

MEDFIELD HOUSING AUTHORITY

30 POUND STREET

MEDFIELD, MA 02052

508-359-6454

May 29, 2014

Dear Tenant,

This letter is to inform you of a policy that is being implemented in regard to smoking on the Medfield Housing Authority's property.

1. On May 13, 2014 the Board of the Medfield Housing Authority voted that the property will be smoke-free. This means that there will be no smoking in any indoor/outdoor, common, or private areas of the property. This policy includes tenants as well as guests, maintenance personnel, and staff.
2. This policy was passed to protect the health of our residents, staff and guests. Secondhand smoke is a Class A carcinogen, which means it is a cancer causing agent and there is no safe exposure level. Secondhand smoke can travel through doorways, windows, wall joints, plumbing spaces and even light fixtures, so secondhand smoke from one unit can adversely affect the health of residents in other units.
3. No-Smoking signs will be posted throughout the property of the Medfield Housing Authority.
4. New tenants will be given two (2) copies of the smoking policy. After review, the tenant will sign both copies. One (1) copy will remain with the Medfield Housing Authority and one will be placed in the tenants file.
5. As of the adoption of this policy, all tenants presently living within the Medfield Housing Authority are being given two (2) copies of the policy, which are enclosed. After review, the tenant will sign both copies and return one (1) copy to the Medfield Housing Authority for placement in your file.
6. There is a temporary exception to this policy for current residents who are smokers. Any current resident grandfathered by the previous policy who smokes must complete a temporary smoking exemption form, allowing them to only smoke outside 20ft. from the buildings. This exemption will continue only until the date of the residents' next annual recertification date of October 1, 2014, at which time the smoking policy will also apply to the resident. Failure to follow the smoke-free policy will be considered a violation of lease under the Tenant's Obligations.
7. If you or family members are interested in more information, please visit the following web site which can explain the benefits of living in a smoke-free environment in greater detail:

www.smokefreeforme.org. This website will also link you to a number of resources that can help you to quit smoking.

Please feel free to contact the office if you have any questions. We will be happy to assist you in any way possible in making this a smooth transition.

Sincerely,

Candace Loewen

Executive Director, PHM, MPHA

Want to quit smoking?

YOU CAN.

▶ You CAN quit smoking.

Quitting smoking can be hard, but there are ways to make it easier.

Using quit-smoking medicines or counseling support can make you **twice as likely** to quit for good!

Ask your doctor about medicines to help you quit smoking. You can also ask a pharmacist about over-the-counter stop-smoking medicines like the nicotine patch.

You can get free help through the Massachusetts Smokers' Helpline at **1-800-QUIT NOW**. You can also go to counseling sessions or stop-smoking groups in your area.

▶ Plan ahead.

1. **Pick a date to stop smoking: your *quit date*.** This is the day you will quit smoking completely. A date two to four weeks away from today will work well.
2. **Use your past experience.** Think about what happened in the past when you tried to quit. What will you do differently this time?
3. **Know your triggers.** *Triggers* are certain times, places, people, or feelings that make you want to smoke. Driving, coffee breaks, and boredom trigger some people to smoke. What are your triggers? How will you beat them?
4. **Plan for withdrawal symptoms.** When you stop smoking, you may feel sick or nervous for a few weeks. You can take medicines to help you with these symptoms.

▶ Using a stop-smoking medicine **doubles your chances of quitting for good.**

These medicines can help you stop smoking. They are not addictive.

- **Nicotine Replacement Therapy (NRT)** includes the nicotine patch, gum, and lozenge, which are available without a prescription. NRT helps you with cravings by giving your body a small, steady amount of nicotine.
- **Zyban (Wellbutrin SR)** is a pill that can help with cravings and other withdrawal symptoms. You start taking it about one week before you quit smoking. Your doctor must prescribe it.
- **Chantix** is a pill that helps with cravings and other withdrawal symptoms. It also blocks the part of the brain that gives smoking its kick. Your doctor must prescribe it.

