MUSKOKA ALGONQUIN HEALTHCARE	Policy/Procedure Name:	Smoke-Free Grounds Enforcement
Manual: Administration	Number:	
Section: General Administration	<b>Effective Date:</b>	01 Jun 2016
Pages: 1 of 3	<b>Revision Date:</b>	09 Oct 2020

#### **Purpose**

The Smoke-Free Grounds Progressive Enforcement Policy & Procedure supports staff and care providers in adhering to smoke-free grounds compliance at MAHC.

#### **Scope**

In partnership with the Simcoe Muskoka District Health Unit (the health unit), Muskoka Algonquin Healthcare (MAHC) supports the legislative requirement under the Smoke-Free Ontario Act (SFOA) that hospital grounds are smoke free.

### **Policy Statement**

The enforcement expectation for Smoke-Free Ontario Act compliance at MAHC hospitals is a positive and healthy change, reinforced by smoke-free signs and supportive and informative discussions with the public.

### **Procedure**

- 1. All staff and volunteers are encouraged to politely remind persons smoking on hospital property of the law.
- 2. Effective June 2, 2016, tobacco enforcement officers when conducting routine inspections at MAHC hospitals may issue warnings, tickets or court summons to visitors, patients and staff and will provide a copy to the hospital. Tobacco enforcement officers use their discretion at all times as to the nature of the offence and defendant.
- 3. Hospital staff can report non-compliance with the SFOA by completing the *MAHC Hospitals Witness Report for Smoking Violations* (Appendix A). The form requires you to report the offender's name. This can be achieved by politely asking the offender for their name. Completed forms can be emailed to the Chief Executive, Diagnostics, Ambulatory & Planning for review and follow-up with the health unit. The health unit will make the determination whether to issue a warning or issue a ticket. The *MAHC Hospitals Witness Report for Smoking Violations* should only be completed when an individual is persistent in their non-compliance with the SFOA.
- 4. If you feel a situation is escalating or your personal safety is threatened, call a Code White immediately, contact OPP and/or MAHC Security as required.

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Next Review Date: 06/01/2023 00:00:00	Version: 2.0	
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Manual:	Administration	Number:	
Section:	General Administration	<b>Effective Date:</b>	01 Jun 2016
Pages:	2 of 3	<b>Revision Date:</b>	09 Oct 2020

# **Fines**

The fines for smoking on hospital property are enforced by health unit tobacco enforcement officers.

# **Cross Reference**

MAHC Smoke-Free Grounds Policy & Procedure

MAHC Smoking Cessation for Admitted Patients Policy & Procedure

MAHC Smudging Ceremony Policy & Procedure

#### **Notes**

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# **References / Relevant Legislation**

Not applicable

### **Appendices**

Appendix A – MAHC Hospitals Witness Report for Smoking Violations

Last Reviewed Date: 05/01/2017 00:00:00	Signing Authority: Senior Leadership Team
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# MUSKOKA ALGONQUIN HEALTHCARE WITNESS REPORT FOR SMOKING/VAPING VIOLATIONS

Only complete as much of incident report as your safety permits.

Smoking on hospital property in contravention o	Smoking on hospital property in contravention of the Smoke-Free Ontario Act (SFOA)					
☐ Vaping on hospital property in contravention of MAHC's Smoke-Free Grounds Policy						
Holding lighted tobacco on hospital property in contravention of the Smoke-Free Ontario Act (SFOA)						
Description of Alleged Offence:						
Date of Offence: D M M D	Time of Offence: AM PM					
Hospital Name:						
Hospital Address: Street No. and Street Name Code	City/Town Postal					
Details of occurrence and exact location where alleged offence occurred on hospital property:						
Person Observed in Contravention of the SFOA or MAHC Smoke-Free Grounds Policy (including vaping prohibition):						
Last Name:	First Name:					
Address: Street No. and Street Name	City/Town Postal Code					
Phone Number:						
Witness:						
Last Name:						
Last Name.	First Name:					
Signature:	First Name:					

Please send the completed Witness Report by interoffice mail to Harold Featherston, Chief Executive – Diagnostics, Ambulatory & Planning or scan and email to harold.featherston@mahc.ca.

The Simcoe Muskoka District Health Unit's information service, Health Connection, is available for Smoke-Free Ontario Act enforcement questions at 705-721-7520 or 1-877-721-7520 Monday to Friday, 8:30 a.m. to 4:30 p.m.

	Huntsville District Memorial Hospital Site		emorial Hospital Site	Simcoe Muskoka District Health Unit	
	100 Frank Miller Drive,	75 Ann,	Street,	Tobacco Enforcement	
Last Reviewe	d Datte: 05/04/2017 00:00:00	Bracebridge, Or	Signing Auth	ority: Semior Leadership Team	
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