



POLICY/PROCEDURE

CATEGORY: Occupational Health and Safety	PAGE NUMBER: 1 of 5
SUBJECT: Tobacco Free Policy	DISTRIBUTION: Hospital Wide Manuals
CURRENT EFFECTIVE DATE: February 2012	NEXT REVIEW DATE: February 2015

Stanton Territorial Health Authority (STHA) wishes to promote healthy lifestyle choices for employees, patients, residents, students, and visitors in efforts to reduce tobacco-related morbidity and illness. STHA recognizes that tobacco use is a health hazard to both smokers and non-smokers. Tobacco use is the number one cause of preventable illness and death in Canada. Allowing the use of tobacco products on the grounds does not promote a healthy environment, nor does it position us as health care leaders. Assisting our employees, patients, residents, students, and our visitors to be tobacco-free is consistent with our goal to provide safe, patient centered quality health care and services. The purpose of this policy is to provide a healthier environment for everyone who visits STHA. We believe this collective effort will:

- Create a healthier environment for everyone who works, lives, or visits STHA, by eliminating second hand smoke and providing education on the hazards of tobacco use.
- Increase hospital involvement in treating nicotine addiction.

DEFINITIONS

Tobacco Products: All tobacco products used in the form of cigarettes, pipes, cigars, and/or any smokeless form.

Most Responsible Practitioner (MRP): is the practitioner who has final responsibility and is accountable for the medical care of the patient.

Grounds:

1. Inside and all grounds of the buildings of STHA. This includes any property utilized by STHA Clinics and Offices;
2. Adjoining sidewalks to STHA maintained property;
3. Parking lots /ramps;
4. Vehicles belonging to STHA ;

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5. Private vehicles on STHA property.

SCOPE:

This policy applies to everyone including but not limited to:

- Employees
- Physicians and Nurse Practitioners
- Medical Residents/Students
- Patients
- Extended Care Residents
- Nursing/Allied Health Professional Students
- Visitors
- Contractors /Vendors

POLICY:

1. STHA recognizes that:
 - a. Both inhalation of second-hand smoke and the use of cigarettes, pipes, cigars and smokeless tobacco products are known health hazards.
 - b. Tobacco use may result in adverse effects on medical treatment.
 - c. Smoking is a fire hazard.
 - d. Tobacco withdrawal is a bona fide medical condition and treatment for nicotine withdrawal can be accomplished with the provision of nicotine replacement therapy.
 - e. Stanton Hospital should serve as role model for the proactive handling of tobacco-related issues.
2. The sale or use of tobacco products is prohibited.
3. Signs will be posted at strategic locations around the facility to notify staff, patients, residents, students, visitors, and contractors/vendors of this policy.
4. STHA strives to be culturally sensitive and recognizes Aboriginal groups may request to burn tobacco as part of their religious / spiritual practices. Please refer to the Aboriginal Wellness: Smudging Policy, A-0025.
5. Patients will be informed of this policy upon admission or as soon thereafter as is medically appropriate.

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6. The tobacco use of all patients will be documented and patients will be offered nicotine replacement therapy as per the Standing Orders. Patients who are exposed to second hand smoke in the home will also be documented and provided information on the health hazards of second hand smoke.
7. All employees must be informed of the tobacco-free policy at recruitment and orientation.
8. Education about the tobacco free policy will be provided to all employees.
9. All employees are encouraged to communicate this policy with courtesy and diplomacy to other staff, patients, residents, students, visitors, and contractors/vendors.
10. Contractors/vendors will be informed of STHA's tobacco free policy at the time a contract is agreed upon. If a contractor or vendor is observed violating this policy the Manager of Facility Services is to be contacted.
11. Each STHA employee is expected to comply with this policy. Employees who violate the policy will be subject to disciplinary action.
12. Employees are not obligated to escort a patient off site to smoke.
13. All employees are encouraged to adopt a common sense approach to supporting compliance. If a person refuses to comply with the policy, staff should not engage in an altercation with the person. Simply advise them of the breach. In most cases this will be sufficient, but if the patient/visitor/staff member continues to smoke alert security.
14. As outlined in the Dress Code Policy, employees are asked to pay special attention to their personal hygiene. This includes not having a strong odour of smoke when working.

PROCEDURE:

All Inpatient Units:

1. All inpatient admission packages will include a copy of the brochure "Your Guide to the Tobacco-Free Policy". (Appendix A)
2. Upon admission when taking the patient's past and current medical history, all patients will be asked if they smoke or use any Tobacco Products. This will be documented on the Nursing Admission Assessment and History form.

