

UNIVERSITY OF CHICAGO MEDICAL CENTER

POLICY NAME: SMOKING RESTRICTION
POLICY NUMBER: A00-09
ISSUE DATE: JUNE 1988
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REVIEW DATE: NOVEMBER 21, 2018

POLICY:

The University of Chicago Medical Center (UCM) is committed to the promotion of good health and the prevention of disease. UCM has a special responsibility to establish and maintain an optimally healthy and safe environment for patients, visitors, and employees.

Smoking is not permitted on or in UCM premises by employees. Visitor and patient smoking will be permitted only in the designated smoking area between the Mitchell and Wyler Hospital buildings.. Smoking is not permitted within 15 feet of building entrances, exits, windows that open, and ventilation intakes that serve an enclosed area where smoking is prohibited.

DEFINITIONS:

1. Smoking generally means inhaling, exhaling, burning or carrying any lighted cigar, cigarette or pipe
2. This policy includes electronic smoking products. UCM enforces the no smoking rule on an employee, a patient or visitor using an electronic cigarette, and the patient or visitor will be asked to go to the smoking area.
3. UCM premises include all buildings, grounds and parking areas at any location owned or leased by the Medical Center but does not include public areas beyond UCM property lines. All Medical Center buildings in Hyde Park and exterior areas bounded by the following:
 - a. 57th Street (north boundary, between Cottage Grove and Drexel Avenue),
 - b. Ellis Avenue (east boundary from 58th to 59th)
 - c. Drexel Avenue (east boundary between 58th and 57th, inclusive of Maryland),
 - d. 59th Street (south boundary, between Cottage Grove and Ellis Avenue) and
 - e. Cottage Grove Avenue (west boundary, between 59th and 57th)

All Off Site locations are subject to this policy as well

PROCEDURE:

1. **Employees, Patients, and Visitors** - All employees are responsible for adherence to this policy. Employees are not allowed to smoke within buildings or bordering areas of UCM premises as defined above, including:
 - a. Corridors
 - b. Private offices
 - c. Conference rooms

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- d. Locker rooms
 - e. Washrooms
 - f. Cafeteria
 - g. Food vending areas
 - h. Elevators
 - i. Mechanical rooms
 - j. The parking garages
 - k. All courtyards within the building complex
 - l. The patio outside Surgery/Brain entrance
 - m. All off-site facilities (for example Senior Center)
 - n. Sky-bridge and tunnel connections to the DCAM
 - o. Stairwells
 - p. Tunnels
2. **Job Applicant Notification** - Job applicants will be informed of the smoking restrictions at the time of their application.
3. **Implementation and Disciplinary Procedures**
- a. This policy shall be implemented through education and, if necessary, counseling of individual employees.
 - b. All employees are responsible to adhere to this policy. Any violation of this policy may **subject the employee to termination**. Employees violating the policy will be suspended pending investigation. Even a first offense may warrant discharge under HR Termination Policy 212.
4. **Management** - Supervisors are responsible for managing this policy within their respective work areas. The medical staff is responsible for the implementation of this policy in all patient areas.
5. **Patients**
- a. Smoking materials are removed from patients receiving respiratory therapy. When a nasal cannula is delivering oxygen outside of a patient's room, no sources of ignition are within the site of intentional expulsion (within 1 foot). When other oxygen delivery equipment is used or oxygen is delivered inside a patient's room, no sources of ignition are within the area of administration (within 15 feet). Solid fuel-burning appliances are not in the area of administration. Nonmedical appliances with hot surfaces or sparking mechanisms are not within oxygen-delivery equipment or site of intentional expulsion

INTERPRETATION, IMPLEMENTATION, AND REVISION

The Vice President and Chief Human Resources Officer or designee is responsible for the interpretation and revision of this policy.

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CROSS-REFERENCES

1. HR Termination Policy 212.
2. The Joint Commission 2010 Environment of Care Standard EC02.01.03
3. Illinois General Assembly Public Act 095-0017
4. Municipal Code of Chicago 7-32-015 Chicago Clean Indoor Air Ordinance of 2008

Sharon O'Keefe
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