

**The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010**

	Jefferson N = 55	Kentucky N = 562
<b>Demographic Information</b>		
1. How many employees do you have?	n = 55	n = 562
	Mean = 379	Mean = 243
2. About what percentage of your employees are male?	n = 50	n = 524
	69.1%	69.3%
3. About what percentage of your employees are female?	n = 50	n = 522
	30.7%	30.8%
4. About what percentage of your employees are under 18 years of age?	n = 48	n = 516
	0.10%	0.05%
5. About what percentage of your employees are	n = 50	n = 498
a. Caucasian	70.8%	84.1%
b. African American	20.1%	10.7%
c. Hispanic	5.7%	6.1%
d. Asian	5.3%	2.3%
e. Other	6.2%	3.1%
<b>Smoking Policy/Environment</b>		
6. Does your company have a written smoking policy?	n = 55	n = 554
Yes	43 78.2%	470 84.8%
7. [For companies without a written policy] Does your company have a smoking policy that is not in writing?	n = 11	n = 82
Yes	9 81.8%	72 87.8%

**The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010**

	<b>Jefferson N = 55</b>	<b>Kentucky N = 562</b>
8. How is the company policy communicated?	n = 53	n = 552
a. Employee handbook	42 79.2%	378 68.5%
b. Hallways	1 1.9%	73 13.2%
c. Offices	2 3.8%	56 10.1%
d. Restrooms	0 0.0%	50 9.1%
e. Administrative offices	1 1.9%	37 6.7%
f. Not communicated	1 1.9%	4 0.7%
g. At time of hire/orientation	50 94.3%	364 65.9%
h. Signs/bulletin boards	30 56.6%	284 51.4%
i. Electronic newsletter	2 3.8%	23 4.2%
j. Other	2 3.8%	89 16.1%
9. Are employees permitted to smoke inside your company?	n = 54	n = 557
Yes	5 9.3%	107 19.2%
10. [For companies allowing indoor smoking] Is indoor smoking restricted to specified indoor areas?	n = 0	n = 103
Yes	0 0.0%	96 93.2%
11. [For companies allowing indoor smoking] Does the policy, written or unwritten, specify which indoor areas are smoking areas?	n = 0	n = 102
Yes	0 0.0%	80 78.4%
No	0 0.0%	14 13.7%
Does not have a policy, written or unwritten	0 0.0%	8 7.8%

**The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010**

	<b>Jefferson N = 55</b>	<b>Kentucky N = 562</b>
12. [For companies allowing indoor smoking] Are indoor smoking areas separately enclosed and ventilated?	n = 0	n = 101
All	0 0.0%	43 42.6%
Some	0 0.0%	17 16.8%
None	0 0.0%	37 36.6%
I don't know	0 0.0%	4 4.0%
13. [For companies allowing indoor smoking] Does the smoking policy specify which indoor areas are separately ventilated for smoking?	n = 0	n = 98
Yes	0 0.0%	33 33.7%
No	0 0.0%	51 52.0%
Does not have a policy, written or unwritten	0 0.0%	14 14.3%
14. [For companies allowing indoor smoking] Where is indoor smoking permitted?	n = 6	n = 112
a. Cafeteria	0 0.0%	17 15.2%
b. Break rooms	0 0.0%	36 32.1%
c. Personal offices	0 0.0%	8 7.1%
d. Conference rooms	0 0.0%	5 4.5%
e. Bathrooms	0 0.0%	8 7.1%
f. Work area/plant floor	0 0.0%	28 25.0%
g. Smoking rooms	0 0.0%	35 31.3%
h. Other	0 0.0%	0 0.0%
15. Are employees permitted to smoke outside your company?	n = 53	n = 554
Yes	49 92.5%	522 94.2%

**The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010**

	<b>Jefferson N = 55</b>	<b>Kentucky N = 562</b>
16. [For companies allowing outdoor smoking] Where is outdoor smoking permitted?	n = 49	n = 522
a. Anywhere outside	7 14.3%	96 18.4%
b. Designated areas outside	40 81.6%	405 77.6%
c. Other	2 4.1%	21 4.0%
17. [For companies allowing outdoor smoking] Does the smoking policy, written or unwritten, specify which outdoor areas are smoking areas?	n = 48	n = 516
Yes	35 72.9%	356 69.0%
No	12 25.0%	134 26.0%
Does not have a policy, written or unwritten	1 2.1%	26 5.0%
18. [For companies allowing outdoor smoking] Are outdoor smoking areas enclosed?	n = 48	n = 516
No	37 77.1%	426 82.6%
19. Is smoking permitted during work hours?	n = 53	n = 555
Yes	50 94.3%	489 88.1%
20. [For companies permitting smoking during work hours] Does the smoking policy, written or unwritten, specify when smoking is permitted?	n = 47	n = 478
Yes	39 83.0%	328 68.6%
No	7 14.9%	127 26.6%
Does not have a policy, written or unwritten	1 2.1%	23 4.8%

