



## Smoke-Free Workplace Policy

### Purpose:

This policy is a reflection of Wright State Physician's (WSP) obligation to provide members of the staff and community as well as visitors an environment conducive to their health, safety and well-being. The policy establishes procedures governing the use of tobacco and related products for locations of WSP that are in line with the recommendations of the Ohio Board of Health.

### Policy:

In order to promote a healthy environment for the employees, patients and visitors, WSP is a tobacco-free space. This policy applies to anyone at a WSP location including staff, visitors, consultants, vendors, patients, volunteers, and contracted employees.

Tobacco use, including the sale, advertising, sampling and distribution of tobacco products and tobacco related items is prohibited in all WSP facilities and all WSP owned or leased grounds. This includes all areas of the grounds, such as parking lots where employee and visitor vehicles are parked.

"Smoking" includes inhaling, exhaling, burning or carrying any lighted cigarette, cigar, pipe or similar device for burning tobacco or other plant. It also includes the use of smokeless tobacco products and electronic cigarettes.

Employees who violate this policy will be subject to corrective action. Employees who violate this policy where such violation results in a fine levied against the Company by the Department of Health or its designee, will be responsible to the Company for the full amount of the fine due and payable to the Company immediately.

All WSP staff share the responsibility for observing and enforcing the policy; and the success of the policy depends upon the thoughtful consideration of tobacco users and non-users. The primary goal of WSP is to achieve 100% compliance with the policy using information, education and support.

- Concerns about tobacco use should be respectfully addressed in the moment whenever possible.
- Issues should be addressed with respect and thoughtful consideration when speaking with the person. Politely explain the property is a non-smoking property. Generally, this will be enough of a push for the person to dispose of the tobacco. Should the person become aggravated or belligerent, politely walk away. Continued concerns should be addressed to the appropriate manager for review and action.

Appropriate signs have been placed indicating tobacco use is not permitted throughout the entrances and other appropriate locations on all buildings, administrative spaces, and parking lots.

**Last Revision Date:** February 22, 2018  
**Effective Date:** April 22, 2018  
**Approved By:** WSP Senior Leadership