

# QUITLINE REFERRAL FORMS

THB item no. 0440621 to reorder phone (02) 9879-0443.

## Procedure to refer a patient/client to the NSW Quitline

**Step 1** Ask all patients/clients if they smoke tobacco.

**Step 2** Ask all smokers the question:  
‘Would you like some help to quit smoking?’

**Step 3** To all those who agree that they would like help to quit smoking:  
explain that the **NSW Quitline** now has a new **free confidential callback service**  
and the expert counsellors can telephone on a day and time to suit your patient/client.

**Step 4** Provide them with a ‘New Quitline’ pamphlet.

**Step 5** Assist the patient/client to **fill out the fax referral form**, make sure they have read the  
**privacy and consent information** at the top and bottom of the form, and have signed the form.

**Step 6** Fax the form directly to the **NSW Quitline Fax. (02) 9361-8011.**

**Step 7** Attach the referral form to the patient/client record.

**IMPORTANT – Complete staff contact details on the faxback form.**

### Please note

A NSW Quitline counsellor will call the patient/client during the selected time period to provide information, support and advice on smoking cessation.

A counsellor will be available Monday to Friday 8.30am-9.30pm, excluding public holidays.

To order further copies of this referral pad,  
the New Quitline pamphlet, or for Quit Kits contact:  
Tobacco Resources Officer  
Better Health Centre  
Mail address – Locked Mail Bag 5003, Gladesville 2111  
Tel. (02) 9879-0443  
Fax. (02) 9879-0994  
Email. tobinfo@doh.health.nsw.gov.au

For further information about smoking cessation, the NSW  
Quitline or to obtain an electronic version of this form contact  
the NSW Health Tobacco and Health Branch Cessation Unit:  
Mail address – LMB 961, North Sydney 2059  
Tel. (02) 9391-9111  
Fax. (02) 9424-5995  
Email. tobacco@doh.health.nsw.gov.au

This fax referral form is also available to print out  
from the NSW Health Tobacco and Health Branch websites:  
NSW Health intranet (health service access only) –  
[internal.health.nsw.gov.au/public-  
health/promotion/tobacco/quitting/index.html](http://internal.health.nsw.gov.au/public-health/promotion/tobacco/quitting/index.html)  
NSW Health Internet – [www.health.nsw.gov.au/public-  
health/health-promotion/tobacco/quitting/index.html](http://www.health.nsw.gov.au/public-health/health-promotion/tobacco/quitting/index.html)

