

Tobacco-Free Policy Checklist

Definitions

- Define the facility, grounds, and vehicles which are tobacco-free

Restrictions

- Prohibit all tobacco use on the site of the service
- Prohibit patients, family members and other visitors from bringing tobacco products and paraphernalia to the site of the service
- Prohibit staff from using tobacco products while at work, during work hours

Communication

- Describe how patients, staff, visitors, and volunteers will be informed of the tobacco-free policy (posted notices, provision of copies of the policy)

Resources

- Describe training on tobacco use and dependence made available to staff including clinical, non-clinical, administrative, and volunteers
- Describe tobacco prevention and education programs made available to patients, staff, volunteers, and others
- Describe treatment modalities (counseling, medication) for patients who use tobacco

Enforcement

- Describe policies and procedures to monitor and respond to patient tobacco relapse
- Describe policies and procedures to monitor and respond to staff tobacco relapse