

TOBACCO-FREE WORKPLACE: HR #605

REVISED: June 14, 2006

PURPOSE:

Medical Associates is dedicated to providing a safe, healthy, comfortable and productive environment for our patients, staff members, physicians and visitors. Establishing a tobacco-free environment enables Medical Associates to lead the way to better health for our employees and the broader community.

SCOPE:

All employees, physicians, contractors, patients, vendors and visitors.

STATEMENT OF POLICY:

Medical Associates is committed to providing a healthy, productive and safe environment for our patients, staff members, physicians and visitors. Therefore, effective August 1, 2006 all Medical Associates property, including company owned vehicles and parking lots, will become tobacco-free environments. There will be no use of tobacco products (including cigarettes, chewing tobacco, etc.) at Medical Associates.

Enforcement is the responsibility of all staff members. Violations by an employee or physician will be considered a breach of policy and will be dealt with accordingly. Visitor and patient enforcement should be done with tact and courtesy. If assistance is needed to ensure compliance, please contact any Medical Associates Manager or the Human Resources Department.