

The Kentucky Department for Public Health
 University of Kentucky College of Nursing
Garrard County Workplace Tobacco Policy Study, 2008

| | <u>Garrard</u> | <u>Kentucky</u> |
|--|------------------|---------------------|
| <u>Demographic Information</u> | | |
| 1. How many employees do you have? | n= 2 Mean= 71 | n= 654 Mean= 241 |
| 2. About what percentage of your employees are male? | n= 2 82.0% | n= 625 70.3% |
| 3. About what percentage of your employees are female? | n= 2 18.0% | n= 625 30.6% |
| 4. About what percentage of your employees are under 18 years of age? | n= 2 0.0% | n= 600 3.7% |
| 5. About what percentage of your employees are | n= 2 | n= 596 |
| a. Caucasian | 88.0% | 83.9% |
| b. African American | 3.0% | 11.3% |
| c. Hispanic | 0.0% | 7.8% |
| d. Asian | 0.0% | 2.1% |
| e. Other | 1.0% | 2.0% |
| <u>Smoking Policy/Environment</u> | | |
| 6. Does your company have a written smoking policy? Yes | n= 2 2 100.0% | n= 644 520 80.7% |
| 7. [For those companies without a written policy] Does your company have a smoking policy that is not in writing? Yes | n= 0 0 0.0% | n= 120 84 70.0% |

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|-----|--|----------------|--------|-----------------|-------|
| 8. | How is the company policy communicated? | <u>n</u> = | 2 | <u>n</u> = | 604 |
| | a. Employee handbook | 2 | 100.0% | 445 | 73.7% |
| | b. Hallways | 1 | 50.0% | 97 | 16.1% |
| | c. Offices | 1 | 50.0% | 60 | 9.9% |
| | d. Restrooms | 2 | 100.0% | 62 | 10.3% |
| | e. Administrative offices | 1 | 50.0% | 53 | 8.8% |
| | f. Not communicated | 2 | 100.0% | 375 | 62.1% |
| | g. At time of hire/orientation | 0 | 0.0% | 316 | 52.3% |
| | h. Signs/bulletin boards | 0 | 0.0% | 34 | 5.6% |
| | i. Electronic/newsletter | 0 | 0.0% | 90 | 14.9% |
| | j. Other | 0 | 0.0% | 4 | 0.7% |
| 9. | Are employees permitted to smoke inside your company? | <u>n</u> = | 2 | <u>n</u> = | 651 |
| | Yes | 1 | 50.0% | 195 | 30.0% |
| 10. | [For companies allowing indoor smoking] Is indoor smoking restricted to specified indoor areas? | <u>n</u> = | 1 | <u>n</u> = | 193 |
| | Yes | 1 | 100.0% | 176 | 91.2% |
| 11. | [For companies allowing indoor smoking] Does the policy, written or unwritten, specify which indoor areas are smoking areas? | <u>n</u> = | 1 | <u>n</u> = | 192 |
| | Yes | 1 | 100.0% | 156 | 81.3% |
| | No | 0 | 0.0% | 12 | 6.3% |
| | Does not have a policy, written or unwritten | 0 | 0.0% | 24 | 12.5% |
| 12. | [For companies allowing indoor smoking] Are indoor smoking areas separately enclosed and ventilated? | <u>n</u> = | 1 | <u>n</u> = | 191 |
| | All | 1 | 100.0% | 75 | 39.3% |
| | Some | 0 | 0.0% | 34 | 17.8% |
| | None | 0 | 0.0% | 74 | 38.7% |
| | I don't know | 0 | 0.0% | 8 | 4.2% |

