

**Health Practices: Tobacco Use Form Instructions**  
**TOB Version A, 07/05/2000**  
**QxQ Date 02/22/2001**

**I. GENERAL INSTRUCTIONS**

The Health Practices: Tobacco Use Form (TOB) is completed during the Home Induction Interview and collects data regarding all forms of tobacco use over the participant's lifetime. The interviewer must be certified and s/he should be familiar with and understand the document entitled "General Instructions for Completing Paper Forms" prior to completing this form. ID, Contact Year and Name are completed as described in the document. Initiate the form by reading the script at the beginning of the form as printed.

**II. SPECIFIC INSTRUCTIONS**

1. This item assesses cigarette smoking over the participant's lifetime. If necessary, inform the participant that 400 cigarettes are equal to 20 packs of cigarettes or 2 cartons of cigarettes. If participant has smoked 400 cigarettes or more record "YES." If participant has smoked less than 400 cigarettes in her/his lifetime, record "NO" and proceed to Item 14. If participant is not sure how many cigarettes he/she has smoked in her/his lifetime, record "NO" and proceed to Item 1.
2. Daily smoking is the criteria for regular smoking. In those rare instances of very low rate smoking, Consider smoking 'on most days' to be a response indicative of regular smoking. Record the age in years when the participant first started to smoke cigarettes on a daily basis. Enter "00" if the participant never smoked regularly and proceed to Item 12.
3. This item determines current use of cigarettes. If the answer is "YES", go to Item 5.
4. The interviewer must calculate the number of days, months, and years since the participant last smoked cigarettes based on the participant's response. If the participant has quit smoking cigarettes for at least 3 months, ask question #4a to arrive at an estimate of time since last point the participant smoked regularly. For example, if the individual quit 6 months ago, but 2 months ago slipped and smoked 10 cigarettes over a 2 – 3 day period, consider the person quit for 6 months. On the other hand, if the individual reports a quit attempt, but is now smoking with some regularity, albeit at a much lower rate, such as a cigarette every few days, or once every week or two, code question #3 as response 2. The evaluation of some level of regularity is the important issue.

Record the number of full months and years since the participant last smoked cigarettes in the boxes provided in 4a and 4b. If the respondent has not smoked for 1-11 months, record number of months using leading zeros, if needed and "00" years. If >12 months, enter appropriate combination of years and months, using leading zeros as needed.

IF THE PARTICIPANT HAS SMOKED CIGARETTES WITH THE PAST 3 MONTHS, SAY: "Please answer the next few questions with regard to your current or recent cigarette smoking practices."

IF THE PARTICIPANT HAS NOT SMOKED CIGARETTES WITHIN THE PAST 3 MONTHS, SAY: "Please answer the next few questions with regard to your usual cigarette smoking practices before you quit."

5. A day of smoking is a 24 – hour period, from the time one wakes up until just before waking up the next day. Thus, be sure to count any smoking done during the night (more common in very heavy smokers). For those individuals who have trouble approximating their cigarette intake, ask for the 'usual or typical' amount. If still difficult, ask how many s/he smoked yesterday, and the day before, and average. Be sure to ask the person if this amount is typical for them. Another approach can be to ask when they bought their last pack, or last carton (10 packs), consider a daily rate based on how long it takes them to complete the pack. Record the total number of cigarettes the participant smokes per day. Record ½ cigarette as "01." Record any smaller fraction of a cigarette as "00."
6. This question gets at the notion of nicotine 'loading', that is, smoking more when one first awakens, in order to get blood nicotine levels up, often seen in heavier smokers. Time of awakening refers to the time at which the participant awakens from her/his longest period of sleeping each day. For most participants, this will occur in the morning. Awakening after short napping periods should not be considered.
7. This item assesses the length of time between awakening and the first cigarette. Record the appropriate response based on the participant's answer. Code the amount of time until the first cigarette is usually smoked. If the participant replies that the time between her/his awakening and her/his smoking varies, ask the participant to estimate the most common time between her/his awakening and her/his smoking. For the participant who has trouble approximating, have the individual briefly describe their routine prior to smoking, and then have the participant estimate the amount of time needed for those activities.
8. This item assesses the most difficult cigarette of the day to do without. Answer must be stated as a time/place/situation. If participant states "in the morning," "when I get up," "with my coffee" or a similar response, clarify. This question is confusing to some individuals, who might answer, for

example, with the brand of cigarettes they smoke. Others will have difficulty choosing a particular cigarette, and will respond with several preferred smoking times, or say "all of them." Another way to ask the question is, "if you had one cigarette to smoke during the day, when would you smoke it?" Be careful not to lead the individual to the "first of the day" response. If the person responds, "in the morning," have them clarify by asking, "when in the morning?"

