



Smoke Free Policy

Printed copies must not be considered the definitive version

DOCUMENT CONTROL		POLICY NO.	PH-132
Policy Group:	Public Health		
Lead Author:	Smoke Free Grounds Short Life Working Group		
Lead Executive:	Director of Public Health		
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Last review date:	Pre 2019	Next review date	December 2027
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Equality Impact Assessed:	Yes	Equality Impact Assessment date:	Nov 2024
Data Protection Impact Assessed:	No – Not required	Data Protection Impact Assessment Date:	No – Not required

Policy on a page

Summary & Aim	Key Requirements
This policy sets out the Board's response to national smoke free guidance, outlining roles, responsibilities and processes.	The policy aligns local implementation of national guidance and legislative requirements
Target Audience	Previous Names
The policy is Board wide and applies to staff, patients and visitors on our sites	Smoke Free Policy V2

Equality and Diversity Statement
<p>NHS Dumfries and Galloway recognise that some communities within society are more likely than others to experience discrimination, prejudice and inequalities. The Equality Act 2010 specifically recognises the protected characteristics of age, disability, sex, race, religion or belief, sexual orientation, gender reassignment, pregnancy and maternity, and marriage and civil partnership. The Fairer Scotland Duty, also requires NHS Dumfries and Galloway to actively consider how socio-economic disadvantage can be reduced when making strategic decisions.</p> <p>The New Armed Forces Covenant Statutory Duty places an expectation on NHS Dumfries and Galloway to consciously consider the Armed forces Covenant when developing, delivering and reviewing policies and decisions which may impact the Armed Forces community and help improve their access to public services.</p> <p>Consideration on all of the protected characteristics, the Fairer Scotland Duty and the Armed Forces Covenant are included within the Equality Impact Assessment process and documentation, which must be completed as part of the Policy Development Process.</p> <p>NHS Dumfries and Galloway is committed to promoting and advancing equality, removing and reducing discrimination and harassment and fostering good relations between people that hold a protected characteristic and those who do not. This applies both in the provision of services and as our role as a major employer. NHS Dumfries and Galloway believe that all people have the right to be treated with dignity and respect and is committed to the elimination of unfair and unlawful discrimination practice.</p>

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1. PURPOSE AND RATIONALE

1.1 This policy sets out the aims of NHS Dumfries & Galloway to:

- Improve the health of all users of NHS Dumfries & Galloway services by protecting people from the dangers of exposure to environmental tobacco smoke.
- Improve patient safety by reducing the risk of smoking-related post-operative complications, including slow healing and healthcare associated infections, through stopping while unwell or recovering.
- Challenge expectations about smoking on hospital grounds while making it easier for patients, staff, and visitors to comply with the Smoke Free Policy.
- Highlight stop smoking support provided by Quit Your Way for NHS Dumfries & Galloway patients, visitors, or staff who wish to stop using tobacco.
- Contribute to efforts to improve health and reduce health inequalities.
- Ensure, patients, staff and visitors are aware of the legal requirements about smoke free hospitals and
- the potential of fines for people caught smoking within 15 metres of hospital buildings.
- Highlight that the Board do not permit use of use e-cigarette/vaping within any NHS building or within 15 meters of hospital buildings and will discourage use of e-cigarette/vaping on NHS grounds.

2. POLICY AIMS

2.1 NHS Dumfries & Galloway has a duty to improve the physical and mental health of the people who live, work, and visit Dumfries & Galloway and recognises that promoting and enforcing smoke free environments will benefit the health, safety, and welfare of all users of NHS Dumfries & Galloway premises. As the largest preventable cause of ill-health and early death in Scotland, the harms caused by tobacco and the cost of treating smoking-related disease, are well known. In 2019, smoking accounted for an estimated 9,275 deaths (300 deaths per 100,000 population) in those aged 35 and over in Scotland. Over 100,000 people were admitted to Scottish hospitals with smoking recorded as a primary or secondary cause of admission. Extensive research has demonstrated the link between smoking and workplace absence and staff ill-health. Therefore NHS Dumfries & Galloway has a duty to promote smoking cessation to staff and a responsibility to take steps to help its employees remain healthy. Additionally, removing tobacco use from NHS grounds may contribute to de-normalising smoking, a behaviour which contributes to around a quarter of all deaths in Scotland. The health and social care costs of smoking are considerable.

This policy update also ensures compliance with the following legislation and guidance:

- Smoking, Health and Social Care (Scotland) Act (2005)
- The Prohibition of Smoking Outside Hospital Buildings (Scotland) Regulations 2022
- World Health Organisation Framework Convention on Tobacco Control

NHS Dumfries & Galloway has a responsibility to protect health and reduce health inequalities. NHS Dumfries & Galloway aims to be a health promoting organisation and provide a safe and healthy environment for everyone using its premises. As an Anchor Institution it has a responsibility to set standards and role model good practice in the community. This policy aims to contribute to NHS Dumfries & Galloway's commitment to limit avoidable harm from smoking, and to implement effective tobacco control strategies. This policy also aims to support NHS Dumfries & Galloway to comply with the law and supporting guidance within the Review of 'Creating a tobacco-free generation: A Tobacco Control Strategy for Scotland' and CEL 01 (2012) Health promoting Health Services. This policy aims to contribute to improvements in patient and staff safety by reducing exposure to second-hand smoke thus contributing to the improvement of health in Dumfries & Galloway.

To comply with Scottish Government policy and wider legislation, smoking has not been allowed on any NHS Dumfries & Galloway grounds, inside NHS Dumfries & Galloway premises or in NHS Dumfries & Galloway vehicles from 31st March 2015.

