

Access to Smoking and Vaping Product Cessation Supports

Reviewed Date		Number	HR0506
Revised Date	April 24, 2025	Approved Date	March 21, 2007

Introduction

Simcoe Muskoka District Health Unit (SMDHU) is committed to taking a leadership role in the community to acknowledge and address the social determinants of health, while promoting smoke and vapour-free lifestyles. As such, SMDHU is committed to supporting its employees in their efforts to quit smoking and vaping by providing various resources to encourage and support people during quit attempts. It is recognized that quitting smoking and vaping is a complex process, that people require support from many areas, and that workplace supports greatly contribute to people's success in quitting.

Research shows the use of a quit smoking aids such as nicotine replacement therapy can double the success rate of a person's attempt to quit. Best practice tells us that the use of a variety of strategies to quit smoking and vaping increases the success rate. This lends to the importance of having self-help material, such as those on the SMDHU website, opportunities for counselling through SMDHU's Employee and Family Assistance Program (EFAP), and coverage for nicotine replacement therapy available to employees.

Purpose

The purpose of this policy is to inform Simcoe Muskoka District Health Unit Board of Health members and employees of the smoking and vaping cessation supports available to them and their dependents.

Legislative Authority

N/A

Policy Definitions and Interpretation

N/A

Policy

The health unit will offer reimbursement up to \$1,200.00 (lifetime limit) to SMDHU employees who are actively employed and dependents (as currently listed in the SMDHU benefits program) who wish to use approved cessation prescription medication (Appendix A) and/or nicotine replacement therapies (Appendix B).

Use of this program beyond \$1,200.00 (lifetime limit) will require a consultation with the Medical Officer of Health for determination of approval.

Procedures

All Smoking and Vaping Cessation Support expenses must be electronically submitted to Human Resources via the agency Financial System; MS Dynamics portal in order to be considered for reimbursement.

1. Staff will complete an expense report via the agency Financial System; MS Dynamics portal identifying the expense type as a tobacco cessation claim indicating in the comments section if the supports are for themselves as an employee or eligible dependent.
2. Staff will upload a copy of the original receipt within the agency mySparkrock portal. The approval of the direct supervisor is not required.
3. Human Resources review and approve the claim if appropriate.
4. Reimbursement is made within three weeks of approval of the claim via direct deposit.

Related Policies

OP0103 Tobacco-Free Grounds

Related Forms

Final Approval Signature: _____

Review/Revision History:

Revised April 25, 2012

September 2010 Policy re-numbered, previous number B6.025

Revised February 10, 2016

Revised February 11, 2020, \$1,200 lifetime limit

Revised April 24, 2025

Appendix A List of Approved Prescription Medication Endorsed and Authorized by Medical Officer of Health

1. Zyban
2. Champix (or varenicline)

Appendix B List of Approved Nicotine Replacement Therapies

1. Gum
2. Patch
3. Inhaler
4. Lozenge
5. Oral Spray