No-Smoking Policy
Section VIII, Part H

Statement: Emory is committed to taking all practical measures to create a safe and healthy environment for all employees, patients, and visitors. To further this goal, Emory Healthcare has established a no-smoking policy to achieve a smoke-free environment for all employees, patients, and visitors with exceptions as noted.

PURPOSE: This policy is intended to promote the well-being and health awareness of employees, patients, and visitors throughout the Emory Healthcare community by reducing the risk of smoke-related illness in compliance with applicable laws and local codes.

GUIDELINES: Smoking is prohibited inside all Emory Healthcare locations and exterior areas unless a specific and designated exemption applies.

Employees are not permitted to smoke anywhere on Emory Healthcare property. Employees are not permitted to smoke in the designated smoking areas and shelters for visitors and patients.

Emory University Hospital
(1) Visitors and patients are permitted to smoke in the Clifton Road valet parking designated smoking shelter.

Emory University Hospital Northlake
(1) The Emory University Hospital Northlake is a Non-Smoking facility.
(2) Visitors are not allowed to smoke on this campus.

Emory University Hospital Midtown
(1) Visitors and patients are permitted to smoke in the Linden Road entrance designated smoking shelter.

Wesley Woods Geriatric Hospital and Budd Terrace Long Term Care Facility
(1) The Wesley Woods geriatric campus is exempt from the No-Smoking policy.
(2) Smoking will be strictly governed by the existing facilities smoking policies requiring the use of designated smoking areas for patients, visitors, and
employees.

**The Emory Clinic**

(1) Visitors and patients are permitted to smoke in the Emory University Hospital designated *smoking* shelter located in the Clifton Road valet parking area.

**Center for Rehabilitation Medicine**

(1) Mental Health Services staff, visitors and family are prohibited from *smoking* inside the building, the self-contained terrace area, driveway entrance area, whether sitting in a vehicle or standing in the Center for Rehabilitation Medicine parking lot.

(2) Mental health patients are exempt from the No-Smoking policy. Mental health patients are allowed to smoke only inside the self-contained terrace area.

(3) All patients require a physician order to smoke and to leave the unit for an outside designated *smoking* area.

(4) The enclosed terrace in the area of the CRM building is the designated *smoking* area for the Medical Psychiatry Unit of EUH.

(5) Staff is always in attendance with patients who smoke and all *smoking* materials will be kept in the nursing station.

Visitors and patients who choose to smoke are responsible for extinguishing and disposing of *smoking* materials and debris in a safe, healthful, and appropriate manner before coming onto or entering hospital or clinic property. Non-combustible ashtrays and smoke urns are located in the designated *smoking* areas for the disposal of cigarettes and ashes.

**Smoking** is prohibited in all Emory vehicles.

**Smoking** is prohibited in all Emory Healthcare parking decks and parking lots. This includes whether the smoker is sitting in the vehicle or standing in the lot.

The use of smokeless tobacco products is prohibited outside of the designated *smoking* areas.

**COMPLIANCE**

Leadership is responsible for ensuring adherence to the No-Smoking Policy.
Security is primarily responsible for monitoring the compliance to the No-Smoking Policy and the proper use of the designated smoking areas. High non-compliance occurrence areas will be reviewed for additional ways to prohibit smoking in the non-smoking area (i.e. signage, regular Security walk-through).

Patients and visitors found smoking in unauthorized areas are informed of the policy, asked to extinguish all smoking materials, and informed of the designated smoking areas. Smoke free policy courtesy cards that include information in regard to the designated smoking areas will be made available to all leadership and security by Human Resources.

Any employee found to be in violation of this policy is subject to progressive disciplinary action.

Patients in violation of this policy will be informed by the clinical department director, attending physician or senior nurse present to observe the No-Smoking Policy. If there is complete or persistent disregard, the attending physician, safety management and public safety will be contacted for further assistance. An incident form must be completed and forwarded to safety management.

To further promote a smoke-free work place and healthy lifestyles, Emory Healthcare offers smoking cessation programs to staff through the Faculty/Staff Assistance and Wellness Program (FASP) and Organizational Development and Learning Services (ODLS).

Questions or concerns regarding this policy or other related matters should be addressed to the appropriate department leadership, or to Human Resources.

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Approved By
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Emory Healthcare