

The Kentucky Department for Public Health
 University of Kentucky College of Nursing
Barren River Workplace Tobacco Policy Study, 2004

	<u>Barren River</u>	<u>Kentucky</u>
1. How many employees do you have?	n= 56 Mean= 264	n= 776 Mean= 234
2. About what percentage of your employees are male?	n= 54 62.8%	n= 769 65.1%
3. About what percentage of your employees are female?	n= 55 36.7%	n= 770 30.2%
4. About what percentage of your employees are under 18 years of age?	n= 55 0.2%	n= 771 0.2%
5. About what percentage of your employees are	n= 56	n= 770
a. Caucasian	80.0%	72.5%
b. African American	11.0%	9.7%
c. Hispanic	3.4%	3.9%
d. Asian	0.9%	1.0%
e. Other	0.8%	1.0%
6. Does your company have a written smoking policy?	n= 52	n= 762
Yes	42 80.8%	580 76.1%
7. Does your company have a smoking policy that is not in writing?	n= 13	n= 182
Yes	5 38.5%	119 65.4%
8. How is the company policy communicated?	n= 47	n= 713
a. Employee handbook	33 70.2%	500 70.1%
b. Hallways	7 14.9%	192 26.9%
c. Offices	4 8.5%	135 18.9%
d. Restrooms	7 14.9%	99 13.9%
e. Administrative offices	5 10.6%	109 15.3%
f. Not communicated	2 4.3%	19 2.7%

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9. Are employees permitted to smoke inside your company?	n= 56	n= 762
Yes	27 48.2%	386 50.7%
10. Is indoor smoking restricted to specified indoor areas?	n= 27	n= 375
Yes	26 96.3%	337 89.9%
11. Does the policy, written or unwritten, specify which indoor areas are smoking areas?	n= 27	n= 373
Yes	20 74.1%	288 77.2%
No	2 7.4%	53 14.2%
Does not have a policy, written or unwritten	3 11.1%	32 8.6%
12. Are indoor smoking areas separately enclosed and ventilated?	n= 27	n= 371
All	12 44.4%	149 40.2%
Some	3 11.1%	63 17.0%
None	7 25.9%	146 39.4%
I don't know	0 0.0%	13 3.5%
13. Does the smoking policy specify which indoor areas are separately ventilated for smoking?	n= 27	n= 362
Yes	10 37.0%	119 32.9%
No	13 48.1%	195 53.9%
Does not have a policy, written or unwritten	3 11.1%	48 13.3%
14. Where is indoor smoking permitted? (Fill in all that apply)	n= 27	n= 386
a. Cafeteria	9 33.3%	79 20.5%
b. Break rooms	19 70.4%	226 58.5%
c. Personal offices	4 14.8%	55 14.2%
d. Conference rooms	1 3.7%	29 7.5%
e. Bathrooms	2 7.4%	57 14.8%
f. Other	6 22.2%	147 38.1%

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15. Are employees permitted to smoke outside your company? Yes	$\underline{n}= 55$ 54 98.2%	$\underline{n}= 765$ 730 95.4%
16. Where is outdoor smoking permitted? a. Anywhere outside b. Designated areas outside c. Other	$\underline{n}= 52$ 11 21.2% 41 78.8% 0 0.0%	$\underline{n}= 720$ 265 36.8% 436 60.6% 19 2.6%
17. Does the smoking policy, written or unwritten, specify which outdoor areas are smoking areas? Yes No Does not have a policy, written or unwritten	$\underline{n}= 53$ 31 58.5% 18 34.0% 4 7.5%	$\underline{n}= 712$ 339 47.6% 321 45.1% 52 7.3%
18. Are outdoor smoking areas enclosed? No	$\underline{n}= 52$ 43 82.7%	$\underline{n}= 714$ 610 85.4%
19. Is smoking permitted during work hours? Yes	$\underline{n}= 53$ 38 71.7%	$\underline{n}= 758$ 654 86.3%
20. Does the smoking policy, written or unwritten, specify when smoking is permitted? Yes No Does not have a policy, written or unwritten	$\underline{n}= 38$ 25 65.8% 10 26.3% 3 7.9%	$\underline{n}= 622$ 334 53.7% 240 38.6% 48 7.7%
21. When is smoking permitted? a. Any time b. Before work c. Break time d. Lunch time e. After work f. During meetings g. After work functions	$\underline{n}= 38$ 6 15.8% 15 39.5% 32 84.2% 30 78.9% 15 39.5% 0 0.0% 1 2.6%	$\underline{n}= 654$ 180 27.5% 312 47.7% 521 79.7% 457 69.9% 298 45.6% 16 2.4% 86 13.1%
22. Are No Smoking signs posted at your company? Yes	$\underline{n}= 54$ 44 81.5%	$\underline{n}= 763$ 620 81.3%
23. Do employees smoke in company vehicles? Yes No Does not have company vehicles	$\underline{n}= 51$ 16 31.4% 30 58.8% 5 9.8%	$\underline{n}= 748$ 280 37.4% 360 48.1% 108 14.4%

