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Owner Robert Taylor: VP
 HR & Labor
 Strategy
 Area Human
 Resources
 Applicability Jefferson
 Enterprise-Wide

Tobacco-Free Environment Policy, 200.88

Policy No:
 200.88
 Revision
 Date: 1/29/
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ENTERPRISE WIDE CORPORATE POLICIES

Corporate Area:	Human Resources
Policy Title:	TOBACCO-FREE ENVIRONMENT POLICY
Functional Owner:	Director, Jefferson Occupational Health Network
Contributing Departments:	Human Resources, Legal
Applicability:	Thomas Jefferson University, Jefferson Health and Controlled Affiliates

PURPOSE

To set forth the policy for maintaining a tobacco-free environment to promote the safety, health, and wellness of all patients, employees, volunteers, faculty members, medical staff, students, vendors, and visitors of Thomas Jefferson University, Jefferson University Physicians and TJUH System and its Subsidiaries. Together, Thomas Jefferson University, Jefferson University Physicians and TJUH System and its Subsidiaries are referred to in this Policy as "Jefferson."

SCOPE

This policy applies to all Jefferson patients, visitors, vendors, students, volunteers, medical staff and employees within fifty (50) feet of the entryway to or exit from any property owned, rented or leased by Jefferson; fifty (50) feet of driveways, canopies, archways, arcades, and air intakes of any property owned, rented or leased by Jefferson; the entirety of the plaza areas and court yards adjacent to any property owned, rented or leased by Jefferson; or parking areas owned, rented or leased by Jefferson (including inside employees' personal vehicles). The areas referred to in this paragraph are also referred to collectively in this Policy as the "Jefferson Campus."

POLICY

As an academic medical center and leader in the health care community, Jefferson recognizes that smoking

is a health hazard. Thus, Jefferson has adopted a policy for the maintenance of a tobacco-free environment.. All tobacco use is prohibited on the Jefferson Campus.

PROCEDURE

I. Definitions

- A. **Smoking** is defined as the use of or carrying of a lighted cigarette, cigar, pipe, or other tobacco product. It means inhaling, exhaling, burning, or carrying any lighted or heated cigarette, cigar, or pipe.
- B. **Tobacco Products/Smoking Material:** Refers to all smoke and tobacco products, such as cigarettes, cigars, pipes, water pipes (including bongos and hookahs), electric cigarettes, and smokeless tobacco products, such as chewing, snuff, or dipping tobacco, or any other smoking product determined by Jefferson.

II. Tobacco-Free Environment

A. Guidelines

1. Smoking or the use of tobacco products/smoking material is not permitted anywhere on the Jefferson Campus.
2. Patients are informed of this policy upon registration, arrival, or as soon thereafter as is reasonably possible.

B. Notification

1. Signage prohibiting smoking shall be posted to notify individuals visiting the Jefferson Campus of this Tobacco-Free Environment Policy.
2. All Jefferson employees, volunteers, faculty members, medical staff and students shall be made aware of and have access to a copy of this policy.

C. Enforcement

1. All employees, faculty members, and students share in the responsibility of adhering to this policy and ensuring that the policy is enforced.
2. Security personnel will be trained on the enforcement of this policy.
3. Information will be made available about options for smoking cessation to employees and students who do smoke.
4. Patients and visitors who are found using tobacco on the Jefferson Campus will be informed of the Tobacco-Free Environment policy and asked to extinguish/remove their tobacco product. Non-employed individuals, such as volunteers, volunteer faculty members or other volunteer members of the medical staff found to have violated this policy may be subject to action up to removal from the Jefferson Campus and/or removal from the medical staff.
5. Employees observed smoking or using tobacco products/smoking material anywhere on the Jefferson Campus will be in violation of this policy and subject to disciplinary action up to and including termination.
6. Students observed smoking or using tobacco products/smoking material anywhere on the Jefferson Campus will be in violation of this policy and subject to disciplinary action up to and including dismissal.
7. Retaliation against anyone who acts to support the enforcement of this policy is prohibited and will result in disciplinary action up to and including termination of employment or dismissal from an academic program.

III. Smoking Cessation Assistance

- A. Jefferson encourages employees to pursue a healthier life and offers smoking cessation

assistance for those who wish to quit using tobacco products. Employees who are interested in smoking cessation assistance should contact <https://www.jeffersonhealth.org/clinical-specialties/jeffquit-smoking-cessation-program> for additional information.

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Review Date(s): 05/18/17, 03/07/2018, 03/22/2019, 3/9/2020, 3/5/2021, 07/11/2022, 1/29/23

Responsibility for maintenance of policy: Jefferson Occupational Health Network

Approval Signatures

Step Description	Approver	Date
Approver	Tiffany Tongue: Senior HR Business Partner	03/2025

Applicability

Jefferson Abington Hospital, Jefferson BMT and Cellular Therapy Program, Jefferson Bucks Hospital, Jefferson Dept. of Family and Community Medicine, Jefferson Einstein CenterOne, Jefferson Einstein Endoscopy Center Blue Bell, Jefferson Einstein Medical Center Montgomery Short, Jefferson Einstein Montgomery, Jefferson Einstein Philadelphia, Jefferson Einstein Willowcrest, Jefferson Enterprise, Jefferson Frankford Hospital, Jefferson Health Plans, Jefferson Health Urgent Care Centers, Jefferson Lansdale Hospital, Jefferson Magee, Jefferson Medical Group, Jefferson Moss, Jefferson New Jersey, Jefferson Surgical Center, Jefferson Torresdale Hospital, Jefferson University Health Neurobiorepository, Jefferson University Hospital - Labs, Jefferson University Hospital - Walnut Home, Sidney Kimmel Cancer Center, Thomas Jefferson University, Thomas Jefferson University - East Falls, Thomas Jefferson University Hospitals, Inc.