

# HARRIS HEALTH SYSTEM

## POLICY AND REGULATIONS MANUAL

Policy No: 8.06  
Page Number: 1 of 4  
Effective Date: 06/03/2008  
Board Motion No: N/A  
Last Revised Date: 03/10/2020  
Due For Review: 03/10/2023

**TITLE: SMOKE-FREE, TOBACCO-FREE AND VAPE-FREE ENVIRONMENT**

**PURPOSE:** To provide guidelines for maintaining the Harris Health System as a smoke-free, tobacco-free and vape-free environment.

### **POLICY STATEMENT:**

The Harris Health System (Harris Health) provides a healthy, smoke-free, tobacco-free and vape-free environment for all workforce members of Harris Health. Harris Health designates its facilities as “smoke-free, tobacco-free and vape-free.”

### **I. DEFINITIONS:**

- A. **FACILITIES:** All health care facilities and other buildings owned or under control of Harris Health. These facilities include all hospitals, community health centers, eligibility centers, mobile health clinics, parking lots, and parking garages, and common areas on the premises. Common areas include elevators, lobbies, hallways, restrooms, reception areas, stairwells, seating areas, concourses, sidewalks, and walkways on the premises.
- B. **ELECTRONIC CIGARETTE/E-CIGARETTE:** Any electrical devise that simulates the act of tobacco smoking including e-cigarettes, e-cigars, e-hookahs and e-pipes.
- C. **SMOKING AND USING TOBACCO:** Includes utilizing chewing tobacco or the carrying of a lighted cigarette, cigar, pipe, or use of electronic nicotine delivery systems – known as e-cigarettes, e-cigars, e-hookahs and e-pipes.
- D. **VAPING:** Vaping refers to the use of electronic nicotine delivery systems or electronic smoking devices. These are commonly called e-cigarettes, e-pipes, e-hookahs and e-cigars.
- E. **WORKFORCE MEMBERS:** Includes Harris Health System employees, contractors, and medical staff partners who work at Harris Health System facilities.

### II. SMOKE FREE, TOBACCO-FREE AND VAPE-FREE ENVIRONMENT:

- A. Harris Health prohibits smoking and the use of all tobacco products in all Harris Health facilities and common areas.
- B. Harris Health prohibits the use of electronic nicotine delivery systems or electronic smoking devices. These are commonly called e-cigarettes, e-pipes, e-hookahs and e-cigars in all Harris Health facilities and common areas.
- C. Harris Health prohibits vaping in all Harris Health facilities and common areas. Vaping refers to the use of electronic nicotine delivery systems or electronic smoking devices. These are commonly called e-cigarettes, e-pipes, e-hookahs and e-cigars.
- D. Smoking and the use of tobacco products in any Harris Health vehicle or any personal vehicle while at any Harris Health facility is prohibited.
- E. Vaping or utilization of electronic nicotine delivery systems or electronic smoking devices such as e-cigarettes, e-pipes, e-hookahs and e-cigars in any Harris Health vehicle or any personal vehicle while at any Harris Health facility is prohibited.

### III. SIGNAGE:

“No Smoking or Vaping” signs must be clearly posted at all prominent areas of Harris Health, including outdoor areas, parking lots, and garages.

### IV. COMPLIANCE:

- A. All Harris Health workforce members.
- B. All non-compliant employees are subject to disciplinary action outlined in Harris Health System Policy and Procedures 6.20 Corrective Action.

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- C. All Harris Health employees must inform a person smoking, vaping or using chewing tobacco in or on Harris Health facilities that smoking, vaping and the use of tobacco products is prohibited.
- D. Harris Health employees should inform the person that the facilities are smoke-free, tobacco-free and vape-free. Upon providing this information to a person smoking, vaping or utilizing tobacco products, the Harris Health Employee should:
1. Walk away from the person;
  2. Do not be confrontational; and
  3. If the person acts in a threatening manner contact the Security and Parking Department.

### REFERENCES/BIBLIOGRAPHY:

City of Houston, Texas Code of Ordinances, Ch. 21, as amended by Ordinance No. 2006-1054, effective September 1, 2007.

Harris Health System Policy and Procedures 6.20 Corrective Action.

### OFFICE OF PRIMARY RESPONSIBILITY:

Harris Health System Sr VP of Human Resources / Wellness Director

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### REVIEW/REVISION HISTORY:

Effective Date	Version# (If Applicable)	Review or Revision Date (Indicate Reviewed or Revised)	Reviewed or Approved by: (If Board of Managers Approved, include Board Motion#)
	Original 1.0	Reviewed 05/13/2008	Director of Health Promotion Services
06/03/2008		Approved 06/03/2008	HCHD Policy Review Committee
		Approved 06/24/2008	HCHD Board Of Managers (Board Motion Number 08.6-425)
	2.0	Revised and Approved 11/08/2011	HCHD Operations Policy Committee
	3.0	Approved 02/16/2012	HCHD Department of Public Safety
		Approved 02/10/2012	HCHD Corporate Compliance
		Approved 03/06/2012	Harris County Attorney's Office
		Approved 03/13/2012	Operations Policy Committee
		Revised and Approved 03/10/2020	Structure and Organizational Standards Committee