



Hospital WellSpot Tobacco-Free Policy Sample

In order to meet the hospital tobacco policy criteria, the policy must include these elements:

- Provides rationale for tobacco use policy
- Prohibits tobacco use on hospital premises (all facilities owned, leased, or rented by the organization, including parking lots)
- Does not include designated smoking areas
- Defines tobacco to include all types of smoking and smokeless tobacco products.
- Includes smoking devices (e-cigarettes)
- Requires referrals to tobacco cessation resources
- Requires enforcement for staff violations
- Prohibits tobacco use in hospital vehicles (if applicable)
- Prohibits promotion and/or sale of tobacco products (if applicable)



Rationale

{Hospital's name} recognizes the hazards caused by tobacco use on the health of our citizens; we shall implement the following policy to provide a tobacco-free environment for all employees, patients and visitors on the property owned, leased, or operated by {Hospital's name}.

Policy

Tobacco use is prohibited on the property owned, leased, or operated by {Hospital's name}, including parking lots and any vehicles owned or leased by {Hospital's name}. The policy is applicable to all employees on {Hospital's name} property whether they are employees of {Hospital's name} or other agencies, students, patients, visitors, volunteers, vendors, and contractors. The policy applies use of tobacco products including smoking of cigarettes, cigars, pipes or the use of chewing or spit tobacco, electronic smoking devices (i.e., e-cigarettes, vapors), or the use of any other oral smoking device for the purpose of circumventing the prohibition of smoking or the use of other tobacco products.

Definitions

[In this section define tobacco, smoking, electronic smoking devices, property, and any other definition that would require defining within your policy]

Property is defined as areas owned, leased or operated by the {Hospital name}. This includes but not limited to the interior of all buildings, hospital grounds, outpatient facilities, vehicles parked on hospital grounds, in parking lots, sidewalks adjacent to hospital property, and hospital owned or leased vehicles.

Interior is defined as all the space between the floor and ceiling that is bounded on at least two sides by walls, doorways, or windows, whether open or closed. A wall includes any retractable divider, garage door, or other physical barrier, whether temporary or permanent and whether containing openings of any kind.

Tobacco is defined as: cigarettes, cigars, pipe, pipes or rolling tobacco, tobacco substitutes (e.g. clove cigarettes), chewing or spit tobacco, or any type of electronic smoking device.¹

Smoking is defined as: inhaling, exhaling, burning, carrying or possessing any lighted or heated tobacco product, including cigarettes, cigars, pipe tobacco, hookah, and other lighted or heated combustible plant material.* Smoking also includes the use of electronic smoking devices.

¹ Morris, C.W., Pavlik, J., Mumby, S.J., Morris, C.D. (2015). The Dimensions: Tobacco-Free Policy Toolkit. University of Colorado Anschutz Medical Campus, School of Medicine, Behavioral Health and Wellness Program. Available at: <https://www.bhwellness.org/toolkits/Tobacco-Free-Facilities-Toolkit.pdf>

*Please note: this definition goes beyond state law L.A. RS 40:1300.251 et seq; "Louisiana Smoke-free Air Act"

Electronic Smoking Device is defined as any product containing or delivering nicotine or any other substance intended for human consumption that can be used by a person to simulate smoking through inhalation of vapor or aerosol from the produce the product. The term includes any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, vape pen, nicotine inhaler, or under any other product name or descriptor.²

Accountability¹

Employee

Shared responsibility of the {Hospital Name} employees to enforce the tobacco-free environment by encouraging colleagues, patients, visitors, and others to comply with the policy. Employees should communicate the policy with visitors with courtesy and respect. Should the employee encounter difficulty with enforcing this policy, they should contact their supervisor.

Supervisor

Supervisors are responsible for implementing and enforcing {Hospital Name}'s tobacco-free environment among employees. This includes ensuring employees are adequately informed of the policy and of the disciplinary actions that will be taken should they not meet compliance.

General Policy Provisions

Employees, patients and visitors shall be notified of the policy through signs posted throughout the property owned, operated, or leased by {Hospital's name}. Employees who violate the tobacco-free policy may be referred to the Louisiana Quit-Line (1-800-QuitNow; www.quitwithusla.org), which is a free counseling service for tobacco cessation.

Procedures

[Outline specific procedures employees, volunteers and vendors will follow.]

For example, new employees receiving explanation of the new policy, included within job announcements, and any steps of enforcement and compliance you deem necessary beyond the Accountability section above.

² Americans for Nonsmokers' Rights. (n.d.). Model Ordinance Prohibiting Smoking in All Workplaces and Public Places (100% Smokefree). Americans for Nonsmokers' Rights. Available at: <http://www.no-smoke.org/pdf/modelordinance.pdf>