

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

Kentucky

1.	How many employees do you have?	n= 776 Mean= 234
2.	About what percentage of your employees are male?	n= 769 65.1%
3.	About what percentage of your employees are female?	n= 770 30.2%
4.	About what percentage of your employees are under 18 years of age?	n= 771 0.2%
5.	About what percentage of your employees are	n= 770
	a. Caucasian	72.5%
	b. African American	9.7%
	c. Hispanic	3.9%
	d. Asian	1.0%
	e. Other	1.0%
6.	Does your company have a written smoking policy?	n= 762
	Yes	580 76.1%
7.	Does your company have a smoking policy that is not in writing?	n= 182
	Yes	119 65.4%
8.	How is the company policy communicated?	n= 713
	a. Employee handbook	500 70.1%
	b. Hallways	192 26.9%
	c. Offices	135 18.9%
	d. Restrooms	99 13.9%
	e. Administrative offices	109 15.3%
	f. Not communicated	19 2.7%

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

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15. Are employees permitted to smoke outside your company? Yes	n= 765 730 95.4%
16. Where is outdoor smoking permitted? a. Anywhere outside b. Designated areas outside c. Other	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= 712 339 47.6% 321 45.1% 52 7.3%
18. Are outdoor smoking areas enclosed? No	n= 714 610 85.4%
19. Is smoking permitted during work hours? Yes	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= 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= 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= 763 620 81.3%
23. Do employees smoke in company vehicles? Yes No Does not have company vehicles	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?	<u>n</u> =	640
	Yes	203	31.7%
	No	352	55.0%
	Does not have a policy, written or unwritten	89	13.9%
25.	To what extent do employees comply with the existing smoking policy?	<u>n</u> =	768
	a. All of the time	443	57.7%
	b. Some of the time	29	3.8%
	c. Most of the time	254	33.1%
	d. Never	0	0.0%
	e. Does not have a policy, written or unwritten	42	5.5%
26.	Who enforces the smoking policy for employees?	<u>n</u> =	776
	a. Immediate Supervisor	572	73.7%
	b. Manager	413	53.2%
	c. Security	64	8.2%
	d. Peers	119	15.3%
	e. Does not have a policy, written or unwritten	45	5.8%
27.	For a first time offense, what action is taken when an employee violates the smoking policy?	<u>n</u> =	776
	a. Verbal reprimand	514	66.2%
	b. Written reprimand	125	16.1%
	c. Participation in smoking cessation or education program	2	0.3%
	e. Does not have a policy, written or unwritten	55	7.1%
28.	For a second time offense, what action is taken when an employee violates the smoking policy?	<u>n</u> =	776
	a. Verbal reprimand	90	11.6%
	b. Written reprimand	447	57.6%
	c. Participation in smoking cessation or education program	33	4.3%
	e. Does not have a policy, written or unwritten	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> = 776
	a. Verbal reprimand	26 3.4%
	b. Written reprimand	171 22.0%
	c. Day off with pay	88 11.3%
	d. Participation in smoking cessation or education program	6 0.8%
	e. Mandatory smoking cessation program	2 0.3%
	f. Suspension from work	174 22.4%
	g. Does not have a policy, written or unwritten	71 9.1%
30.	Who do the employees contact if they have complaints about people violating smoking restrictions?	<u>n</u> = 776
	a. Immediate supervisor	578 74.5%
	b. Health and safety personnel	149 19.2%
	c. Risk manager	76 9.8%
31.	Does your company provide resources to employees who want to quit using tobacco products?	<u>n</u> = 756
	Yes	363 48.0%
32.	What resources are available?	<u>n</u> = 363
	a. Cooper-Clayton Method to Stop Smoking	62 17.1%
	b. Fresh Start (American Cancer Society)	17 4.7%
	c. Freedom from Smoking (American Lung Association)	12 3.3%
	d. Make Yours a Fresh Start Family	5 1.4%
	e. Employee Assistance Program	170 46.8%
	f. Telephone Quit Line	12 3.3%
	g. Self-Help Booklets/Posters	48 13.2%
	h. Counselor	28 7.7%
	i. Computer / On-Line help	12 3.3%
	j. Doctor/Other Health Care Professional	52 14.3%
33.	Who provides the smoking cessation services?	<u>n</u> = 363
	a. Company Nurse	32 8.8%
	b. Community resource person	93 25.6%