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| 13. [For companies allowing indoor smoking] Does the smoking policy specify which indoor areas are separately ventilated for smoking? | <u>n</u> = | 1 | <u>n</u> = | 183 |
| Yes | 0 | 0.0% | 56 | 30.6% |
| No | 1 | 100.0% | 94 | 51.4% |
| Does not have a policy, written or unwritten | 0 | 0.0% | 33 | 18.0% |
| 14. [For companies allowing indoor smoking] Where is indoor smoking permitted? (Fill in all that apply) | <u>n</u> = | 1 | <u>n</u> = | 195 |
| a. Cafeteria | 1 | 100.0% | 45 | 23.1% |
| b. Break rooms | 1 | 100.0% | 101 | 51.8% |
| c. Personal offices | 0 | 0.0% | 22 | 11.3% |
| d. Conference rooms | 0 | 0.0% | 15 | 7.7% |
| e. Bathrooms | 0 | 0.0% | 20 | 10.3% |
| f. Work area/plant floor | 0 | 0.0% | 65 | 33.3% |
| g. Smoking rooms | 0 | 0.0% | 51 | 26.2% |
| h. Other | 0 | 0.0% | 26 | 13.3% |
| 15. Are employees permitted to smoke outside your company? | <u>n</u> = | 2 | <u>n</u> = | 652 |
| Yes | 2 | 100.0% | 626 | 96.0% |
| 16. [For companies allowing outdoor smoking] Where is outdoor smoking permitted? | <u>n</u> = | 2 | <u>n</u> = | 616 |
| a. Anywhere outside | 2 | 100.0% | 160 | 26.0% |
| b. Designated areas outside | 0 | 0.0% | 443 | 71.9% |
| c. Other | 0 | 0.0% | 13 | 2.1% |
| 17. [For companies allowing outdoor smoking] Does the smoking policy, written or unwritten, specify which outdoor areas are smoking areas? | <u>n</u> = | 2 | <u>n</u> = | 609 |
| Yes | 0 | 0.0% | 386 | 63.4% |
| No | 2 | 100.0% | 176 | 28.9% |
| Does not have a policy, written or unwritten | 0 | 0.0% | 47 | 7.7% |

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| 18. [For companies allowing outdoor smoking] Are outdoor smoking areas enclosed? No | n= 2 2 100.0% | n= 613 512 83.5% |
| 19. Is smoking permitted during work hours? Yes | n= 2 2 100.0% | n= 652 588 90.2% |
| 20. [For companies permitting smoking during work hours] Does the smoking policy, written or unwritten, specify when smoking is permitted? | n= 2 | n= 569 |
| Yes | 1 50.0% | 390 68.5% |
| No | 1 50.0% | 135 23.7% |
| Does not have a policy, written or unwritten | 0 0.0% | 44 7.7% |
| 21. [For companies permitting smoking during work hours] When is smoking permitted? | n= 2 | n= 588 |
| a. Any time | 1 50.0% | 105 17.9% |
| b. Before work | 1 50.0% | 293 49.8% |
| c. Break time | 1 50.0% | 497 84.5% |
| d. Lunch time | 1 50.0% | 459 78.1% |
| e. After work | 1 50.0% | 283 48.1% |
| f. During meetings | 0 0.0% | 4 0.7% |
| g. After work functions | 0 0.0% | 22 3.7% |
| h. Other times | 0 0.0% | 2 0.3% |
| 22. Are No Smoking signs posted at your company? Yes | n= 2 2 100.0% | n= 650 558 85.8% |
| 23. Do employees smoke in company vehicles? | n= 2 | n= 646 |
| Yes | 1 50.0% | 165 25.5% |
| No | 1 50.0% | 372 57.6% |
| Does not have company vehicles | 0 0.0% | 109 16.9% |

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| 24. Does the smoking policy, written or unwritten, specify if smoking is permitted or not in company vehicles? | n= | 2 | n= | 516 |
| Yes | 1 | 50.0% | 258 | 50.0% |
| No | 1 | 50.0% | 203 | 39.3% |
| Does not have a policy, written or unwritten | 0 | 0.0% | 55 | 10.7% |

