

Central Maine Healthcare

Administrative Policy No. HC-GA-1010 (R4)
General Administrative

SUBJECT: Tobacco Free / Smoke Free Campus

Policy Purpose:

To maintain a safe healthcare environment for our patients, employees, volunteers and visitors.

In accordance with Central Maine Healthcare's (CMH) mission statement and Maine State law, we are committed to providing quality healthcare and promoting the prevention of disease. Tobacco use, smoking and environmental tobacco smoke pose serious health and safety risks and undermine medical treatment; therefore all CMH campuses are tobacco/smoke free.

Scope:

This policy applies to patients, employees, volunteers, visitors, vendors, contracted workers, tenants of CMH, medical staff and students.

Definitions:

Central Maine Healthcare (CMH) property - includes any CMH owned or leased buildings / rented office space / properties / vehicles on any CMH campus; includes all grounds and any parking lots that are owned by CMH.

Tobacco / Smoking products - includes but is not limited to cigarettes, cigars, chewing tobacco, snuff, marijuana, pipes, electronic cigarettes and other non-FDA approved devices.

Policy:

It is the policy of Central Maine Healthcare that smoking and the use of all tobacco / smoking products are prohibited on all campus sites and properties owned and/or leased by Central Maine Healthcare. This includes all grounds of Central Maine Healthcare, parking lots, personal vehicles and other properties. In addition, tobacco / smoking products will not be sold within the hospital.

Individuals are required to cease use of any tobacco product upon arrival on any CMH campus. For safety and health reasons it is necessary to appropriately discard all tobacco products.

There will be no designated smoking areas for employees, visitors or inpatients at Bridgton Hospital, CMMC and Rumford Hospital and no smoking within 50 feet of any entrance.

Employees who use tobacco products are not to have a recognizable odor of tobacco smoke while on duty. CMH employees are encouraged to reach out to Employee Health or through our Healthy Decisions program for smoking cessation options and/or assistance.

The residents of Bolster Heights Residential Care Facility and Rumford Community Home are exempt from this policy.

Performed by:

All persons associated with CMH have an obligation to assist in the enforcement of this policy by requesting that people do not smoke on the premises. "No Smoking" signs are posted at all building entrances and other locations as appropriate. The success of this policy is dependant upon the thoughtfulness, consideration, and cooperation of smokers and non-smokers.

Equipment: n/a

Procedure:

Policy adherence is a condition of employment. The facilities' disciplinary action policy will be followed for noncompliant personnel up to and including termination for non-compliance. All CMH employees are informed of the policy by appropriate written material, orientation and signage. Personnel will be offered cessation services, material and support.

Patients will be notified of the policy through appropriate printed material, signage and verbal notice before and/or upon admittance. Patients will be offered cessation benefits and nicotine replacement support by their provider as appropriate. Healthcare providers can refer all patients to their respective hospital's Respiratory Therapy Department who will then initiate a request for a volunteer from the community's smoking cessation program to make contact with the patient for additional support and information. At Rumford Hospital, the Respiratory Therapy Department will provide smoking cessation information if requested.

Tobacco use will be addressed as appropriate for each individual patient. The attending provider will assess and discuss the need for Nicotine Replacement Therapy (NRT)/Smoking Cessation Therapy with a patient who is a tobacco user. As indicated, the provider will write an order for the appropriate treatment. When a patient is to be admitted for elective surgery or a procedure, the admitting provider/clinical staff should discuss this policy prior to hospitalization.

This policy applies to all patients who visit any CMH property. Upon encounter, patients will sign the CMH Consent, Use and Disclosure statement that includes a tobacco/smoke free disclosure, which will be placed in the patient's file. Patients not complying with the tobacco/smoke free policy shall be initially advised by the nursing staff, who will work with the patient's treatment team and attending provider in resolving the problem. Violations of the policy and federal laws regarding indoor smoking must be reported to Security. For the patient's safety, in-hospital bedded patients **are not permitted to leave the hospital to smoke or for any other reason.**

Providers will not write orders for patients to leave to smoke while at CMH properties and will proactively assist patients to abstain from tobacco use while hospitalized so that Against Medical Advice procedures are used as a last recourse.

If a patient insists on leaving the hospital to smoke, the following process will be completed:

1. The attending provider will be notified that the patient insists on leaving the hospital, to smoke or for any other reason.
2. An Against Medical Advice (AMA) Form will be completed.
3. The patient will be discharged AMA (per the provider order). **All IVs and other medical devices must be removed.**
4. If the patient returns to the hospital, he or she must be redirected to the Emergency Department.

Visitors will be notified of the policy through signage and verbal notice. Visitors will also be offered cessation materials and resources. Noncompliant visitors will be asked to leave the grounds. Disruptive behavior will be managed as per hospital policy.

Special considerations: n/a

Cross references: CMH Administrative Leaving Against Medical Advice Policy HC-PA 2026

References:

Regulations Governing the Licensing and Functioning of Assisted Housing Programs, Level IV Residential Care Facilities, effective September 1, 2003, Standards for Resident Care, Sections 12.1, 12.2.1, 12.3.1, and Resident Rights, Sections 5.1, 5.16, 5.26.2.

Peter E. Chalke
President
(Signature on File)

Effective: November 18, 2004

Supersedes: CMMC S.O. 1:5.21 (R8) issued 11/05/99; RH P & P 10-7, revised 04/06; BH SM111, revised 01/03/02

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