

Policy #8.19

POLICY TITLE:	SMOKE-FREE WORKPLACE	POLICY # 8.19	REVIEW DATES	
Topic Area:	HUMAN RESOURCES	ISSUED BY:	4/2/2018	7/31/25
Applies to:	LRE Staff	Human Resources, Health and Safety		
Developed and Maintained by:	LRE COO, LRE HR Coordinator	APPROVED BY: Chief Executive Officer		
Supersedes:	N/A	Effective Date: 4/20/217	Revised Date:	

I. PURPOSE

To establish policy and procedures to communicate and document the LRE's position to protect the public health and welfare by prohibiting tobacco product use on all LRE properties and vehicles, owned or leased, except in officially posted designated areas, as herein described. To strike a reasonable balance between the needs of persons who smoke and the need of nonsmokers to breathe smoke-free air; to recognize that where these needs conflict, that the need to breathe smoke-free air shall have priority.

II. POLICY

It shall be the policy of Lakeshore Regional Entity (LRE) to provide a smoke-free environment for all employees and visitors because we recognize the hazards caused by exposure to environmental tobacco smoke. This policy covers the smoking of any tobacco products, including electronic cigarettes, and the use of oral tobacco products and applies to both employees and non-employee visitors of Lakeshore Regional Entity.

III. APPLICABILITY AND RESPONSIBILITY

Employees, volunteers, interns, and visitors

IV. MONITORING AND REVIEW

The LRE shall review at least annually, and as necessary, to maintain an adequate and acceptable standard of compliance and oversight as a Prepaid Inpatient Health Plan.

V. DEFINITIONS

Tobacco Product Use means the use of any tobacco product as defined below whether the tobacco is chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested. Tobacco use includes inhaling or exhaling smoke from any lighted cigar, cigarette, pipe, or any other lighted tobacco or plant product as well as carrying a lighted cigar, cigarette, pipe, or any other lighted tobacco or plant product intended for inhalation.

Tobacco Product means any product containing, made or derived from tobacco that is intended for human consumption. Tobacco products, include, but are not limited to, cigars;

little cigars; cheroots; periques; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; Cavendish; plug and twist tobacco; fine-cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco, cigarettes, and other kinds and forms of tobacco. Tobacco Product also includes electronic cigarettes. (see *Sottera, Inc. v. Food & Drug Admin.*, 627 F.3d 891 (C.A.D.C., 2010)). Tobacco products excludes any tobacco product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

Designated Smoking Area means an outdoor area where smoking is permitted which shall be a minimum of 30 feet from any entrances, windows and ventilation systems to any enclosed areas where smoking is prohibited to ensure that persons entering or leaving the building or facility shall not be subjected to breathing tobacco smoke and to ensure that tobacco smoke does not enter the building or facility.

Electronic Cigarettes, commonly known as e-cigarettes, are battery operated devices that generally contain cartridges filled with nicotine, flavor and other chemicals. The chemical cigarette turns nicotine and other chemicals into a vapor that is inhaled by the user.

VI. REFERENCES AND SUPPORTING DOCUMENTS

VII. RELATED POLICIES AND PROCEDURES

VIII. CHANGE LOG

Date of Change	Description of Change	Responsible Party