Smoking Policy Compliance/Enforcement

| | | | | |
|---|----|--------|-----|-------|
| 25. To what extent do employees comply with the existing smoking policy? | n= | 2 | n= | 655 |
| a. All of the time | 0 | 0.0% | 364 | 55.6% |
| b. Some of the time | 0 | 0.0% | 24 | 3.7% |
| c. Most of the time | 2 | 100.0% | 237 | 36.2% |
| d. Never | 0 | 0.0% | 1 | 0.2% |
| e. Does not have a policy, written or unwritten | 0 | 0.0% | 29 | 4.4% |
| 26. Who enforces the smoking policy for employees? (Fill in all that apply) | n= | 2 | n= | 655 |
| a. Immediate Supervisor | 1 | 50.0% | 491 | 75.0% |
| b. Manager | 1 | 50.0% | 392 | 59.8% |
| c. Security | 0 | 0.0% | 69 | 10.5% |
| d. Peers | 0 | 0.0% | 103 | 15.7% |
| e. Others | 0 | 0.0% | 128 | 19.5% |
| f. Does not have a policy, written or unwritten | 0 | 0.0% | 28 | 4.3% |
| 27. For a first time offense, what action is taken when an employee violates the smoking policy? (Fill in all that apply) | n= | 2 | n= | 655 |
| a. Verbal reprimand | 2 | 100.0% | 428 | 65.3% |
| b. Written reprimand | 0 | 0.0% | 118 | 18.0% |
| c. Participation in smoking cessation or education program | 0 | 0.0% | 0 | 0.0% |
| d. Other | 0 | 0.0% | 90 | 13.7% |
| e. Does not have a policy, written or unwritten | 0 | 0.0% | 51 | 7.8% |

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| 28. For a second time offense, what action is taken when an employee violates the smoking policy? (Fill in all that apply) | <u>n</u> = | 2 | <u>n</u> = | 655 |
| a. Verbal reprimand | 0 | 0.0% | 70 | 10.7% |
| b. Written reprimand | 1 | 50.0% | 403 | 61.5% |
| c. Day off without pay | 0 | 0.0% | 33 | 5.0% |
| d. Participation in smoking cessation or education program | 0 | 0.0% | 3 | 0.5% |
| e. Other | 1 | 50.0% | 138 | 21.1% |
| f. Does not have a policy, written or unwritten | 0 | 0.0% | 56 | 8.5% |
| 29. For 3 or more offenses, what action is taken when an employee violates the smoking policy? (Fill in all that apply) | <u>n</u> = | 2 | <u>n</u> = | 655 |
| a. Verbal reprimand | 0 | 0.0% | 21 | 3.2% |
| b. Written reprimand | 0 | 0.0% | 90 | 13.7% |
| c. Day off without pay | 0 | 0.0% | 54 | 8.2% |
| d. Participation in smoking cessation or education program | 0 | 0.0% | 0 | 0.0% |
| e. Mandatory smoking cessation program | 0 | 0.0% | 0 | 0.0% |
| f. Suspension from work | 0 | 0.0% | 143 | 21.8% |
| g. Termination | 0 | 0.0% | 235 | 35.9% |
| h. Never happens | 0 | 0.0% | 103 | 15.7% |
| i. Other | 0 | 0.0% | 79 | 12.1% |
| h. Does not have a policy, written or unwritten | 0 | 0.0% | 55 | 8.4% |
| 30. Who do the employees contact if they have complaints about people violating smoking restrictions? (Fill in all that apply) | <u>n</u> = | 2 | <u>n</u> = | 655 |
| a. Immediate supervisor | 1 | 50.0% | 485 | 74.0% |
| b. Health and safety personnel | 0 | 0.0% | 129 | 19.7% |
| c. Risk manager | 0 | 0.0% | 49 | 7.5% |
| d. Human Resources | 0 | 0.0% | 334 | 51.0% |
| e. Manager | 0 | 0.0% | 219 | 33.4% |
| f. Other | 0 | 0.0% | 53 | 8.1% |

