

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

	<u>Green River</u>	<u>Kentucky</u>
1. How many employees do you have?	n= 57 Mean= 240	n= 776 Mean= 234
2. About what percentage of your employees are male?	n= 57 72.5%	n= 769 65.1%
3. About what percentage of your employees are female?	n= 57 26.5%	n= 770 30.2%
4. About what percentage of your employees are under 18 years of age?	n= 57 0.2%	n= 771 0.2%
5. About what percentage of your employees are	n= 57	n= 770
a. Caucasian	80.9%	72.5%
b. African American	8.2%	9.7%
c. Hispanic	3.0%	3.9%
d. Asian	0.2%	1.0%
e. Other	0.6%	1.0%
6. Does your company have a written smoking policy?	n= 57	n= 762
Yes	40 70.2%	580 76.1%
7. Does your company have a smoking policy that is not in writing?	n= 16	n= 182
Yes	10 62.5%	119 65.4%
8. How is the company policy communicated?	n= 51	n= 713
a. Employee handbook	31 60.8%	500 70.1%
b. Hallways	11 21.6%	192 26.9%
c. Offices	5 9.8%	135 18.9%
d. Restrooms	3 5.9%	99 13.9%
e. Administrative offices	6 11.8%	109 15.3%
f. Not communicated	3 5.9%	19 2.7%

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

	<u>Green River</u>	<u>Kentucky</u>
9. Are employees permitted to smoke inside your company?	n= 56	n= 762
Yes	35 62.5%	386 50.7%
10. Is indoor smoking restricted to specified indoor areas?	n= 35	n= 375
Yes	30 85.7%	337 89.9%
11. Does the policy, written or unwritten, specify which indoor areas are smoking areas?	n= 35	n= 373
Yes	22 62.9%	288 77.2%
No	9 25.7%	53 14.2%
Does not have a policy, written or unwritten	3 8.6%	32 8.6%
12. Are indoor smoking areas separately enclosed and ventilated?	n= 35	n= 371
All	14 40.0%	149 40.2%
Some	5 14.3%	63 17.0%
None	14 40.0%	146 39.4%
I don't know	1 2.9%	13 3.5%
13. Does the smoking policy specify which indoor areas are separately ventilated for smoking?	n= 35	n= 362
Yes	11 31.4%	119 32.9%
No	17 48.6%	195 53.9%
Does not have a policy, written or unwritten	5 14.3%	48 13.3%
14. Where is indoor smoking permitted? (Fill in all that apply)	n= 35	n= 386
a. Cafeteria	5 14.3%	79 20.5%
b. Break rooms	23 65.7%	226 58.5%
c. Personal offices	7 20.0%	55 14.2%
d. Conference rooms	2 5.7%	29 7.5%
e. Bathrooms	4 11.4%	57 14.8%
f. Other	14 40.0%	147 38.1%

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

	<u>Green River</u>	<u>Kentucky</u>
15. Are employees permitted to smoke outside your company? Yes	n= 57 49 86.0%	n= 765 730 95.4%
16. Where is outdoor smoking permitted? a. Anywhere outside b. Designated areas outside c. Other	n= 49 23 46.9% 25 51.0% 1 2.0%	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	n= 49 19 38.8% 27 55.1% 3 6.1%	n= 712 339 47.6% 321 45.1% 52 7.3%
18. Are outdoor smoking areas enclosed? No	n= 49 40 81.6%	n= 714 610 85.4%
19. Is smoking permitted during work hours? Yes	n= 56 51 91.1%	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	n= 48 23 47.9% 22 45.8% 3 6.3%	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	n= 51 17 33.3% 29 56.9% 42 82.4% 32 62.7% 25 49.0% 1 2.0% 5 9.8%	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	n= 57 46 80.7%	n= 763 620 81.3%
23. Do employees smoke in company vehicles? Yes No Does not have company vehicles	n= 57 18 31.6% 33 57.9% 6 10.5%	n= 748 280 37.4% 360 48.1% 108 14.4%