**The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010**

	<b>Jefferson N = 55</b>	<b>Kentucky N = 562</b>
21. [For companies permitting smoking during work hours] When is smoking permitted?	n = 52	n = 496
a. Anytime	2 3.8%	68 13.7%
b. Before work	42 80.8%	242 48.8%
c. Break time	43 82.7%	421 84.9%
d. Lunch time	45 81.8%	414 73.7%
e. After work	44 84.6%	235 47.4%
f. During meetings	1 1.9%	3 0.6%
g. After work functions	2 3.8%	29 5.8%
h. Other times	2 3.8%	13 2.6%
22. Are No Smoking signs posted at your company?	n = 55	n = 555
Yes	48 87.3%	484 87.2%
23. Do employees smoke in company vehicles?	n = 53	n = 544
Yes	14 26.4%	126 23.2%
No	36 67.9%	329 60.5%
Does not have company vehicles	3 5.7%	89 16.4%
24. Does the smoking policy, written or unwritten, specify if smoking is permitted or not in company vehicles?	n = 51	n = 448
Yes	17 33.3%	234 52.2%
No	30 58.8%	178 39.7%
Does not have a policy, written or unwritten	4 7.8%	36 8.0%

**The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010**

	Jefferson N = 55	Kentucky N = 562
<b>Smoking Policy Compliance/Enforcement</b>		
25. To what extent do employees comply with the existing smoking policy?	n = 55	n = 560
a. All of the time	50 90.9%	349 62.3%
b. Some of the time	4 7.3%	38 6.8%
c. Most of the time	1 1.8%	165 29.5%
d. Never	0 0.0%	0 0.0%
e. Does not have a policy, written or unwritten	0 0.0%	8 1.4%
26. Who enforces the smoking policy for employees? (Fill in all that apply)	n = 55	n = 562
a. Immediate supervisor	42 76.4%	426 75.8%
b. Manager	32 58.2%	364 64.8%
c. Security	1 1.8%	44 7.8%
d. Peers	1 1.8%	78 13.9%
e. Others	2 3.6%	76 13.5%
f. Does not have a policy, written or unwritten	0 0.0%	11 2.0%
27. For a first time offense, what action is taken when an employee violates the smoking policy? (Fill in all that apply)	n = 55	n = 562
a. Verbal reprimand	47 85.5%	383 68.1%
b. Written reprimand	3 5.5%	95 16.9%
c. Participation in smoking cessation or educational program	0 0.0%	1 0.2%
d. Other	7 12.7%	106 18.9%
e. Does not have a policy, written or unwritten	0 0.0%	20 3.6%

**The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010**

	<b>Jefferson N = 55</b>	<b>Kentucky N = 562</b>
28. For a second time offense, what action is taken when an employee violates the smoking policy? (Fill in all that apply)	n = 55	n = 562
a. Verbal reprimand	1 1.8%	72 12.8%
b. Written reprimand	48 87.3%	353 62.8%
c. Day off without pay	1 1.8%	10 1.8%
d. Participation in smoking cessation or education program	0 0.0%	5 0.9%
e. Other	6 10.9%	125 22.2%
f. Does not have a policy, written or unwritten	0 0.0%	21 3.7%
29. For 3 or more offenses, what action is taken when an employee violates the smoking policy? (Fill in all that apply)	n = 55	n = 562
a. Verbal reprimand	0 0.0%	22 3.9%
b. Written reprimand	3 5.5%	94 16.7%
c. Day off without pay	3 5.5%	34 6.0%
d. Participation in smoking cessation or education program	0 0.0%	5 0.9%
e. Mandatory smoking cessation program	0 0.0%	1 0.2%
f. Suspension from work	29 52.7%	122 21.7%
g. Termination	35 63.6%	185 32.9%
h. Never happens	1 1.8%	76 13.5%
i. Other	12 21.8%	72 12.8%
j. Does not have a policy, written or unwritten	1 1.8%	26 4.6%

