



Stony Brook Medicine Administrative Policy and Procedures

Subject: EC0002 Smoke-free Workplace and Environment of Care	Published Date: 04/17/2015
Management of Environment of Care	Next Review Date: 04/17/2018
Scope: Hospital Wide	Original Creation Date: 01/25/1985

Printed copies are for reference only. Please refer to the electronic copy for the latest version.

Responsible Department/Division/Committee:

Environment of Care

Policy:

SBUH provides a safe working environment for its staff, and protects the public health of employees, students, volunteers, patients and visitors. In order to achieve this purpose, smoking is prohibited at the University Medical Center (University Hospital, Health Sciences Center, and Basic Science Tower), Ambulatory Care Pavilion, Ambulatory Surgery Center, and East Campus Power Plant, the grounds surrounding and connecting the same and in all vehicles owned and/or operated by Stony Brook University. At all other SBUH property, including leased properties, smoking is prohibited within 50 feet of the building entrance.

This policy applies to all persons, including but not limited to employees, faculty, volunteers, students, patients, visitors, contractors and subcontractors.

Definitions:

Smoking includes cigarettes, cigars, pipes, or the inhaling or exhaling of smoke or vapor from an electronic smoking device or any other matter or substance which contains tobacco or any other matter that can be smoked.

Procedures:

A. General Provisions

1. Effective January 1st, 2009, there is no smoking within the buildings or grounds which comprise all or part of the University Medical Center on the East side of the Stony Brook Campus.

2. No cigarettes or smoking materials shall be sold anywhere at Stony Brook University.
3. "No Smoking" signs are posted at the Hospital entrances, and other conspicuous places.
4. All questions regarding this policy should be addressed to the Chair of the Hospital's Safety Committee.

B. Patient Responsibilities:

1. At the time of registration or admission, or direct transfer to SBUH, patients are advised of the facility's smoke-free policy.
2. Patients are referred to the nurse or physician responsible for the patient's care for appropriate education and alternatives to smoking.

C. Compliance:

1. All employees, faculty, volunteers, and students share in the responsibility for adhering to this policy.
2. It is the specific responsibility of all supervisors to ensure compliance by employees in their areas. Additionally, ensuring compliance with the smoke-free policy for employees is the collective responsibility of management. As with any other employee-related incident, University Police staff communicates with the employee and reports to management as appropriate.
3. Employee work breaks are not be altered in any manner to allow employees to leave their work areas to smoke off-campus.
4. Any person who fails to comply with the requirement of the policy may be in Violation of Article 13e of the New York State Public Health Law and may be subject to the imposition of a civil fine.

D. Violations:

1. Employees: Employees violating this policy are subject to counseling and or discipline – the purpose of which is to provide education and encouragement toward the goal of smoking cessation. If counseling is unsuccessful and the employee is found in violation of this policy, administrative action, consistent with the collective bargaining agreements, SBUH policies, and regulatory requirements, may be initiated. Discipline is reserved for willful misconduct, in association with attempts to enforce the smoke-free policy.
2. Students: Violations by students is referred to the Office of Student Affairs.

3. Patients: Violations by patients is referred to the nurse or physician responsible for the patient's care for appropriate education and alternatives to smoking.
4. Visitors: Violations by visitors who refuse to comply with the SBUH smoke-free policy, and whose refusal may result in a public safety concern, shall be reported to University Police.

E. Medical Management Of Nicotine-Dependent Patients:

1. Refer to Smoking Cessation Order Set

F. Additional Information:

1. Signs are posted at all SBUH entrances, entrance to East Campus and entrances to all UMC garages and displayed in prominent, visible areas, to inform all individuals entering or occupying, SBUH of the smoke-free policy.
2. New employees are informed of the smoke-free policy during new employee orientation.

Forms: (Ctrl-Click form name to view)

None

Policy Cross Reference: (Ctrl-Click policy name to view)

None

Relevant Standards/Codes/Rules/Regulations/Statutes:

NYS Public Health Law, Section 1399-0

TJC standard EC.02.01.03

Suffolk County DOH Regulations

References and Resources:

None