



Effective July 1, 2014, we are expanding our smoking policy and going completely tobacco-free. The expanded policy applies to all employees, physicians, patients, contract staff, vendors, volunteers, students, and visitors at all AAMC facilities including sidewalks, parking lots and garages (<http://www.aahs.org/energize/wp-content/uploads/14-SMOK-0012-AAHS-No-Smoking-Map.pdf>). The ban prohibits the use of any tobacco products, including e-cigarettes.

What do we consider tobacco products?

"Tobacco products" are any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means. This includes cigarettes, cigars, electronic smoking devices, chewing tobacco, and any other form of tobacco. The exclusion is nicotine products used for cessation, such as patches or gum.

Why are we doing this?

As a respected regional healthcare organization, Anne Arundel Medical Center is not only dedicated to the preservation of health and prevention of disease, but also serves as a role model for good health behaviors in the community and state. Consistent with *Vision 2020: Living Healthier Together*, we must take a stronger position against the use of tobacco products to improve the overall health of our workforce and the welfare of the communities we serve.

Why focus on tobacco users?

Smoking and nicotine is the leading cause of preventable death worldwide. The health risks and related costs associated with tobacco use are well-documented. We want to provide a safe and healthy work environment and promote the health and well-being of our employees, visitors and patients. Going tobacco-free is a global public health goal.

What happens if I am caught smoking?

You will be asked to stop. Repeated violations of this policy may result in loss of campus access privileges. If you have any questions please call Supply Chain at 443-481-6220.

Thank you for your cooperation.



Dena C. Jackson
Director, Supply Chain



ADM1.1.38 - Tobacco-free policy

HUMAN RESOURCES 018660, approved by VP, Human Resources on 6/2014

Scope

The entire workforce of Anne Arundel Medical Center, regardless of where they work, patients *and visitors to the Medical Park Campus and AAMC Properties.

*Tobacco use at Pathways will not be permitted by AAMC employees, medical staff, volunteers, agency workers, students, contractors/vendors. This policy excludes patients at Pathways.

Policy Statement

It is the intent of Anne Arundel Medical Center (AAMC) to provide a safe, healthy environment for patients, visitors, community members, employees, volunteers and medical staff. Our goal is to have a tobacco-free environment and workforce and therefore the use of lighted tobacco products (smoking) or electronic smoking devices (E Cigarette) or moderate risk tobacco products are prohibited on the Medical Park Campus and all AAMC properties.

Definitions

Medical Park Campus – includes the Hospital Pavilions North and South, the Clatanoff, Edwards, Donner, Wayson, Belcher and Sajak Pavilions to include all parking garages (including cars parked in the garage), lots, bus stops, sidewalks adjacent to and including Medical Parkway, Jennifer Road, Pavilion Parkway, Izzo Way and grounds within the defined area associated with these buildings or within view of these buildings.

AAMC Properties – Pathways*, Kent Island Medical Center, Odenton, AAD-Imaging facilities, Defense Highway, Annapolis Exchange, Waugh Chapel, Bowie, Hackerman-Patz House, Pasadena

Workforce – all AAMC employees, medical staff, volunteers, agency workers, students, contractors/vendors.

Tobacco products – Cigarettes, Cigars, Little Cigar or Brown Cigarettes, Pipes

Moderate Risk Tobacco products – snus, e- cigarettes, dissolvables, orbs, chew, dips

Procedures

Patients and Visitors:

1. Appropriate internal and external signage will be placed on the Medical Park Campus and AAMC Properties so that patients, visitors, and guests will clearly recognize that smoking is not permitted.
2. All patients and visitors to the Medical Park Campus and AAMC Properties will be informed of this policy with courtesy and diplomacy. AAMC leadership will be given materials and strategies for addressing people in violation of the Tobacco-Free Policy. They will share this information with their staff/teams.
3. Free tobacco counseling will be offered to all inpatients who have used tobacco products within the past year. If indicated, nicotine replacement therapy may be ordered by their physician. Referrals to AAMC smoking cessation programs should be made.
4. Tobacco counseling and smoking cessation programs will be available to outpatients and community members throughout the year. Program information will be posted throughout the AAMC and via electronic media.
5. All employees are responsible for politely reinforcing the policy with patients and guests. Any employee who observes or has reason to believe that a patient or visitor is using a tobacco product, should ask the individual to extinguish or stop using the product and inform them of AAMC's tobacco-free policy.

Workforce:

1. AAMC Workforce to include tenants of AAMC properties are expected to comply with the tobacco-free policy while on the Medical Park campus or while working at any AAMC property.
2. The Medical Staff Office will provide a copy of the tobacco-free policy to medical staff that maintain or apply for privileges with AAMC.
3. The Volunteer Office will provide a copy of the tobacco-free policy to all volunteers at the time of orientation and will also be included in the volunteer's handbook.
4. Medical office-building tenants will be provided with a copy of the tobacco-free policy for distribution to their employees.
5. Materials Management or other responsible department will provide any contractor or vendor coming to any AAMC property with a copy of the tobacco-free policy.

Education & Support:

1. All applicants for employment at AAMC will be made aware of the tobacco-free policy during the application process, and at the time of the interview.
2. A copy of the tobacco –free policy will be provided during the employee on-boarding process and reviewed during new employee orientation.
3. The Employee Health Office will provide information regarding resources available to stop using tobacco products via the AAMC Tobacco Cessation program.
4. Managerial staff is expected to support employees who would like to participate in tobacco cessation programs, as well to facilitate ongoing awareness of the policy and tools available to assist patients, visitors, guests and employees.

Sanctions for Violation of Policy:

AAMC/AAPG and HCE employees who violate this policy will be subject to the following discipline:

1. First Offense – written warning with referral to AAMC Tobacco Cessation Program
2. Second Offense – suspension
3. Third Offense – Termination

All other members of the Workforce will be sanctioned under their respective policies.

References

- Smoke-Free Hospital Campus Tool-Kit. Maryland Hospital Association, January 2007
- Maryland Comprehensive Cancer Control Plan; Chapter 5: Tobacco-Use Prevention/Cessation and Lung Cancer, 2010
- The CEO Cancer Gold Standard™ Implementation Workbook; CEO Roundtable on Cancer, Inc., 2005
- MDQuit.org; Maryland Quitline: 1-800-QUIT-NOW
- The Ethics of Not Hiring Smokers; Harald Schmidt, Ph.D., Kristin Voigt, Ph.D., and Ezekiel J. Emanuel, M.D., Ph.D.; New England Journal of Medicine 368;15; April 11, 2013.
- Presentation: Smoking Cessation for Persons with Serious Mental Illness; Faith Dickerson, Ph.D., M.P.H.,

Sheppard Pratt Health System, Lisa Dixon, M.D., M.P.H., Melanie Bennett, Ph.D., University of Maryland School of Medicine

- Presentation: Implementing Smoking Cessation in Substance Abuse Treatment: Workplace Barriers and Facilitators; Dr. Lillian Eby, Department of Psychology, The University of Georgia
- Presentation: Tobacco Use Prevention & Cessation, Donald Shell, M.D., MA, Center For Health Promotion, Maryland Department of Health and Mental Hygiene
- Presentation: Tobacco Free Workplaces: Legal Issues and Implications. William C. Tilburg, Esq., Deputy Director, Legal Resource Center for Public Health Policy, University of Maryland Carey School of Law

Cross References

HR8.3.01 - "Discipline"