

**University of California Irvine HealthSystems Policy and Procedure Manual
SMOKE-FREE ENVIRONMENT GENERAL ADMINISTRATIVE**

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I. PURPOSE

UCI Medical Center is committed to the promotion of health, which includes prevention as well as treatment of diseases. Smoking related illness, including those related to environmental tobacco smoke, comprise the largest proportion of preventable diseases.

The purpose of this policy is to maintain a smoke-free environment at UCI Medical Center facilities. UCI Medical Center recognizes the health hazards of tobacco use, and as a leader in health care, strongly discourages the use of any products which unnecessarily produce environmental pollution. UCIMC prohibits smoking in all buildings, grounds and parking lots owned or controlled by the University. UCIMC is committed to offering positive and helpful intervention strategies and treatment resources in addressing this issue.

II. BACKGROUND

Various regulatory agencies governing hospitals require policies pertaining to smoking in hospitals and clinics, prohibits smoking in all areas of the hospital except those so designated. A growing number of hospitals are implementing smoke-free environments in response as a next step in creating a healthier environment for all. In addition, a number of municipal and county ordinances have been enacted which prohibit smoking in outdoors, on beaches, in parks, around buildings and in other recreational areas.

The California Air Resources Board (ARB) has identified environmental tobacco smoke (ETS), or second-hand smoke, as a Toxic Air Contaminant (TAC). ETS is now formally identified as an airborne toxic substance that may cause and/or contribute to death or serious illness. ARB's action to list ETS as a TAC was based on a comprehensive report on exposure and health effects of ETS.

The US Surgeon General has issued a report on second hand smoke. He has found that with regard to the involuntary exposure of nonsmokers to tobacco smoke, the scientific evidence now supports the following major conclusions:

1. Secondhand smoke causes premature death and disease in children and in adults who do not smoke.
2. Children exposed to secondhand smoke are at an increased risk for sudden infant death syndrome (SIDS), acute respiratory infections, ear problems, and more severe asthma. Smoking by parents causes respiratory symptoms and slows lung growth in their children.
3. Exposure of adults to secondhand smoke has immediate adverse effects on the cardiovascular system and causes coronary heart disease and lung cancer.

4. The scientific evidence indicates that there is no risk-free level of exposure to secondhand smoke.
5. Many millions of Americans, both children and adults, are still exposed to secondhand smoke in their homes and workplaces despite substantial progress in tobacco control.

III. POLICY

- A. This policy covers all individuals working, visiting, or receiving medical care in space within all buildings on the Medical Center site, as well as all space owned or leased by the Regents of the University of California on behalf of UCI Medical Center.
- B. Smoking is not permitted anywhere on Medical Center property. This includes all buildings, grounds and parking areas owned or controlled by the University. An exception may be authorized only for certain patients hospitalized in the Neuropsychiatric Center (Bldg. 3) as defined in the Psychiatric Inpatient Policy on Smoking to be approved by the Chair, Department of Psychiatry.
- C. All staff and faculty are encouraged to courteously inform any person(s) violating the UCIMC smoke-free policy. Scripts and printed materials will be available for staff to use in conveying this information. (Attachment A)
- D. Patients who smoke will be identified prior to or at admittance and informed of the medical center Smoke-free policy. They will be offered the opportunity to participate in a smoking cessation program through UCI Medical Center Patient Education Department
- E. Nicotine Gum and Smoking Cessation Support
 - ◇ Nicotine Gum will be available at no cost for families and visitors at designated areas around the medical center (Attachment B). The gum may be obtained by request and after signing the Nicotine Gum Instructions for Use/Release from Liability Form. (Attachment C). This will allow family members to remain close to their loved one without leaving the campus to use tobacco products.
 - ◇ Patients must have a physician order to obtain nicotine substitutes and will receive it through the usual medication delivery process.
 - ◇ Staff members are encouraged to use the gum rather than leave the property to smoke. The gum will be available at no charge for the first three months of the program after signing the Nicotine Gum Instructions for Use/Release from Liability Form (Attachment C). After this initial period nicotine gum will be available for sale in the UCIMC Gift Shop.

- ◇ Support for smoking cessation is available for staff, faculty and residents affected by this policy. Classes are available at no charge through the UCI Medical Center Patient Education Department

F. Smoking Signage

- ◇ All public entrances will be signed to indicate that UCI Medical Center is a smoke-free environment and will give information on the health related benefits of this policy.
- ◇ Signage will be placed in any and all areas that have demonstrated problems with compliance with the smoke-free policy, i.e., stairwells, restrooms, etc.

