

# Lifesong Hospice and Palliative Care

## Human Resources Policies and Procedures

### Smoking HR.S35

**Regulation(s):** | None  
**L-Tag(s):** | None

**POLICY:** Lifesong Hospice and Palliative Care provides a smoke-free workplace that promotes productivity and the well-being of its employees.

#### **PROCEDURE:**

1. Smoking is prohibited throughout the workplace and applies equally to all employees, volunteers, clients, and visitors.
2. Employees may smoke only in designated outside areas during breaks and meal periods.
3. Direct patient care staff must ensure that their person, clothing and any accessories do not have an odor of smoke at any time while working for Lifesong Hospice and Palliative Care. At no times are patients and/or their families to be subjected to the odor of smoke. Employees who smoke will execute proper handwashing immediately after smoking.
4. Employees and volunteers are not permitted to smoke in a patient's home or on any facility campus.

<b>Created:</b>	<b>Reviewed:</b>	<b>Revised:</b>	<b>Effective:</b>
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