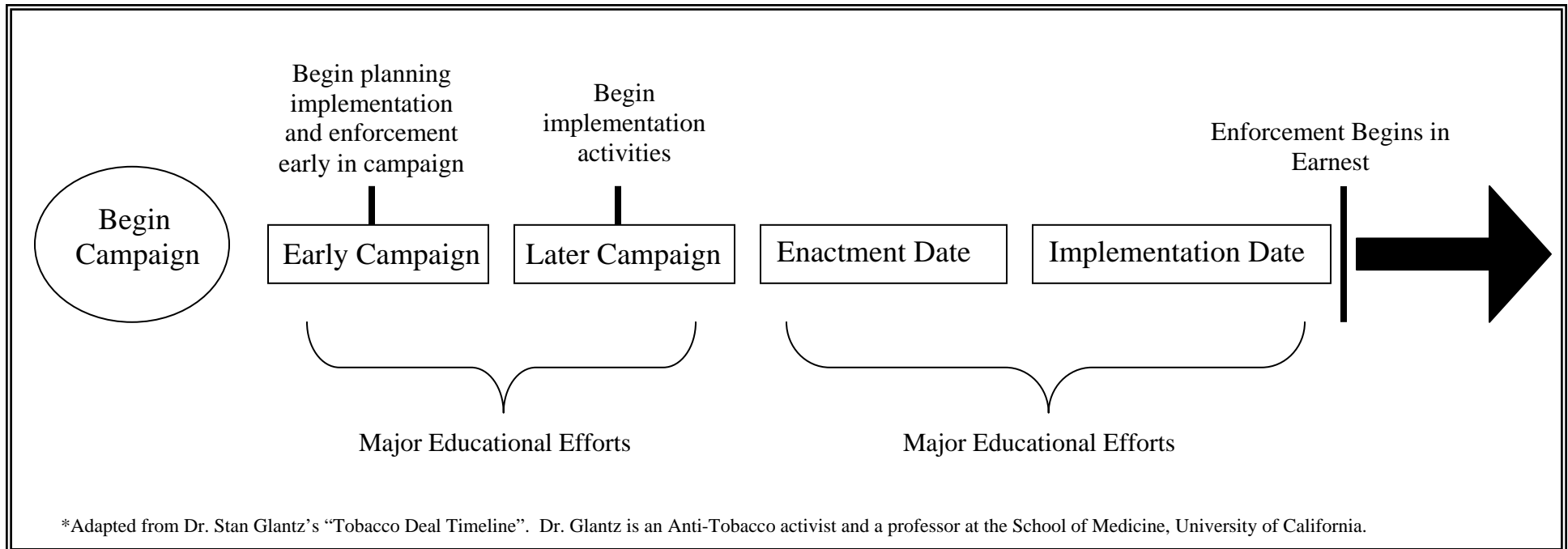


Smoke-Free Workplace: *The following information offers guidelines, best practices and examples of draft policy for smoke-free workplace initiatives.*



Fundamentals of Smoke Free Workplace Laws: *This document, provided by Americans for Nonsmokers' Rights, includes recommendations for developing, enacting, and implementing effective smoke free policies in your workplace. Information presented in this document is based on experiences and lessons learned from tobacco control advocates throughout the country. (Click on the links below for additional examples and tips).*

I. Guiding Principles

- a. **A Checklist to Implement a Smoke-Free Environment:** *This document contains steps to implement a smoke-free environment at your facility. For more information or to request materials or a consult please click on the following link: [SFE Information Request](#).*
- b. **Smoking in the Workplace:** *Guidelines for implementing a smoke free policy.*

- c. [Smoke Free Law Implementation and Evaluation Resources](#): *Resources for developing, drafting, educating, implementing, and enforcing smoke free policy.*
 - i. Drafting Legislation
 - ii. Implementation Materials
 - iii. Organizations / Websites
 - iv. Evaluation Results: Health Studies and Economic Impact Studies
 - v. Presentations and Notes
 - vi. Case Studies and Journal Articles
- II. Best Practices: Policy Elements
- a. [Model Policy for a Smoke Free Workplace](#)
 - b. [Rochelle Community Hospital Draft Policy](#): *“Rochelle Community Hospital (RCH) is committed to the promotion of quality health care, which includes the prevention of disease. To establish and maintain the safest possible environment in which to deliver such care, RCH campus buildings, property, parking lots and operated vehicles are tobacco free.”*
 - c. [Mayo Clinic Smoking Policy](#): *This policy communicates Mayo’s position on smoking and the use and sale of tobacco products and its expectation for all employees.*
 - d. [Smoke Free Workplace Policies have a Positive Effect on Business](#): *Fact sheets for public and policymaker education.*
 - e. [Smoke Free Policies are Good for Workers](#): *Fact sheets for public and policymaker education.*
- III. Never Agree to Preemption
- IV. Additional Campaign Elements
- a. [Legal Challenges to Smoke Free Indoor Air Ordinances](#): *Legal challenges are among the tactics used by the tobacco industry to oppose local clean indoor air ordinances.*
 - b. [Healthcare Providers Support Smoke Free Hospitals](#): *It’s a matter of actions speaking louder than words. We are committed to a healthier community, and we need to lead by example,” St. Luke’s Hospital.*
 - c. [Smoke-Free Campus Initiative/Frequently Asked Questions](#): *The following example questions may be used to assist in developing comprehensive responses to inquires about your smoke-free initiative. These questions may be used to provide a framework for drafting talking points, news releases, newsletter articles, and other communication materials.*

- d. [100% Smoke Free US Hospitals and Nursing Homes](#): *The following national hospitals, clinics, and insurers have adopted 100% smoke free policies nationwide which extend to all their respective facilities, campuses, and office buildings.*

Additional Resources:

- [Smoke Free Hospital Toolkit](#): *A guide for implementing smoke-free policies.*
- [Business Costs in Smoke-Filled Environments](#): *Cigarette smoking and secondhand smoke cost \$92 billion in productivity losses annually, according to the US Centers of Disease Control and Prevention.*
- [Federal Policy and Legislation](#).
- [Toolkit Against Second-Hand Smoking Within the Hispanic/Latino Population](#): *An online toolkit for taking action against second-hand smoke.*
- [Preventing Tobacco Use Among Youth](#).
- [Implementing a Tobacco-Free Campus Initiative in Your Workplace Toolkit](#): *Introduction to program evaluation for comprehensive tobacco control programs.*
- [Second-Hand Smoke Posters](#): *Tobacco free promotional materials.*

Information provided comes from various organizations to include, but not limited to:

Americans for Nonsmoker's Rights: <http://www.no-smoke.org/>

US Centers for Disease Control and Prevention: <http://www.cdc.gov/>

Arkansas Department of Health: <http://www.healthylarkansas.com/>

University of California School of Medicine: <http://medschool.ucsf.edu/>

American Cancer Society: <http://www.cancer.org/docroot/home/index.asp>

American Heart Association: <http://www.americanheart.org/presenter.jhtml?identifier=1200000>

American Lung Association: <http://www.lungusa.org/site/pp.asp?c=dvLUK9O0E&b=22542>

American Public Health Association: <http://www.apha.org/>

Tobacco Technical Assistance Consortium: <http://www.ttac.org/>