

# DIVISION SCOPE OF SERVICE

<b>Division: EAST FLORIDA</b>
<b>Classification: CERTIFIED TOBACCO TREATMENT SPECIALIST</b>
<b>Applicant Name:</b>

<p><b>Certified Tobacco Treatment Specialist:</b> The Certified Tobacco Treatment Specialist must have equivalent qualifications, competence and function in the same role as employed individuals performing the same or similar services at the facility.</p>
<p><b>Definition of Care or Service:</b> The Certified Tobacco Treatment Specialist will provide clinical leadership, education and support. Focus will be on continual education, introduction to new practices, growth and continuous improvement in practices and patient outcomes. Scope of service may include:</p> <ul style="list-style-type: none"> <li>• Applies learning and teaching principles in the design of a course, unit, module or subject area</li> <li>• Gathers and interprets basic information on the needs of learners</li> <li>• Appropriately uses a broad range of educational methods and technologies to achieve intended learning outcomes</li> <li>• Create a customized quit plan for each individual</li> <li>• Address both the behavioral and chemical addiction</li> <li>• Provide resources for ongoing support</li> <li>• Describes ways of involving learners in actual clinical practice (e.g. experiential learning opportunities)</li> <li>• Uses a broad range of methods to assess learners</li> <li>• Interprets and applies the results of educational research to their educational practice</li> <li>• Effectively approach the subject using Motivational Interviewing Techniques</li> <li>• Demonstrates Clinical and Service excellence behaviors to include code of HCA Healthcare conduct core fundamentals in daily interactions with patients, families, co-workers and physicians.</li> </ul>
<p><b>Setting(s):</b></p> <ul style="list-style-type: none"> <li>• Healthcare facilities including but not limited to hospitals, outpatient treatment facilities, clinics and physician practices</li> </ul>
<p><b>Supervision:</b></p> <ul style="list-style-type: none"> <li>• Indirect supervision by Department Director or designee</li> </ul> <p><b>Evaluator:</b> Department Director or designee</p> <p><b>Tier Level:</b> 2</p> <p><b>eSAF Access Required:</b> YES</p>
<p><b>Qualifications:</b></p> <ul style="list-style-type: none"> <li>• High School Diploma/GED or higher</li> <li>• Certified as a Tobacco Treatment Specialist (CTTS)</li> </ul> <p><b>Preferred Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Associates degree or higher</li> </ul> <p><b>NOTE:</b> Where education may not be defined in qualifications area of the Scope, HCA Healthcare requires the highest level of education completed (not training or courses) confirmed on your background check.</p>
<p><b>State Requirements:</b></p> <ul style="list-style-type: none"> <li>• Certified through The Florida Certification Board</li> </ul>

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### Experience:

- With a High School diploma 2 years full-time of human services work experience to be documented
- With an Associate's Degree 1 year full-time of human services work experience to be documented
- With a Bachelor's Degree or higher no experience required

### Competencies:

The Certified Tobacco Treatment Specialist will demonstrate:

- Ability to communicate both verbally and in writing
- Strong knowledge of clinical reviews
- Ability to provide direction and control to individuals as well as multiple teams
- Ability to effectively manage multiple priorities and multi-level tasks.
- Ability to analyze information and use logic and process to address work-related issues and problems
- Working knowledge of HIPAA privacy and security rules
- Ability to provide Nicotine Replacement Therapy
- Application of health care data analysis to improve health care processes as necessary.
- Infection Prevention
  - Practices consistent hand hygiene
  - Uses personal protective equipment (PPE)
  - Required immunizations per Division requirements
  - Complies with Isolation precautions

### References:

CTTS Verification:

<https://adminfcb.cyzap.net/dzapps/dbzap.bin/apps/assess/webmembers/secure/manage?webid=FCB&pToolCode=cert-verify&pAdd=Yes>

Florida Certified Tobacco Treatment Specialist Credentials <https://flcertificationboard.org/certifications/certified-tobacco-treatment-specialist/>

### Document Control:

- Created 10/26/2016
- Content update 11/12/2020
- Cosmetic update 1/6/2021

**Your signature confirms you will be able to comply with the Qualifications and Competencies listed within this Scope of Service and that you will confirm education via your background check.**

Applicant Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_