

# Checklist—Assessing a Group Cessation Program

1. How long has the organization been in existence? How long has it been providing smoking cessation programs?
2. How many people have gone through the program?
3. Will the approach be appropriate for the employees?
  - a. What methods are used to help smokers quit?
  - b. How is maintaining abstinence from smoking addressed?
  - c. What resources are provided to help promote the program among company employees and stimulate participation?
4. Have others been satisfied with the program?
  - a. Will they provide a list of clients, specifically other employers?
  - b. Will they provide references so you can check for satisfaction and success rates?
5. What are the qualifications of the instructors? What training have they received? What is their cessation counseling experience?
6. Are printed materials appropriate for the educational level of the employees? Are they attractive and motivational?
7. Will the structure of the program accommodate the needs of the employees? Can they
  - a. accommodate all shifts?
  - b. provide on-site and off-site programs?
  - c. structure flexible program formats?
  - d. provide audio or visual equipment?
8. Is the program provider willing to provide ongoing assistance and follow-up once the formal program ends?
9. Does the program incorporate participants' support systems? For example, peers and family members?
10. Does the program offer any form of guarantee? For example, can employees repeat the program for free or at a lower cost?
11. Can the program provider provide evidence of six-month and one-year success rates of previous clients? [A range of 20 (1 year)-40% (6 months) is realistic.]
12. Remember: if it sounds too good to be true, it probably is.
13. How much does the program cost per employee? Are group discounts available?

Source: Centers for Disease Control and Prevention: Office on Smoking and Health, U.S. Department of Health and Human Services, Wellness Councils of America, American Cancer Society. "Making your Workplace Smoke Free: A Decision Maker's Guide". 1996

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