The Prohibition of Smoking Outside Hospital Buildings (Scotland) Regulations 2022 means it is now a criminal offence to smoke within 15 metres of a hospital building. These regulations came into force in September 2022, with Mental Health Services being exempt from the legislation until September 2023. This applies to everyone, including staff, visitors, and patients.

The specified 15 metre distance includes awnings, canopies, or any other overhanging structure connected to a hospital building, even if they extend further than 15 metres from a hospital building. If an individual is found smoking within the 15-metre zone, they will be asked to stop. They may also face:

- a fixed penalty notice of £50
- a £1,000 fine if taken to court

In accordance with The Prohibition of Smoking Outside Hospital Buildings (Scotland) Regulations 2022, appropriate signage must be displayed and be clearly visible at main entrances to hospital grounds and on buildings to advise people that there is a ban on smoking within 15 metres of the building. Posters and leaflets must also be distributed to hospitals and primary care premises, and displayed to let people know about the ban.

Smoking cessation services, branded Quit Your Way, are available to provide support to people who smoke. Information on how to access these services will be made available to all staff and patients. Staff and patients can self-refer to Quit Your Way or give consent to someone else to make a referral on their behalf.

3. POLICY SCOPE

- 3.1 The policy applies to all staff, patients, visitors, contractors and other people who work within NHS Dumfries & Galloway premises or on NHS Dumfries & Galloway grounds (e.g. students, staff on placement voluntary workers, workers from other organisations to whom the buildings are leased, contractors, or personnel with honorary contracts).

The policy covers all NHS Dumfries & Galloway premises. NHS Dumfries & Galloway's premises have been smoke-free since 31st March 2015. Smoking is prohibited in all areas including all NHS Dumfries & Galloway buildings (including staff residencies) or any other property belonging to, or leased or rented by NHS Dumfries & Galloway, all NHS Dumfries & Galloway grounds, and all NHS Dumfries & Galloway vehicles – this includes lease cars, pool cars and vans, and all privately-owned vehicles when being used on NHS business. This policy also applies to staff working in locations that are not owned by NHS Dumfries & Galloway but are used for NHS Dumfries & Galloway business, including local authority buildings and their grounds and primary care centres

4. DEFINITIONS

- 4.1 **Tobacco products:** This policy refers to tobacco products including those that traditionally are smoked, snuffed, and ingested as well as other oral forms of tobacco. Aspects of this policy also apply to e-cigarettes or vaping devices. Most E-cigarettes or Vaping Devices contain nicotine which is addictive and some research shows they can be a gateway to smoking. The long term impacts of vaping are not clear yet. Whilst there is some public health benefit, for those who wish to stop smoking, switching completely to using e-cigarettes instead of smoking (whilst noting that using approved nicotine replacement therapies is a safer smoking cessation method) there is no public health benefit for people who have never smoked in using e-cigarettes and e-cigarettes are not products for children and young people. They are not permitted to be used inside any NHS buildings and within 15 metres of hospital buildings. They are also discouraged from use in all NHS grounds.

Quit Your Way staff can also advise users of e-cigarettes affected by the 15 metre restriction as an inpatient or who would like support to stop vaping.

5. DUTIES / RESPONSIBILITIES

5.1 Overall responsibility and accountability:

- Accountability for the Smoke Free Grounds Policy lies with the Chief Executive but is delegated to the Director of Public Health.

6. PROCESS / PROCEDURES

6.1 Staff

Staff must take responsibility for promoting a smoke free culture at work and a healthy lifestyle. All staff will be responsible for addressing smoking in restricted areas and working with service users to engage them to support adherence to the policy on any Board premises.

Healthcare Professionals are important role models in promoting healthy lifestyles and behaviours to patients, their families and carers: especially children. It is not acceptable, therefore, for staff to be seen smoking whilst on duty or overtly recognisable as a member of staff (for example, when in uniform, or wearing identification, or handling Board business).

NHS Dumfries & Galloway wishes to support staff to comply with the legislation and NHS Dumfries & Galloway's Smoke Free Grounds Policy, therefore staff are not permitted to smoke on any Board premises and grounds, whilst on duty and/or whilst overtly recognisable as working for the Board. Staff should understand that they risk a fine, if they smoke within 15 metres of the Board's hospital buildings.

These rules aim to protect people from the harms of passive smoking by restricting where smoking takes place.

Staff who breach the policy will be offered a referral to the Quit Your Way service. Even if they do not wish to make use of this service, they will still be expected to comply with the law and NHS Dumfries & Galloway's policy. Training on implementing the Smoke Free Grounds Policy will be available for managers and supervisors. This will include guidance on pharmacological and behavioural dependence on tobacco and nicotine, second hand smoke tobacco and information on the support available to smokers and those who vape e-cigarettes.

Staff are encouraged to use Nicotine Replacement Therapy (NRT) if they need to manage withdrawal symptoms while at work. The Quit Your Way service can support staff members who smoke to manage nicotine withdrawal whilst they are at work, even if they do not want to stop smoking altogether.

For advice and support staff should self-refer to the Quit Your Way Service directly.

All staff should support compliance by bringing the policy to the attention of others and referring patients onto Quit Your Way services as appropriate. All staff should encourage people not to smoke anywhere on NHS Dumfries & Galloway premises. The challenges in ensuring compliance with the policy are acknowledged and staff should be sensitive to individual circumstances.

