LOWELL GENERAL HOSPITAL
HOSPITAL POLICY AND PROCEDURE MANUAL

Title: **Tobacco Free Policy**

Policy Number: Safety SO-B

Endorsed by:
Safety Committee _____ Date: _____

Steering Committee _____ Date: _____

Approved:_____ Date:_____

_____ Date: _____

Date Revised: July 2007

Supersedes: 12/05

Date Discontinued:

Initial Effective Date: 2/1/1985

I. PURPOSE:

The proven health hazards of tobacco are well known within the medical community. Tobacco use is the number one cause of preventable illness and death worldwide. As a major healthcare provider in the Greater Lowell Area as well as the largest not-for- profit employer in Lowell, Lowell General Hospital is committed to providing a healthy experience for all employees, vendors, patients and visitors. This involves one that is free of tobacco.

II. SCOPE:

All persons on all LGH owned and leased premises

III. POLICY:

Due to the acknowledged hazards arising from exposure to environmental tobacco smoke, it shall be the policy of Lowell General Hospital to provide a tobacco free environment for ALL persons on all LGH owned and leased premises. This includes grounds, parking lots and any vehicles on all LGH property.

1.) The use of tobacco products (cigarettes, cigars, chewing tobacco, pipes, etc.) is prohibited in or on all Lowell General Hospital owned or leased building, grounds, parking lots, parking garages, or vehicles on all LGH property. No exceptions to this policy will be granted
2.) Tobacco use in any LGH vehicle is strictly prohibited at any time.
3.) Employees shall not use tobacco products during their paid work time, including breaks, and are strongly encouraged not to use tobacco products during their unpaid work time (lunch.) Smoke odors at any time are not allowed. (Refer to HR-VIII-C, Personal Appearance.)
4.) Employees are prohibited from using tobacco products on the campus and adjacent property (perimeter streets and sidewalks) at anytime during their work shift.
5.) Signs will be posted at strategic locations around LGH's facilities to notify staff, visitors and patients of this policy.
6.) Patients and visitors will be informed of the tobacco policy upon arrival or admission as appropriate through distribution and/or explanation of the policy.

7.) No physician with privileges at LGH may write orders for a patient to use tobacco products on any LGH property.
8.) All employees are authorized to reinforce this policy with courtesy and diplomacy to all persons observed using tobacco products on any LGH property.
9.) Directors, Supervisors and Managers will educate employees about this policy and ensure that the policy is implemented and enforced.
10.) Non-compliance of this policy will be subject to current disciplinary procedures. (Refer to HR-V-C, Progressive Discipline.)

IV. POLICY TRACKING RECORD:

Reviewed/Revised: 2/00: 6/00; 10/00; 10/02; 12/05; 7/07