

The Kentucky Department for Public Health
 University of Kentucky College of Nursing
Green River District Workplace Tobacco Policy Study, 2008

	<u>Green River</u>	<u>Kentucky</u>
<u>Demographic Information</u>		
1. How many employees do you have?	n= 69 Mean= 223	n= 654 Mean= 241
2. About what percentage of your employees are male?	n= 65 74.7%	n= 625 70.3%
3. About what percentage of your employees are female?	n= 65 25.3%	n= 625 30.6%
4. About what percentage of your employees are under 18 years of age?	n= 65 10.8%	n= 600 3.7%
5. About what percentage of your employees are	n= 62	n= 596
a. Caucasian	89.5%	83.9%
b. African American	7.7%	11.3%
c. Hispanic	3.9%	7.8%
d. Asian	0.4%	2.1%
e. Other	0.6%	2.0%
<u>Smoking Policy/Environment</u>		
6. Does your company have a written smoking policy? Yes	n= 69 60 87.0%	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= 9 6 66.7%	n= 120 84 70.0%

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8.	How is the company policy communicated?	<u>n=</u>	66	<u>n=</u>	604
	a. Employee handbook	38	57.6%	445	73.7%
	b. Hallways	1	1.5%	97	16.1%
	c. Offices	0	0.0%	60	9.9%
	d. Restrooms	0	0.0%	62	10.3%
	e. Administrative offices	0	0.0%	53	8.8%
	f. Not communicated	48	72.7%	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>	69	<u>n=</u>	651
	Yes	20	29.0%	195	30.0%
10.	[For companies allowing indoor smoking] Is indoor smoking restricted to specified indoor areas?	<u>n=</u>	20	<u>n=</u>	193
	Yes	18	90.0%	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>	19	<u>n=</u>	192
	Yes	17	89.5%	156	81.3%
	No	2	10.5%	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>	20	<u>n=</u>	191
	All	6	30.0%	75	39.3%
	Some	7	35.0%	34	17.8%
	None	6	30.0%	74	38.7%
	I don't know	1	5.0%	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> =	15	<u>n</u> =	183
Yes	4	26.7%	56	30.6%
No	9	60.0%	94	51.4%
Does not have a policy, written or unwritten	2	13.3%	33	18.0%
14. [For companies allowing indoor smoking] Where is indoor smoking permitted? (Fill in all that apply)	<u>n</u> =	20	<u>n</u> =	195
a. Cafeteria	3	15.0%	45	23.1%
b. Break rooms	9	45.0%	101	51.8%
c. Personal offices	3	15.0%	22	11.3%
d. Conference rooms	2	10.0%	15	7.7%
e. Bathrooms	1	5.0%	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> =	69	<u>n</u> =	652
Yes	64	92.8%	626	96.0%
16. [For companies allowing outdoor smoking] Where is outdoor smoking permitted?	<u>n</u> =	63	<u>n</u> =	616
a. Anywhere outside	17	27.0%	160	26.0%
b. Designated areas outside	45	71.4%	443	71.9%
c. Other	1	1.6%	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> =	60	<u>n</u> =	609
Yes	47	78.3%	386	63.4%
No	11	18.3%	176	28.9%
Does not have a policy, written or unwritten	2	3.3%	47	7.7%

