

Title: Tobacco-Free Environment		Policy Number: C-0000-800
Originating Administration Department:	Affected Department: All FirstHealth Entities	
Vice President Approval:	Original Date: 06-2004 Revised Date: 07/2005 Review Date:	Chief Executive Officer Approval:

POLICY:

FirstHealth of the Carolinas prohibits the use of tobacco products on its campuses and in its facilities and vehicles.

I. PURPOSE:

- To maintain a healthy environment for patients, employees, volunteers, physicians, and visitors.
- To promote healthy lifestyles throughout our communities, by encouraging individuals, especially FirstHealth staff, to refrain from the use of tobacco products.

II. RESTRICTIONS/DEFINITIONS:

Patients, employees, volunteers, vendors, contractors, physicians, and visitors may not smoke or use tobacco products on any FirstHealth campus or within any FirstHealth facility or vehicle. FirstHealth also discourages the use of tobacco products by FirstHealth staff or visitors on properties adjacent to FirstHealth properties.

For the purposes of this policy:

- Tobacco products include, but are not limited to, cigarettes, cigars, pipes, chewing tobacco and snuff.
- FirstHealth campuses and facilities include any FirstHealth owned or leased buildings/properties. For any building/property FirstHealth does not lease entirely, the restriction applies to the building/property associated with FirstHealth’s lease.

III. PATIENT USE OF TOBACCO PRODUCTS:

A. Inpatient Assessment/Compliance: During the pre-admission process or admission assessment, the nurse will determine if the patient is a tobacco user; if so, the nurse will document such in the patient record and remind the patient that FirstHealth is a tobacco-free environment. For patients who use tobacco and desire assistance complying with this policy, the nurse will contact the admitting physician to discuss potential forms of assistance.

If a patient does not comply with this policy, patient care staff will contact their manager or Nursing Administration for assistance. Patients will be advised that failure to comply with this policy may be grounds for a discharge or transfer from the facility.

B. Physician Responsibility: The attending physician will assess and discuss the need for Nicotine Replacement Therapy (NRT) with the patient who is a tobacco user, and if indicated, write an order for NRT. When a patient is to be admitted for elective surgery or a procedure, the attending physician should discuss this policy prior to hospitalization.

- C. Outpatients: Outpatients are subject to the same restrictions as other visitors to FirstHealth properties/facilities.
- D. Special Consideration/Exceptions: With an attending physician's approval and order, a terminally ill patient may use tobacco products in a limited manner, but only in a private, designated area (not a patient room) authorized by Administration. Such authorization must be in writing and placed in the patient's chart.

IV. EMPLOYEE RESPONSIBILITIES:

A. Employee Responsibilities:

In addition to personally adhering to the tobacco use restrictions in this policy, staff should courteously inform patients and visitors of this policy and request their compliance. Staff are also encouraged to give FirstHealth tobacco-free informational cards to visitors observed using tobacco products on FirstHealth property.

Any employee who fails to comply with this policy will be subject to disciplinary action consistent with the FirstHealth Human Resources Employee Behavior and Appearance Policy, Section III. Prohibited Behaviors. In addition, staff who use tobacco products during non-working hours must ensure that such use does not lead to a violation of the Personal Hygiene standard in Section IV. of the Employee Behavior and Appearance Policy.

B. Security Officer Responsibilities:

Security Officers may be contacted if a visitor refuses to comply with this policy. Security will respond to such individuals in the same manner as they do with other visitors who refuse to comply with campus/property policies.