



Tobacco-Free DHS

Frequently Asked Questions

1. **What is happening?**

The Oregon Department of Human Services will implement a tobacco-free campus policy beginning May 30, 2008. The policy prohibits use of all tobacco products at all times in the interior and exterior spaces of specified DHS worksites. The policy is being implemented in phases. During this first phase, the policy will be in effect at facilities wholly owned or occupied by DHS.

Additionally, in conjunction with the policy, DHS is sponsoring Project Quit, a department-wide initiative to connect employees with resources and support for quitting tobacco. Employees can get more information about the policy, Project Quit and quitting resources on the Tobacco-free DHS Web site, www.dhs.state.or.us/tools/tobfree.

2. **What exactly will the new policy prohibit?**

The policy will prohibit the use of all tobacco products at all times indoors and on the campuses or property of the designated DHS worksites. This includes doorways, front porches or outdoor foyers, and parking lots. In addition to cigarettes and cigars, the policy will prohibit use of smokeless tobacco products such as snuff or chewing tobacco.

3. **I thought smoking was already prohibited. How will this policy be different?**

Smoking is prohibited inside all DHS facilities in accordance with Oregon's smokefree workplace law. The DHS tobacco-free campus policy differs from the smokefree workplace law in two significant ways. First, the DHS policy prohibits use of all tobacco, not just cigarettes. Second, it prohibits use of tobacco products on the grounds or campuses of the specified DHS worksites, as well as the interiors of buildings.

4. **Why is this policy necessary?**

The DHS mission is to help Oregonians live independent, healthy and safe lives. Providing a tobacco-free environment is one of the most effective ways we know to protect the health of employees, clients and visitors to our facilities. Evidence of the dangers of smoking and secondhand smoke continues to mount; research shows that smokeless tobacco also poses serious health risks to users. By

creating tobacco-free worksites, not just smokefree ones, we are addressing all health risks associated with tobacco use and supporting healthy choices.

5. **Who does the policy apply to?**

The policy applies to anyone on the premises of the designated DHS worksites, including employees, clients, vendors, volunteers and visitors.

6. **What are the DHS worksites affected by phase one of the policy implementation?**

About one third of all DHS worksites will be affected by the first phase of implementation. A list of the affected locations is available here. [link]

7. **How will people know that tobacco use is prohibited at these worksites?**

DHS is taking a proactive approach to implementing this policy. This includes developing educational materials and posting signs at the affected locations several months prior to May 30, 2008. After May 30, permanent signage will clearly indicate that no tobacco use is allowed on the grounds or in the buildings. Printed materials with information about the policy also will be available at these worksites. Additionally, managers and staff at the affected locations who work directly with clients and the public will receive information and training on educating visitors about the policy.

8. **Why isn't the policy being implemented at all DHS worksites?**

The affected worksites were selected for initial implementation because DHS occupies the entire building or property at those locations. The other locations that DHS shares with other state agencies, organizations or businesses, including field offices located in strip malls. The policy will not be in effect at these worksites at this time. However, DHS has a long-term goal of implementing the tobacco-free policy at all worksites. The policy will be implemented at these shared locations as new lease agreements are negotiated.

9. **Why is smokeless tobacco being prohibited?**

DHS is concerned with protecting and promoting the health and well-being of Oregonians. While using smokeless tobacco products does not interfere with non-users in the way secondhand smoke does, products like chewing tobacco and snuff can be addictive and pose serious health risks to those who use them. Because of this, the policy covers all tobacco products. Project Quit and the other resources being offered in conjunction with the policy are available to

smokeless tobacco users who want to learn more about the risks or quit.

In terms of health risks, it is misleading to distinguish between cigarettes and smokeless tobacco. Both can pose serious health risks. Smokeless tobacco products contain nicotine, which is absorbed directly into the bloodstream and can lead to addiction and dependence, just like cigarettes. Smokeless tobacco contains 28 cancer-causing agents. Users also have an increased risk of developing mouth cancer other oral health problems, including lesions (i.e., leukoplakia) and recession of the gums.

10. When does the policy go into effect?

The first phase of the tobacco-free campus policy will go into effect at the designated worksites May 30, 2008.

11. Isn't it a person's choice to smoke or use tobacco?

No one is prohibited from using tobacco. The policy states only that tobacco use will not be allowed on DHS property.

12. What if I see a staff member smoking on campus?

Enforcement of this policy is everyone's responsibility. If you see someone smoking on a tobacco-free campus, please ask that person if they are aware of the tobacco-free campus policy. Most tobacco users will be happy to comply with the policy once they are made aware of it. If a particular employee is seen repeatedly violating the policy, please mention it to the employee's manager.

13. What if I see a client or member of the public smoking on campus?

Again, enforcement of the policy is everyone's responsibility. If a client is seen smoking on campus, assume that they aren't aware of the tobacco-free campus policy. After the policy guidelines are explained, most tobacco users will be happy to comply. If a client does not comply, don't insist. Information cards with a brief explanation of the policy and links to quitting resources will be distributed to the phase-one worksites. Additionally, tip cards on how to talk about the policy will be provided to employees at these worksites who directly interact with clients and the public.

14. I work at one of the designated worksites, and I smoke/use tobacco. What should I do?

When the policy goes into effect May 30, 2008, all employees and visitors at the affected worksites must be in compliance. That means they must be off DHS property when smoking or using tobacco.

Signage will be posted and the tobacco-free area clearly described.

