Title: Fragrance Free Environment and Workplace		
Document #: 2900	**Issuing Authority:** Vice President, People, Culture & Corporate Infrastructure	
Last Revised Date: 1/9/2025		**Version Number:** 1.1 (Current)

PURPOSE:
Details surrounding the need and requirements for a fragrance-free environment/workplace at the BCHS.

POLICY STATEMENT:
In our efforts to provide a healthier place of work and care the BCHS promotes a fragrance-free environment to minimize the potential adverse allergic and/or medical reactions that can occur among patients, visitors, staff, and volunteers. Employees, medical staff, volunteers, contractors, patients and visitors are to refrain from using fragrances as defined below while at the BCHS.

DEFINITION (S):

Fragrance: A substance that emits a distinctly noticeable scent, which includes but is not limited to; perfume, cologne, aftershave, body spray, essential oils, scented deodorizers, soaps, detergents, fabric softeners, shampoos, hairsprays some air fresheners and cleaning products.

PROCEDURE:
Hospital staff that experience discomfort, an adverse allergic or medical reaction to fragrance will bring the issue to the attention of their Manager or designate at the earliest opportunity. The Leader will investigate and if appropriate will inform the person that the fragrance is noticeable, causing discomfort to another individual and advise of the hospital's fragrance-free policy.

Patients and visitors who experience discomfort, an adverse allergic or medical reaction to fragrance will bring the issue to the attention of the most responsible care giver, or the Community Relations department at ext. 2472. The receiver of the concern will inform the Leader of the department who will investigate, and if appropriate will inform the person that the fragrance is noticeable, causing discomfort to another individual, advise of the hospital's fragrance-free policy.

Each site's Joint Health and safety Committee will be responsible for promoting awareness of the fragrance-free policy during their inspections.

All Leaders will be responsible for promoting awareness of the fragrance-free policy during their departmental inspections.

The policy will be reviewed with all new employees and volunteers during orientation and existing employees during regular department meetings as required.

DISCLAIMER: This is a CONTROLLED document. The most current version is in electronic format on the BCHS intranet site. Any documents appearing in paper form are NOT controlled.

Title: Fragrance Free Environment and Workplace	
Document #: 2900	**Issuing Authority:** Chief Human Resources Officer
Last Revised Date: 1/9/2025	**Version Number:** 1.1 (Current)

This policy will be incorporated into patient orientation literature.

This policy will be publicized and promoted for public visitors through appropriate signage, literature and hospital website.

RELATED PRACTICES AND / OR LEGISLATIONS:
None.

REFERENCES:
None.

APPENDICES:
None.

DISCLAIMER: This is a CONTROLLED document. The most current version is in electronic format on the BCHS intranet site. Any documents appearing in paper form are NOT controlled.