobacco prevention

curriculum into relevant classes. An evidence-based tobacco prevention curriculum is one that has been impartially reviewed, assessed and rated in peer-reviewed literature to determine its efficacy and success. Tobacco education can be integrated into any class, but some common classes which tobacco education may naturally fit include:

Health  
Biology  
Chemistry  
Physical Education  
Family and Consumer Sciences

There are a number of evidence-based tobacco prevention curriculum packages available for high school and middle school students. Some curriculums are free while others are pay-for-use.

#### 61-[SAMHSA REGISTRY]

One way to be sure you are considering curriculum which is evidence-based is to review those contained in the Substance Abuse and Mental Health Services Administration or SAMHSA's National Registry of Evidence-based Programs and practices.

If your school is interested in an evidence-based tobacco prevention curriculum, it's important to first determine whether the cost is feasible and whether it is suitable for the age group you wish to work with.

The registry can be found at the web address shown on screen  
[www.nrepp.samhsa.gov/AdvancedSearch.aspx](http://www.nrepp.samhsa.gov/AdvancedSearch.aspx).

#### 62-[REGISTRY SCREEN SHOT]

A search for curriculum tailored to 13-17 year old adolescents and a tobacco outcome will yield results that align with ACE.

#### 63-[CURRICULUM REPORTING]

If your school chooses to integrate tobacco education curriculum into certain classes, be sure to keep track of how many classes use the curriculum each semester and how many students are in those classes so you can report the impact of your work to the Kansas Department of Health and Environment. We will describe four reporting measures later in the training.