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

	<u>Green River</u>	<u>Kentucky</u>
24. Does the smoking policy, written or unwritten, specify if smoking is permitted or not in company vehicles?	n= 50	n= 640
Yes	16 32.0%	203 31.7%
No	30 60.0%	352 55.0%
Does not have a policy, written or unwritten	4 8.0%	89 13.9%
25. To what extent do employees comply with the existing smoking policy?	n= 57	n= 768
a. All of the time	32 56.1%	443 57.7%
b. Some of the time	2 3.5%	29 3.8%
c. Most of the time	20 35.1%	254 33.1%
d. Never	0 0.0%	0 0.0%
e. Does not have a policy, written or unwritten	3 5.3%	42 5.5%
26. Who enforces the smoking policy for employees?	n= 57	n= 776
a. Immediate Supervisor	41 71.9%	572 73.7%
b. Manager	16 28.1%	413 53.2%
c. Security	3 5.3%	64 8.2%
d. Peers	10 17.5%	119 15.3%
e. Does not have a policy, written or unwritten	5 8.8%	45 5.8%
27. For a first time offense, what action is taken when an employee violates the smoking policy?	n= 57	n= 776
a. Verbal reprimand	35 61.4%	514 66.2%
b. Written reprimand	9 15.8%	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 10.5%	55 7.1%
28. For a second time offense, what action is taken when an employee violates the smoking policy?	n= 57	n= 776
a. Verbal reprimand	8 14.0%	90 11.6%
b. Written reprimand	24 42.1%	447 57.6%
c. Participation in smoking cessation or education program	6 10.5%	33 4.3%
e. Does not have a policy, written or unwritten	0 0.0%	61 7.9%

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

	<u>Green River</u>	<u>Kentucky</u>
29. For 3 or more offenses, what action is taken when an employee violates the smoking policy?	n= 57	n= 776
a. Verbal reprimand	2 3.5%	26 3.4%
b. Written reprimand	7 12.3%	171 22.0%
c. Day off with pay	2 3.5%	88 11.3%
d. Participation in smoking cessation or education program	0 0.0%	6 0.8%
e. Mandatory smoking cessation program	0 0.0%	2 0.3%
f. Suspension from work	15 26.3%	174 22.4%
g. Does not have a policy, written or unwritten	7 12.3%	71 9.1%
30. Who do the employees contact if they have complaints about people violating smoking restrictions?	n= 57	n= 776
a. Immediate supervisor	37 64.9%	578 74.5%
b. Health and safety personnel	7 12.3%	149 19.2%
c. Risk manager	3 5.3%	76 9.8%
31. Does your company provide resources to employees who want to quit using tobacco products?	n= 57	n= 756
Yes	27 47.4%	363 48.0%
32. What resources are available?	n= 27	n= 363
a. Cooper-Clayton Method to Stop Smoking	4 14.8%	62 17.1%
b. Fresh Start (American Cancer Society)	2 7.4%	17 4.7%
c. Freedom from Smoking (American Lung Association)	2 7.4%	12 3.3%
d. Make Yours a Fresh Start Family	0 0.0%	5 1.4%
e. Employee Assistance Program	9 33.3%	170 46.8%
f. Telephone Quit Line	0 0.0%	12 3.3%
g. Self-Help Booklets/Posters	4 14.8%	48 13.2%
h. Counselor	2 7.4%	28 7.7%
i. Computer / On-Line help	1 3.7%	12 3.3%
j. Doctor/Other Health Care Professional	3 11.1%	52 14.3%
33. Who provides the smoking cessation services?	n= 27	n= 363
a. Company Nurse	3 11.1%	32 8.8%
b. Community resource person	8 29.6%	93 25.6%

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

	<u>Green River</u>	<u>Kentucky</u>
34. Are cigarettes sold on company property? Yes	n= 56 2 3.6%	n= 758 36 4.7%
35. If "Yes", how are cigarettes sold? a. Company store b. Vending machines	n= 2 0 0.0% 2 0.0%	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= 57 13 22.8% 39 68.4% 5 8.8%	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= 57 19 33.3% 23 40.4% 7 12.3% 4 7.0% 4 7.0%	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= 57 47 82.5%	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= 57 1 1.8% 12 21.1% 44 77.2%	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= 57 10 17.5% 17 29.8% 30 52.6%	n= 761 158 20.8% 279 36.7% 324 42.6%

