

<b>Organization Name</b> Waldo County General Hospital	<b>Title</b> Tobacco Free Environment
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**TOBACCO-FREE ENVIRONMENT**

Waldo County Healthcare, Inc. (WCHI) is committed to promoting health and preventing disease specifically related to the use of tobacco. In accordance with Maine State Law, Title 22, Chapter 263, Subsection 1580-B, WCHI is dedicated to providing a safe and healthy environment for patients and visitors, employees, and medical staff by providing a tobacco-free environment.

The use of all tobacco products (cigarettes, cigars, pipes and smoke-less tobacco), as well as non-FDA approved nicotine delivery systems such as E-cigarettes, are prohibited on WCHI property including grounds, parking areas, all WCHI owned vehicles, and all vehicles parked on the campus. As Penobscot Shores is a resident-owned facility, the residents may use tobacco in their own residence but not in any public areas of the buildings or grounds.

This policy applies to all patients, residents, visitors, employees, physicians, allied health professionals, students, volunteers, vendors, tenants and contracted employees.

**Patients:**

- Patients may not use any tobacco products in the hospital or be granted permission to use tobacco products outside on hospital grounds.
- Providers will educate patients on the hospital's Tobacco Free policy prior to admission.
- Inpatients may receive nicotine replacement therapy while hospitalized if ordered by their physician.

**Visitors:** Visitors will be notified by signs posted at facility entrances, in parking lots and throughout buildings.

**Employees and Medical Staff:**

- Prospective employees will be informed of the Tobacco-Free policy by the Human Resources department and/or their prospective manager at time of hire.
- Physicians will be informed when they join the Medical Staff and annually at Medical Staff meetings.

**Responsibility:**

Strong leadership and support from all WCHI employees and the community is essential for achieving a tobacco-free environment. All employees are responsible for informing staff and visitors of the tobacco policy in a friendly manner. Policy violations by staff will be treated like any other policy infraction resulting in progressive discipline.

**Education:**

- The Tobacco Free policy is available at all times to employees via the intranet and is reviewed yearly during the mandatory in-service day (MID).
- Cessation support will be available to all members of the WCHI staff as listed below:
  - **Maine Tobacco Helpline, 1-800-207-1230**
  - **Primary Care Physician**
- For employees carrying MaineHealth insurance benefits, 100% of the cost of tobacco cessation programs and nicotine replacement medications are covered. The Maine Tobacco Helpline provides free Nicotine Replacement Therapy for those without insurance coverage.

<b>Related Procedure(s)/Skill(s)</b>	<b>Version</b> 3.0
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1. Inpatients will be offered tobacco use cessation education and supportive measures while hospitalized.

**Compliance:**

- Policy compliance is the responsibility of all WCHI employees and Medical Staff.
- Employees and Medical Staff failing to comply with policy will be subject to the disciplinary process.
- An employee or physician using tobacco products may be reminded of and asked to adhere to the policy by any staff member or physician observing the non-compliant behavior.
- Any employee or physician observing non-complaint behavior with the policy should feel free to report it to a supervisor or to Administration.

For more tobacco cessation information: <http://www.thequitlink.com/ready-to-quit>

**Scripting for Talking with Patients and Visitors**

**1. On the Grounds:**

Excuse me Sir/Ma'am; you may not be aware that we have a tobacco-free policy. For the health and safety of our patients, visitors, and employees, all of our grounds and parking areas are tobacco-free. If you wish to continue your tobacco use, we ask that you please leave the grounds. Thank you.

**2. Visitor Questions the Policy:**

We are not telling anyone to quit tobacco. We are asking everyone to respect our policy and not smoke or use tobacco while here on the property. This is about protecting people from second- and thirdhand smoke. We also need to support our patients and employees who are trying to quit. As a healthcare organization, we cannot allow any smoking or tobacco use on the grounds.

**3. Using an E-cigarette:**

I am sorry Mr. / Mrs. \_\_\_\_\_, electronic cigarettes are not allowed inside the building or outside on the grounds. They are considered a tobacco product and are prohibited under our Tobacco-Free policy. If you would like to use some nicotine replacement, you can ask a member of your care team for more information about a product that may be right for you.

**4. Offering Nicotine Replacement Therapy:**

Using Nicotine Replacement Therapy is helpful to curb cravings when you can't smoke or use tobacco. Nicotine gum, lozenges and inhaler act fairly quickly and may be an option for you. It is meant to make you more comfortable.

**5. Visitor Expresses Concern Over the Policy:**

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