Patients

All patients should have their smoking status assessed on referral, admission or attendance at a healthcare appointment in both Primary and Secondary care settings and documented in their patient record. All patients who smoke should receive advice, guidance and support about tobacco use and effective methods of stopping smoking. The offer of a referral to Quit Your Way services should be made at the first contact with a health professional e.g. outpatient, pre-assessment clinics. This offer should then be repeated at appropriate stages throughout the patient journey e.g. on admission.

All wards, clinics and departments should have up-to-date information on Quit Your Way services. All appointment letters or texts will inform patients that they will be coming to a smoke free environment and provide contact information for the Quit Your Way service.

All inpatients who smoke should be prescribed NRT unless contraindicated or refused. A note of the discussion and its outcome should be documented within the patient record. Where the patient has been too unwell to understand advice, or has declined advice, staff should re-offer it at the first appropriate opportunity. If the condition of a patient who has previously refused NRT and stop smoking support should deteriorate resulting in them being physically unable to leave the ward, NRT should be considered again to control nicotine withdrawal.

Staff should not assist patients to leave the ward to smoke tobacco unless when clinically appropriate and in consultation with the lead clinician prescribing care. This should be recorded in the patient's notes. For patients who wish to smoke, a note should be added to the patient record stating that they are leaving the unit against advice.

There are no exemptions to this guidance with regard to specific patient groups. In exceptional circumstances and where there is a recognised risk that not smoking impacts prescribed treatment, clinical exemption may be applied by the lead clinician in the prescribed care. This approach may require to be considered where capacity to consent is of concern. This must be recorded within the patient clinical note, patients would be expected to comply with the policy statement requirements.

Staff should continue to offer NRT throughout the person's stay in hospital.

Staff must not purchase tobacco-related products on behalf of patients or offer cigarettes, or other tobacco related products to patients

Guidance will be made available by Quit Your Way to Acute and Mental Health staff on the 'Care of Patients dependent on Tobacco and Nicotine Vaping Devices (NVP's).'

Visitors

Visitors should be made aware of the policy by staff, hospital and wider estate signage, and via patient information. Details of Quit Your Way services will be readily available for those seeking advice or support on stopping smoking or managing their smoking while visiting NHS Dumfries & Galloway sites and grounds. Any visitor smoking in hospital grounds will be asked to stop, to move off-site and may be fined if found smoking within 15 metres of a hospital building.

Complaints

The complaints process is standardised across NHS Dumfries & Galloway sites. Complaints will be handled by the Patient Experience Team and recorded as appropriate on Datix. NHS Dumfries & Galloway will endeavour to reply within the timescales outlined in the NHS Dumfries & Galloway Complaints procedure.

Associated materials

Care of patients dependent on Tobacco and Nicotine Vaping Devices' (Acute and Mental Health) Patient and visitor information.

Medical Gases - NHS Dumfries & Galloway Safe Use of Medicines Policy

7. CONSULTATION

7.1 The review of the Smoke Free Policy was managed by a short-term working group within NHS Dumfries & Galloway chaired by the General Manager for Facilities & Clinical Support Services. There was representation on the group from:

- Acute & Diagnostic Services, NHS Dumfries & Galloway
- Mental Health Services, NHS Dumfries & Galloway
- Community Health and Social Care Directorate, NHS Dumfries & Galloway
- Women & Children Services NHS Dumfries & Galloway
- Quit your Way, NHS Dumfries and Galloway
- Equality & Diversity Lead NHS Dumfries & Galloway
- Senior Workforce Business Partner, NHS Dumfries & Galloway
- Staff Side

8. TRAINING AND SUPPORT

- 8.1 Staff training will be supported by the Quit Your Way team both with regard to policy compliance and available support

9. MONITORING

- 9.1 This policy aligns to the new Scottish Government Tobacco and Vaping Framework: roadmap to 2034.

By November 2025 as part of the first implementation plan of the Framework it states “we will review the effectiveness of the hospital ban to understand the impact of this policy and wider policy options that could be implemented such as the broader approach that Wales introduced in 2021, which included smoke-free hospital grounds and playparks”.

This policy will be reviewed following the outcome of Scottish Government findings and by June 2026. Performance will be monitored and reported to the NHS Dumfries & Galloway Board via the Board Management Team. The Quit your Way team will liaise with service, site and facilities management teams who are responsible for overseeing the implementation and monitoring of policy locally. Implementation of the policy should be monitored and reviewed by managers in each service area and progress reported via the Smoke Free Policy Review Group which is to include membership of the Smoke Free Policy Review Group in addition to representatives from Health and Safety and Risk Management, Healthy Working Lives and Occupational Health. The measures for monitoring are outlined in **Table 1** powers to support the enforcement of the legal restrictions on smoking within 15 metres of hospital buildings sit within the responsibility of local authority Environmental Health Officers. The Monitoring Group will establish an escalation process with Environmental Health departments.

Table 1 Monitoring measures for policy

Element to be monitored	Monitoring Methodology	Report Presented by	Committee	Report Frequency
Complaints received by Patient Experience Team	Number and content of patient and staff complaints related to smoking and vaping. Number and content of complaints recorded on Datix.	QYW Team	Board Management Team	6 month initial review followed by annual review

Element to be monitored	Monitoring Methodology	Report Presented by	Committee	Report Frequency
Data relating to patient and or staff safety having been compromised by the ask for compliance with the 15m exclusion zone.	Number and content of incidents recorded on Datix.	QYW Team	Board Management Team	6 month review followed by annual review
Compliance with 15m exclusion zone.	Numbers of fixed notice penalties issues. Compliance survey Number and content of incidents recorded on Datix.	QYW Team	Board Management Team	6 month initial review followed by annual review
Review of effectiveness of policy to support smoke free environment	Review, discussion and survey methodology such as use of QR codes to capture staff and public experience	QYW Team	Board Management Team.	6 month initial review followed by annual review

10. EQUALITY IMPACT ASSESSMENT

10.1 As part of the process for reviewing and developing this policy an Equality Impact Assessment was undertaken, which did not highlight any issues or actions that had to be progressed.

