

**DOWN EAST COMMUNITY HOSPITAL
POLICIES & PROCEDURES**

**POLICY # 1001175
PAGE 1 OF 1**

TITLE: Tobacco Free Campus

SECTION: Hospital wide	APPROVED BY:	DATE:
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REFERENCES/RATIONALE:		

Policy: The Down East Community Hospital will set the standard of good health practices by providing education, support and a tobacco free environment for our employees, patients, guests and community.

Procedure: Effective November 15, 2007 Down East Community Hospital (DECH) will be a tobacco free zone. Tobacco use of any kind on and around the DECH property will be prohibited and will be considered a violation of this policy. Tobacco product use will also be prohibited inside vehicles while on the property.

DECH will provide support to patients, visitors, employees and their families in their efforts to abstain from the use of tobacco products as well as other smoking products such as e-cigarettes while on the campuses.

DECH will also provide support to individuals who wish to end their use of tobacco products by providing education and other support services to anyone who is interested in making this life style change. Employees are encouraged to contact Human Resources to take advantage of the support offered by the organization if they choose to stop their tobacco use.

All employees are required to observe and promote compliance with the tobacco free policy. Employees are expected to be good neighbors and refrain from using tobacco products on the property of nearby businesses and residences. Employees should also refer to the Breaks and Meals Policy (#1012) in regard to leaving campus during work time.

Informational cards are available to be given to visitors who are observed using tobacco products while on the hospital campus. Providing these cards creates an opportunity to educate and intervene. Staff can use the card as a cue to initiate discussion regarding the DECH policy and available resources.

At the time of admission or registration patients will be given information regarding the tobacco free policy. Each physician will assess the patients they have admitted to the hospital and will determine appropriate support for tobacco abstinence during the patient's stay at the facility.