

## SEBASTICOOK VALLEY HOSPITAL

**DEPARTMENT:** Hospital Wide

**Date:** Revised 11/10/04

Created 8/1/01

**SUBJECT:** Tobacco Free Campus

**Policy #:** 1654

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### **PURPOSE:**

In accordance with SVH's mission statement: "To be the regional leader in meeting the health needs of our communities, always treating people with dignity and respect", SVH is committed to the prevention of disease and the promotion of health and healing. Tobacco use is the single greatest preventable cause of premature death and disability in the United States. In the United States it accounts for one out of every five deaths. Research has shown that nonsmokers, especially those with chronic heart or lung disease, can experience severe distress when exposed to secondhand smoke.

### **POLICY:**

The use of all tobacco products (cigarettes, cigars, pipes and smoke-less tobacco) is prohibited on hospital-owned property and grounds, and in all leased or rented office space where SVH employees work.

Individuals are required to cease use of any tobacco product upon arrival on the SVH campus. For safety and health reasons it is necessary to appropriately discard all tobacco products appropriately.

Tobacco use is prohibited in any SVH owned or leased vehicle.

This policy applies to patients, employees, volunteers, visitors, vendors, contracted workers, tenants of SVH, medical staff and students.

### **RESPONSIBILITY:**

- It is the responsibility of SVH personnel and medical staff to educate patients about the tobacco-free policy before and during their admission and/or at other times patients are on the SVH campus.
- It is the responsibility of managers to educate their employees of this policy. Violation of this policy by staff will be treated like any other policy infraction, resulting in progressive discipline.
- All individuals associated with SVH will be held accountable and have a responsibility to promote this policy and educate visitors, patients and fellow employees in a firm and respectful manner.
- The Human Resources Department will communicate to all applicants and employees, SVH's Tobacco Free Campus Policy. This includes, but is not limited to:
  - Including the verbiage "Sebasticook Valley Hospital is proud to be a tobacco free workplace" in all employment opportunity advertisements,
  - Educating all new employees of the policy during hospital wide Orientation
- Appropriate signage shall be installed and maintained on the SVH campus and all satellite locations by the Maintenance Department.

**Prepared by:** Healthy Maine Partnership – Healthy Living

**Reviewed by:**

  
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Vice President – Human Resources

**Date:**

1/13/05

**Approved:**

  
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President/Chief Executive Officer

**Date:**

1/17/05