

RIVERVIEW PSYCHIATRIC CENTER

FUNCTIONAL AREA: Leadership **POLICY No:** LD.3.90.1

TOPIC: Tobacco-Free Environment at Riverview Psychiatric Center

AUTHORIZATION:

Medical Director

Director of Nursing

Superintendent

- I. PURPOSE:** Riverview Psychiatric Center is committed to a healthy, substance abuse-free treatment environment that promotes health and well-being. Tobacco use is a recognized serious threat to the health of those served.
- II. POLICY:** The use of tobacco products (cigarettes, cigars, chewing tobacco and any other tobacco-related substance) is prohibited in Riverview Psychiatric Center buildings, on Riverview Psychiatric Center grounds, and off grounds by staff escorting inpatients. The attached map outlines the area covered by this policy as hospital buildings and grounds. Furthermore, staff are expected to refrain from using tobacco products within line of sight of client care areas of RPC buildings.

The use of tobacco products is prohibited in State vehicles or in other vehicles in use for Riverview Psychiatric Center business.

Tobacco products are not permitted on hospital grounds, except that staff and visitors may keep tobacco products in a locked personal vehicle, out of view of the public.

III. PROCEDURES:

INPATIENTS

- 1) At the time of admission:
 - a) A tobacco history will be taken as part of the nursing and physician assessments.
 - b) If a client is addicted to tobacco, an assessment and review of the best pharmacological and behavioral interventions will be conducted, and appropriate interventions will be offered.

- i. All forms of all nicotine replacement products will be stocked in RPC Pharmacy; including patches, gum, lozenges, and inhalers.
 - ii. Medical Staff shall review the benefits, risks, and use guidelines of each available product with each interested client assisting the client in selecting the preferred form or forms of nicotine replacement.
 - iii. A Medical Staff shall document this discussion and selection process.
- c) Tobacco addiction will be identified as a service need.
 - d) The client's individual Comprehensive Service Plan will address this service need as appropriate, including considerations regarding exercise, activities and diet.
 - e) Clients will be informed of Riverview Psychiatric Center's tobacco policy. This will be done in the form of printed materials, signage and oral notice by staff as part of the client assessment process. When clients are transferred to Riverview Psychiatric Center from other facilities, efforts will be made to inform the client of the tobacco policy prior to his or her arrival.
 - f) No client will have tobacco products, matches, or lighters at any time during hospitalization. If any tobacco products are found, clients will be asked to have friends or family pick them up. If that is not feasible, Riverview will store products until the client is discharged at which time they will be returned to the client.
 - g) Smoking will not be permitted during off grounds therapeutic activity supervised by Riverview Staff.
 - h) Clients leaving the campus on therapeutic leave may choose to smoke.

1-A) Transition

The steps outlined in 1(a)-(e) will occur at admission for clients who become inpatients during the week preceding implementation of this policy. The steps outlined in 1(a)-(e) will occur at least one week before implementation of the policy for clients who are inpatients prior to the week preceding implementation of the policy.

- 2) Education and treatment: Client and choices:
 - a) The treatment team will incorporate tobacco education and treatment information into each client's treatment plan as appropriate.
 - b) Tobacco treatment and other supportive group educational sessions will be offered to clients during their hospitalization.
 - c) Nicotine replacement therapy (NRT) will be offered when indicated. Titration of the NRT will be performed as needed.
- 3) An exception for tobacco use may be granted by the medical director under specific circumstances.
 - a) Treating physician must determine that a "significant medical rationale exists to recommend a decision to allow use of tobacco products during hospitalization.
 - b) Treating physician shall recommend the frequency and duration such use is necessary.

- c) Treating physician shall submit the recommendation outlining rationale for determination of (a) and (b) and submit to the Medical Director.
- d) The Medical Director shall make final determination over request to allow a policy exception to the tobacco-free environment.
- e) The Medical Director shall document the above determination in the medical record of the client.
- f) Irrespective of the existence of an exception to the tobacco-free environment policy, Riverview will continue to identify addiction needs and offer appropriate treatment service (such as precognitive or psycho-educational services).

VISITORS: (Including outpatients)

- 1. Visitors may not use tobacco products in Riverview Psychiatric Center buildings or on Riverview Psychiatric Center grounds.
- 2. Visitors will be instructed to please refrain from providing matches, lighters, cigarettes, or tobacco products to clients. Notice will be posted at the entry desk informing visitors of this restriction.

STAFF: (Including contractors, vendors, volunteers, contract employees, and others entering the facility or grounds on business related to the Riverview Psychiatric Center)

- 1. Staff may not use or possess tobacco products or related items (such as lighters or matches) while on duty or supervising clients, either on or off Riverview Psychiatric Center grounds. Staff are expected to refrain from using tobacco products within line of sight of client care areas of RPC buildings.
- 2. All staff members are responsible for reminding visitors and others who may seek to use tobacco products on Riverview Psychiatric Center grounds of this policy.
- 3. Notification of Riverview Psychiatric Center's tobacco-free policy will be provided to new employees during the interview process and during orientation. Staff will have access to information and tobacco resources through HR/Staff Education Office.

IV:	EFFECTIVE DATE:	April 2, 2007
V:	RESPONSIBILITY:	Superintendent
VI:	POLICY STORED IN:	Superintendent's Office
VII:	POLICY APPLIES TO:	All patients, staff & others entering grounds
VIII.	KEY SEARCH WORDS:	Tobacco Free