- G. The Environment of Care Team will monitor compliance of the smoke-free policy through environmental rounds. Employees of the Medical Center and College of Medicine who fail to follow this policy may be subject to corrective action in keeping with the appropriate Corrective and Disciplinary Action Guidelines of the Medical Center and the University.

IV. PROCEDURE

RESPONSIBLE PERSON(S)/DEPT	PROCEDURE
I. Smoke-free Policy Communications	
Patient Services Representative (PSR) Emergency Registration Staff (ERS) Registered Nurse (RN)	A. Staff will ask patients whether they are a smoker/non-smoker and document this in the permanent record. Smoke-free policy will be explained at pre-admission or during the admission process. Staff will offer smokers an option to participate in a smoking cessation program prior to or following admission.
Patient	<p>B. No tobacco-use will be approved for patients. Physicians will assess the appropriate use of nicotine gum, patches or other smoking cessation therapies.</p> <p>An exception may be authorized only for certain patients hospitalized in the Neuropsychiatric Center (Bldg. 3) as defined in the Psychiatric Inpatient Policy on Smoking to be approved by the Chair, Department of Psychiatry. Such exception will only be granted on a patient specific basis with a physician order. The Psychiatric Inpatient Policy on Smoking will:</p> <ul style="list-style-type: none"> ■ Describe the specific and limited categories of hospitalized patients eligible for exception; ■ Describe how patients, staff, visitors and faculty members will be protected from second hand smoke exposure; ■ Describe how exception will be managed to be in compliance with California Government Code Section 7597. <p>It will be the responsibility of the Department of Psychiatry to enforce its policy. A patient determined eligible for such exception shall still receive appropriate encouragement to quit smoking and information regarding available resources.</p>
Facilities	C. Signs will be posted in key areas to educate about the smoke-free policy

Public Information	<p>D. Smoke-free policies will be reinforced in all Medical Center information media.</p> <p>E. Attachment D will be provided to patients in their welcome folders and will be located throughout public areas of the Medical Center.</p>
II. Smoke-free Policy Enforcement	
UCI Medical Center Employees	<p>A. The Smoke-free Policy will be enforced by means of education and example.</p> <p>B. Attachment A will be provided to assist staff in engaging and educating smokers about the policy.</p>
UCI Security Department	C. Security officers are available to assist with individuals who refuse to comply
Managers	D. Employees who repeatedly violate the smoke-free policy will be disciplined in accordance with University policy.
Department Chair	E. Physicians and Medical Staff members will be disciplined in accordance with established Medical Staff procedures.
Patient Education	F. Smoking cessation programs and informational materials will be offered to patients, families, staff, faculty and residents.

ATTACHMENTS:

- A. Scripted Responses
- B. Nicotine Gum Availability
- C. Nicotine Gum Release Form
- D. Facts About Outdoor Secondhand Tobacco Smoke – County of Orange Health Care Agency

REFERENCES:

- ◇ Health and Safety Code of California, Section 1286.
- ◇ 2004 Joint Commission on Accreditation of Healthcare Organization Standards Manual, Section 2: "Organizational Functions - Management of the Environment of Care"
- ◇ California Air Resources Board, Statement date: January 26, 2006
- ◇ The Health Consequences of Involuntary Exposure to Tobacco Smoke, A Report of the US Surgeon General, 2006
- ◇ Government Code Section 7597

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Attachment A

Scripts and Role Playing Exercises

Questions and answers related to UCI Medical Center's new smoke-free campus policy have been scripted for reference. You are encouraged to use this information during your interactions with co-workers, patients, visitors, vendors, community partners and volunteers. Should you have any questions about this information please speak with your supervisor. *A smoke-free information card is available for your reference at the main lobby or gift shop. Please feel free to use the card or hand it to a visitor, if appropriate.*

Someone is lighting a cigarette where smoking is prohibited.

“Good morning (afternoon/evening). My name is _____ from _____ department. Are you aware that UCI Medical Center is a smoke-free campus? We don't allow smoking on the premises and we would appreciate it if you would comply with our policy. If you have questions please visit our front lobby or contact our customer service line at ext. 7004. Thank you. Is there anything I can do for you while I am here?”

The employee, visitor or patient decides that they are going to smoke anyway.

