 <b>Covenant Health</b>	<b>No Smoking Policy</b>	<b>Corporate Policy and Procedures Manual</b>
		<b>Policy No.</b> I-40
<b>Approved by:</b>  <b>President and Chief Executive Officer</b>	<b>Date Approved</b> December 15, 2016	
	<b>Date Effective</b> January 13, 2017	
	<b>Next Review</b> (3 years from Effective Date) January 2020	

**Purpose** This document outlines Covenant Health’s strategy to comply with tobacco-related legislation to provide a tobacco free environment for staff, patients/residents and visitors.

**Policy Statement** Covenant Health prohibits smoking<sup>1</sup> within its facilities and on facility grounds.

Exceptions:

1. The burning of substances for religious reasons, for example smudging or sweet grass ceremonies (refer to Appendix 1).
2. Patients that use tobacco products may do so only if the facility has a designated smoking area (shelter):
  - a. Smoking is only allowed at the designated smoking area (shelter). NOTE: The use of e-cigarettes or vaporizing devices for the consumption of non-tobacco-related substances is not allowed in designated smoking areas.
  - b. Covenant Health staff, members of the medical staff, volunteers, students and any other persons acting on behalf of Covenant Health are prohibited from using the designated smoking area (shelter).

**Applicability** This policy and procedure applies to all Covenant Health facilities, staff, members of the medical staff, volunteers, students and any other persons acting on behalf of Covenant Health.

**Responsibility** Covenant Health staff, members of the medical staff, volunteers, students and any other persons acting on behalf of Covenant Health shall not smoke on Covenant Health property.

Covenant Health’s administrative and medical leaders will demonstrate commitment to this policy by promoting a tobacco free environment, offering cessation/nicotine replacement therapies to patients, staff, members of the medical staff, volunteers, students and any other persons acting on behalf of Covenant Health who use tobacco products, and supporting enforcement initiatives.

Covenant Health staff and members of the medical staff will inform patients and residents that Covenant Health prohibits smoking on Covenant Health property unless the facility has a designated smoking area (shelter) and will offer cessation/nicotine replacement therapies to patients and residents.

Each site is responsible for developing and implementing a plan to become tobacco-free within its facilities and on facility grounds.

Covenant Health Protective Services and/or Community Peace Officers have the authority and responsibility to enforce tobacco-related legislation.

<sup>1</sup> Hereafter, all references to 'smoking' includes the use of e-cigarettes and vaporizing devices.

## Principles

Tobacco use is a leading cause of preventable death and disability. As such, Covenant Health will strive to positively influence the health of Albertans by providing a tobacco-free environment and promoting smoking cessation.

Because of the unknown effects on the health of the individual or others exposed to them, e-cigarettes and vaporizing devices are considered the same as regular tobacco products

Covenant Health is committed to providing staff, members of the medical staff, volunteers, students and those we serve with a tobacco-free environment.

Patients/residents/clients will be advised of smoking cessation resources available to them.

Staff can access tobacco reduction and cessation information by calling the Occupational Health and Safety inquiries line at 1-855-342-8070 (toll free) or 780-342-8070 (local calls) or by accessing Workplace Health and Safety on CompassionNET @ <http://www.compassionnet.ca/ie/Page1088.aspx>

## Enforcement

1. Individuals smoking within buildings or five meters (16.6 feet) of any doorway, window that opens, or air intake may be issued a violation ticket by Protective Services Community Peace Officer or a Community Peace Officer in accordance with the *Tobacco Reduction Act*.
2. Individuals smoking on hospital grounds may be asked to leave the property or be issued a trespass warning.
3. Staff, members of the medical staff, volunteers or students or any other individual acting on behalf of Covenant Health smoking on hospital property will be reported to their manager and to the Site Senior Operating Officer/Executive Director. Repeat offences will lead to disciplinary action per Corporate Policy/Procedure #II-20, *Discipline and Termination*.

## Related Documents

- Tobacco Reduction Regulation 240/2007
- Alberta Tobacco Reduction Strategy – available on-line @ <http://www.albertahealthservices.ca/AddictionsSubstanceAbuse/if-res-atrs-report-2008.pdf> (currently in revision for 2012-2015)
- Tobacco Reduction Act
- Prevention of Youth Tobacco Use Act, Chapter/Regulation P-22 RSA 2000
- Prevention of Youth Tobacco Use Regulation, 149/2004
- Provincial Offences Procedures Act, Procedures Regulation AR 233/89
- Trespass to Premises Act
- Applicable Municipal Bylaws and Provincial Statutes
- Alberta Building Code
- Alberta Fire Code
- The Alberta Lung Association, SmartSteps Program, accessed on August 30, 2011: [http://www.ab.lung.ca/site/smart\\_steps](http://www.ab.lung.ca/site/smart_steps)
- Protective Services, Department Standard, "Tobacco Reduction Enforcement"

## Revisions

April 10, 2015  
March 17, 2012

**APPENDIX 1**

Spiritual ceremonies involving burning substances may be conducted at Covenant Health sites.