9. This item gets at the difficulty an individual has abstaining from smoking in an environment where it is forbidden. The specific situation is not the critical component, so you may offer other suggestions, such as, "at a friend's house who does not permit smoking," "at work," or the like. If participant is unsure as to whether s/he finds (found) it difficult to refrain from smoking in places where it is forbidden, ASK THE PARTICIPANT: "Have you ever smoked in a place where it is forbidden, for example, in church, the library, cinema, etc.?"
10. This question addresses the individual's perceived need to smoke even when they are feeling poorly. Mild illnesses, such as head colds, that did not require the participant to be in bed for most of the day should not be included.
11. This item assesses the usual number of cigarettes per day over the participant's entire history of smoking. It will likely produce the same number given to item #4 for most participants. However, for those whose daily rates have changed on a relatively permanent basis (for example, unsuccessful at quitting, but has cut back and maintained a reduced rate), this will give us a better long – term estimate of cigarette rate. Record the average number of whole cigarettes the participant smoked per day. If the participant is unsure, help the participant to remember by asking her/him the time of day and situations in which s/he would normally smoke. Record "01" if ½ cigarette per day; "00" for anything else.
12. "Years off cigarettes" includes only those periods during which the participant did not smoke any cigarettes. A time period in which the participant reduced the number of cigarettes per day should not be included. Add up all those periods of time during which the participant had stopped regular smoking. Subtract this number from the total time since beginning to smoke (Current age minus age when began to smoke regularly).
13. This item assesses depth of inhalation. READ THE RESPONSE CATEGORIES ONE AT A TIME. Record the manner in which the participant inhaled cigarette smoke. If the participant is unsure, ask the participant to consider how deeply s/he breathes (breathed) when smoking cigarettes.

14. This question pertains to multiple or continuous use of any tobacco product other than cigarettes. Any regular use indicates the need to ask items 15 – 26. Regular use, in this case, should be interpreted liberally. Accept any indication of systematic use, even if only once every week or so. Some individuals go through phases where they will smoke 2 – 3 cigars per week, and then none for a while. Derive as accurate an average as you can. If the participant reports no usage or single usage of a tobacco product, record “No” and proceed to Item 27.
15. This question pertains to multiple or continuous use of cigars or cigarillos. Record the total number of years the participant has smoked cigars or cigarillos regularly. Arrive at an approximate total years of use. Subtract age began use from current age, and then subtract any significant periods of time where no use of this form of tobacco occurred. If “00”, go to Item 18.
16. Record the number of cigars or cigarillos the participant has smoked per week. Do not include the number of other tobacco products such as cigarettes or snuff/dip.
17. Record “Yes” if the participant CURRENTLY smokes cigars or cigarillos. Record “No” otherwise. Current use is defined by the participant.
18. Record the total number of years the participant has smoked a pipe regularly. This pertains to multiple or continuous usage of a pipe. Arrive at an approximate total years of use. Subtract age began use from current age, and then subtract any significant periods of time where no use of this form of tobacco occurred. If the participant reports no usage or single usage of a pipe, record “00” and proceed to Item 21.
19. Record the number of full pipefuls smoked per week by the participant.
20. Record “Yes” only if the participant CURRENTLY smokes a pipe. Record “No” otherwise. Current use is defined by the participant.
21. Record the total number of years in which the participant used chewing tobacco. Arrive at an approximate total years of use. Subtract age began use from current age, and then subtract any significant periods of time where no use of this form of tobacco occurred. If the participant is unsure, help the participant to remember by probing for persons, places, or situations that first introduced her/him to chewing tobacco. If the participant has never used chewing tobacco more than once, record “00” and proceed to Item 24.
22. A standard pouch contains 3 ounces. Record the number of 3 ounce pouches the participant has typically chewed per week.
23. Record “Yes” only if the participant is CURRENTLY using chewing tobacco. Record “No” otherwise. Current use is defined by the participant.

24. This question pertains to multiple or continuous use of snuff or dip. Arrive at an approximate total years of use. Subtract age began use from current age, and then subtract any significant periods of time where no use of this form of tobacco occurred. Record the total number of years the participant has used snuff or dip regularly. If "00," go to Item 27.
25. A standard can contains 1.2 ounces. Record the number of 1.2-ounce cans that the participant has used per week during the entire period of time s/he has used dip or snuff.
26. Record "Yes" only if the participant is CURRENTLY using dip or snuff. Record "No" otherwise. Current use is defined by the participant.
27. ASK THE QUESTION AS WRITTEN TO EVERY PARTICIPANT. Record the number of hours per week in which the participant reports s/he was (is) in close contact with people who were (are) smoking. If the participant is unsure, give examples such as in the home, in a car at work, or other close quarters in which people were smoking, such as restaurants or bars, bowling allies, or at a friend's home.

#### **ADMINISTRATIVE INFORMATION**

28. Enter the date on which the participant was interviewed. Record numbers using leading zeroes where necessary to fill all boxes
29. Enter the 3 digit JHS code number of the person completing the form.