

PURPOSE

To meet Bay of Plenty District Health Board (BOPDHB) duty of care responsibility to protect the health of people accessing DHB services and facilities from exposure to the harmful effects of tobacco.

STANDARDS TO BE MET

Environment

1. Smoking is not permitted by patients / clients, visitors, employees or contractors within any building, vehicles or grounds owned or occupied by BOPDHB
2. Smokefree signage will be displayed in all BOPDHB facilities and grounds
3. Smoking is not permitted in premises including employee residences or facilities which are rented or leased from BOPDHB
4. Patients admitted to BOPDHB hospitals, who wish to smoke off-site must be advised of potential risks associated with their medical conditions and treatment as per Protocol 3 and 4
5. All social and community events sponsored by BOPDHB will be Smokefree
6. Sale or distribution of tobacco products is not permitted within any BOPDHB workplace
7. The above standards also apply to the use of e-cigarettes and vaping, which are not currently supported by the Ministry of Health as a quitting tool. The Ministry of Health encourages people to avoid using e-cigarettes in areas where smoking is not permitted.

Complaints

1. Any issues or complaints relating to the public or patients / clients arising from this policy should be lodged with Quality and Patient Safety as per BOPDHB policy 1.3.1 Complaints Management.
2. Complaints about BOPDHB employees arising from this policy should be made on a Reportable Event Form to that employee's line manager in accordance with BOPDHB policy 3.50.02 protocol 9 Investigation Process.
3. Anonymous complaints can be made to the Smoking Cessation Co-ordinator. These will be documented using Reportable Event forms.

Interventions

1. All BOPDHB employees are encouraged to actively promote the policy
2. Where employees witness non-compliance with the policy, they are encouraged to advise that person(s) of the organisation's Smokefree / Auahi Kore policy
3. To reduce the risk of fire hazard inside a building employees and contractors will insist the cigarette is extinguished immediately. Call Security for threatening behaviour. The smoking incident is reported to Quality & Patient Safety using a Reportable Event Form.
4. BOPDHB employees are encouraged to support the smokefree policy by approaching people smoking on site, as long as they feel safe to do so and are comfortable delivering a positive smokefree message. Should the person's behaviour become threatening, Security should be called to provide assistance.

REFERENCES

- Smoke-free Environments Act 1990, amended 2003
- New Zealand Health Strategy 2000
- [Health & Safety at Work Act 2015](#)
- [Advice on the Use of E-cigarettes. Ministry of Health. 2015](#)

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Protocol Steward: Smoking Cessation Co-ordinator	Authorised by: Medical Director	

 BAY OF PLENTY DISTRICT HEALTH BOARD HAUORA A TOI	SMOKEFREE - FACILITIES STANDARDS	Policy 5.4.2 Protocol 1
SMOKEFREE PROTOCOL		

ASSOCIATED DOCUMENTS

- Bay of Plenty District Health Board policy 5.4.2 Smokefree / Auahi Kore
- Bay of Plenty District Health Board policy 5.4.2 protocol 0 Smokefree – Smoking Cessation ABC's
- Bay of Plenty District Health Board policy 5.4.2 protocol 2 Smokefree – Employee and Contractor Standards
- Bay of Plenty District Health Board policy 5.4.2 protocol 3 Smokefree - Mental Health & Addiction Services (MH&AS) Inpatient Units Standards
- Bay of Plenty District Health Board policy 5.4.2 protocol 4 Smokefree – Inpatient Standards
- Bay of Plenty District Health Board policy 5.4.2 protocol 5 Smokefree – Management of Nicotine Dependence
- Bay of Plenty District Health Board Medication Practice Manual protocol MED.N2.1 Nicotine Dependence Therapy - Inhalator
- Bay of Plenty District Health Board Medication Practice Manual protocol MED.N2.2 Nicotine Dependence Therapy - Gum, Lozenge, Patch
- Bay of Plenty District Health Board Medication Practice Manual protocol MED.N2.3 Nicotine Dependence Therapy - Tablets (Bupropion Hydrochloride)
- Bay of Plenty District Health Board Medication Practice Manual protocol MED.N2.4 Nicotine Dependence Therapy - Tablets (Nortriptyline)
- Bay of Plenty District Health Board Medication Practice Manual protocol MED.N2.5 Nicotine Dependence Therapy - Tablets (Varenicline as Tartrate)
- Bay of Plenty District Health Board policy 1.3.1 Complaints Management
- Bay of Plenty District Health Board policy 3.50.02 protocol 9 Investigation Process
- Bay of Plenty District Health Board policy 3.50.02 Protocol 15 Disciplinary Process
- Bay of Plenty District Health Board policy 5.1.6 Transport – BOPDHB Fleet Vehicle
- Bay of Plenty District Health Board Reportable Event form
- Bay of Plenty District Health Board Form FM.R4.6 Referral Smokefree Community

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