

Frequently Asked Questions

- 1. What are the specific provisions of the new tobacco use Navy SG memo?**
 1. No tobacco use on any MTF governed property.
 2. No tobacco use while in uniform or while on duty
 3. No tobacco use or evidence of tobacco use while in the presence of patients
 4. No tobacco use while on travel in support of Navy Medicine
 5. No tobacco use while walking in uniform
- 2. How does the new memo differ from the previous policies?**
 1. The new guidance designates no tobacco use:
 1. while in uniform,
 2. while on duty,
 3. while traveling for Navy medicine
 4. on MTF governed property
- 3. Does the memo apply to the use of tobacco products besides cigarettes?**
 1. The memo pertains to all tobacco and nicotine delivery devices including:
 1. all forms of smoke and smokeless tobacco and
 2. nicotine delivery devices such as electronic cigarettes.
 3. Nicotine replacement therapy is not under this restriction when it is used for the cessation of tobacco products.
- 4. Does the memo prohibit me from bringing cigarettes or other tobacco products to work?**
 1. No so long as they remain in your vehicle
- 5. To whom does the memo apply?**
 1. This memo pertains to all staff – active duty, civilian and contract employees. It also pertains to visitors, inpatients and patients with routine clinic appointments.
- 6. Is the guidance in effect at all times or only during regular working hours?**
 1. For active duty military, this guidance is in effect when on duty, on MTF property, when TAD on Navy Medicine business and when walking in uniform.
 2. For civilian and contract employees, the guidance is in effect during normal working hours and when on MTF property.
 3. For visitors and patients, the guidance is in effect whenever on MTF property.
- 7. When does the guidance take effect?**
 1. This guidance will take place on 1 January 2010
- 8. Where does new guidance apply? Are any locations exempted?**
 1. This guidance applies to all MTF governed property without exception.

- 9. How do I know where MTF governed property begins and ends?**
1. To be determined by facilities
- 10. Am I allowed to smoke in my car while it's parked on MTF property?**
1. No. you must leave the property in order to use tobacco
- 11. Does the guidance prohibit tobacco use in organization-owned vehicles (e.g., government vehicles) only while those vehicles are on (organization name) property?**
1. Tobacco use in all federal owned vehicles is already banned.
- 12. Am I allowed to leave MTF property to smoke during my workday?**
1. Yes. All tobacco use must take place off MTF property but remain within the 15 minute break period allowed.
- 13. Am I allowed to take breaks to leave MTF property to smoke?**
1. No. You are only allowed the break times already set in MTF guidance
- 14. Will employees who use tobacco get longer breaks than non-using employees?**
1. No. break times remain set by policy as two 15 minute breaks per eight hour work shift.
- 15. How will the guidance be enforced?**
1. To be determined. CO's discretion
- 16. I'm a supervisor and my employee has violated this guidance. What should I do?**
1. To be determined. CO's discretion
- 17. If I see someone using tobacco on MTF governed property, what should I do?**
1. Remind them gently that there is no tobacco use on MTF property and direct them to the proper tobacco use areas off property.
- 18. I currently smoke. Does this mean that I have to quit?**
1. No. it means you will need to comply with the regulations which apply to you.
- 19. What resources are available to help employees who want to take advantage of this opportunity to quit tobacco?**
1. All staff may access Health Promotion & Wellness for tobacco cessation counseling and stress management.
 2. Active duty staff will contact their primary care provider to access any pharmacotherapy that they and their provider agree on
 3. Civilian and contract staff may access Occupational medicine for medications.
- 20. Is the MTF making assistance available to contractor employees who would like to quit tobacco?**
1. No. contractors are not allowed to access the meds but may access the education process.
- 21. Is the MTF making assistance available for spouses and other family members who would like to quit tobacco?**

1. TRICARE eligible dependents of staff are always eligible for tobacco cessation counseling and pharmacotherapy.
2. For civilian employee's spouses, To be determined. CO's discretion.

22. Can I obtain telephone quitline cessation counseling, visit the MTF/ clinic to obtain cessation medications, or otherwise access cessation assistance during my workday?

1. For all staff and dependents, cessation education is always available through Health Promotion & Wellness as well as the patient education areas of the MTF and clinics.
2. For active duty and dependents, cessation medications are available through their primary care provider with an additional consult to Health Promotion & Wellness placed at the time of the visit.
3. Civilian and contract employees can access pharmacotherapy through occupational health.

23. Is it a Joint Commission "hit" to have a tobacco free campus?

1. No. Joint Commission will cite a facility if they have any policy that is not enforced.

Based on the CDC FAQ at

http://www.cdc.gov/nccdphp/dnpa/hwi/toolkits/tobacco/faq_example.htm