10.2 All Equality Impact Assessments are published on our external website, which can be accessed by clicking [here](#). A copy contained in appendix 1.

11. DATA PROTECTION AND CONFIDENTIALITY IMPACT ASSESSMENT

- 11.1 A Data Protection Impact Assessment was not undertaken when reviewing this policy as the document did not review or handle confidential or personal information.

12. DOCUMENT CONTROL SHEET

12.1 Document Amendment History

Version	Section(s)	Reason for update
3.1	Whole Policy	Reflects the introduction of 15m legislation to support smoke free grounds

12.2 Distribution

Name	Responsibility	Version number
Corporate Business Manager	Place on Policy Register and External website	V3.2
Communications Team	Lead Staff Wide Communications	V3.2
Board Management Team	Share with Health and Social Care Leadership Group for cascade to Professional leads and operational directorates	V3.2

12.3 Associated documents

Care of patients dependent on Tobacco and Nicotine Vaping Devices' (Acute and Mental Health) Patient and visitor information.
Medical Gases - NHS Dumfries & Galloway Safe Use of Medicines Policy

Evidence base

- Smoking, Health and Social Care (Scotland) Act (2005)
- The Prohibition of Smoking Outside Hospital Buildings (Scotland) Regulations 2022
- World Health Organisation Framework Convention on Tobacco Control
- Raising Scotland's Tobacco-free Generation Our Tobacco-Control Action Plan, Scottish Government, 2018
- Tobacco: preventing uptake, promoting quitting and treating dependence', NICE guideline, November 2021
- Scottish Public Health Observatory: Tobacco Use Key points - ScotPHO

12.4 Action Plan for Implementation

Action	Lead Officer	Timeframe
Disseminate to all staff	General Managers	December 2024
Update Policy Register and external website	Corporate Business Manger	December 2024
Use policy	All Staff	December 2024
Oversee implementation plan	Implementation Plan Short life working group	From December 20204

The detailed implementation plan is included as Appendix 2

Appendix 1

Equality Impact Assessment Tool

This Tool has been developed to ensure that equalities, human rights, economic, social factors and the Armed Forces Covenant Duty are being considered ahead of the implementation of any new or revised policies, provisions, criteria, functions, practices and activities, including the delivery of services. Please note for the purpose of this document these will be grouped together and simply referred to as '**activity**'.

General Information			
Name of activity	Smoke Free Policy (Updated to include an enforceable 15m perimeter prohibition of smoking outside hospital buildings in line with the 'The Prohibition of Smoking Outside Hospital Buildings Scotland) Regulations 2022)'.)		
Lead person and job title	Valerie White, Director of Public Health, David Bryson General Manager Operational Services		
Contact Information (telephone and/or email)	How can the lead be contacted for further info on the IA? General Manger Operational Services	Date of this assessment	17/11/2023 reviewed November 2024
Names and roles of those involved in the impact assessment process	General Manager Operational Services, Equality and Diversity Lead Team Lead, Quit Your Way Service Service Manager, Midpark Senior Charge Nurse Ettrick Ward Senior Workforce Business Partner Clinical Nurse Manager Employee Director / Staffside <i>A full EQIA was carried out to assess the impact of the proposed Smoking Outside Hospital Buildings Regulations to be introduced under the Health (Tobacco, Nicotine etc. and Care) (Scotland) Act by the Population Health; Health Improvement; Healthy Living Unit Directorate The Prohibition of Smoking Outside Hospital Buildings (Scotland) Regulations 2022: Equality Impact Assessment (www.gov.scot)</i>		

Title: Smoke Free Policy

Date: December 2024

Version: 3.2

Lead Author: Smoke Free Short Life Working Group

The only current version of this policy is on the intranet

Describe the activity in no more than 200 words	Changes to the Smoke Free Policy policy are intended to introduce, as per Scottish Government legislation, an enforceable prohibition of smoking outside hospital buildings in Dumfries and Galloway, providing a smoke-free perimeter of 15 metres; supporting the de-normalisation of smoking on hospital grounds in order to help reduce the use of tobacco across the population of Dumfries and Galloway and to reinforce the NHS as an exemplar of health promotion. Additional measures will be put in place to help support patients, visitors and staff in their efforts to stop smoking and will help prevent and reduce exposure to second-hand smoke by people in NHS hospital grounds, at entrances and near windows/vents to buildings.
How will people be affected by this activity?	<p>This will affect smokers, who for reasons of age, illness, disability, mental health status and or pregnancy will not be able to easily get to an area beyond 15 meters of the entrance to a facility. This may mean that they are more at risk of inadvertently committing an offence. However, it remains the case that all of the hospital grounds across the region have been smoke free since 2015 and the legislation is less about financially penalising people than it is about encouraging behaviour change.</p> <p>Smoking remains the biggest preventable cause of death and disability in Scotland so this policy has a strong public health rationale. Any negative impacts felt will be offset by the positive impacts of reduced exposure to second hand smoke for all patients, visitors and staff, the de-normalisation of smoking which is essential to the prevention of youth smoking and critical for a health promoting environment.</p>
Who has been involved in the development of this activity and in what capacity?	<p>General Manager Operational Services, Equality and Diversity Lead Team Lead, Quit Your Way Service Service Manager, Midpark Senior Charge Nurse Ettrick Ward Senior Workforce Business Partner Employee Director / Staffside Clinical Nurse Manager</p> <p><i>A full EQIA was carried out to assess the impact of the proposed Smoking Outside Hospital Buildings Regulations to be introduced under the Health (Tobacco, Nicotine etc. and Care) (Scotland) Act by the Population Health; Health Improvement; Healthy Living Unit Directorate</i></p>