“I'm very sorry but I will have to inform security if you do not comply with our policy. Thank you for your time.”

Someone is getting extremely irate.

I'm very sorry that you feel this way. We have good intentions and want to make sure that everyone has a comfortable visit at UCI. We have nicotine gum available for free. If it's something you're interested in, please visit the UCI Medical Center Gift Shop.

The employee, visitor or patient asks, “Where am I supposed to smoke?”

The entire campus is smoke-free. We do not support any designated smoking areas on our premises.

Someone asks if he or she can smoke in any nearby areas.

“There are smoking areas available off our premises, which are across the street.” Until we have consent from other businesses, do not think we should use names – by saying across the street – hopefully they will get the idea.

Attachment B

Access Points for Nicotine Gum

Patients	◇ Inpatient - MD order ◇ Ambulatory - see Visitors
Visitors	◇ UCI Medical Center Gift Shop ◇ Emergency Room Receptionist ◇ Other locations as needed
Staff	◇ UCI Medical Center Gift Shop

**NICOTINE GUM:
UCI Medical Center
INSTRUCTIONS FOR USE/RELEASE FROM LIABILITY**

THIS DOCUMENT DISCUSSES NICOTINE GUM WARNINGS, INSTRUCTIONS FOR USE, AND RELEASES UCI MEDICAL CENTER FROM LIABILITY FOR PROVIDING THIS GUM TO THE REQUESTER.

Nicotine gum 2 mg is used to reduce withdrawal symptoms.

Do Not Use if you continue to smoke, chew tobacco, use snuff or use a nicotine patch or other nicotine containing products.

ASK A DOCTOR BEFORE USING THE GUM IF YOU HAVE:

- Heart disease, recent heart attack, or irregular heartbeat. Nicotine can increase your heart rate.
- High blood pressure not controlled with medication. Nicotine can increase blood pressure.
- Stomach ulcer or diabetes

STOP USING THE GUM AND ASK A DOCTOR IF:

- Mouth, teeth or jaw problems occur
- Irregular heartbeat or palpitations occur
- You get symptoms of nicotine overdose such as nausea, vomiting, dizziness, diarrhea, weakness and rapid heartbeat.

If you are pregnant or breast-feeding, ask a health professional before use. Nicotine can increase your baby's heart rate. First try to stop smoking without the nicotine gum.

Keep out of the reach of children and pets. Pieces of nicotine gum may have enough nicotine to make children and pets sick. Wrap used pieces of gum in paper and throw away in the trash. In case of overdose, get medical help or contact a Poison Control Center right away.

DIRECTIONS

- If you are under 18 please contact your doctor before use.
- Stop smoking completely when you begin using the gum.
- Nicotine gum is medicine and must be used a certain way to get the best results.
- Chew the gum slowly until it tingles. Then place it between your cheek and gum. When the tingle is gone, begin chewing again, until the tingle returns. Repeat this process until most of the tingle is gone (about 30 minutes).
- Do not eat or drink for 15 minutes before or while chewing the nicotine gum.
- If you experience strong or frequent cravings, you may use a second piece within the hour. However, do not continuously use one piece after another since this may cause hiccups, heartburn, nausea or other side effects.

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RELEASE OF LIABILITY

I have read the above information and understand that UCI Medical Center is offering nicotine gum at no cost as an aid that I may use to deter smoking. I may choose not to take the gum.

If I do accept the gum I agree:

- That I am 18 years of age or older.
- I will keep the gum secure from children and pets and dispose of it in a wrapper in the trash.
- I have personally made the decision to use the nicotine gum. I will be the only one using this nicotine gum and I will not give it to others, including patients at UCI Medical Center.
- I will not hold UCI Medical Center liable for any side effects or adverse events that might occur from the use of this gum.

Please sign your name_____ Today's date_____

| Please Check One:

| Staff_____

| Visitor_____

Facts About Outdoor Secondhand Tobacco Smoke

What is Secondhand Smoke?

Secondhand smoke is a mixture of the smoke given off by the burning end of a cigarette, pipe, or cigar...a mixture that contains more than 4,000 substances, more than 40 of which are known to cause cancer in humans.

(U.S. Environmental Protection Agency, 1993)

Sidestream smoke curls off the end of a smoldering cigarette. It is the main part of secondhand smoke in composition from the "mainstream" smoke that smokers inhale. Sidestream smoke contains higher concentrations of several known or probable human carcinogens.