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

	<u>Green River</u>	<u>Kentucky</u>
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?	$n=$ 57	$n=$ 753
a. Not allowed in common areas	14 24.6%	304 40.4%
b. Allowed in some common areas	14 24.6%	90 12.0%
c. Allowed in all common areas	5 8.8%	42 5.6%
d. No official policy	17 29.8%	280 37.2%
42. Which of the following best describes your company's official policy on spit (smokeless) tobacco for work areas?	$n=$ 57	$n=$ 738
a. Not allowed in work areas	23 40.4%	334 45.3%
b. Allowed in some work areas	7 12.3%	56 7.6%
c. Allowed in all work areas	3 5.3%	54 7.3%
d. No official policy	19 33.3%	268 36.3%
43. If your company has an official spit tobacco policy, how often is it enforced?	$n=$ 54	$n=$ 740
a. Always enforced	22 40.7%	330 44.6%
b. Sometimes enforced	12 22.2%	60 8.1%
c. Never enforced	2 3.7%	13 1.8%
d. Other	1 1.9%	22 3.0%
e. Does not have a policy, written or unwritten	17 31.5%	315 42.6%
44. Would you send us a copy of your spit tobacco and/or smoking policy if you have them?	$n=$ 57	$n=$ 748
Yes	21 36.8%	298 39.8%
No	19 33.3%	225 30.1%
Does not have written policies	17 29.8%	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)?	$n=$ 57	$n=$ 768
Yes	31 54.4%	382 49.7%
No	25 43.9%	364 47.4%
Don't Know	1 1.8%	22 2.9%

	<u>Green River</u>	<u>Kentucky</u>
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= 57	n= 776
a. Cafeteria	5 8.8%	77 9.9%
b. Vending Machines	8 14.0%	225 29.0%
c. Meetings	2 3.5%	39 5.0%
d. Company-sponsored events	1 1.8%	41 5.3%
47. Does your company have vending machines that stock food and/or drinks? Yes	n= 54 46 85.2%	n= 756 725 95.9%
48. Are any of the following items stocked in your vending machines?	n= 46	n= 725
a. 100% fruit juices	24 52.2%	475 65.5%
b. Low-fat milk	21 45.7%	371 51.2%
c. Bottled water	30 65.2%	596 82.2%
d. Baked or low-fat chips	30 65.2%	497 68.6%
e. Pretzels	38 82.6%	615 84.8%
f. Lite popcorn	9 19.6%	258 35.6%
g. Animal crackers	22 47.8%	334 46.1%
h. Fresh Fruit	14 30.4%	291 40.1%
i. Low-fat cereal bars	19 41.3%	331 45.7%
j. Salad with low-fat dressing	5 10.9%	221 30.5%
49. Does your company provide access for employees to do the following:	n= 57	n= 776
a. Refrigerate food	57 100.0%	736 94.8%
b. Microwave food	56 98.2%	749 96.5%
c. Eat in a break room	53 93.0%	730 94.1%
d. Buy food in a cafeteria	10 17.5%	182 23.5%

	<u>Green River</u>	<u>Kentucky</u>
50. Do your company health insurance plans cover all or part of the cost of the following. (Fill in all that apply)	n= 57	n= 776
a. Diabetes equipment & supplies (e.g. meters, strips, lancets, etc.)	45 78.9%	614 79.1%
b. Diabetes medicine (insulin, pills)	47 82.5%	653 84.1%
c. Diabetes self-management education	19 33.3%	302 38.9%
d. Nutrition and behavior counseling or classes for weight contro	11 19.3%	189 24.4%
e. Prescription drugs for weight loss	19 33.3%	230 29.6%
f. Medications for smoking cessation (e.g. Wellbutrin, Zyban, patches/gum, etc.)	14 24.6%	286 36.9%
g. Behavioral counseling or classes for smoking cessatio	8 14.0%	204 26.3%
51. Does your company have community outreach or funding programs for community projects?		
Yes	n= 56 34 60.7%	n= 756 407 53.8%
52. Does the manufacture of your products involve flammable materials?		
Yes	n= 57 45 78.9%	n= 762 452 59.3%
53. Do your employees belong to a union?		
Yes	n= 57 19 33.3%	n= 761 186 24.4%
Manufacturing Facility Participation Rate	68.7%	73.3%

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

*This report was prepared through a contract between the Kentucky Cabinet
 for Health and Family Services and the University of Kentucky College of Nursing*

For more information, contact:
Ellen Hahn, DNS, RN
Associate Professor
College of Nursing, University of Kentucky
Lexington, KY 40536-0232
(859) 257-2358
ejhahn00@email.uky.edu