A new policy regulates the use of cell phones in hospital facilities, taking into consideration technical, ethical and practical issues.

Background:

The JGH has adopted a new cell phone policy that is effective immediately. The Department of Information Technology has developed this policy in conjunction with the Department of Nursing, Biomedical Engineering, Human Resources and Legal Affairs.

This policy addresses the use of cell phones in the hospital for phone calls and for data usage (including text messages, browsing the internet or other). This policy applies to all cell phone users in the hospital, including staff, members of the CPDP, consultants, volunteers, visitors and patients.

Information about changes will shortly be shared with staff, volunteers, patients and visitors. Until that time, please begin communicating this information to your staff, patients and families as necessary.

Rules and principles:

In areas where the use of cell phones is permitted, a user must respect other existing JGH policies. In particular, the use of cell phones must:

- **Respect patients and staff in the area**
  Cell phone usage should not disturb patients or interfere with the work of staff members. Such would include disturbances caused by voice, sound, including music, or the use of flash photos.

- **Respect patient confidentiality**
  Phone calls and messages sent must respect the hospital’s policy on confidentiality and all applicable laws.

- **Respect the privacy of patients**
  As a rule, photography and video recording is only permitted with the express consent of the individuals being photographed or recorded (including those appearing in the background).

  If you would like to take photos or videos for personal use with a cell phone, the privacy of patients and staff members must be respected.

  No photographs or video recordings meant for other than personal use (i.e. commercial, media or corporate), can be taken or captured unless it has been authorized. For all inquiries please contact Public Affairs and Communications (extension 2581).

- **Respect basic principles of safety**
  It is generally recommended to keep a safety distance of at least one metre from medical equipment if an appliance that emits radiofrequency, such as a cell phone, is switched on.
Three zones for cell phone usage:

The new cell phone policy establishes three zones (areas) where cell phones can be used. Once the policy will have been fully communicated, all zones will be clearly identified by color coded signs that will indicate what type of usage is or not permitted in the area.

Below are some examples of each zone category and related conditions for cell phone use:

<table>
<thead>
<tr>
<th>Zone definitions</th>
<th>Examples of zone or area</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Green Zone</strong></td>
<td>Areas where there is general public access, such as the cafeteria, and including medical care units</td>
</tr>
<tr>
<td>Cell phone use permitted.</td>
<td></td>
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<tr>
<td><strong>Yellow Zone</strong></td>
<td>Critical care units</td>
</tr>
<tr>
<td>Only employees are permitted to use their cell phones. All other users must turn their phones off.</td>
<td></td>
</tr>
<tr>
<td><strong>Red Zone</strong></td>
<td>Operating Rooms</td>
</tr>
<tr>
<td>Use of cell phone is prohibited.</td>
<td></td>
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</tbody>
</table>

For more information, or if you have any questions, please contact Philippe Moussin extension 8254.

Thank you for your cooperation,

[Signature]

Dr. Stephen Rosenthal
Chief Information Officer