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24. Does the smoking policy, written or unwritten, specify if smoking is permitted or not in company vehicles?	$n=$ 43	$n=$ 640
Yes	19 44.2%	203 31.7%
No	21 48.8%	352 55.0%
Does not have a policy, written or unwritten	3 7.0%	89 13.9%
25. To what extent do employees comply with the existing smoking policy?	$n=$ 55	$n=$ 768
a. All of the time	31 56.4%	443 57.7%
b. Some of the time	0 0.0%	29 3.8%
c. Most of the time	21 38.2%	254 33.1%
d. Never	0 0.0%	0 0.0%
e. Does not have a policy, written or unwritten	3 5.5%	42 5.5%
26. Who enforces the smoking policy for employees?	$n=$ 56	$n=$ 776
a. Immediate Supervisor	38 67.9%	572 73.7%
b. Manager	21 37.5%	413 53.2%
c. Security	3 5.4%	64 8.2%
d. Peers	5 8.9%	119 15.3%
e. Does not have a policy, written or unwritten	3 5.4%	45 5.8%
27. For a first time offense, what action is taken when an employee violates the smoking policy?	$n=$ 56	$n=$ 776
a. Verbal reprimand	34 60.7%	514 66.2%
b. Written reprimand	9 16.1%	125 16.1%
c. Participation in smoking cessation or education program	0 0.0%	2 0.3%
e. Does not have a policy, written or unwritten	6 10.7%	55 7.1%
28. For a second time offense, what action is taken when an employee violates the smoking policy?	$n=$ 56	$n=$ 776
a. Verbal reprimand	4 7.1%	90 11.6%
b. Written reprimand	34 60.7%	447 57.6%
c. Participation in smoking cessation or education program	0 0.0%	33 4.3%
e. Does not have a policy, written or unwritten	0 0.0%	61 7.9%

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29. For 3 or more offenses, what action is taken when an employee violates the smoking policy?	<u>n</u> = 56	<u>n</u> = 776
a. Verbal reprimand	2 3.6%	26 3.4%
b. Written reprimand	7 12.5%	171 22.0%
c. Day off with pay	4 7.1%	88 11.3%
d. Participation in smoking cessation or education program	2 3.6%	6 0.8%
e. Mandatory smoking cessation program	0 0.0%	2 0.3%
f. Suspension from work	13 23.2%	174 22.4%
g. Does not have a policy, written or unwritten	8 14.3%	71 9.1%
30. Who do the employees contact if they have complaints about people violating smoking restrictions?	<u>n</u> = 56	<u>n</u> = 776
a. Immediate supervisor	39 69.6%	578 74.5%
b. Health and safety personnel	8 14.3%	149 19.2%
c. Risk manager	4 7.1%	76 9.8%
31. Does your company provide resources to employees who want to quit using tobacco products?	<u>n</u> = 53	<u>n</u> = 756
Yes	30 56.6%	363 48.0%
32. What resources are available?	<u>n</u> = 30	<u>n</u> = 363
a. Cooper-Clayton Method to Stop Smoking	5 16.7%	62 17.1%
b. Fresh Start (American Cancer Society)	3 10.0%	17 4.7%
c. Freedom from Smoking (American Lung Association)	1 3.3%	12 3.3%
d. Make Yours a Fresh Start Family	0 0.0%	5 1.4%
e. Employee Assistance Program	9 30.0%	170 46.8%
f. Telephone Quit Line	0 0.0%	12 3.3%
g. Self-Help Booklets/Posters	9 30.0%	48 13.2%
h. Counselor	1 3.3%	28 7.7%
i. Computer / On-Line help	2 6.7%	12 3.3%
j. Doctor/Other Health Care Professional	3 10.0%	52 14.3%
33. Who provides the smoking cessation services?	<u>n</u> = 30	<u>n</u> = 363
a. Company Nurse	4 13.3%	32 8.8%
b. Community resource person	12 40.0%	93 25.6%

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34. Are cigarettes sold on company property? Yes	n= 55 1 1.8%	n= 758 36 4.7%
35. If "Yes", how are cigarettes sold? a. Company store b. Vending machines	n= 1 0 0.0% 1 100.0%	n= 36 1 2.8% 28 77.8%
36. Does your smoking policy mention anything about the consequences of tobacco, secondhand smoke or about protecting the health of others? Yes No Does not have a policy, written or unwritten	n= 55 15 27.3% 37 67.3% 3 5.5%	n= 754 133 17.6% 549 72.8% 72 9.5%
37. How satisfied are you with your current smoking policy? a. Very satisfied b. Somewhat satisfied c. Satisfied d. Not satisfied e. Does not have a policy, written or unwritten	n= 54 26 48.1% 16 29.6% 7 13.0% 2 3.7% 3 5.6%	n= 767 352 45.9% 172 22.4% 166 21.6% 42 5.5% 35 4.6%
38. Are you contemplating changes in your smoking policy? No	n= 54 45 83.3%	n= 761 641 84.2%
39. How interested are you in receiving assistance on changing your smoking policy? a. Very interested b. Somewhat interested c. Not interested	n= 56 5 8.9% 9 16.1% 42 75.0%	n= 767 59 7.7% 151 19.7% 557 72.6%
40. How interested are you in receiving assistance on effective smoking cessation programs? a. Very interested b. Somewhat interested c. Not interested	n= 53 7 13.2% 20 37.7% 26 49.1%	n= 761 158 20.8% 279 36.7% 324 42.6%