<p>Please include any evidence or relevant information that has influenced the overall decision being considered within this impact assessment</p>	<p>Equality Impact Assessment Results (The Prohibition of Smoking Outside Hospital Buildings (Scotland) Regulations 2022 – Scottish Government</p> <p>The Scope of the Scottish Government EQIA included the following organisations</p> <ul style="list-style-type: none"> • Age Scotland • Children First Scotland • Inclusion Scotland • Black and Ethnic Minority Infrastructure Scotland • Scottish Women’s Convention • Engender • Equality Network • Interfaith Scotland and • Scottish Transgender Alliance <p>Abbie Robertson, Jake Garton and Jody Fergusson have met with Scottish Government Representatives on a number of occasions to discuss the impact of the Scottish Government legislation locally and particularly in relation to people with mental health conditions and vulnerabilities</p> <p>The Royal College of Physicians explains that smoking is the leading cause of death and disability in the UK and there is direct association to hospital outcomes. Moreover tobacco use is responsible for a large proportion of healthcare spending.</p> <p>Smoking continues to cause 100,000 hospitalisations and 9,000 deaths in Scotland each year, and the 2034 target for the country to be tobacco-free is on track to be missed by an estimated 16 years says health charity ASH Scotland.</p> <p>In addition ASH Scotland research suggests that smoking prevalence for people experiencing mental health problems in Scotland’s poorest communities is between 40 to 50 per cent, comparable to the country’s general population smoking rates of the mid-1970s.</p>
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Please complete the table below and outline within the comments sections:

1. any evidence, relevant information or involvement that has influenced the decision on impact (this may also include demographic profiles, audits, research, health needs assessment, work based on national guidance, findings from engagement and consultation). Prompts are available on [page 4](#) to support discussion around potential impacts.
2. Mitigating measures that will be taken to ensure that no impact is negative

When assessing the impact on each protected characteristic, you should consider the following aims of the Public Sector Equality Duty:

- Does the proposed activity impact on the **elimination of discrimination**?
Does the proposed activity contribute towards **advancing equality of opportunity** by removing or minimising disadvantages, meeting the needs of particular groups and encouraging participation in a particular activity?
Does the proposed activity **foster good relations** between different groups?

Protected Characteristics/Impact Areas	Are there any positive impacts?	Are there any negative impacts?	Rationale for decision and further comments	What measures will be put into place to mitigate any negative impacts?
Age	Yes	Yes	<p>Potential negative impact on older people who are more likely to have mobility and chronic health conditions that would prevent them easily and safely accessing an area to smoke or vape that is beyond the 15m.</p> <p>Positive impact on health and wellbeing of all people who are entering what is supposed to be a smoke free environment, situated on smoke free grounds. Those in the older age group may have previously found it harder to protect and move themselves away from the effects of second hand smoke. Smoking, particularly in older age and over a number of years, increases not only the likelihood of receiving care but also the amount of health and social care support needed compared to those people who have never smoked. In creating and legislating for a smoke free environment there may be an increase in people successfully quitting smoking.</p>	<p>All pre-admission appointment letters to include smoke free message and QYW contact information.</p> <p>To ensure all smoking and vaping patients admitted are immediately identified, offered advice, and offered the supply of nicotine replacement therapy (NRT) throughout stay duration where clinically appropriate, to lessen withdrawal symptoms and distress of being in a smoke and vape free environment, and to ensure these patients are offered a referral to the smoking cessation service QYW will provide clinical staff with a SOP entitled 'Care of Patients dependent on Tobacco and Nicotine Vaping Devices (NVP's)' within Acute and Mental Health settings.</p> <p>QYW will also provide a Patient Information leaflet to support this process.</p> <p>There will be a Quit Your Way Acute and Mental Health Stop Smoking Advisor available for face-to-face support for In-patients.</p>

Protected Characteristics/Impact Areas	Are there any positive impacts?	Are there any negative impacts?	Rationale for decision and further comments	What measures will be put into place to mitigate any negative impacts?
				<p>QYW to ensure all staff have access to Public Health Scotland Very Brief Advice in smoking cessation training and to make further training available to all managers which includes guidance on pharmacological and behavioural dependence on tobacco and nicotine, second hand smoke and information on the support available to smokers and those who vape e-cigarettes.</p> <p>In exceptional circumstances and where there is a recognised risk that not smoking impacts prescribed treatment, clinical exemption may be applied by the lead clinician in the prescribed care. This approach may require to be considered where capacity to consent is of concern</p>