▶ Using counseling support makes **you twice as likely to quit smoking.**

FREE one-on-one support is available over the phone through the Massachusetts Smokers' Helpline at **1-800-QUIT NOW (1-800-784-8669)**. You can set up times for a quit coach to call you during your first few weeks of quitting.

In-person quit-smoking groups and one-on-one support options are also available. Find support near you at www.makesmokinghistory.org or by calling **1-800-QUIT NOW**.

Your doctor, family, friends, and co-workers can also help you quit smoking. Tell them you are quitting, and ask for their support.

► Prevent weight gain.

There are two proven things you can do to keep your weight down as you quit smoking: be active and eat healthy foods.

- Take the stairs, go for a quick walk, or play ball with the kids. Try a new active hobby like gardening, or get back to a sport you used to enjoy.
- Don't diet. Instead, eat plenty of fruits and vegetables. Eat smaller servings, more often. Drink more water - 6 to 8 glasses a day.
- Drink less alcohol and sugary sodas. They can make withdrawal symptoms worse and also have a lot of calories.

Try making some changes in your diet and activities before your quit date so you are not trying to make too many changes at once.

► Have you tried to quit before?

Then you are more likely to quit for good this time! Every time you try to quit, you learn.

Most smokers have to try a few times before they quit for good. But it pays off—half of all people who have ever smoked have quit!

► Keep trying!

Write down your reasons for quitting and look at them often.

Take one day at a time. Focus on getting through just one day—today—without smoking.

If you have smoked a cigarette, don't give up! You are not the only one who has ever done this, and it does not mean you have failed.

Talk with a friend or counselor and keep moving forward with your plan to quit.

► Ready to quit?

Make sure to contact:

- Your doctor.** Your healthcare provider can help you with medicines to help you quit.
- Your health plan.** Your health insurance may cover medicines and counseling to help you quit.
- The Massachusetts Smokers' Helpline.** For free support and advice to help you quit, call:
1-800-QUIT NOW (1-800-784-8669)
Spanish: 1-800-8-DEJALO
(1-800-833-5256)

makesmokinghistory.org



"My life is worth more than a pack of cigarettes!"

- Kendyl, Everett
Smoke-free 6 years

"Quitting has been a life-changing experience. Using group counseling and medication worked for me."



- Ramon, Lawrence
Smoke-free 2 years



"I stopped smoking so I could share more birthdays with my daughter."

- Martha, New Bedford,
Smoke-free 14 years



MassHealth

MASS SMOKE-QUIT

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May 29, 2014

SMOKEFREE POLICY:

The Board of Commissioners of the Medfield Housing Authority adopted a no-smoking policy on May 13, 2014.

Due to the increased risk of fire, and the known health effects of secondhand tobacco smoke, smoking is prohibited in any indoor/outdoor, common, or private areas within the Medfield Housing Authority's state-aided portfolio. The policy applies to all tenants, guests, administration and service persons.

Smoking: The term "Smoking" means inhaling, exhaling, burning, or carrying any lighted cigar, cigarette, or other tobacco product in any manner or in any form.

Tenant acknowledgement:

I hereby acknowledge the above smoking policy. I agree that I will not smoke in any area recognized as part of the Medfield Housing Authority property. In addition, I will be responsible for enforcing this policy with all of my visitors, guests, and relatives who visit the premises.

NAME(S): _____

ADDRESS: _____

CITY, STATE, ZIP CODE: _____

PHONE NUMBER: _____

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Temporary Exemption (Current Smoking Tenants Only):

I hereby acknowledge that as of the date of this policy I have been given a temporary exemption to smoke **ON THE PROPERTY 20 FEET FROM THE BUILDINGS**. I further acknowledge that this exemption will continue only until the date of my next annual recertification on **October 1, 2014** at which time the smoking policy and enforcement for violation of the policy shall apply.

NAME(S): _____

ADDRESS: _____

CITY, STATE, ZIP CODE: _____

PHONE: _____