GLOBAL NETWORK
FOR TOBACCO FREE
HEALTHCARE SERVICES

GNTH
GOLD FORUM process
2023

Our Web

https://www.tobaccofreeh
ealthcare.org/

GLOBAL NETWORK
FOR TOBACCO FREE HEALTHCARE SERVICES

Introduction

Through a systematic approach based on a framework of eight Standards, the Global Network supports individual member healthcare services and networks to integrate comprehensive action on tobacco and provide evidence based care to all tobacco users

Visit Us

https://www.tobaccofreehealt
hcare.org/standards/overview

PRESENTATION

Content List

Vision

Our vision is to implement tobacco control policies in healthcare organizations that are aligned with the WHO-FCTC objectives. Our aim is to improve the health of worldwide population by introducing GNTH Standards at healthcare facilities and prevent and treat tobacco addiction as part of routine healthcare. We will implement this objective by proposing activities such as: training professionals, denormalizing tobacco use, banning the sale of all tobacco products and associated devices, and eliminating Secondhand Smoke (SHS) and Secondhand Aerosol (SHA) exposure

Mission

Empowering our members to deliver safe quality care in relation to high Standards of tobacco control with a comprehensive scope across the continuum of care.

Concept

✓ **systematic approach**

that combines evidence-based standards with a process of self-audit to support sustained commitment and continuous improvement.

✓ **key elements**

for effective tobacco management and tobacco cessation within healthcare services

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Standard 1-4

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1 Governance and commitment

The healthcare organisation has clear and strong leadership to systematically implement a tobacco-free policy.

2 Communication

The healthcare organisation has a comprehensive communication strategy to support awareness and implementation of the tobacco-free policy and tobacco cessation services.

3 Education and training

The healthcare organisation ensures appropriate education and training for clinical and non-clinical staff.
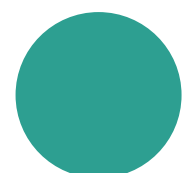
4 Identification, diagnosis and tobacco cessation support

The healthcare organisation identifies all tobacco users and provides appropriate care in line with international best practice and national standards.
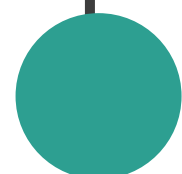
Standard 4-8

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5 Tobacco-free environment

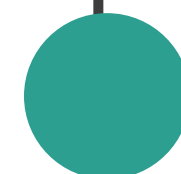The healthcare organisation has strategies in place to achieve a tobacco-free campus.

6 Healthy workplace

The healthcare organisation has human resource management policies and support systems that protect and promote the health of all who work in the organisation.

7 Community engagement

The healthcare organisation contributes to and promotes tobacco control/prevention in the local community according to the WHO FCTC and and/or national public health strategy.

8 Monitoring and evaluation

The healthcare organisation monitors and evaluates the implementation of all the Global standards at regular intervals

SELF Audit Tool

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The Global Network has developed **a self-audit tool** which provides a structured format for assessing and recording the status of implementation for each of the implementation criteria that make up the eight Global Standards

Information and evidence about the status of implementation is gathered and summarised on the self-audit tool. The implementation status is then scored for each criterion - from 0 (no implementation) to 3 (full implementation)

The tool also enables recording of general statements about planning actions resulting from the assessment. Such actions can then be explored in more detail in the planning process.

Certification

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Silver

SA 108 Points GNTH Standards

GOLD Forum

SA 126 Points GNTH Standards

Bronze

SA 27 Points GNTH Standards

Gold Forum Process - Sharing, learning and improving process

Nomination is accepted when the self-audited high level implementation of all 8 Global standards(min. 126pt), identified problems and proposed solutions, has been verified and validated by a robust national process.

WHO CAN PARTICIPATE ?

Any healthcare services that fulfils the nomination criteria should be encouraged to participate

Candidate(s) must be nominated to the Global Network Coordinating Centre by an authorized submitter.

An authorised submitter is any one of the following :
•Lead or network coordinator of a member network
•Representative from a relevant national organisation involved in tobacco control (ie.HPH)
•Representative of a public health organisation (such as Public Health Department of the relevant territory)

Responsibilities

•Verifying and Validating high-level implementation is the responsibility of the national process

•Providing clear information and evidence of that high-level implementation is in place is the national responsible of the national submitter

•Understand the processes used and quality of the results achieved is the responsibility of the Jury Team

•Providing information on the processes used and quality of the results achieved is the responsibility of the nominated candidate

National/Regional Validation process

GNTH-defines an external national/regional process as:

"A process external to the healthcare service, carried out by experts in tobacco control, health promotion and/or service user quality and safety and are trained in the implementing the Global Standards and the self-audit tool."

Key aspects of the external process include:
• Review of documentation and data
• On-site visit and/or peer-review process

There should be an identified lead to oversee the process and act as the authorised submitter for nominations to the GOLD Process

GOLD Forum Membership

Successful candidates in a GOLD Forum Process are awarded this recognition and
GOLD Forum membership for a period of 4 years

Requirements for Nomination

1.Self-Audit score of ≥ 126 (Standards 1-8)
High quality implementation is achieved in all key areas

2.High level implementation must have been verified and validated by an external national/regional process

3.Nomination is by an authorized submitter

4.Submission of contact details for a key person within the nominated healthcare service

5.Acceptance that application is peer-reviewed by a Jury Team assigned within the GOLD Forum Process

6.Payment of application fee (800 Euro)

Nomination Requirements: COMMITMENT

- Written tobacco free policy addresses each of the Global Network Standards
- Documents show active engagement and assignment of senior managers
- A strategy and updated action plan guides implementation
- Funding is allocated in financial documents
- Personnel are allocated in human resources documents
- Non-acceptance of tobacco industry sponsorship and funding, sale, distribution and advertisement of tobacco products

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Nomination Requirements: EDUCATION AND TRAINING

- An education and training strategy is in place
- All required types/levels of tobacco cessation training are provided
- Training programme/documents/materials reflect current best practice
- Organisation Chart identifies staff for different types of training

Nomination Requirements: TOBACCO CESSATION PROGRAM

• The healthcare organisation has a systematic procedure in place to identify, diagnose and document the tobacco addiction/ dependence status of service users (including users of associated devices/e-cigarettes)

• Information about the risk of tobacco consumption (including the use of associated devices/e-cigarettes) and tobacco cessation methods is widely available for all service users.