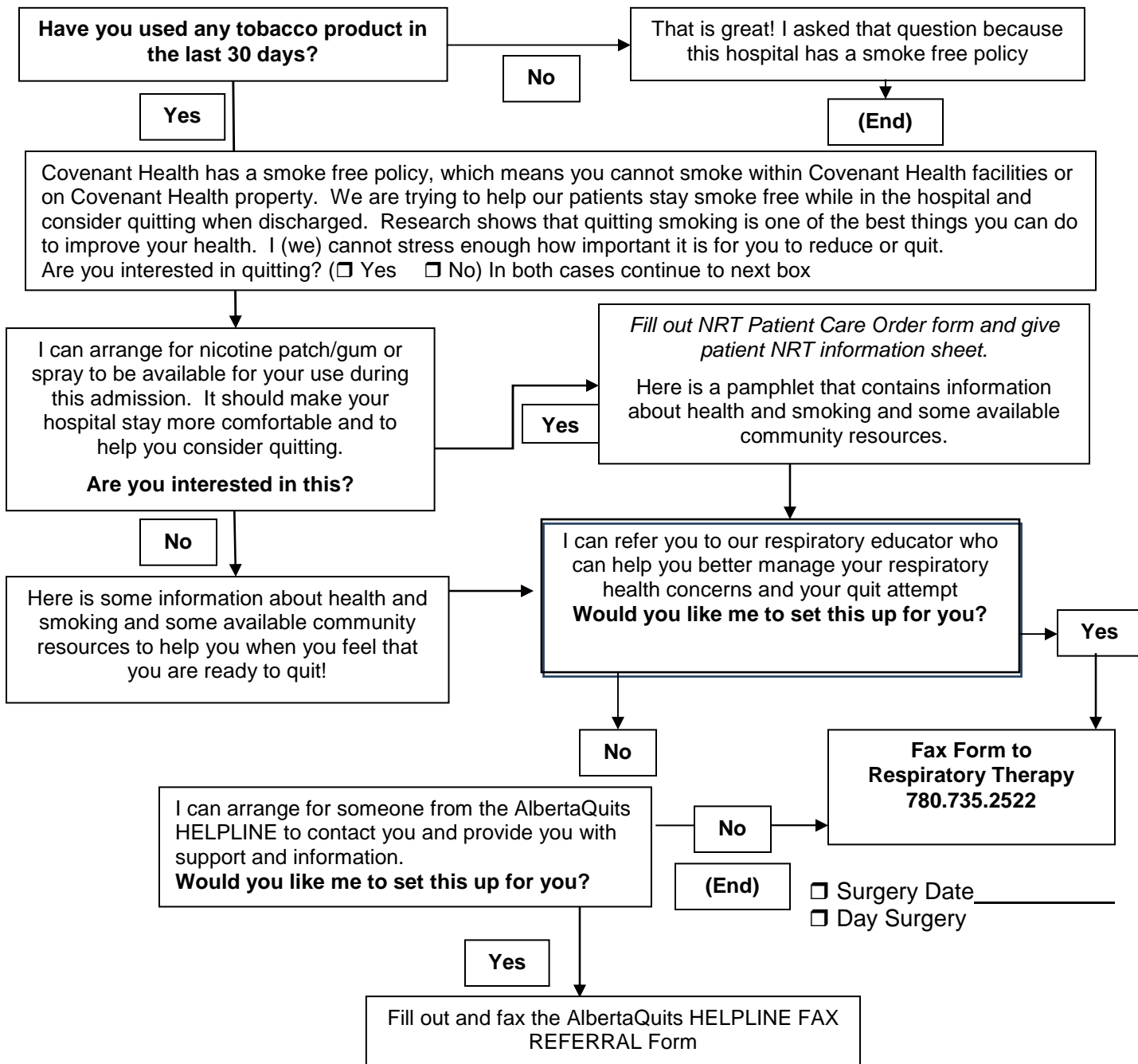
1. Requests for spiritual ceremonies, such as sweetgrass/pipe ceremonies, are directed to the designated site authority (for example, Spiritual Care Chaplain, Aboriginal Cultural Helper, or manager).
2. The designated site authority contacts Facilities Management to arrange for the smoke detectors and/or fire alarms to be turned off in that area for the duration of the ceremony. The preference is for 24 hours notice to be given for these ceremonies.
3. Smudging and sweetgrass ceremonies may be performed in patient/resident rooms, or other places as deemed appropriate. No open flame is to be utilized in any area where oxygen is in use. Oxygen shall be shut off in the room and the open flame should be a minimum of three meters (ten feet) from the oxygen outlet (in case of leaks). Remove oxygen tubing from the patient/resident. The substance shall be ignited carefully in a well ventilated area.
4. Ensure all ashes and unburned materials are properly disposed of; check bedding to ensure no smouldering embers are present.
5. When the ceremony is completed the person initiating the ceremony will notify Facilities Management that the ceremony is finished.
6. The well-being of patients/residents and those in adjacent areas shall be considered at all times.

This form is currently used at the Grey Nuns and Misericordia sites pre-admission areas. It is completed by patient care staff who admit the patient (either at the time of admission or preadmission). Ultimately, use of this form will be expanded to all admission areas at these sites. Rural and Continuing Care sites are encouraged to adapt this form to suit their needs. The goal is to ensure that Covenant Health promotes tobacco cessation to all patients/residents/clients.

## Brief Intervention for Patients who Use Tobacco (Tobacco Free Future)

This form is to be completed at the time of admission or preadmission by patient care staff admitting the patient.

**Complete this form by circling the Yes or No answers below and fax to Respiratory Therapy 780.735.2522. Place original on patient chart**



Signature of Staff Member Admitting Patient: \_\_\_\_\_ Date and time \_\_\_\_\_