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|---|----------------|------|-----------------|-------|
| <u>Smoking Cessation</u> | | | | |
| 31. Does your company provide resources to employees who want to quit using tobacco products? | <u>n</u> = | 2 | <u>n</u> = | 647 |
| Yes | 0 | 0.0% | 427 | 66.0% |
| 32. What resources are available? (Fill in all that apply) | <u>n</u> = | 0 | <u>n</u> = | 427 |
| a. Cooper-Clayton Method to Stop Smoking | 0 | 0.0% | 104 | 24.4% |
| b. Fresh Start (American Cancer Society) | 0 | 0.0% | 16 | 3.7% |
| c. Freedom from Smoking (American Lung Association) | 0 | 0.0% | 10 | 2.3% |
| d. Make Yours a Fresh Start Family (American Cancer Society) | 0 | 0.0% | 0 | 0.0% |
| e. Employee Assistance Program | 0 | 0.0% | 163 | 38.2% |
| f. Telephone Quit Line | 0 | 0.0% | 51 | 11.9% |
| g. Self-Help Booklets/Posters | 0 | 0.0% | 40 | 9.4% |
| h. Counselor | 0 | 0.0% | 25 | 5.9% |
| i. Computer/On-Line help | 0 | 0.0% | 9 | 2.1% |
| j. Doctor/Other Health Care Professional | 0 | 0.0% | 31 | 7.3% |
| k. Insurance | 0 | 0.0% | 185 | 43.3% |
| l. Other classes | 0 | 0.0% | 24 | 5.6% |
| m. Reimbursement/Incentives | 0 | 0.0% | 74 | 17.3% |
| n. Other | 0 | 0.0% | 65 | 15.2% |
| 33. Who provides the smoking cessation services? (Fill in all that apply) | <u>n</u> = | 0 | <u>n</u> = | 427 |
| a. Company Nurse | 0 | 0.0% | 24 | 5.6% |
| b. Community resource person | 0 | 0.0% | 22 | 5.2% |
| c. Employee Assistance Program | 0 | 0.0% | 122 | 28.6% |
| d. Insurance Company Program | 0 | 0.0% | 130 | 19.8% |
| e. Hospital/Health Department | 0 | 0.0% | 95 | 14.5% |
| f. Physicians/Other Health Care Professionals | 0 | 0.0% | 21 | 3.2% |
| g. Human Resources | 0 | 0.0% | 72 | 11.0% |
| h. Other | 0 | 0.0% | 55 | 8.4% |

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| <u>Availability of Tobacco Onsite</u> | | | | | |
| 34. | Are cigarettes sold on company property? | <u>n</u> = | 2 | <u>n</u> = | 653 |
| | Yes | 0 | 0.0% | 6 | 0.9% |
| 35. | If "Yes", how are cigarettes sold? (Fill in all that apply) | <u>n</u> = | 0 | <u>n</u> = | 6 |
| | a. Company store | 0 | 0.0% | 0 | 0.0% |
| | b. Vending machines | 0 | 0.0% | 5 | 83.3% |
| | c. Other | 0 | 0.0% | 0 | 0.0% |
| <u>Perceptions of Policy/Interest in Assistance</u> | | | | | |
| 36. | Does your smoking policy mention anything about the consequences of tobacco, secondhand smoke or about protecting the health of others? | <u>n</u> = | 2 | <u>n</u> = | 641 |
| | Yes | 1 | 50.0% | 173 | 27.0% |
| | No | 1 | 50.0% | 407 | 63.5% |
| | Does not have a policy, written or unwritten | 0 | 0.0% | 61 | 9.5% |
| 37. | How satisfied are you with your current smoking policy? | <u>n</u> = | 2 | <u>n</u> = | 654 |
| | a. Very satisfied | 1 | 50.0% | 308 | 47.1% |
| | b. Somewhat satisfied | 0 | 0.0% | 126 | 19.3% |
| | c. Satisfied | 0 | 0.0% | 139 | 21.3% |
| | d.. Not satisfied | 1 | 50.0% | 52 | 8.0% |
| | e. Does not have a policy, written or unwritten | 0 | 0.0% | 29 | 4.4% |
| 38. | Are you contemplating changes in your smoking policy? | <u>n</u> = | 2 | <u>n</u> = | 652 |
| | No | 1 | 50.0% | 527 | 80.8% |
| 39. | How interested are you in receiving assistance on changing your smoking policy? | <u>n</u> = | 2 | <u>n</u> = | 651 |
| | a. Very interested | 1 | 50.0% | 53 | 8.1% |
| | b. Somewhat interested | 0 | 0.0% | 102 | 15.7% |
| | c. Not interested | 1 | 50.0% | 496 | 76.2% |

