

Dorothea Dix Psychiatric Center

DATE: July, 2013

POLICY: 3-16

PAGE: 1 of 2

SUBJECT: Tobacco Use at DDPC

Policy: Tobacco-Free Campus - 100% tobacco-free buildings, grounds, private vehicles, and parking areas at all times. Effective July 1, 2013

Tobacco use is prohibited by patients, employees, visitors, vendors, contractors, and volunteers. Tobacco products include cigarettes, cigars, smokeless tobacco, and non FDA approved electronic nicotine delivery devices, such as electronic cigarettes, licensed in Maine as tobacco products. Tobacco-Free Campus signs will be displayed at all property and building entrances, and parking areas to communicate the policy effectively. Advertising or promotion of tobacco products is not allowed on campus, including agency publications and magazines.

Purpose

Our hospital is dedicated to quality care, the promotion of health and prevention of disease, providing a drug free treatment environment, and a culture of recovery and well-being. Moreover, we are committed to providing a safe, productive, and cost effective work environment.

Our hospital joins with the Maine Tobacco-Free Hospital Network in supporting the science and findings of the U.S. Surgeon General that "there is no risk-free level of exposure to second-hand smoke" and that tobacco use in any form, active or passive, is a serious health hazard.

Tobacco use is the leading preventable cause of death in the U.S., killing more than 400,000 people and costing \$96 billion in health care bills each year.

Procedure

Inpatients

1. Admission - All patients and family members will be informed of the tobacco-free campus policy in person verbally, with printed materials, signage, and again as part of the patient assessment process. Tobacco products and lighters/matches will be removed and either taken home by family members or stored until discharge. After admission, tobacco products and lighters found in a patient's possession will be removed and destroyed as contraband.
2. Return to the Hospital - All patients will be reminded of the tobacco policy when returning from an off-grounds pass and screened for tobacco products and lighters which will be removed and considered contraband.
3. Off ground outings -Tobacco use is prohibited by patients and staff.

Inpatient tobacco dependence education and treatment

All patients admitted will be screened for tobacco use and dependence and information documented on the problem list of the patients chart. Nicotine replacement therapy (NRT) will be offered as needed. The clinical treatment team will develop an education and comprehensive tobacco treatment plan including counseling, health coaching, medication and care management and quit plan design and support. Specific education for patients will include expected nicotine withdrawal symptoms and anxiety, NRT/medication management, coping skill strategies and relaxation techniques.

Dorothea Dix Psychiatric Center

DATE: July, 2013

POLICY: 3-16

PAGE: 2 of 2

SUBJECT: Tobacco Use at DDPC

Visitors, vendors, contractors, and volunteers

Tobacco use by visitors, vendors, contractors, and volunteers is prohibited at all times including on the grounds and within personal vehicles. The written policy is available for visitors at the main entrance and web site. Family and visitors are not allowed to provide tobacco products and lighters or matches to patients. All visitors will be reminded of the tobacco policy and asked to voluntarily comply for the safety of all. Failing to comply with the policy will mandate the immediate loss of visiting privileges and or contracts.

Employees

Tobacco use by staff is prohibited at all times including on the grounds, within personal vehicles and on staff supervised patient activities off campus. Notification of the tobacco policy will be provided to all new employees during the interview process, orientation and in the employee handbook. Employees are asked to comply for the safety of all, and those that fail to comply with the tobacco-free campus policy are subject to progressive discipline up to and including termination from employment. Department and Unit Managers shall be responsible for the policy enforcement, and are encouraged to provide staff referrals to the Human Resources Department. The HR Department can provide support by connecting staff to State of Maine approved tobacco treatment resources and services and by setting up an appointment with a Certified Tobacco Treatment Specialist.

Tobacco education and treatment

All employees are being asked to refrain from tobacco use during the hours of work to ensure the safety and health for all patients, visitors and staff. Knowing that nicotine withdrawal symptoms and the habit of tobacco dependence may be uncomfortable for staff during work hours, we are committed to providing evidence based effective tobacco treatment education, counseling/health coaching, and resources to help support tobacco users manage symptoms and cravings while at work and those ready to quit for good.

The success and enforcement of the policy is the responsibility of all staff and everyone is asked to communicate the tobacco-free campus policy in a respectful and kind manner.

RESPONSIBILITY:	Superintendent
POLICY STORED IN:	Superintendent's Office
POLICY APPLIES TO:	Dorothea Dix Psychiatric Center
KEY SEARCH WORDS:	Tobacco Use

Superintendent

Original Policy Date: 07/2003 (Tobacco Use at BMHI)
07/1988 (Smoking Regulations)

Review/Revision History: 07/2013, 10/2012, 12/2007, 05/2007, 01/2006, 07/2004, 07/2003 (Tobacco Use at DDPC/BMHI)
11/2002, 05/2001, 12/2000, 04/1999, 12/1998, 12/1996, 09/1996, 10/1991, 01/1990, 08/1988, 07/1988 (Smoking Regulations)