Protected Characteristics/Impact Areas	Are there any positive impacts?	Are there any negative impacts?	Rationale for decision and further comments	What measures will be put into place to mitigate any negative impacts?
Disability	yes	yes	<p>Potential negative impact on people who have a disability and are more likely to have mobility and chronic physical and or mental health conditions that would prevent them easily and safely accessing an area to smoke or vape that is beyond the 15m. There may be issues in terms of capacity to understand messaging around smoke free.</p> <p>There is concern that some patients may resist hospital treatment (especially within the context of psychiatric care) based upon the restrictions. Engagement with some patients can be difficult staff report and this may provide an additional barrier to positive engagement.</p> <p>There is further concern that some patients may become violent and aggressive when faced with the restrictions and that staff safety and wellbeing could be at risk if this were to occur.</p> <p>Positive impact on health and wellbeing of all people who are entering what is supposed to be a smoke free environment, situated on smoke free grounds.</p>	<p>All pre-admission appointment letters to include smoke free message and QYW contact information</p> <p>To ensure all smoking and vaping patients admitted are immediately identified, offered advice, and offered the supply of nicotine replacement therapy (NRT) throughout stay duration where clinically appropriate, to lessen withdrawal symptoms and distress of being in a smoke and vape free environment, and to ensure these patients are offered a referral to the smoking cessation service. QYW will provide clinical staff with a SOP entitled 'Care of Patients dependent on Tobacco and Nicotine Vaping Devices (NVP's)' within Acute and Mental Health settings.</p> <p>Patient Information leaflet to support this</p> <p>Quit Your Way Acute and Mental Health Stop Smoking Advisor available for face-to-face support for In-patients.</p>

Protected Characteristics/Impact Areas	Are there any positive impacts?	Are there any negative impacts?	Rationale for decision and further comments	What measures will be put into place to mitigate any negative impacts?
			<p>Those with a mental or physical disability may have previously found it harder to protect and move themselves away from the physical effects of second hand smoke and the normalisation of smoking behaviour. People living with a disability have as much right to a smoke free environment as anyone else.</p> <p>Staff working in hospital based facilities, have as much right to a smoke free environment as anyone else does.</p>	<p>The no smoking symbol is universal and well understood and will be visible on all signage.</p> <p>QYW to ensure all staff have access to Public Health Scotland Very Brief Advice in smoking cessation training and to make further training available to all managers which includes guidance on pharmacological and behavioural dependence on tobacco and nicotine, second hand smoke and information on the support available to smokers and those who vape e-cigarettes.</p> <p>QYW to continue to deliver IMPACT Smoking and Mental Health training to all staff to help support this process.</p> <p>QYW have currently trained a Tobacco Champion for each ward in Midpark using this training.</p>
Sex	yes	no	Positive impact on health and wellbeing of all people who are entering what is already supposed to be a smoke free environment, situated on smoke free grounds.	

Protected Characteristics/Impact Areas	Are there any positive impacts?	Are there any negative impacts?	Rationale for decision and further comments	What measures will be put into place to mitigate any negative impacts?
Gender reassignment and Transgender	yes	no	Positive impact on health and wellbeing of all people who are entering what is already supposed to be a smoke free environment, situated on smoke free grounds.	
Maternity and Pregnancy	yes	yes	<p>Potential negative impact on pregnant women who in the later stages of pregnancy might have mobility issues that would prevent them easily and safely accessing an area to smoke or vape that is beyond the 15m.</p> <p>Positive impact on all pregnant women and new mothers in eliminating the potential for second hand smoke to enter the building via doors and vents.</p> <p>Ensuring that hospital environments are smoke free supports the de-normalisation of smoking something that is extremely important for the health and wellbeing of unborn babies increasing the likelihood that mothers will quit smoking and in turn reducing the likelihood that babies are born prematurely, with respiratory and other health conditions as a result of maternal smoking.</p>	<p>QYW Pregnancy programme works with an opt-out referral pathway between the service and community midwife teams enabling quit your way to offer support to stop smoking from booking appointment onwards.</p> <p>All pre-admission appointment letters to include smoke free message and QYW contact information NRT on admission to hospital for all smokers to support the management of nicotine addiction.</p> <p>Immediate offer of a referral to Quit Your Way Service for support to stop smoking and/or behavioural support to help cope with the management of nicotine addiction.</p> <p>Patient Information leaflet to support this</p>

Protected Characteristics/Impact Areas	Are there any positive impacts?	Are there any negative impacts?	Rationale for decision and further comments	What measures will be put into place to mitigate any negative impacts?
Marriage and Civil Partnership	yes	no	Positive impact on health and wellbeing of all people who are entering what is already supposed to be a smoke free environment, situated on smoke free grounds.	
Race	yes	no	Positive impact on health and wellbeing of all people who are entering what is already supposed to be a smoke free environment, situated on smoke free grounds.	
Religion or belief	yes	no	Positive impact on health and wellbeing of all people who are entering what is already supposed to be a smoke free environment, situated on smoke free grounds.	
Sexual orientation	yes	no	Positive impact on health and wellbeing of all people who are entering what is already supposed to be a smoke free environment, situated on smoke free grounds.	

Protected Characteristics/Impact Areas	Are there any positive impacts?	Are there any negative impacts?	Rationale for decision and further comments	What measures will be put into place to mitigate any negative impacts?
Carers	yes	yes	<p>Positive impact on health and wellbeing of all people who are entering what is already supposed to be a smoke free environment, situated on smoke free grounds.</p> <p>Carers who choose not to smoke can still be exposed to the second hand smoke of the people they care for. Eliminating the possibility of this happening in a health care environment is fundamental.</p> <p>Some carers who smoke may struggle to have the opportunity to move beyond the 15m perimeter. Additionally for those carers looking after smokers may struggle to safely escort their charges beyond the 15m perimeter for a variety of reasons relating to age, infirmity and or mental or physical disability.</p>	<p>All pre-admission appointment letters to include smoke free message and QYW contact information</p> <p>QYW can and will support all partners, family member and carers who would also like support to stop smoking or with nicotine management.</p> <p>NRT on admission to hospital for all smokers to support the management of tobacco dependency.</p> <p>Immediate offer of a referral to Quit Your Way Service for support to stop smoking and/or behavioural support to help cope with the management of tobacco dependency and/or nicotine addiction.</p> <p>Patient Information leaflet to support this</p> <p>Quit Your Way Acute and Mental Health Stop Smoking Advisor available for face-to-face support for In-patients.</p>

