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Non – Smoking

1. Policy:

Ozcare has an obligation, under the *Queensland Workplace Health and Safety Act 1995*, to provide a safe working environment and to protect the health of all employees, clients, residents, visitors and volunteers from illness or injury arising from the workplace. The *Queensland Tobacco and Other Smoking Products Act 1998*, also places certain obligations on Ozcare.

To protect the health of all employees, clients, residents, visitors and volunteers from the ill effects of cigarette smoke at work and to ensure Ozcare meets its obligation under the *Queensland Tobacco and Other Smoking Products Act 1998*, a policy of providing a smoke free workplace has been adopted.

Smoking is not permitted within Ozcare's facilities / assets in the following areas:

- Ozcare Buildings
- Enclosed outside areas
- Lunch / food consumption areas
- Within four meters of public access / entry to any facility
- Ozcare vehicles

Provision for smokers will be addressed in individual workplaces, taking into account the Tobacco Act and this policy.

All workplaces are to be smoke free. When staff are visiting and attending to the client's needs in their home, this is considered the staff's workplace and clients are encouraged to not smoke when staff members are in their home. Clients are not permitted to smoke when being transported in staff / Ozcare vehicles. Clients that smoke whilst staff are attending their resident should be approached by staff for permission to ventilate the work area. The non-smoking policy is to be explained to clients on admission.

Clients at Ozcare residential facilities have the choice / right to smoke cigarettes and a designated well ventilated area is made available for clients to smoke. Designated

Smoking Area and No Smoking signs are to be displayed in appropriate areas within all Ozcare facilities.

2. Relevant Legislation / Standards:

Work Health and Safety Act 2011

Queensland Tobacco and Other Smoking Products Act 1998