

EASTERN VIRGINIA MEDICAL SCHOOL HUMAN RESOURCES POLICIES AND PROCEDURES EMPLOYEE RELATIONS

TOBACCO FREE CAMPUS: POLICY 4.13

POLICY

It is the policy of Eastern Virginia Medical School to provide a tobacco free environment for its students, faculty, staff, residents, visitors, and contractors.

BACKGROUND

Environmental tobacco smoke is recognized as the third leading cause of preventable death, behind active smoking and alcohol, and has been designated as a carcinogen (known to cause human cancer). Second hand smoke is a cause of disease, including lung cancer in healthy nonsmokers. The simple separation of smokers and nonsmokers within the same air space may reduce, but does not eliminate, the exposure of nonsmokers to environmental tobacco smoke.

In a joint effort among the Children's Hospital of the King's Daughters, Eastern Virginia Medical School, and Sentara Norfolk General Hospital, effective January 1, 2009 the Eastern Virginia Medical Center and EVMS Satellite Offices will become tobacco free.

All faculty, staff, residents, students, patients, visitors, vendors, contractors and all others are prohibited from using any tobacco product while on Eastern Virginia Medical Center or EVMS Satellite Office property.

PROCEDURE

The Medical School is - a tobacco-free campus including its satellite offices. This includes smoking and smokeless tobacco products. A map of the main campus (attachment 1) outlines the tobacco free zone which includes the parking garages and lots. Tobacco use is not permitted in school vehicles and in private cars parked on school (Eastern Virginia Medical Center and satellite offices) property.

The Medical School provides information on tobacco cessation programs and makes available to employees and spouses of smoking employees nicotine replacement products.

All employees and new hires are required to sign a form indicating that they understand that the Medical School is a tobacco free environment and have received a copy of this policy.

Enforcement: Faculty, staff, residents, and students of EVMS are expected to be positive role models

Effective Date: 05/13/08

Policy Revision Date(s):

Approved: Board Of Visitors

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and good ambassadors of the Tobacco Free initiative to non-EVMS persons on campus.

- All EVMS supervisors must inform their staff members of this policy and inform them that failure to comply may be grounds for disciplinary action in accordance with Human Resources Disciplinary Action Policy 4.50.
- Visitors, vendors or contractors and others not specifically employed by EVMS will be reported to the department responsible for their presence on campus. Attempts should be made to remedy violations prior to contacting EVMS Security. In circumstances where departmental leadership is unable to remedy the situation, then EVMS Security will be contacted for assistance.
- Faculty, staff, residents, and students will be informed and reminded of this policy as apart of the pre-employment process, new employee orientation and other general employee communications.
- EVMS will make every effort to make available tobacco use cessation services and support to faculty, staff, residents, and students and others who choose to pursue cessation programs.

Employees who fail to follow this policy will be subject to disciplinary action up to and including termination of employment. See Human Resources Policy Disciplinary Action 4.50.

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