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34. Are cigarettes sold on company property?	<u>n</u> = 758
Yes	36 4.7%
35. If "Yes", how are cigarettes sold?	<u>n</u> = 36
a. Company store	1 2.8%
b. Vending machines	28 77.8%
36. Does your smoking policy mention anything about the consequences of tobacco, secondhand smoke or about protecting the health of others?	<u>n</u> = 754
Yes	133 17.6%
No	549 72.8%
Does not have a policy, written or unwritten	72 9.5%
37. How satisfied are you with your current smoking policy?	<u>n</u> = 767
a. Very satisfied	352 45.9%
b. Somewhat satisfied	172 22.4%
c. Satisfied	166 21.6%
d. Not satisfied	42 5.5%
e. Does not have a policy, written or unwritten	35 4.6%
38. Are you contemplating changes in your smoking policy?	<u>n</u> = 761
No	641 84.2%
39. How interested are you in receiving assistance on changing your smoking policy?	<u>n</u> = 767
a. Very interested	59 7.7%
b. Somewhat interested	151 19.7%
c. Not interested	557 72.6%
40. How interested are you in receiving assistance on effective smoking cessation programs?	<u>n</u> = 761
a. Very interested	158 20.8%
b. Somewhat interested	279 36.7%
c. Not interested	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?		
	a. Not allowed in common areas	n=	753
		304	40.4%
	b. Allowed in some common areas	90	12.0%
	c. Allowed in all common areas	42	5.6%
	d. No official policy	280	37.2%
42.	Which of the following best describes your company's official policy on spit (smokeless) tobacco for work areas?		
	a. Not allowed in work areas	n=	738
		334	45.3%
	b. Allowed in some work areas	56	7.6%
	c. Allowed in all work areas	54	7.3%
	d. No official policy	268	36.3%
43.	If your company has an official spit tobacco policy, how often is it enforced?		
	a. Always enforced	n=	740
		330	44.6%
	b. Sometimes enforced	60	8.1%
	c. Never enforced	13	1.8%
	d. Other	22	3.0%
	e. Does not have a policy, written or unwritten	315	42.6%
44.	Would you send us a copy of your spit tobacco and/or smoking policy if you have them?		
	Yes	n=	748
		298	39.8%
	No	225	30.1%
	Does not have written policies	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)?		
	Yes	n=	768
		382	49.7%
	No	364	47.4%
	Don't Know	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=	776
	a. Cafeteria	77	9.9%
	b. Vending Machines	225	29.0%
	c. Meetings	39	5.0%
	d. Company-sponsored events	41	5.3%
47.	Does your company have vending machines that stock food and/or drinks? Yes	n=	756
		725	95.9%
48.	Are any of the following items stocked in your vending machines?	n=	725
	a. 100% fruit juices	475	65.5%
	b. Low-fat milk	371	51.2%
	c. Bottled water	596	82.2%
	d. Baked or low-fat chips	497	68.6%
	e. Pretzels	615	84.8%
	f. Lite popcorn	258	35.6%
	g. Animal crackers	334	46.1%
	h. Fresh Fruit	291	40.1%
	i. Low-fat cereal bars	331	45.7%
	j. Salad with low-fat dressing	221	30.5%
49.	Does your company provide access for employees to do the following:	n=	776
	a. Refrigerate food	736	94.8%
	b. Microwave food	749	96.5%
	c. Eat in a break room	730	94.1%
	d. Buy food in a cafeteria	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)	<u>n</u> =	776
a. Diabetes equipment & supplies (e.g. meters, strips, lancets, etc.)	614	79.1%
b. Diabetes medicine (insulin, pills)	653	84.1%
c. Diabetes self-management education	302	38.9%
d. Nutrition and behavior counseling or classes for weight control	189	24.4%
e. Prescription drugs for weight loss	230	29.6%
f. Medications for smoking cessation (e.g. Wellbutrin, Zyban, patches/gum, etc.)	286	36.9%
g. Behavioral counseling or classes for smoking cessation	204	26.3%
51. Does your company have community outreach or funding programs for community projects?	<u>n</u> =	756
Yes	407	53.8%
52. Does the manufacture of your products involve flammable materials?	<u>n</u> =	762
Yes	452	59.3%
53. Do your employees belong to a union?	<u>n</u> =	761
Yes	186	24.4%
Manufacturing Facility Participation Rate		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

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