

SECTION - HOSPITAL OPERATIONS
ADMINISTRATIVE DIRECTIVE NO. 706
(Replaces AD dated 1/19/06)

Effective Date: December 7, 2006

SUBJECT: SMOKING REGULATIONS

I. PURPOSE

Environmental tobacco smoke (ETS) is recognized as the third leading cause of preventable death, behind active smoking and alcohol, and has been designated as a carcinogen (known to cause cancer in humans) by the State of California and the U. S. Environmental Protection Agency.

II. AUTHORITY

Executive Order W-42-93 dated February 19, 1993; Department of Mental Health Special Order No. 901.03 dated January 27, 2005; Government Code Section 7597; Government Code Section 19994.30-35; Health and Safety Code Section 104495; Title 22: Division 5, Chapter 4, Article 4, Section 73509.

III. POLICY

Smoking is prohibited by employees, Individuals, and the public in all buildings throughout Coalinga State Hospital (CSH), as it is in all state-owned buildings and leased space; including private offices, state vehicles, and where officially posted.

IV. METHOD

Within Buildings: The smoking prohibition shall apply to any area enclosed by the perimeter (outermost) walls of the building. Atriums, balconies, stairwells, loading docks, and other similar building features are to be considered "within a building".

Outside Buildings: Ashtrays and other appropriate smoking litter appliances will be provided on the exterior premises of state-owned or leased buildings.

- A. Managers and supervisors are responsible to inform all current and new employees and Individuals of the hospital's smoking policy, and to implement and enforce this directive.
- B. Smoking is not permitted within 20 feet horizontally or vertically of a main exit, exterior entrance, operable window, or air intake opening of a building.

- C. Smoking products will not be given to Individuals by staff or volunteers, as token rewards, or as part of a treatment plan. No state, Recreational Activity Program or Patient Benefit Funds will be used to purchase smoking products.
- D. Units will provide reasonable courtyard access to their Individuals who smoke, between the hours of 0600 and 2100 hours.
- E. Staff inside the security area desiring to smoke may use the courtyards on Buildings 1 thru 8 and must access them through the doors off of the main hallway.
- F. CSH will continue to offer smoking cessation information and resources to assist employees and Individuals to stop smoking, and to provide ongoing encouragement to such employees and Individuals to remain nonsmokers. Individuals desiring information on smoking cessation assistance should call the toll-free telephone number to the "California Smoker's Help Line" at (800) 766-2888.
- G. All buildings shall, at a minimum, have clearly displayed signage at all main entrances to notify staff, Individuals, and visitors that smoking is prohibited within the building, and in any outdoor area within 20 feet of the building.
- H. Smokers are responsible for keeping their smoking areas clean.



W. T. VOSS
Executive Director

Cross Reference(s):

A.D. 326 Fire Inspections

A.D. 982 Hospital Environmental Inspection Team