

Wilkes Regional Medical Center's Frequently Asked Questions Regarding Tobacco-Free Campus

(Wilkes Regional Medical Center makes an effort to inform job candidates of its tobacco-free policy by posting information online under job opportunities <http://www.wilkesregional.org/nodes/209.aspx>)

1. WHERE CAN I SMOKE?

ANYWHERE OFF OF THE WRMC CAMPUS. WRMC EMPLOYEES ARE EXPECTED TO UPHOLD WRMC POLICY AND PROCEEDURE AS A CONDITION OF EMPLOYMENT. (WRMC Tobacco Free Policy)

2. CAN I SMOKE IN MY CAR?

WRMC IS ADOPTING A HEALTHY LIFESTYLE IMAGE. BECAUSE OF POTENTIAL NEGATIVE PUBLIC IMAGE, EMPLOYEES MAY NOT SMOKE IN THEIR CARS ON THE WRMC CAMPUS.

3. CAN I SMOKE ON MY BREAKS AND AT MEALS?

ONLY IF THE EMPLOYEE GOES OFF THE WRMC CAMPUS. EMPLOYEES ARE EXPECTED TO FOLLOW ALL WRMC POLICIES AND PROCEDURES REGARDING MEALS AND BREAKS. EMPLOYEES SHOULD BE REMINDED THAT THEY ARE NOT TO LEAVE THEIR DEPARTMENT WITHOUT PERMISSION OF THEIR MANAGER OR THEIR DESIGNEE. (HR Policies: Customer Service, Hours of Employment, and Work Rules & Regulations)

4. ARE VISITORS ALLOWED TO SMOKE?

THE WRMC TOBACCO-FREE POLICY APPLIES TO ALL VISITORS ON CAMPUS. EMPLOYEES ARE ENCOURAGED TO REMIND VISITORS ABOUT THE POLICY AND TO PROVIDE A COPY TO THEM AT THEIR REQUEST.

5. ARE PATIENTS ALLOWED TO SMOKE?

THE WRMC TOBACCO-FREE POLICY APPLIES TO ALL PATIENTS ON CAMPUS. STAFF ARE ENCOURAGED TO WORK WITH THE PATIENT'S PHYSICIAN(S) TO ASSIST THEM WITH ALTERNATIVES TO TOBACCO USE.

6. CAN I SMOKE OR USE TOBACCO PRODUCTS, ON THE WAY TO MY CAR WHEN I AM OFF THE CLOCK AND ON MY WAY HOME?

EMPLOYEES MAY NOT SMOKE ON THE WRMC CAMPUS.

7. WHAT ARE THE PENALTIES FOR VIOLATION OF THE TOBACCO-FREE POLICY?

THE SAME DISCIPLINARY PROCESSES APPLIES TO THE VIOLATION OF THIS POLICY AS ALL OTHER WRMC POLICIES. (HR Manual)

8. WHAT IS AVAILABLE TO HELP ME STOP USING TOBACCO PRODUCTS?

THE WRMC PHARMACY PROVIDES VARIOUS PRODUCTS TO HELP EMPLOYEES. (PLEASE REFER TO ATTACHED DOCUMENT). WRMC IS ALSO SPONSORING SMOKING CESSATION CLASSES. PLEASE CALL 903-7840 FOR MORE INFORMATION.

9. WILL EMPLOYEE INSURANCE RATES DECREASE WITH SMOKING AND/OR TOBACCO CESSATION?

A DECREASE IN INSURANCE CLAIMS IS EXPECTED WITH HEALTHIER LIFESTYLES.1.

10. WHAT IS THE DATE THE SMOKE-FREE POLICY GOES INTO EFFECT?

NOVEMBER 18, 2004.

FREQUENTLY ASKED QUESTIONS BY NON-SMOKERS

1. DO I HAVE TO PAY INCREASED INSURANCE PREMIUMS FOR EMPLOYEES WHO USE TOBACCO PRODUCTS?

NO. HOWEVER, OUR INSURANCE PREMIUMS ARE BASED ON UTILIZATION AND HEALTHIER LIFESTYLES WHICH SHOULD REDUCE UTILIZATION.

2. IS IT TRUE THAT SMOKERS GET MORE BREAKS AND LONGER MEAL BREAKS THAN NON-SMOKERS?

ALL WRMC EMPLOYEES ARE EXPECTED TO ABIDE BY THE BREAKS AND MEALS POLICY IN THE HR MANUAL. MANAGERS SHOULD MONITOR AND EVALUATE ADHERANCE TO POLICY.

3. PATIENTS COMPLAIN ABOUT THEIR SENSITIVITY TO CIGARETTE SMOKE WHILE SICK AND IN THE HOSPITAL. WHAT CAN BE DONE TO ADDRESS THEIR CONCERNS?

ALL WRMC EMPLOYEES SHOULD RESPECT THE NEEDS OF THEIR PATIENTS AND CO-WORKERS AS A PART OF THE CUSTOMER SERVICE EXPECTATIONS. WRMC EMPLOYEES ARE EXPECTED TO ABIDE BY THE TOBACCO-FREE POLICY.

IF EMPLOYEES HAVE ADDITIONAL QUESTIONS REGARDING THIS POLICY THEY SHOULD ADDRESS THOSE CONCERNS WITH THEIR DEPARTMENT MANAGER. IF ADDITIONAL CLARIFICATION IS NEEDED, THE DEPARTMENT MANAGER SHOULD MEET WITH OUR HUMAN RESOURCES DIRECTOR.