• The healthcare organisation has a tobacco cessation service or a referral system to a service that provides treatment for tobacco addiction/dependence in line with researched best practice.

• No or % of referrals to the cessation service followed up in accordance with national standard

Nomination Requirements: TOBACCO-FREE ENVIROMENT

- Tobacco-free environment is in place
- Tobacco and associated devices/e-cigarettes are not sold, distributed or advertised within the organization
- Monitoring tools and process maintain the tobacco-free environment
- All infringements of the policy are monitored and recorded
- A procedure is in place to manage any and all exceptional circumstances

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Nomination Requirements: HEALTH PROGRAM- Tobacco-free Culture Staff

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- An implemented workplace programme promotes the health of all working within the organization
- Process /Procedures identify tobacco and associated devices/e-cigarettes users, offer help and provide access to a tobacco cessation service to all tobacco users among staff
- Employment contracts include statements about commitment by staff to organisational tobacco-free environment and culture
- Staff policies describe or outline requirements of the staff exemplary role in accordance with national legislation

Nomination Requirements: Engagement in Community Regional/National Tobacco free activities

- A strategy and action plan guides tobacco-free activities
- Engagement in regional and/or national tobacco-free activities
- Project reports of activities ie participation in national or WNTD
- Number and/or list of activities engaged in with local community partner's in the past year
- Number and/or list of partners worked with in the past year to promote tobacco control
- Actions or events for specific targeted groups

Nomination Requirements: SYSTEMATIC MONITORING EVALUATION

- Data collection systems support systematic monitoring & evaluation
- Data collection systems include feedback from staff and service users
- Quality improvement and sustainment plans are annually documented

GOLD PROCESS – APPLICATION FEE (€ 800)

- GOLD Process administration and application review
- Online support during the Process and expert feedback
- Awarding of the GOLD Forum Certificate, Glass Globe and Membership of the Global GOLD FORUM (when successful)
- Invitation to present at the GOLD Forum Event
- Free Registration Fee to Gold Forum Event
- Recognition and profile on the GOLD FORUM platform on the Global website

Format and Timeframe 2023

FORM A:
What is the purpose of it?

The Jury needs to understand

1. The national situation of tobacco control in general and specific in health care services

2. How candidates were selected for nomination (i.e. self audit, other activities to find out high implementation level)

3. What was the validation process on national/ regional level:
   - How you gained insight into the implementation process of the candidate
   - What was the process how you verified the reliability of the evidence of the reported results

FORM B:
What is the purpose of it?

The national submitter has responsibility for outlining in FORM B sufficient information that demonstrates that the nominated candidate has fulfilled the nomination criteria completely. The nominated candidate has responsibility to outline in FORM B implemented good practice and measures proposed to sustain and improve quality implementation of the Global Standards into the future.

Provide structured information on the whole implementation process:
- Measures, sustainability and future plans
- Supportive evidence
- Comments of the national coordinator

FORM C
Jury Team Evaluation Feedback

FORM A

Submission: Responsibility Submitter Only authorised submitters can nominate a healthcare service as a candidate in a GOLD Process. The submitter must describe the national "verification and validation" process and findings that support the nomination of each candidate in the document "FORM A".

Deadline FORM A: 31/01/23

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Timeframe 2023

FORM A

Examination and Recognition Responsibility Jury GNTH Jury Teams review FORM A's for the decision to accept the nominated candidates for participation in the GOLD Process.

Deadline: 28**/02/2023**

Timeframe 2023

FORM B

Submission: Responsibility Healthcare Services All accepted candidate healthcare services are invited to submit the document "Form B" to highlight innovative and good practice and provide information of their quality improvement plans and commitment to sustain this highlevel implementation into the future. The Form B can be completed with the support of the authorised submitter.

Deadline FORM B: 28/04/2023

Timeframe 2023

Examination of Form B:

Responsibility Jury The GNTH Jury Team assigned to each accepted candidate will examine the candidate's FORM B to understand how the high-level implementation was achieved, outcomes and results and identify innovate and good practice.

Deadline: 30/06/2023

Timeframe 2023

Each candidate will receive a full feedback report FORM C.

New GOLD Forum Members are invited to participate at the next GOLD Forum Event.

Membership of the Forum lasts for a period of four years

Deadline: 31/07/2023

Criteria for Jury Panel Participation

- Previous Jury member or Auditor with Certification process
- Experts with Experience implementing Global standards at organisational and/or regional/national levels
- Experts with Experience in Tobacco prevention and health promotion quality management in healthcare services and understanding of the Global standards
- Representatives of Existing Gold Forum Members

GOLD Process – Jury Panel

Jury Members are invited to join a Jury Panel at the start of the GOLD Process
Nominated Candidates to the GOLD Process will be reviewed by a Jury Team

- Each Jury Team will be composed of 2 experts
- A Jury Trainee is possible in a (max 3) Jury Team
- Jury Members must sign the GNTH Disclosure of Conflict of interest
- Jury Teams are formed from the Jury Panel and candidates are assigned by the GOLD Process Lead team.

WELCOME GOLD process 2023

a global vision on tobacco control

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