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|---|----------------|-------|-----------------|-------|
| 40. How interested are you in receiving assistance on effective smoking cessation programs? | <u>n</u> = | 2 | <u>n</u> = | 648 |
| a. Very interested | 1 | 50.0% | 135 | 20.8% |
| b. Somewhat interested | 0 | 0.0% | 206 | 31.8% |
| c. Not interested | 1 | 50.0% | 307 | 47.4% |

Spit Tobacco Policy

| | | | | |
|--|------------|-------|------------|-------|
| 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? | <u>n</u> = | 2 | <u>n</u> = | 649 |
| a. Not allowed in common areas | 0 | 0.0% | 334 | 51.5% |
| b. Allowed in some common areas | 0 | 0.0% | 48 | 7.4% |
| c. Allowed in all common areas | 0 | 0.0% | 64 | 9.9% |
| d. Other | 1 | 50.0% | 53 | 8.2% |
| e. No official policy | 1 | 50.0% | 150 | 23.1% |

| | | | | |
|--|------------|-------|------------|-------|
| 42. Which of the following best describes your company's official policy on spit (smokeless) tobacco for work areas? | <u>n</u> = | 2 | <u>n</u> = | 636 |
| a. Not allowed in work areas | 0 | 0.0% | 353 | 55.5% |
| b. Allowed in some work areas | 0 | 0.0% | 50 | 7.9% |
| c. Allowed in all work areas | 0 | 0.0% | 61 | 9.6% |
| d. Other | 1 | 50.0% | 19 | 3.0% |
| e. No official policy | 1 | 50.0% | 153 | 24.1% |

| | | | | |
|--|------------|-------|------------|-------|
| 43. If your company has an official spit tobacco policy, how often is it enforced? | <u>n</u> = | 2 | <u>n</u> = | 632 |
| a. Always enforced | 0 | 0.0% | 324 | 51.3% |
| b. Sometimes enforced | 1 | 50.0% | 76 | 12.0% |
| c. Never enforced | 0 | 0.0% | 9 | 1.4% |
| d. Other | 0 | 0.0% | 18 | 2.8% |
| e. Does not have a policy, written or unwritten | 1 | 50.0% | 205 | 32.4% |

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|---|----------------|--------|-----------------|-------|
| 44. Would you send us a copy of your spit tobacco and/or smoking policy if you have them? | n= | 2 | n= | 637 |
| Yes | 0 | 0.0% | 245 | 38.5% |
| No | 0 | 0.0% | 224 | 35.2% |
| Does not have written policies | 2 | 100.0% | 168 | 26.4% |

Company Support/Community Involvement

| | | | | |
|--|----|-------|-----|-------|
| 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= | 2 | n= | 648 |
| Yes | 1 | 50.0% | 369 | 56.9% |
| No | 1 | 50.0% | 257 | 39.7% |
| Don't Know | 0 | 0.0% | 22 | 3.4% |

| | | | | |
|--|----|------|-----|-------|
| 46. Does your company health insurance plan cover all or part of the cost of the following? (Fill in all that apply) | n= | 2 | n= | 655 |
| a. Pharmacotherapies for smoking cessation (e.g. Wellbutrin, Zyban, patches/gum, etc.) | 0 | 0.0% | 320 | 48.9% |
| b. Behavioral counseling or classes for smoking cessation | 0 | 0.0% | 212 | 32.4% |

| | | | | |
|---|----|------|-----|-------|
| 47. Does your company have community outreach or funding programs for community projects? | n= | 2 | n= | 651 |
| Yes | 0 | 0.0% | 321 | 49.3% |

Miscellaneous

| | | | | |
|--|----|-------|-----|-------|
| 48. Does the manufacture of your products involve flammable materials? | n= | 2 | n= | 645 |
| Yes | 1 | 50.0% | 398 | 61.7% |
| 49. Do your employees belong to a union? | n= | 2 | n= | 652 |
| Yes | 0 | 0.0% | 125 | 19.2% |

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| Manufacturing Facility Participation Rate | 100.0% | 69.6% |

Note: Data for this report were collected November 2007 - August 2008 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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