



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
JUVENILE JUSTICE & REHABILITATION ADMINISTRATION
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July 21, 2016

TO: JR Policy Holders

FROM:

A handwritten signature in blue ink that reads "John Clayton".

John Clayton, Assistant Secretary
Rehabilitation Administration

SUBJECT For Distribution: JR Policy 1.21, *Using Tobacco in JR Programs and Facilities*

The JR Policy Committee has completed the scheduled sunset review of Policy 1.21, *Using Tobacco in JR Programs and Facilities*. Policy 1.21 did not have any updates from the existing version released in 2014.

The attached policy summary provides an overview of the policy.

This policy has a scheduled effective date of July 28, 2016. If you have questions regarding the policy, please contact JR's policy staff at jrapolicy@dshs.wa.gov.

Attachment: Policy 1.21

WASHINGTON STATE DEPARTMENT OF SOCIAL & HEALTH SERVICES
REHABILITATION ADMINISTRATION
JUVENILE REHABILITATION

Policy 1.21– Using Tobacco in JR Programs and Facilities
Summary

- Establishes policy regarding the use of tobacco products and electronic smoking devices

Background:

The existing policy was reviewed for the two-year sunset review.

Policy Summary

The policy addresses the prohibition on youth possession and use of tobacco or nicotine products, including electronic smoking devices. Staff must not provide tobacco products or electronic smoking devices to youth, nor permit them to be provided to youth. Staff must not use tobacco products or electronic smoking devices while supervising youth. However, staff may use personal tobacco products or electronic smoking devices in designated areas, in accordance with state law. DSHS Administrative Policy prohibits the use of tobacco products in state vehicles.

Changes from Current Practice

- There are no changes to current practice or timelines.

Training Required: No

Policy Effective Date: July 28, 2016

*Staff are responsible for reading and understanding the information contained in the full policy.
Review of this summary is not sufficient for full understanding.*

WASHINGTON STATE DEPARTMENT OF SOCIAL & HEALTH SERVICES
REHABILITATION ADMINISTRATION
JUVENILE REHABILITATION

POLICY 1.21 SMOKING IN JR PROGRAMS AND FACILITIES

Policy Committee Chair

Don Mead, Ed. D.
Superintendent, Echo Glen
Juvenile Rehabilitation

Approved



John Clayton, Assistant Secretary
Rehabilitation Administration
7/21/2016

Authorizing Sources

RCW 26.28.080;
RCW 70.160;
RCW 70.155.080
DSHS Administrative Policy 14.12
DSHS Administrative Policy 18.65

Information Contact

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Sunset Review Date

Effective Date

7/28/2016

7/28/2020

I. PURPOSE AND SCOPE

This document establishes policy governing the use of tobacco products and electronic smoking devices such as e-cigarettes in JR programs and facilities.

All staff, contractors, volunteers, and interns working in the Division of Institution Programs, Division of Community Programs and Parole, and the Division of Operations and Support Services are responsible for reviewing and complying with JR policies.

II. POLICY

YOUTH

- 1. JR youth are not permitted to possess or use tobacco or nicotine products, including electronic smoking devices, at JR residential programs, community programs or contracted programs.**
- 2. Staff, contracted service providers and volunteers must not provide nor permit tobacco products or electronic smoking devices to be provided to JR youth.**
- 3. Staff, contracted service providers, and volunteers must not use tobacco products or electronic smoking devices while interacting with or supervising JR youth.**

Policy **1.21**, **Using Tobacco in JR Programs and Facilities 7/28/2016**

STAFF

- 4. Staff, contracted service providers and volunteers are permitted personal use of tobacco products or electronic smoking devices in designated areas.**
- 5. Smoking by staff, contracted service providers and volunteers is prohibited within twenty five feet of entrances, exits, windows that open and ventilation intakes that serve an enclosed area per RCW 70.160.075.**
- 6. Smoking or the use of tobacco products is not permitted in state vehicles in accordance with DSHS Administrative Policy 14.12.**

SANCTIONS

- 7. Failure to comply with the expectations contained in this policy may result in disciplinary action up to and including termination in accordance with DSHS Administrative Policy 18.65.**
- 8. Staff who provide or permit tobacco products or smoking devices to be provided to youth may be charged with a gross misdemeanor per RCW 26.28.080.**

III. DEFINITIONS

Electronic Smoking Device: An electronic or battery-operated device, the use of which resembles smoking, which can be used to deliver nicotine or other substances to the person inhaling from the device. Electronic smoking devices include e-cigarettes and vapor products.

Smoking: The act of inhalation of tobacco or other substances, carrying or smoking any kind of lighted pipe, cigar, cigarette, or any other lighted smoking equipment, including the use of electronic smoking devices.

Tobacco Product: Products made, in part or in whole, from tobacco leaves.