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3. For any patient who is using any Tobacco Products, the nursing staff, upon admission, will advise them of the following:
 - STHA is a tobacco free facility, including the grounds. The patient (or parent/guardian if relevant) should be provided with a copy of the brochure, "Your Guide to the Tobacco-Free Policy";
 - STHA offers Nicotine Replacement Therapy for all patients during the course of their hospital stay in order that patients remain comfortable and do not have a need to leave the hospital to use tobacco products.
 - Smoking off the grounds is not recommended, however, if the patient insists to go off the ground at their own risk, they shall read and sign the "Patient Leaving Grounds to Smoke Waiver" (Appendix B);
 - For patients who have signed Appendix B (2 sided), they will be required to sign in and out on page 2, each time they leave and return to the hospital.
 - At no time will hospital equipment of any type be permitted off the hospital grounds.

4. The Most Responsible Practitioner will be advised in the case where the patient's reported history indicates tobacco use. The Most Responsible Practitioner will be requested, by the nursing staff, to initiate the Nicotine Replacement Therapy Standing Orders, by way of their signature.

Emergency Department:

1. All patients who registrar with the Registration Department will be provided with a copy of the brochure "Your Guide to the Tobacco-Free Policy".

2. It is recognized that Emergency Department patients, may be in the department for an extended period of time. For this reason, any patient who is expected to stay for a period of 6 hours or greater and has indicated on their admission history they use tobacco products, shall be advised:
 - STHA is a tobacco free facility, including the grounds;
 - STHA offers Nicotine Replacement Therapy to patients during the course of their Emergency visit, (6 hours or greater) in order that patients remain comfortable and do not have a need to leave the hospital to use tobacco products.

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- Smoking off the grounds is not recommended, however, if the patient insists to go off the ground at their own risk, they shall read and sign the "Patient Leaving Grounds to Smoke Waiver" (Appendix B);
 - For patients who have signed Appendix B, they will be required to sign in and out on page 2, each time they leave and return to the hospital.
 - At no time will hospital equipment of any type be permitted off the hospital grounds.
3. The Emergency Room Physician (ERP) will be advised in the case where the patient's reported history indicates tobacco use. The ERP will be requested, by the nursing staff, to initiate the Nicotine Replacement Therapy Standing Orders, by way of their signature.

Reviewed and approved by:


CEO (Sign & Date)

Reviewed and approved by:


Chairperson of CPAC (Sign & Date)

change is in the air



Introducing a smoke free facility

February 2012

PUBLIC

Q: What does going tobacco-free mean?

A: Effective February 14, 2012, smoking and the use of tobacco products are not permitted by anyone on the property of the Stanton Territorial Health Authority. This includes cigarettes, cigars, chewing tobacco, snuff and pipe smoking. Nicotine replacement therapy (NRT) products (patches, gum, inhaler) are allowed.

The traditional use of tobacco within First Nations healing ceremonies will be supported.

Q: Why is the Stanton Territorial Health Authority (STHA) going tobacco free?

A: There is no safe level of exposure to second-hand smoke. Second-hand smoke is a serious health hazard that can lead to disease and premature death not only in smokers, but in children and non-smokers too.

As an institution dedicated to improving the health of our patients and community, we must “walk the talk” and show our commitment and leadership in tangible ways. As a major provider of health care in the North, we are committed to leading by example and creating a healthy environment for everyone.

Q: Are other hospitals going tobacco free?

A: Yes, this is a growing movement among hospitals nationwide to become completely tobacco-free in their buildings and on their grounds.

Frequently Asked Questions

Q: Who is affected by the tobacco free policy?

A: The new policy applies to everyone who is on property that is maintained or leased by STHA.

Q: Is tobacco use allowed inside cars?

A: No, tobacco use will not be allowed in cars on STHA property. STHA believes that if tobacco use was permitted in vehicles:

- Public and staff would be smoking in a confined space and we would be supporting a very unhealthy behaviour.
- The property would not be tobacco free.

Q: Isn't it my right to use tobacco? Doesn't this policy punish tobacco users?

A: We are not asking people to quit using tobacco products but to refrain from using tobacco products while visiting or working at Stanton Territorial Health Authority. Our new policy isn't intended to punish anyone. It is designed to provide all staff with a healthy and safe workplace and to treat patients in a healthy and safe environment. Our cessation activities show our commitment and leadership in health promotion and disease prevention.

Q: How will people be notified about the tobacco free policy?