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18.	[For companies allowing outdoor smoking] Are outdoor smoking areas enclosed? No	<u>n</u> = 45	64 70.3%	<u>n</u> = 512	613 83.5%
19.	Is smoking permitted during work hours? Yes	<u>n</u> = 66	68 97.1%	<u>n</u> = 588	652 90.2%
20.	[For companies permitting smoking during work hours] Does the smoking policy, written or unwritten, specify when smoking is permitted?	<u>n</u> = 51	64 79.7%	<u>n</u> = 390	569 68.5%
	Yes	<u>n</u> = 11	17.2%	<u>n</u> = 135	23.7%
	No	<u>n</u> = 2	3.1%	<u>n</u> = 44	7.7%
	Does not have a policy, written or unwritten				
21.	[For companies permitting smoking during work hours] When is smoking permitted?	<u>n</u> = 6	66 9.1%	<u>n</u> = 105	588 17.9%
	a. Any time	<u>n</u> = 18	27.3%	<u>n</u> = 293	49.8%
	b. Before work	<u>n</u> = 58	87.9%	<u>n</u> = 497	84.5%
	c. Break time	<u>n</u> = 55	83.3%	<u>n</u> = 459	78.1%
	d. Lunch time	<u>n</u> = 16	24.2%	<u>n</u> = 283	48.1%
	e. After work	<u>n</u> = 1	1.5%	<u>n</u> = 4	0.7%
	f. During meetings	<u>n</u> = 0	0.0%	<u>n</u> = 22	3.7%
	g. After work functions	<u>n</u> = 0	0.0%	<u>n</u> = 2	0.3%
	h. Other times				
22.	Are No Smoking signs posted at your company? Yes	<u>n</u> = 60	68 88.2%	<u>n</u> = 558	650 85.8%
23.	Do employees smoke in company vehicles? Yes	<u>n</u> = 22	66 33.3%	<u>n</u> = 165	646 25.5%
	No	<u>n</u> = 38	57.6%	<u>n</u> = 372	57.6%
	Does not have company vehicles	<u>n</u> = 6	9.1%	<u>n</u> = 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=	57	n=	516
Yes	35	61.4%	258	50.0%
No	18	31.6%	203	39.3%
Does not have a policy, written or unwritten	4	7.0%	55	10.7%

Smoking Policy Compliance/Enforcement

25. To what extent do employees comply with the existing smoking policy?	n=	69	n=	655
a. All of the time	34	49.3%	364	55.6%
b. Some of the time	4	5.8%	24	3.7%
c. Most of the time	30	43.5%	237	36.2%
d. Never	0	0.0%	1	0.2%
e. Does not have a policy, written or unwritten	1	1.4%	29	4.4%
26. Who enforces the smoking policy for employees? (Fill in all that apply)	n=	69	n=	655
a. Immediate Supervisor	54	78.3%	491	75.0%
b. Manager	22	31.9%	392	59.8%
c. Security	3	4.3%	69	10.5%
d. Peers	3	4.3%	103	15.7%
e. Others	19	27.5%	128	19.5%
f. Does not have a policy, written or unwritten	1	1.4%	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=	69	n=	655
a. Verbal reprimand	53	76.8%	428	65.3%
b. Written reprimand	4	5.8%	118	18.0%
c. Participation in smoking cessation or education program	0	0.0%	0	0.0%
d. Other	6	8.7%	90	13.7%
e. Does not have a policy, written or unwritten	4	5.8%	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> =	69	<u>n</u> =	655
a. Verbal reprimand	16	23.2%	70	10.7%
b. Written reprimand	47	68.1%	403	61.5%
c. Day off without pay	1	1.4%	33	5.0%
d. Participation in smoking cessation or education program	1	1.4%	3	0.5%
e. Other	4	5.8%	138	21.1%
f. Does not have a policy, written or unwritten	4	5.8%	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> =	69	<u>n</u> =	655
a. Verbal reprimand	1	1.4%	21	3.2%
b. Written reprimand	7	10.1%	90	13.7%
c. Day off without pay	6	8.7%	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	28	40.6%	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	5	7.2%	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> =	69	<u>n</u> =	655
a. Immediate supervisor	50	72.5%	485	74.0%
b. Health and safety personnel	8	11.6%	129	19.7%
c. Risk manager	1	1.4%	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> =	69	<u>n</u> =	647
Yes	50	72.5%	427	66.0%
32. What resources are available? (Fill in all that apply)	<u>n</u> =	50	<u>n</u> =	427
a. Cooper-Clayton Method to Stop Smoking	9	18.0%	104	24.4%
b. Fresh Start (American Cancer Society)	2	4.0%	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	27	54.0%	163	38.2%
f. Telephone Quit Line	2	4.0%	51	11.9%
g. Self-Help Booklets/Posters	6	12.0%	40	9.4%
h. Counselor	2	4.0%	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> =	50	<u>n</u> =	427
a. Company Nurse	3	6.0%	24	5.6%
b. Community resource person	1	2.0%	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> = 69	<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> = 66	<u>n</u> = 641
Yes	32 48.5%	173 27.0%
No	32 48.5%	407 63.5%
Does not have a policy, written or unwritten	2 3.0%	61 9.5%
37. How satisfied are you with your current smoking policy?	<u>n</u> = 69	<u>n</u> = 654
a. Very satisfied	35 50.7%	308 47.1%
b. Somewhat satisfied	16 23.2%	126 19.3%
c. Satisfied	11 15.9%	139 21.3%
d.. Not satisfied	6 8.7%	52 8.0%
e. Does not have a policy, written or unwritten	1 1.4%	29 4.4%
38. Are you contemplating changes in your smoking policy?	<u>n</u> = 68	<u>n</u> = 652
No	51 75.0%	527 80.8%
39. How interested are you in receiving assistance on changing your smoking policy?	<u>n</u> = 69	<u>n</u> = 651
a. Very interested	0 0.0%	53 8.1%
b. Somewhat interested	16 23.2%	102 15.7%
c. Not interested	53 76.8%	496 76.2%

