MAIMONIDES MEDICAL CENTER

CODE: AD-70 (REVISED)
DATE: April 28, 2011
ORIGINALLY ISSUED: June 20, 1991

SUBJECT: SMOKING POLICY - MAINTENANCE OF A SMOKE FREE ENVIRONMENT

I. POLICY:

Smoking is prohibited within the jurisdiction of Maimonides Medical Center.

For the well being of our patients, visitors, employees and the safety of the Medical Center, a smoke-free environment is to be maintained. The maintenance of a smoke-free environment strongly conveys the Medical Center's commitment to the treatment of disease and the promotion of good health.

This policy applies to all employees, visitors, vendors and patients. Properties under the jurisdiction of the Medical Center are defined to include off-campus locations. Employees are defined to include all salaried employees, trustees, affiliated physicians, medical students, agency personnel and volunteers.

In support of the hospital's smoke-free philosophy, smoking cessation programs will include the patients and staff. Appropriate barriers prohibiting entry of smoke in the building will be maintained.

II. RESPONSIBILITY:

A. It shall be the responsibility of the Director of Security to enforce the maintenance of a smoke-free environment.

B. Vice Presidents, Chairpersons, and Department Heads are responsible to enforce and ensure that all employees are aware and comply with this policy.

III. PROCEDURE:

A. Notification:

1. The President of the Medical Center, with the assistance of Director of Patient Representatives shall notify visitors and patients of this policy.
2. The Vice President of Human Resources shall notify all new staff of this policy through New Employee Orientation process.
3. Employee manuals and patient information materials shall reflect this policy.
4. The Director of Engineering shall maintain appropriate signage throughout the Medical Center.

5. Monitoring the implementation of this policy will be included in the weekly Environment of Care hazard surveillance rounds.

B. Violations:

1. Patients:
Patients in violation will be instructed that the hospital will not tolerate smoking. Penalties could include, but are not limited, to confiscation of smoking articles, denial of visiting privileges and other restrictions.

2. Visitors:
Visitors who ignore smoking regulations or refuse to extinguish smoking articles may be escorted off hospital property.

3. Employees:
Whenever possible, action against employees (union or non-union) who are in violation should be handled on a departmental level. Informal dispute resolution is encouraged. When this fails, progressive disciplinary action consistent with collective bargaining agreements and applicable hospital rules and regulations as outlined in HR-28 Rules of Behavior for Employees shall apply. All employees should be aware that a non-compliance in flagrant violation of this policy that will be considered a serious matter and may lead to termination.

IV. CONTROLS:

A. Violations of this policy shall be reported to the Environment of Care Committee.

B. Hospital Staff shall alert Security or their supervisor of incidents of non-compliance of this policy.

Pamela S. Brier
President

REFERENCE: TJC REGULATIONS
INDEX: Smoking, Control of in Medical Center
ORIGINATING DEPARTMENT: SUPP SVC SAFETY/SECURITY