(U.S. Occupational Safety and Health Administration, 1995)

Environmental tobacco smoke can enter buildings through entrances, windows, or air-intake vents. Lit cigarettes can also be a burn hazard, especially in crowded places.

(New Jersey Group Against Smoking Pollution, 1997)

Why Be Concerned?

The California Air Resources Board declared secondhand smoke, both indoor and outdoors, to be a toxic air contaminant, which may cause or contribute to death or serious illness.

(California Air Resources Board, January, 2006)

Exposure to secondhand smoke is responsible for an estimated 3,000 deaths from lung cancer among nonsmokers in the U.S. each year, and linked to 36,000 deaths from heart disease annually.

(The Medical Reporter, 1995)

The 2000 Environmental Health Information Service's *9th Report on Carcinogens* classified secondhand smoke as a Group A carcinogen—a substance known to cause cancer in humans. There is no safe level of exposure for Group A toxins.

(Environmental Health Information Service, "9th Report on Carcinogens," U.S. Department of Health and Human Services, Public Health Service, National Technology Program, 2000)

"In smoke-free buildings, smokers tend to congregate directly outside the doors. This is not just a problem for those entering and exiting; smoke gets sucked back into the buildings and ventilation systems, defeating the idea of a smoke-free building."

(J. Carol and R. Hobart of Americans for Nonsmokers' Rights, USA Today Debate: Outdoor Smoking Bans, June 15, 1998)

Environmental Tobacco Smoke (ETS) saturates an area if no wind is present. When windy, ETS will increase in concentration and move downward.

(J. Repace, "Banning Outdoor Smoking is Scientifically Justifiable", Tobacco Control, March 2000)

Protect Yourself

Secondhand smoke is the third leading cause of preventable death in this country, killing 53,000 nonsmokers in the U.S. each year.

(Giantz, S.A. & Pamley, W., "Passive Smoking and Heart Disease; Epidemiology, Physiology, and Biochemistry," *Circulation*, 1991)

More than 4,000 chemicals, 43 of which cause cancer, are in tobacco smoke. These include: nicotine, cyanide, formaldehyde, arsenic, benzene, and carbon monoxide.

(Surgeon General's Report, 1989)

Fetuses, infants, and children are at a greater risk than adults because secondhand smoke can damage developing organs, such as lungs and the brain.

(The Medical Reporter, 1995)

There is an 82% increased risk of stroke associated with secondhand smoke in both men and women.

(Repace Associates, Inc., 2003)

Your risk of developing cancer from secondhand smoke is about 100 times greater than from outdoor cancer-causing pollutants.

(The Medical Reporter, 1995)

California and Local Smoke-free Laws

Under Title III of the Americans with Disabilities Act, businesses and nonprofit service providers must provide reasonable modifications to policies, practices, and procedures to accommodate people with disabilities. (U.S. Department of Justice, 1990)

Under Proposition 65, businesses that allow smoking, by either employees or visitors, must provide people on the premises with a warning of toxic exposure. If smoking is permitted in any area, clear written warning must be given. (CA Health and Safety Code, Sec. 25249.7)

In Orange County, smoking is no longer permitted on the beaches in San Clemente, Huntington Beach, Newport Beach, Laguna Beach and Seal Beach.

AB 846 amends California Government Code, Sections 7596-7598 to prohibit smoking within 20 feet of a main entrance, exit and operable window of all public buildings in California, including state, county and city buildings as well as buildings on the campuses of the University of California, California State University and California Community Colleges, effective January 1, 2004.

AB 188 (Health and Safety Code Section 104495) prohibits smoking and disposing of cigarettes within 25 feet of a playground or tot lot sandbox area.

California Smoke-free Workplace Law (CA Labor Code 6404.5) prohibits smoking in all indoor workplaces, including restaurants and bars.

Laguna Woods passed an ordinance in 2004 banning smoking by bus stops, on restaurant patios, multiunit family complex outdoor recreational areas, and other outdoor areas.

Laguna Hills prohibits smoking in its parks and restaurant patio areas.



County of Orange Health Care Agency
Public Health Services
Tobacco Use Prevention Program

405 W. 5th ST., Suite 203, Santa Ana, CA 92701 (714) 541-1444, FAX: (714) 796-8261
Funded by the resources from Proposition 99, the Tobacco Tax Initiative Feb. 2006

