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**HARTFORD HOSPITAL  
HUMAN RESOURCES POLICY AND PROCEDURE MANUAL**

***TOBACCO-FREE CAMPUS POLICY***

Section: I. Standards of Conduct

Policy #: 118

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**THIS POLICY BECOMES EFFECTIVE ON 11/19/09**

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**Purpose:** To establish and support a tobacco-free environment on Hartford Hospital's premises.

Hartford Hospital is committed to providing a safe, clean and healthy environment for our patients, visitors and staff. As a responsible community leader in healthcare, Hartford Hospital provides a tobacco-free environment to reduce health risks associated with the use of tobacco products (including, but not limited to cigarettes, cigars, pipe tobacco, chewing tobacco, smokeless tobacco, dip and snuff) and to promote and encourage healthy lifestyles throughout the community.

**Policy:** Hartford Hospital will be a tobacco-free environment, effective *November 19, 2009*. The use, sale or noticeable odor resulting from tobacco products is prohibited on all of its premises.

**Scope:**

1. This policy applies to all persons, including staff, physicians, inpatients, hospital-based outpatients, visitors, students, vendors, contractors, subcontractors, children/youths, volunteers and others in Hartford Hospital buildings, on hospital-owned grounds, parking lots, parking garages and ramps, in all hospital-owned or leased vehicles, all personal vehicles located or parked on hospital property.
2. "Premises" is defined as all Hartford Hospital owned buildings and grounds, parking lots and garages and ramps, all hospital-owned or leased vehicles and personal vehicles located or parked on hospital property.

**Procedure:**

1. A comprehensive communication plan will be implemented that will inform staff, visitors, patients and all others of this action. Signs will be posted at each facility's entrances and displayed in prominent, visible areas thanking individuals for not smoking or using tobacco products in accordance with this policy.
2. Staff members will be oriented to this tobacco-free policy. Human Resources will also inform employment candidates of this policy during the application process and in the new hire orientation process.

# Hospital Human Resources Policy And Procedure Manual

**Evelyn U Salvador, NCRW, JCTC**



## **Hospital Human Resources Policy And Procedure Manual:**

*HR Policies and Procedures Manual for Medical Practices* Phd Courtney Price, 2014-06 In this updated edition of MGMA's popular HR resource you will receive guidance on developing policies and procedures and have access to more than 100 forms and policies that you can modify and use **Human Resource Policies and Procedures for Nonprofit**

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**Resources Policies and Procedures Manual** Inc Bizmanualz, 2014-01-01 Human Resources Procedures for Employee Management can help you easily create the Human Resources HR policies and procedures manual you need to ensure the fair treatment of employees as required by Federal law Thoroughly researched and reviewed by experts in the field this important organizational resource provides more than 800 pages of content based on best practices and it addresses important issues such as COBRA HIPAA ADA FMLA and other major Federal employment regulations This quality hardback edition also covers important employer employee topics such as job descriptions hiring and termination compensation and benefits training and development as well as general HR administration It also includes a sample Employee Handbook and an HR Managers Manual Designed for busy professionals such as HR Executives Office Managers and Business Owners Human Resources Procedures for Employee Management is an important tool in managing the most important resource in your business your employees This new edition also includes updated and complete job descriptions for every job referenced in the text Given the broad range of topics that fall under the HR rubric creating a system of policies and procedures can be a daunting task Fortunately with Human Resources Policies and Procedures Manual there is no need to start from scratch it's already been done for you **The Health Care Manager's Human Resources Handbook** Charles R. McConnell, 2003

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**Current Catalog** National Library of Medicine (U.S.), 1980 First multi year cumulation covers six years 1965-70

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for all aspects of business management carefully tailored for the veterinary practice It is a vital resource for any veterinarian or staff member involved in practice management

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ACSM's Resource Manual for Guidelines for Exercise Testing and Prescription American College of Sports Medicine, Jeffrey L. Roitman, 2001 This complementary book to ACSM's Guidelines for Exercise Testing and Prescription elaborates on the Knowledge Skills and Abilities KSAs you need to study for any of the American College of Sports Medicine certification exams It also serves as a valuable professional resource behind the Guidelines New content includes updated research throughout and a reorganization of the KSAs to correspond with the sixth edition of ACSM's Guidelines Significantly revised chapters include Epidemiology of Physical Activity Physical Fitness and Selected Chronic Diseases Diet and Chronic Disease Medical and Invasive Interventions in the Management of Coronary Artery Disease Comprehensive Cardiovascular Risk Reduction in Patients with Coronary Artery Disease Smoking Cessation Policies and Procedures for Clinical Programs Both the clinical and health fitness tracks are covered in an attractive design that highlights the KSAs for each level of certification The book features both theoretical and practical physiological concepts and relates the examples to exercise testing training and programming thus providing a complete perspective on clinical exercise physiology and fitness A Brandon Hill recommended title

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[Health planning reports subject index](#) United States. Health Resources Administration, 1979

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