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41. Which of the following best describes your company's official policy on spit (smokeless) tobacco for indoor common areas such as lobbies, rest rooms, and lunch rooms?	n= 53	n= 753
a. Not allowed in common areas	30 56.6%	304 40.4%
b. Allowed in some common areas	6 11.3%	90 12.0%
c. Allowed in all common areas	1 1.9%	42 5.6%
d. No official policy	15 28.3%	280 37.2%
42. Which of the following best describes your company's official policy on spit (smokeless) tobacco for work areas?	n= 50	n= 738
a. Not allowed in work areas	34 68.0%	334 45.3%
b. Allowed in some work areas	2 4.0%	56 7.6%
c. Allowed in all work areas	1 2.0%	54 7.3%
d. No official policy	13 26.0%	268 36.3%
43. If your company has an official spit tobacco policy, how often is it enforced?	n= 52	n= 740
a. Always enforced	29 55.8%	330 44.6%
b. Sometimes enforced	4 7.7%	60 8.1%
c. Never enforced	1 1.9%	13 1.8%
d. Other	2 3.8%	22 3.0%
e. Does not have a policy, written or unwritten	16 30.8%	315 42.6%
44. Would you send us a copy of your spit tobacco and/or smoking policy if you have them?	n= 55	n= 748
Yes	34 61.8%	298 39.8%
No	14 25.5%	225 30.1%
Does not have written policies	7 12.7%	225 30.1%
45. Does your company have an employee wellness or health promotion program (e.g. health education services, activities, classes, workshops, lectures, individual counseling or wellness information)?	n= 55	n= 768
Yes	33 60.0%	382 49.7%
No	22 40.0%	364 47.4%
Don't Know	0 0.0%	22 2.9%

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46. Does your worksite have any policies or guidelines requiring heart healthy food choices to be served or available (i.e. low fat foods, lower calorie foods, low-fat milk, water or fruit juices) in the following places?	n= 56	n= 776
a. Cafeteria	6 10.7%	77 9.9%
b. Vending Machines	15 26.8%	225 29.0%
c. Meetings	1 1.8%	39 5.0%
d. Company-sponsored events	2 3.6%	41 5.3%
47. Does your company have vending machines that stock food and/or drinks? Yes	n= 55 54 98.2%	n= 756 725 95.9%
48. Are any of the following items stocked in your vending machines?	n= 54	n= 725
a. 100% fruit juices	36 66.7%	475 65.5%
b. Low-fat milk	39 72.2%	371 51.2%
c. Bottled water	44 81.5%	596 82.2%
d. Baked or low-fat chips	41 75.9%	497 68.6%
e. Pretzels	43 79.6%	615 84.8%
f. Lite popcorn	25 46.3%	258 35.6%
g. Animal crackers	35 64.8%	334 46.1%
h. Fresh Fruit	29 53.7%	291 40.1%
i. Low-fat cereal bars	21 38.9%	331 45.7%
j. Salad with low-fat dressing	25 46.3%	221 30.5%
49. Does your company provide access for employees to do the following:	n= 56	n= 776
a. Refrigerate food	54 96.4%	736 94.8%
b. Microwave food	53 94.6%	749 96.5%
c. Eat in a break room	54 96.4%	730 94.1%
d. Buy food in a cafeteria	17 30.4%	182 23.5%

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50. Do your company health insurance plans cover all or part of the cost of the following. (Fill in all that apply)	n= 56	n= 776
a. Diabetes equipment & supplies (e.g. meters, strips, lancets, etc.)	50 89.3%	614 79.1%
b. Diabetes medicine (insulin, pills)	54 96.4%	653 84.1%
c. Diabetes self-management education	22 39.3%	302 38.9%
d. Nutrition and behavior counseling or classes for weight contro	10 17.9%	189 24.4%
e. Prescription drugs for weight loss	14 25.0%	230 29.6%
f. Medications for smoking cessation (e.g. Wellbutrin, Zyban, patches/gum, etc.)	19 33.9%	286 36.9%
g. Behavioral counseling or classes for smoking cessatio	15 26.8%	204 26.3%
51. Does your company have community outreach or funding programs for community projects?		
Yes	n= 55 30 54.5%	n= 756 407 53.8%
52. Does the manufacture of your products involve flammable materials?		
Yes	n= 53 27 50.9%	n= 762 452 59.3%
53. Do your employees belong to a union?		
Yes	n= 55 6 10.9%	n= 761 186 24.4%
Manufacturing Facility Participation Rate	69.1%	73.3%

Note. Data for this report were collected April 2004 - September 2004 in manufacturing facilities with 50 or more employees.

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