

TQCC Program Roles

RHAs are recommended to assign RHA Lead(s), Clinical Lead(s) and Tobacco Educators to deliver the TQCC Program. All roles are to be played by existing staff in RHAs. These are roles, not positions, and no new funding is attached. RHAs are encouraged to engage managers and clinical staff already providing tobacco reduction and cessation, and/or chronic disease prevention and management, to play these roles. More than one role below may be played by one individual.

Shared Health Provincial Lead	RHA / SDO Lead(s)	Tobacco Trainers or MyHealth Team / Area Champions	Tobacco Educators
<ul style="list-style-type: none"> • Guide, inform and co-ordinate the TQCC program provincially. • Provide leadership around systems development and integration of the program across regions. • Identify and engage key stakeholders at the provincial level. • Chair meetings of the Tobacco Service Planning Committee including scheduling meeting dates and provision of meeting agendas and minutes. • Lead development and provide ongoing coordination of Tobacco Educator training delivery model for Manitoba. • Collect and synthesize aggregate program data from RHAs and report to Manitoba Health. 	<ul style="list-style-type: none"> • Participate actively in planning at the provincial level as members of the Tobacco Clinical and Preventive Services Planning Committee. • Lead communication and engagement of stakeholders (including leadership, teams, and clinics) to make decisions, promote and deliver the program. <ul style="list-style-type: none"> • Ensure timely communication of program changes and training/trainer opportunities to Tobacco Educators. • Lead monitoring of the program, including submission of regional data to Shared Health. • Participate in planning and implementation of Tobacco Educator training in Manitoba. 	<ul style="list-style-type: none"> • Participate in development and revisions of clinical tools, as required. • Act as a resource for clinical questions for Tobacco Educators in the MyHealth Team(s) or local area(s). • Participate in planning for Tobacco Educator trainings in Manitoba; lead components of training. • Also play the role of Tobacco Educator. 	<ul style="list-style-type: none"> • Provide Quit Cards and 3 or more counselling sessions to eligible clients and refer to other resources, as required. • Act as a tobacco cessation champion for the clinics they serve. • Communicate with team members, clients and Primary Care Providers to promote the program and work interprofessionally to address participant needs, as required. • Complete Data Collection Tool at time of initial, 1- and 6-month counselling sessions. • Take Tobacco Educator Training, as required.

Note:

- Changes to RHA Leads should be reported to the Shared Health Provincial Lead.