



Current Status: Active

PolicyStat ID: 6027803



**Origination Date:** 07/2004  
**Last Approved:** 02/2019  
**Last Revised:** 02/2019  
**Next Review:** 02/2022

**Owner:** *Cindy Scott: VP Human Resources/CHRO*  
**Policy Area:** *Human Resources and Employment*

**References:**

## Tobacco-Free Campus

### Scope

This policy applies to all employees, staff, students, volunteers and contractors of The University of Texas Health Science Center at Tyler (the "University"). Visitors and patients will be appropriately informed. Graduate program applicants to the University are subject to [Texas Education Code - EDUC § 51.842](#) and will be excluded only from the tobacco compound testing requirement.

### Purpose

To provide a tobacco-free environment; to eliminate smoking and tobacco use on campus, including electronic cigarettes, chewing tobacco, and vapor producing products (collectively "nicotine/tobacco/smoke products"); to reduce risks and adverse effects of smoking or tobacco use to patients; and to reduce the risks of passive or secondhand smoking. The University supports and promotes good health.

### POLICY

Effective July 1, 2004, the University became a tobacco-free campus. The tobacco-free policy was established in the interest of the health and safety of the University's patients, employees, students, volunteers, and the public.

The University is dedicated to providing a healthy, comfortable, and productive work environment for its employees. To contribute to the health and well-being of the University community and to enhance its air quality, the University is an entirely tobacco-free campus, including the use of nicotine/tobacco/smoke products in or on University facilities, grounds, entryways, and parking lots.

Nicotine/tobacco products include all forms of tobacco, whether smoked ( *i.e.*, cigarettes, cigars, pipes) or smokeless ( *i.e.*, chewing tobacco, snuff), electronic cigarettes ( *i.e.*, e-cigarettes), products that may contain tobacco or nicotine, and vapor producing devices that mimic the appearance of smoking.

Effective March 1, 2019, all new hires, volunteers, trainees, and student employees will be tobacco-free at the time of hire, appointment, or acceptance. The office of Human Resources will advise all applicants during the application process and remind new employees of this policy during orientation. All candidates for employment will be required to sign acknowledgments indicating that they do not presently use and will not use nicotine/tobacco/smoke products during the terms of their employment. Applicants who decline screening for tobacco use will not be considered for employment. Post-offer applicants, volunteers, and trainees will be screened for tobacco use to ensure they are tobacco-free. Offers of employment will be rescinded to individuals who fail

tobacco screening; individuals may reapply after ninety (90) days.

Nicotine/tobacco/smoke product use is not allowed in University workplaces, whether these workplaces are owned, leased, operated, or otherwise controlled by the University. Nicotine/tobacco/smoke product use is not allowed in vehicles being operated on University owned, leased, operated, or otherwise controlled by the University locations. Nicotine/tobacco/smoke product use is not allowed in personal vehicles when transporting persons on authorized University business.

On-site smoking cessation programs shall be made available to assist and encourage individuals who wish to quit smoking. Questions and problems regarding this policy should be handled through existing departmental administrative channels and administrative procedures. All employees will be notified about, and have access to, this policy and sign acknowledgments.

## Existing Employees

Current employees who use nicotine/tobacco/smoke products will be provided information on cessation programs or classes. While the University is aware that the cessation process may take many attempts, these individuals will be required to observe the University's Tobacco-Free Campus policy. Employees should contact Human Resources for further guidance.

## Contractors and Vendors

To ensure a healthy environment and an equitable University-wide policy, all contractors and vendors, including but not limited to, contractors, sub-contractors, vendors and vendor representatives, will be required to comply with this policy while on University property or in any University vehicle. Patients and other visitors will also be expected to comply.

## Compliance

If compliance is not achieved, University police, under [Texas Penal Code 48.01](#) or [Texas Education Code - EDUC § 51.202](#), may enforce this policy. Violation of the Penal Code provision is a Class C misdemeanor with a possible fine up to \$500 per occurrence. Any violations of this policy will be handled through departmental administrative channels and administrative procedures. Failure to comply may result in disciplinary action, up to and including termination of employment.

## References

[Joint Commission EC.02.01.03](#)

[Texas Penal Code 48.01](#)

[Texas Education Code - EDUC § 51.202](#)

[Texas Education Code - EDUC § 51.842](#)

## Attachments

No Attachments

## Approval Signatures

Step Description	Approver	Date
	Kirk Calhoun: President/Prof of Medicine	02/2019
Executive Cabinet	Michelle Harris: Executive Assistant Senior	02/2019
Office of Legal Affairs	Donna Patillo: Legal Assistant	02/2019
Faculty Senate	Vijaya Lella: Prof Of Biochemistry [DP]	02/2019
	Cynthia Scott-Lunau: VP Human Resources/CHRO	02/2019

COPY