

TOBACCO USE POLICY

INSTITUTION: MID COAST HEALTH SERVICES
Supersedes: 12/01 (PEC11SFY.S01), 1/05, Non-Smoking Policy 1/07, 7/08 Rev. 9/10, 2/2013
(PEC020101SFY.S01), 1/2011, 4/2011, 4/2012, 1/2013
Date: 1/2014
Author: Environment of Care, Patient Safety Committee
Next Review Date: 1/2017
JC Ref: EC 02.01.03

- I. **POLICY:**
Mid Coast Health Services is committed to providing a tobacco free environment in all its locations. All tobacco products are prohibited including electronic cigarettes.
- II. **ELIGIBILITY:**
All Mid Coast Health Services employees, Providers, patients, visitors, vendors and volunteers.
- III. **PURPOSE:**
To model healthy behaviors for our community and each other.
- IV. **STATEMENTS / GUIDELINES:**
- A. **Patients** are prohibited from using tobacco products.
1. Patients are offered nicotine replacement therapy if medically appropriate.
 2. Patients are informed of the policy.
 3. Patient non-compliance with this policy may be subject to discharge.
- B. **Employees:**
1. Tobacco use by employees is not permitted at any MCHS worksite.
 2. Tobacco odors are not allowed via our Fragrance Free/Dress Code. This means all clothing must be free of tobacco/smoke odor. Due to the sensitivity many people have to strong smells, the use of perfume or any type of personal fragrance is also not permitted.
 3. Supervisors will discuss the issue of taking breaks with their staff, both smokers and non-smokers. Together they will develop effective solutions that do not interfere with the productivity of the staff.
 4. This policy will be shared with new employees during their orientation.
 5. Employee non-compliance may be subject to the progressive disciplinary process.
 6. Employees are offered support for either Cessation or Comfort measures in a variety of ways through the Employee Health Department.
 7. Volunteers will monitor magazine donations and dispose of those that advertise tobacco.
- C. **Visitors:**
1. Tobacco Free signage will be used to inform the public of this policy.
 2. Visitors may be asked to leave hospital grounds if non-compliance occurs.
- D. Mid Coast Health does not accept donations from the Tobacco Industry.
- E. **Compliance:**
Compliance with the Tobacco Policy will be monitored via rounds and observations.
- V. **REFERENCE:**
Joint Commission 2014 Hospital Accreditation Standard EC. 02.01.03.

Approved:

Michael Pinkham

1/31/2014

Approved:

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1/31/2014

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Date

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Date