

Tobacco Free Campus

Management Training
For Employees

New LUH Policy

- This comes about as the whole nation recognizes the health issues tobacco brings forth as the 4th leading cause of death. The Colorado Tobacco Free Campus Forum is led by Denver Health Medical Center Education and Wellness.
- They contacted all hospitals, cardiac centers, health departments, and similar facilities to begin meetings to assist converting to tobacco free campus policies.

Over 500 hospitals and clinics have already moved to Tobacco Free nationwide.

- 11 hospitals/medical centers in Colorado are tobacco free as of 11/1/07.
- We are one of the last facilities in northern Colorado to move to tobacco free.
- 10 more are implementing in 2008.

How did we get involved?

- I was invited by the Boulder County Public Health Dept.
- Mitch agreed I could be the LUH representative.
- My first meeting was Feb 28, 2007.
- I met with Administration on Mar 12 to offer support if LUH decided to proceed.
- Tobacco Free Task Force began meeting July 30, 2007.

The Tobacco Free Task Force

- The Tobacco Free Task Force is made up of many department representatives which did include tobacco users
- Our hospital of 1300 employees only has about 115 smokers and chewers
- The task force was very clear we wish to support those who use tobacco products to make it through their day, NOT force them to quit.

Today's training is for the employee involvement. January's management meeting will have information on the interaction with patients and visitors.

Policy Enforcement:

These are the various policies that you may use to enforce compliance with the tobacco free guidelines...

- Tobacco Free Campus Policy
 - Dress code, smoke odor
- Leaving campus, time clock control
 - Disciplinary action

For those policies that allow for management discretion, keep in mind, we all need to be following similar guidelines for enforcement

Tobacco Free Campus Policy:

- The policy applies to all patients, visitors, contractors, physicians, volunteers and employees.
- The use of ALL tobacco products (including chew) is prohibited on LUH owned or leased buildings, grounds, parking lots and vehicles- company or personal while parked on LUH grounds.
- Employees are not allowed to smoke on any paid time break, and encouraged not to smoke on their unpaid lunch due to smoke odor.
- Employees traveling between buildings are on the clock, therefore, no tobacco products.
- Loitering and littering on neighboring properties is not permitted.
- Employees are authorized to communicate this policy to any person entering LUH property with courtesy and diplomacy.

Dress Code Policy:

The smell of smoke is not permitted on work clothes, nor strong perfumes intending to cover up the odor.

Time Clock Control:

- Checking in and out when leaving the building is up to Director discretion, but it is one way of stopping specific employees from abusing their two 15 minute breaks.

Disciplinary Action:

- Subject to verbal, written, final warnings.
- May be caught on video camera throughout the campus.
- This is about promoting a healthy environment, not encroaching on personal rights.
- We, as a business, can demand rules be followed while we pay for service.

Employee Plan:

- Management will need to enforce policies.
- Gentle reminder cards can be given between employees.
- Mary Pancheri and Jerry Coffman are willing to help with difficult employees
- LUH support to “Making it through the day” includes...
Chantix – anti-craving pills available through our employee United Prescription plan as of Jan 1, 2008 for \$10.00/month for 6 months, then another script would be needed. Also, nicotine gum will be available in the gift shop.
- Tobacco Cessation packets.

Tobacco Cessation packets include:

- LUH free tobacco cessation help...
 - phone support
 - 15 minute quick support
 - 1 hour consultation
 - 4 hour class group support
- Quit Line/Quit Net contacts
- Boulder County resources
- Acupuncture support
- “Path to Quitting” tips and plan
- Benefits to stopping
- Alternative support

Additional employee information:

- Physicians have been notified that NO orders may be written to leave the floor to smoke.
- No patient may use chew while in the hospital.
- Vendors and contractors have been notified of the new policy and we appreciate their staff enforcement.
- LUHU has incorporated this policy information into their program.

January training will include...

- All information for patients and visitors.
- Signage throughout campus
- Media
- Guest Book
- Order set
- Discharge
- Gift shop
- Gentle reminder cards
- Enforcement