

	Spring Harbor Hospital POLICY AND PROCEDURE STATEMENT	Environment of Care Care of the Patient Patient Rights & Organizational Ethics Code: EC 218 Effective Date: 7/88 Date(s) of Rev: 12/02, 2/04, 2/06, 05/09
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SUBJECT: Tobacco use at Spring Harbor

POLICY: The use of tobacco products (cigarettes, cigars, chewing tobacco and any other tobacco-related substance) is not permitted on or within any Spring Harbor property. The scope of this policy includes vehicles owned or leased by SH, as well as Spring Harbor buildings and grounds.

PURPOSE: Spring Harbor is committed to a healthy, drug-free treatment environment that promotes patients' recovery and well-being.

SCOPE: All Staff

PROCEDURE:

1. At the time of admission

All patients will be informed of SHH's tobacco-free policy. This will be done in the form of printed materials, signage and verbal notice by staff as part of the patient assessment process. Admissions staff will remind our referral sources that we are a non-smoking facility.

At admission and on return from TTV's, each patient will be searched for unsafe objects, including matches, lighters, and other tobacco products (e.g., cigarettes). No patient will be allowed to have tobacco products, matches, or lighters at any time while in the hospital. Patients' tobacco materials (cigarettes, lighters, etc) will be stored in the Sharps Closet, or other designated secure area, on the care unit and labeled with the patient's name.

A tobacco history will be taken as part of the nursing and physician assessments. If a patient is actively addicted to tobacco, a preliminary assessment of the best pharmacological and behavioral interventions will be conducted and appropriate interventions will be made available.

2. Education and treatment

Tobacco cessation and other supportive group educational sessions may be provided to patients on a regular basis during their hospitalization.

Nicotine replacement therapy (NRT) will be offered to all adult patients who are actively addicted to tobacco. The Nicotine Replacement Therapy Standing Order form is used to prescribe the appropriate medications for adult patients. NRT should be based on the number of cigarettes smoked per day. The patient's preference for the nicotine gum and/or nicotine patch should also be considered. Titration of the NRT will be performed as needed. Adolescents who are determined to be addicted to tobacco will be evaluated on an individual basis for NRT pending parental/guardian consent.

3. TTV's

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A patient may check out his/her tobacco and matches/lighters when leaving the hospital for an off-grounds TTV. Patients may be reminded to not smoke if they are using a patch for nicotine replacement therapy. Upon return from a TTV, patients will be searched and are required to surrender all smoking materials and tobacco.

VISITORS

1. Visitors may not give matches, lighters, cigarettes, or tobacco products to patients. A notice is posted at the Front Desk reminding visitors of this restriction.
2. Visitors are not permitted to use tobacco products within Spring Harbor Hospital property or on the grounds of Spring Harbor Hospital.
3. Visitors who fail to comply with the visitors' policy regarding tobacco use may lose their visiting privileges.

STAFF

1. Notification of Spring Harbor's tobacco-free policy is provided to new employees during the interview process and during Orientation.
2. For purposes of this policy, the items governing staff use of tobacco products also will apply to visitors, contractors, vendors, volunteers, students/interns, and contracted employees.
3. Staff are to keep their own tobacco products (i.e., cigarettes and lighters/matches) in a secure non-patient area.
4. Staff are not permitted to use tobacco products on Spring Harbor grounds, including in their cars while on grounds, or within Spring Harbor's buildings or vehicles.
5. Staff who fail to comply with this policy regarding tobacco use or who abuse their rest breaks in order to smoke are subject to discipline up to and including termination from employment. Department and Unit Managers will be responsible for their employees' compliance with this policy.
6. Staff members are responsible for reminding visitors and others who use tobacco products on SH grounds of the policy.