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40. How interested are you in receiving assistance on effective smoking cessation programs?	<u>n</u> =	69	<u>n</u> =	648
a. Very interested	3	4.3%	135	20.8%
b. Somewhat interested	21	30.4%	206	31.8%
c. Not interested	45	65.2%	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> =	66	<u>n</u> =	649
a. Not allowed in common areas	32	48.5%	334	51.5%
b. Allowed in some common areas	8	12.1%	48	7.4%
c. Allowed in all common areas	6	9.1%	64	9.9%
d. Other	8	12.1%	53	8.2%
e. No official policy	12	18.2%	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> =	63	<u>n</u> =	636
a. Not allowed in work areas	30	47.6%	353	55.5%
b. Allowed in some work areas	10	15.9%	50	7.9%
c. Allowed in all work areas	6	9.5%	61	9.6%
d. Other	5	7.9%	19	3.0%
e. No official policy	12	19.0%	153	24.1%
43. If your company has an official spit tobacco policy, how often is it enforced?	<u>n</u> =	63	<u>n</u> =	632
a. Always enforced	26	41.3%	324	51.3%
b. Sometimes enforced	16	25.4%	76	12.0%
c. Never enforced	0	0.0%	9	1.4%
d. Other	2	3.2%	18	2.8%
e. Does not have a policy, written or unwritten	19	30.2%	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?	<u>n</u> =	63	<u>n</u> =	637
Yes	42	66.7%	245	38.5%
No	9	14.3%	224	35.2%
Does not have written policies	12	19.0%	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)?	<u>n</u> =	69	<u>n</u> =	648
Yes	45	65.2%	369	56.9%
No	21	30.4%	257	39.7%
Don't Know	3	4.3%	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)	<u>n</u> =	69	<u>n</u> =	655
a. Pharmacotherapies for smoking cessation (e.g. Wellbutrin, Zyban, patches/gum, etc.)	33	47.8%	320	48.9%
b. Behavioral counseling or classes for smoking cessation	23	33.3%	212	32.4%

47. Does your company have community outreach or funding programs for community projects?	<u>n</u> =	68	<u>n</u> =	651
Yes	37	54.4%	321	49.3%

Miscellaneous

48. Does the manufacture of your products involve flammable materials?	<u>n</u> =	68	<u>n</u> =	645
Yes	45	66.2%	398	61.7%
49. Do your employees belong to a union?	<u>n</u> =	69	<u>n</u> =	652
Yes	19	27.5%	125	19.2%

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Manufacturing Facility Participation Rate	84.1%	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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