

THE MARY OGILVY HOMES SOCIETY
GUIDELINES

<u>Guideline title</u> SMOKE FREE ENVIRONMENT	Guideline number 009
Authorised by: J. Geeves CEO/DOC	
Last review date: 23/12/2011	
Reviewed by: L. Mitchell	
Associated documents: Accreditation standards/outcomes Staff handbook, Resident handbook.	

MARY OGILVY HOUSE IS A SMOKE-FREE ENVIRONMENT

It is the policy Of Mary Ogilvy House not to permit smoking within the building or grounds of the home, as smoking is recognised to be a hazard to the health, safety and welfare of all persons.

As of 26th April 2010, all new residents admitted to Mary Ogilvy House are required to be non-smokers.

Any staff member who witnesses a resident partaking in the act of smoking, is obliged to immediately inform the Registered Nurse in Charge and complete a Resident Incident Report form.

The Registered Nurse in Charge will notify senior management of the incident. This also relates to smoking incidents reported to staff members by visitors to the home.

Staff members are not permitted to smoke within the building or grounds of Mary Ogilvy House.