Protected Characteristics/Impact Areas	Are there any positive impacts?	Are there any negative impacts?	Rationale for decision and further comments	What measures will be put into place to mitigate any negative impacts?
				QYW to ensure all staff and carers can access Public Health Scotland Very Brief Advice in smoking cessation training to help support this process
Human Rights	Yes	No	Upholds all patients, visitors, staff etc expectation that they can breathe clean air not polluted with second hand smoke whilst visiting a health promoting environment situated on grounds already supposed to be smoke-free.	
Health, Wellbeing & Health Inequalities	yes	yes	<p>Positive impact on health and wellbeing of all people who are entering what is supposed to be a smoke free environment, situated on smoke free grounds.</p> <p>Creating smoke free environments helps to de-normalise smoking, given younger generations a chance to live and learn from areas without smoking behaviours and everyone the opportunity to breathe and appreciate clean tobacco and vapour free air.</p> <p>Overall this policy will reduce health and social inequalities</p>	<p>All pre-admission appointment letters to include smoke free message and QYW contact information.</p> <p>QYW can and will support all partners, family member and carers who would also like support to stop smoking or with nicotine management.</p> <p>NRT on admission to hospital for all smokers to support the management of nicotine addiction.</p>

Protected Characteristics/Impact Areas	Are there any positive impacts?	Are there any negative impacts?	Rationale for decision and further comments	What measures will be put into place to mitigate any negative impacts?
			Smoking prevalence is higher amongst those living in the most deprived areas (30%) versus those in the least deprived areas (7%) so it is clearly seen that those already experiencing inequalities face a greater likelihood of being affected by these changes than those who are less deprived.	<p>Immediate offer of a referral to Quit Your Way Service for support to stop smoking and/or behavioural support to help cope with the management of nicotine addiction.</p> <p>Patient Information leaflet to support this</p> <p>Quit Your Way Acute and Mental Health Stop Smoking Advisor available for face-to-face support for In-patients.</p> <p>QYW to ensure all staff can access Very Brief Advice (VBA) training in smoking cessation to help support this process</p>
Economic & Social Sustainability	yes	no	Tobacco control is an extremely cost effective public health intervention, e.g. smoking cessation services cost less than £1000 per QALY (Quality Adjusted Life Year) compared to, in the case of, some lung cancer medications costing £40,000 per QALY.	
Staff	yes	yes	Positive impact on health and wellbeing of all people who are entering what is supposed to be a smoke free environment, situated on smoke free grounds.	Staff Comms, Training and FAQ will be available for staff with the launch of this policy.

Protected Characteristics/Impact Areas	Are there any positive impacts?	Are there any negative impacts?	Rationale for decision and further comments	What measures will be put into place to mitigate any negative impacts?
			<p>Staff, who spend a huge amount of their week in these settings will benefit from a smoke free environment, which leads the way in de-normalising smoking and assists them with their health promoting messaging to patients.</p> <p>Conversely, staff who smoke, may feel these measures disadvantage them in their workplace, negatively impacting on their mental health and wellbeing and in turn affecting their work as they struggle with nicotine management whilst trying to do their job.</p>	<p>QYW will offer to support all staff who want to stop smoking and or manage nicotine addiction whilst at work.</p> <p>QYW will produce staff information and provide face-to-face and or virtual support for staff as well as pharmacotherapy for those who sign up for support.</p>
Environmental	yes	no	<p>Positive environmental impacts are significant in relation to the toxins that are released from second hand smoke. When smoking is permitted in any area that is partially enclosed, near vents and or open doors or windows, those inadvertently breathing in any second hand smoke are potentially exposed to 85% of the 7,000 toxins in the lit tobacco of the person smoking.</p> <p>Eliminating this risk can only have a positive health and wellbeing impact for all.</p>	

Protected Characteristics/Impact Areas	Are there any positive impacts?	Are there any negative impacts?	Rationale for decision and further comments	What measures will be put into place to mitigate any negative impacts?
			Cigarette butts and single use vapes are some of the most common types of litter, cost money to clear/clean, have plastic elements that are harmful to the environment and look unsightly in a health care environment. These measures can only positively affect the immediate hospital environments by removing the risk of these items.	
Armed Forces Personnel and Veterans	yes	no	Positive impact on health and wellbeing of all people who are entering what is already supposed to be a smoke free environment, situated on smoke free grounds.	

