

## **DIRECTIVE #48**

**TO:** All Departments, Medical Staff

**FROM:** Administration

**SUBJECT: SMOKE-FREE, TOBACCO-FREE CAMPUS**

**ORIGIN:** 02 Aug 01

**REVISED:** Dec 2011

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### **I. POLICY STATEMENT**

Effective 01 Jan 02, the use of all tobacco products (cigarettes, cigars, pipes, and smokeless tobacco) will be prohibited from use on any TAMC and TAMC affiliate property (including company vehicles) owned, leased, or rented. [Note: This prohibition extends to so-called 'electronic cigarettes' as well.] All TAMC and TAMC affiliate-sponsored off-site meetings, conferences and fundraisers will be tobacco-free.

All individuals are required to cease use of any tobacco product before entering all TAMC and TAMC affiliate property. There will be no smoking permitted in any buildings, on the grounds and in all parking areas.

Advertising or promotion of tobacco products will be prohibited on any TAMC and TAMC affiliate property. This will include all hospital publications and magazines subscribed to by TAMC and TAMC affiliates for waiting area reading material.

### **II. PURPOSE**

The Aroostook Medical Center is committed to the prevention of disease and the promotion of health and healing. Tobacco use and second-hand smoke pose serious health/safety risks and undermine medical treatment. It is appropriate for TAMC and TAMC affiliates to set an example for a healthy lifestyle and to maintain a safe and healthful environment for patients, visitors, and employees.

### **III. SCOPE**

This policy and procedure applies to all TAMC employees, medical staff, allied health professionals, volunteers, students, visitors, vendors, contracted workers, nursing home residents, and patients who are physically on any TAMC or TAMC affiliated property, owned, leased or rented.

### **IV. POLICY NOTIFICATION**

- A. Patients will be notified of the policy through appropriate printed material, signage, and verbal notice. Patients will be offered cessation education and support.

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- B. Employees, volunteers, and members of the medical staff will be informed of the policy by appropriate written material, administrative policy, and signage. All new employees will be informed at general orientation and by their immediate supervisor. Educational support for cessation will be available to all members of the staff.
- C. Staff members and medical providers failing to cooperate with enforcement efforts or violating this policy are subject to employee or medical staff discipline procedure, including counseling, warning, suspension, and/or termination per normal disciplinary policies and procedures.
- D. Policy enforcement is the responsibility of all TAMC and TAMC affiliated staff. Patients, residents, or visitors who violate the policy will be reminded of and asked to adhere to the policy by any TAMC or TAMC affiliate staff member observing non-compliant behavior. Security will provide support if the situation requires.

**V. WITHDRAWAL/CESSATION RESOURCES**

- A. All inpatients who express their desire to smoke will meet with trained interventionists for bedside counseling.
- B. Employee smoking cessation efforts are best managed through one's Primary Care Provider (PCP). Employees are reminded that making the decision to quit smoking requires a well thought out plan.
- C. Employees who do not have a PCP may seek care through TAMC Occupational Health Services or any TAMC Health Center.
- D. Employees may participate in individual or group smoking cessation classes offered through Educational Services at no cost.
- E. The Employee Assistance Program (EAP) is available to employees.
- F. Other support services for smoking cessation are available for employees and community members through Educational Services (extension 4160).

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