It is worth noting that a new statewide smokefree workplace law will go into effect Jan. 1, 2009. In addition to expanding smoke-free regulations to bars, bingo halls, and bowling alleys, the law also will prohibit smoking within 10 feet of entrances, exits, windows that open and ventilation intakes of workplaces and public places. These new regulations effective in 2009 will affect all DHS worksites and some surrounding facilities.

15. Are there resources to help employees quit smoking/using tobacco?

Yes, there are many resources available to employees to help them quit, and most are free! The Public Employees' Benefits Board (PEBB) provides employees excellent quitting benefits including telephone coaching, nicotine replacement therapy (patches, gum and lozenges) and medication. Call 800-QUIT-NOW to find out what benefits are available to you through PEBB or another insurance policy you may have. Those employees not covered by PEBB or another insurance also may receive help through the Oregon Tobacco Quit Line at the same number.

16. What is DHS doing to support employees who want to quit?

In addition to quitting benefits provided through PEBB, DHS is sponsoring Project Quit. Project Quit will include activities and encouragement to those wanting to quit and to those wanting to help friends quit.

Project Quit also will include educational materials and a Web site with quitting information and general information about the tobacco-free campus policy.

17. What are the options if someone is not ready to quit?

Whether or not you are ready to quit, call 800-QUIT-NOW. The quit coaches can answer any questions about quitting and provide information that may help you make your decision.

18. Where can I get more information about the policy?

The policy can be found at www.dhs.state.or.us/policy/admin/. Additional information and resources for quitting are available at the Tobacco-free DHS Web site, www.dhs.state.or.us/tools/tobfree.

19. Who can I contact if I have concerns or questions?

If you have questions about the policy, send e-mail to dhs.tobacco-free@state.or.us.

Tobacco-free campus locations

Implementation: May 30, 2008

Beginning May 30, 2008, the following DHS worksites will be tobacco-free.

District	CITY	Address	Common Building Names
1	TILLAMOOK	4670 E 3rd Street	
2	GRESHAM	355 NW Division	Gresham Child Welfare Office
	GRESHAM	355 NW Division - Existing Basement Space	Gresham Child Welfare Office
	GRESHAM	355 NW Division - Improved Basement Space	Gresham Child Welfare Office
	PORTLAND	2446 SE Ladd Avenue	SDA Office
	PORTLAND	4425 NE Broadway	NE Hollywood SS / NE SS
	PORTLAND	4744 N Interstate Avenue	
	PORTLAND	6443 North Lombard	St. Johns Central Administrative Building
3	PORTLAND	8129 SE Malden Street	Outer SE Processing Center
	DALLAS	177 SW Oak	
	SALEM	1185 22nd Street SE	South Salem Office
	SALEM	1701 Liberty St S	
	SALEM	2045 Silverton Rd NE	Silverton Road Welfare Office
	SALEM	4074 Winema Place, NE	Building 53 - North Salem Office
	SALEM	850 D Street	Visitation House
4	SALEM	870 D Street	Visitation House
	NEWPORT	119 NE 4th St	
5	COTTAGE GROVE	305 Coop Court	Cottage Grove Family Center
	EUGENE	1899 Willamette St	Eugene Willamette Office
	EUGENE	2101 W. 11th Ave. (11th & Garfield)	West Eugene Family Center
	EUGENE	2885 Chad Dr	McKenzie Center
	FLORENCE	3180 Hwy 101 N	Central Coast Resource Center
6	ROSEBURG	1937 W Harvard Ave	
7	COQUILLE	341 E 2nd	Courtyard Office
	GOLD BEACH	94145 5th Place	
	NORTH BEND	2025 Sheridan	Sheridan Office

District	CITY	Address	Common Building Names
8	GRANTS PASS	2166 NW Vine St	
	GRANTS PASS	726 NE 7th St.	
	MEDFORD	28 West 6th Street - MEDFORD COB	
	MEDFORD	2860 State St	
	MEDFORD	800 Cardley Avenue	
	MEDFORD	909 Royal Court	
	MEDFORD	914 West Main St	West Medford Family Center
9	CONDON	103 S Main St.	
	HOOD RIVER	1610 9th Court, Suite 400	
	THE DALLES	415 SW 8th St.	Visitation House
10	MADRAS	678 NE Highway 97 Suite A	Warm Springs Family Resource
	PRINEVILLE	457 NE Ochoco Plaza Dr.	Prineville Office
11	KLAMATH FALLS	3125 Crosby Street	
	KLAMATH FALLS	710 Klamath Ave	
	LAKEVIEW	108 N 'E' St.	
12	BOARDMAN	103 SW Kinkade Rd	
	HERMISTON	950 SE Columbia Drive	
	PENDLETON	1555 SW Southgate Place	SPD Office
13	BAKER CITY	3165 10th Street	n/a
14	JOHN DAY	725 West Main, Ste A	n/a
15	CLACKAMAS	16440 SE 82nd.	North Clackamas
	OREGON CITY	315 Beaver Creek Rd	
16	BEAVERTON	4805 SW Griffith Dr	
	HILLSBORO	5920 NE Ray Circle	Ray Circle / Belvedere Square
Admin	SALEM	2480 Bates Dr.	IRS - Cottages
	SALEM	2575 Bittern St.	Bittern Building
	SALEM	500 Summer St. NE	Barbara Roberts - HSB
	SALEM	540 24th Pl.	
	SALEM	676 Church St	Church Street Building