

Smoking, Tobacco, and Vapor Use

KEY TERMS:

Cigarettes, Smoke-free, Smoking, Tobacco, Tobacco-free, E-cigarettes, Electronic Cigarettes, Vapor Devices, Cigar, Pipe, Smokeless

I. PURPOSE:

In keeping with our mission to improve the health of the communities we serve, Carilion Clinic is committed to providing a safe, clean and healthy environment for patients, employees, visitors, and customers. To support this commitment and in response to studies that indicate that the use of tobacco is a leading cause of preventable illness and premature death, this policy outlines Carilion's approach to the use of tobacco (chewing/smoking) or e-cigarettes (vapor) in buildings, property and vehicles owned and/or leased by Carilion Clinic.

II. SCOPE:

This policy applies to all Carilion Clinic employees, medical staff, volunteers, students, contract workers, patients, and visitors.

III. DEFINITIONS:

- A. **Electronic Cigarettes (e-cigarettes, electronic nicotine delivery systems)** – Battery-operated devices designed to deliver nicotine with flavorings and other chemicals to users in vapor instead of smoke.
- B. **Use of Tobacco** – Use of any cigarette, cigar, pipe, smokeless, or other tobacco products and e-cigarettes.

IV. PROCEDURE:

- A. Employees
 - 1. The use of tobacco products by Carilion employees is prohibited on/in all Carilion owned or leased buildings, grounds, parking lots, driveways, owned or leased vehicles and sidewalks/walkways adjacent to Carilion properties.
 - 2. Employees may not use tobacco products while on paid time. During an approved meal break, if an employee chooses to leave the facility, the employee must clock out

Carilion Clinic

and back in upon return. All other break times are considered paid time and employees may not use tobacco products during those times.

3. Employees must leave Carilion property (including parking lots, driveways, and sidewalks/walkways) to use tobacco products. Smoking inside an employee's vehicle that is on Carilion Clinic property is not permitted.
4. The use of unregulated nicotine delivery systems, such as the e-cigarette, that simulate the use of tobacco is prohibited for reasons of safety and professional appearance. These devices are not to be used, displayed, or charged on Carilion premises.
5. Employees who use tobacco products in violation of this policy will be subject to disciplinary action in accordance with the system-wide Human Resources policy, "Disciplinary Action".

B. Patients

1. Patients are informed of the Carilion policy and are prohibited from using tobacco products in any campus building or on Carilion's campus. This policy is intended to minimize use of tobacco and reduce risks to patients who use tobacco, including reducing possible adverse effects on treatment; reducing risks of passive smoking for others; and reducing the risk of fire.
2. The use of e-cigarettes is not allowed on Carilion premises. A consult can be made to the physician seeking alternative treatment as appropriate.

- C. All individuals (including contracted staff, non-employed physicians, students, volunteers, visitors, and clients), who enter any Carilion facility or grounds is prohibited from using tobacco products in, on, or in the vicinity of Carilion owned or leased buildings, grounds, parking lots, driveways, owned or leased vehicles and sidewalks/walkways adjacent to Carilion properties.

- D. All individuals who use tobacco products (smokeless devices, e-cigarettes or vapor products) in violation of this policy will be informed of the tobacco free environment policy. The Carilion Police may be contacted if individuals disregard the warning.

V. OTHER ISSUES / CONCERNS:

- A. Signage identifying Carilion Clinic as a tobacco free facility/campus will be placed at all entrances and in other areas as deemed appropriate.

Approvals

Name	Title	Dept./Committee	Date
		CC EOC Steering Committee	08-2020
Martin Misicko	VP Support Services	Facilities and Properties Admin	08-2020