A: Along with extensive signage, which will be in posted throughout the property, various methods of communications (such as brochures, FAQ etc) will be used. Every patient that is admitted to the hospital will be advised by health care providers about the tobacco free policy.

If you would like this information in another official language, contact us at 867-873-7425. Si vous voulez ces informations dans une autre langue officielle, téléphonez-nous au 867-873-7425.

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Q: Can patients go off-site to use tobacco?

A: Yes, patients can go off-site to use tobacco. Patients who request to leave the property may be placing themselves at risk for medical complications. There is also a risk of injury, as staff will not accompany people off the property. If a patient wishes to smoke, he/she will have to assume responsibility for his/her safety.

Q: Why can't we have smoking huts that are in a designated outdoor location?

A: Smoking and second-hand smoke are known health hazards. As a health care facility, we are committed not just to healing, but also to promoting wellness. Allowing smoking or other tobacco use on our property, even in designated areas, is not consistent with this commitment. We do not want our employees, patients, residents, students, visitors, and contractors/vendors to be exposed to second-hand smoke while on our property.

Q: What kind of support is being provided to inpatients that use tobacco?

A: Each in-patient will be assessed by their health care provider and will be offered nicotine replacement therapy (patch, gum, and inhaler) or prescription drug. If a patient would like to quit during their stay they will be offered a "Quit Kit" which contains sugar free gum, cessation information, stress ball, snack food etc). If the patient so chooses, they can also be referred to the NWT Quitline 1-866-286-5099 for additional counselling support.

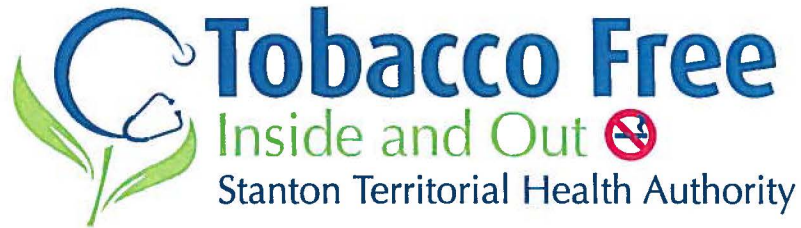
Q: How will the tobacco-free policy be enforced?

A: Our hope is that we can work together to enforce this policy through friendly interactions. We ask that everyone remind each other that we are a tobacco free environment. If you see someone using tobacco please alert staff or security.



Q:Where can I use tobacco?

A: You must leave the property to use tobacco. We ask that you please respect our neighbours and their property by not littering, including cigarettes butts and other trash. An ashtray will be placed on the edge of Extra Foods parking lot to accommodate smokers.



Frequently Asked Questions



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<p align="center">STANTON TERRITORIAL HEALTH AUTHORITY</p> <p align="center">Patient Leaving Grounds to Smoke Waiver</p>	<p align="right">Appendix B</p>
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Leaving Hospital Grounds:

I, _____, a patient at the Stanton Territorial Hospital (the "Hospital"), understand that the Hospital and its grounds are Tobacco Free. I have been offered nicotine replacement therapy, but I choose to smoke tobacco off the grounds. I understand that leaving the hospital while under medical care involves risks, dangers and hazards. I understand these include, but are not limited to:

- My medical condition becoming worse by smoking tobacco;
- My medical condition becoming worse while I am off the Hospital grounds;
- Having a medical emergency while off Hospital grounds where there are no medical personnel to attend to me; and/or
- I could slip, fall or be involved in an accident when off the Hospital grounds.

In signing this waiver,

- I have read, and rely solely only on the information in this form and not anything said to me by Hospital staff;
- I accept all risks that could arise from leaving the Hospital grounds; and
- I understand I am giving up certain legal rights, including the right to sue the Hospital, its employees and volunteers or to claim compensation.

I hereby release the Hospital and the Stanton Territorial Health Authority, including its officers, employees, agents, volunteers and representatives from any and all claims for personal injury, death or loss suffered by me as a result of my decision to leave the Hospital grounds.

Patient Signature

Date

Witness Name (Print and Sign)

Date

Leaving the Hospital Grounds with Equipment:

At no time will Hospital equipment of **any type** be permitted off the Hospital grounds.

TO BE COMPLETED IF INTERPRETER USED:

I confirm that I have interpreted all the information on this form about leaving the Hospital grounds to the above patient or guardian, and to the best of my knowledge, the patient or guardian fully understands this information and the significance of this form.

Signature of Interpreter

Printed name of Interpreter Date