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Where any potentially negative impacts are identified on page 2, the mitigating/follow up actions must be fully documented in the table.		
Does the activity have the possibility to support or detract from our efforts to promote the inclusion of people from under-represented groups?	Offers an opportunity for people who smoke to discuss and access means for free support to stop. Often this will be people from groups who face the most inequality and are more likely to live in areas of deprivation.	
Does this activity require consideration of the Fairer Scotland Duty ? If yes, please outline the steps taken to meet the needs of the duty.	<i>Yes People living in the most deprived communities in Scotland are four times more likely to smoke than those living outwith these communities. A large proportion of patients admitted to hospital are smokers and will have the opportunity to benefit from the increased access to both pharmacological and behavioural support to stop smoking as well as the manage nicotine addiction. Hospital patients are more receptive to Very Brief Advice and by bringing forward the changes in this policy we hope to increase support and confidence to have those conversations with all patients who smoke. By undertaking the EQIA the impacts of this policy have been considered, and this policy has also been impact assessed nationally in both 2015 and 2022 prior to the enforceable 15 meter perimeter addition to existing smoke free grounds legislation.</i>	
Please indicate how are you ensuring the information about the activity and around the proposed changes is accessible in terms of communication in the following formats, where relevant:	Easy Read	Yes
	British Sign Language	YES (if required)
	Alternative Languages	YES(if required)
	Large Print	YES
	Other (please specify)	At all times communication and material should be in the patient's preferred format. This may also apply to people with learning difficulties.
How will you monitor the ongoing impact of the activity on protected characteristic groups?	<i>On-going Impact will be monitored and reviewed by managers in each service area and Quit Your Way will support this process. There will be opportunity via the Smoke Free Policy Review group who will meet to discuss impact 6 months post implementation. The Smoke Free Review Group will consist of members of the Smoke Free SLWG in addition to representatives from Health and Safety and Risk Management, Healthy Working Lives and Occupational Health. The Scottish Government review of existing smoke free policy will happen in November 2025...</i>	
Please outline next steps	<i>Smoke Free Review Group to meet 6 months post implementation to review progress, impact and consequences (intended or otherwise).</i>	

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Appendix 2

Implementation Plan Smoke Free Policy

Smoking is the single greatest cause of preventable death disability, ill health and social inequality. It is a chronic and relapsing disease that often begins in childhood. Smoking cessation is not just about prevention of disease, for many diseases it also represents effective treatment. Those living in our most deprived areas in Scotland have 4x greater risk of being admitted to hospital because of tobacco related conditions than those who don't. (ASH Scotland)

At the heart of this implementation plan is how we embed support and information for patients, visitors and staff on how to stop smoking and the risks associated with exposure to second hand smoke. This in turn should afford us greater compliance with our Smoke Free Policy.

Author: Team Lead Quit Your Way (QYW) Service on behalf of the Smoke Free SLWG.

Objective	Action	Lead	Timescale	Progress/Outcome
All patients are aware of smoke free grounds status (including enforceable 15m perimeter) before admission to hospital and offered contact information for support to stop smoking prior to admission.	<p>All pre-admission appointment letters and/or texts amended to include smoke free grounds message and Quit Your Way contact information.</p> <p>Communicate to referrers the changes so these can be notified to patients at the time of referral.</p>	<p>QYW Team Lead and Patient Focussed Booking</p> <p>QYW Team</p>	November 24	

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Objective	Action	Lead	Timescale	Progress/Outcome
Appropriate training provided to staff.	All staff to be offered a 30 minute Teams session/recording entitled “Understanding Tobacco and Vaping” which includes information on the importance of Very Brief Advice in smoking cessation. Training materials need to reflect national guidance and good practice across health boards.	Team Lead Quit Your Way Service	November 24	
Staff, patients and visitors are informed of the new smoke free policy and its implications	Develop both, an Internal Staff and External Patient, Visitor and Contractor Communications Campaign supporting the launch of the smoke free policy.	Communications Officer / Team Lead Quit Your Way Service	November 24	

Title: Smoke Free Policy
 Date: October 2024
 Version: 3.2
 Lead Author: Team Lead Quit Your Way Service

The only current version of this policy is on the intranet

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Objective	Action	Lead	Timescale	Progress/Outcome
<p>Appropriate information available to support staff with any new or updated processes arising from the launch of the smoke free policy.</p>	<p>Provision of guidance for all clinical staff entitled “Guidance for the Treatment and Care of Patients with Nicotine Addiction within Acute Settings”.</p> <p>Provision of the above guidance tailored to mental health settings to be used alongside “Practical Guidance on the use of Nicotine Replacement Therapy Products in Midpark Hospital”.</p>	<p>Team Lead Quit Your Way Service / Pharmacy Lead & IP MH Directorate</p>	<p>November 24</p>	
<p>Appropriate information available for patients who smoke and or vape</p>	<p>Provision of a patient information leaflet which sets out what a patient can expect to access in terms of pharmacological and behavioural support if they arrive at hospital as a current smoker and or vaper</p>	<p>Team Lead Quit Your Way Service</p>	<p>November 24</p>	

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Objective	Action	Lead	Timescale	Progress/Outcome
<p>Increased visibility of Quit Your Way in DGRI and GCH to support staff, visitors and patients and ensure a timely response to hospital referrals for in-patient support.</p> <p>QYW to continue to have a presence at Midpark hospital and see patients on referral to the service for behavioural support.</p>	<p>Base in DGRI to be agreed. QYW to build on and maintain a face-to-face presence at GCH and ensure that referral and all contact information is available for staff, patients and visitors when there is no presence.</p> <p>Stop Smoking Advisor for Acute and Mental Health to discuss how best to maintain this contact going forward and with the launch of the policy.</p>	<p>General GM Operational Services / Team Lead Quit Your Way Service</p>	<p>Complete On-going</p> <p>On-going</p>	
<p>To determine the need for appropriate areas to be identified in all hospital sites with in-patients where clinically exempted patients can be taken to smoke or vape</p>	<p>Wider discussion with David Bryson, Estates and lead clinicians</p>	<p>GM, Operational Services</p>	<p>November</p>	
<p>Decision to be made at a later date regarding if we want to have additional posters that advise that the all NHS Hospital grounds are considered to be Vape free and a reminder that vaping indoors or within 15 meters of the building will not be accepted?</p> <p>Communications can make this clear as we have set this out in the policy and are expecting this to be approved but reminder for SLWG that no penalties or fines can be issued for vaping within 15 metres of the building as this does not form part of the new Scottish Government legislation.</p>				