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September 7, 2006

INFORMATIONAL CIRCULAR #6183

To: All Employees
From: Hospital Administrator/CEO
SUBJECT: SMOKE FREE POLICY

In their August meeting, the Board of Trustees moved to implement a smoke-free, without out a designated smoking area policy for the hospital, effective October 1st, 2006. Therefore, smoking will not be permitted on hospital premises, parking lots or in facility vehicles. As a healthcare facility, it is our responsibility to provide a safe environment and to encourage a healthy lifestyle for our staff, patients and visitors. The hospital's smoking policy has been revised and will soon be approved. Copies of the revised policy will be distributed prior to October 1, 2006.

The smoke-free task force has begun to inform employees and the public about this policy, with posters and flyers throughout the facility.

Employees who smoke will have the opportunity to quit smoking by engaging in smoking cessation classes provided by the Education Department. Additionally, cessation pamphlets and other community resources are also available at the Education Department. Department heads are encouraged to have these resources available for their staff, and to encourage other fruitful activity during the morning and afternoon breaks.

Nursing staff are encouraged to identify patients who smoke during their assessments and to consult with their physician regarding providing them with cessation medication programs and other community resources available, prior to their discharge. As documenting the patient education for smoking is essential, we encourage all clinical staff to document all teaching appropriately.

We understand that this endeavor is not an easy one and that many will have a difficult time with this policy change. We do encourage those affected to engage in a healthy lifestyle change and to consult with their physician for the most appropriate smoking cessation program.

Thank you for your cooperation.

Peter John D. Camacho, MPH

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