

(was MCCMH Policy 5-04-020)

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Chapter: **DIRECTLY-OPERATED PROGRAM MANAGEMENT**  
Title: **USE OF TOBACCO IN MCCMH / COUNTY FACILITIES**

Prior Approval Date: 1/5/05  
Current Approval Date: 3/16/11

Approved by: \_\_\_\_\_ Executive Director \_\_\_\_\_ Date 03/16/11

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**I. Abstract**

This policy establishes standards and procedures regarding the use of tobacco in buildings leased by Macomb County Community Mental Health (MCCMH) and in Macomb County-owned or leased buildings and vehicles.

**II. Application**

This policy shall apply to all MCCMH administrative/management staff and directly-operated network providers of the MCCMH Board.

**III. Policy**

It is the policy of the MCCMH Board to protect the health and safety of its employees, individual service contractors, volunteers, interns, consumers, and the general public by prohibiting exposure to tobacco smoke in buildings leased by MCCMH, and in buildings and vehicles owned or leased by Macomb County in compliance with the Michigan Clean Indoor Air Act of 1986, as amended (popular name Act 368).

**IV. Definitions**

A. None.

**V. Standards**

A. MCCMH-Leased, County-Owned or Leased Buildings and Vehicles

1. Use of tobacco in buildings leased by MCCMH or in buildings owned or leased by Macomb County is prohibited in all areas.

2. MCCMH employees, individual service contractors, volunteers, interns, and consumers shall not use tobacco when traveling alone or riding with others in vehicles owned or leased by the County.
3. MCCMH employees/independent contractors/volunteers/ interns who are unable or unwilling to quit using tobacco may use it during their regular break periods only in places outside of County buildings, facilities, or vehicles.
4. All MCCMH employees, individual service contractors, volunteers, and interns, shall exhibit consideration and cooperation in the adherence to and enforcement of this policy.
5. Violations of this policy shall be immediately reported to MCCMH management personnel (Supervisor, Program Manager, Division Director, etc.) who shall inform the MCCMH Deputy Director.
6. Investigation of reported violations shall be conducted by the MCCMH Deputy Director.
7. Any MCCMH employee, individual service contractor, volunteers, intern, consumer or member of the general public who violate(s) state law regarding use of tobacco in public buildings may be subject to civil penalties pursuant to law.

**VI. Procedures**

- A. None.

**VII. References / Legal Authority**

- A. Macomb County Personnel Manual, 4.13
- B. MCCMH MCO Policy 10-001, "Adoption of Macomb County Personnel Policies"
- C. Michigan Clean Indoor Air Act, MCL 333.12601 et seq.
- D. MCL 330.1704
- E. Pro-Children Act of 1994, 20 USC 6081, et seq.
- F. Commission on Accreditation of Rehabilitation Facilities (CARF) 2010 Standards Manual, § 1.H., "Health and Safety," 21, p. 74

**VIII. Exhibit**

- A. None.