**The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010**

	<b>Jefferson N = 55</b>	<b>Kentucky N = 562</b>
30. Who do employees contact if they have complaints about people violating smoking restrictions? (Fill in all that apply)	n = 55	n = 562
a. Immediate supervisor	35 63.6%	406 72.2%
b. Health and safety personnel	1 1.8%	76 13.5%
c. Risk manager	0 0.0%	36 6.4%
d. Human resources	37 67.3%	305 54.3%
e. Manager	2 3.6%	174 31.0%
f. Other	0 0.0%	35 6.2%
<b>Smoking Cessation</b>		
31. Does your company provide resources to employees who want to quit using tobacco products?	n = 55	n = 560
Yes	47 85.5%	423 75.5%

**The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010**

	<b>Jefferson N = 55</b>	<b>Kentucky N = 562</b>
32. What resources are available? (Fill in all that apply)	n = 47	n = 425
a. Cooper-Clayton Method to Stop Smoking	1 2.1%	87 20.5%
b. Fresh Start (American Cancer Society)	1 2.1%	7 1.6%
c. Freedom from Smoking (American Lung Association)	2 4.3%	2 0.5%
d. Make Yours a Fresh Start Family (American Cancer Society)	0 0.0%	1 0.2%
e. Employee Assistance Program	24 51.1%	187 44.0%
f. Telephone Quit Line	4 8.5%	50 11.8%
g. Self-Help Booklets/Posters	3 6.4%	37 8.7%
h. Counselor	0 0.0%	20 4.7%
i. Computer/On-line Help	1 2.1%	30 7.1%
j. Doctor/Other Health Care Professional	0 0.0%	25 5.9%
k. Insurance	34 72.3%	228 53.6%
l. Other classes	0 0.0%	20 4.7%
m. Reimbursements/Incentives	12 25.5%	60 14.1%
n. Other	5 10.6%	82 19.3%

**The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010**

	<b>Jefferson N = 55</b>	<b>Kentucky N = 562</b>
33. Who provides the smoking cessation services? (Fill in all that apply)	n = 47	n = 425
a. Company nurse	0 0.0%	18 4.2%
b. Community resource person	1 2.1%	14 3.3%
c. Employee Assistance Program	21 44.7%	122 28.7%
d. Insurance Company Program	31 66.0%	181 42.6%
e. Hospital/Health Department	0 0.0%	91 21.4%
f. Physicians/Other Health Care Professionals	0 0.0%	15 3.5%
g. Human Resources	11 23.4%	36 8.5%
h. Other	1 2.1%	58 13.6%
<b>Availability of Tobacco Onsite</b>		
34. Are cigarettes sold on company property?	n = 55	n = 561
Yes	1 1.8%	4 0.7%
35. [For companies selling cigarettes on company property] How are cigarettes sold? (Fill in all that apply)	n = 1	n = 5
a. Company store	0 0.0%	0 0.0%
b. Vending machines	0 0.0%	1 20.0%
c. Other	0 0.0%	0 0.0%

**The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010**

	Jefferson N = 55	Kentucky N = 562
<b>Perceptions of Policy/Interest in Assistance</b>		
36. Does your smoking policy mention anything about the consequences of tobacco, secondhand smoke or about protecting the health of others?	n = 55	n = 552
Yes	12 21.8%	134 24.3%
No	41 74.5%	396 71.7%
Does not have a policy, written or unwritten	2 3.6%	22 4.0%
37. How satisfied are you with your current smoking policy?	n = 55	n = 560
a. Very satisfied	41 74.5%	271 48.4%
b. Somewhat satisfied	9 16.4%	119 21.3%
c. Satisfied	3 5.5%	123 22.0%
d. Not satisfied	2 3.6%	38 6.8%
e. Does not have a policy, written or unwritten	0 0.0%	9 1.6%
38. Are you contemplating changes in your smoking policy?	n = 55	n = 558
No	43 78.2%	468 83.9%
39. How interested are you in receiving assistance on changing your smoking policy?	n = 53	n = 554
a. Very interested	5 9.4%	38 6.9%
b. Somewhat interested	11 20.8%	84 15.2%
c. Not interested	37 69.8%	432 78.0%

**The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010**

	<b>Jefferson N = 55</b>	<b>Kentucky N = 562</b>
40. How interested are you in receiving assistance on effective smoking cessation programs?	n = 55	n = 557
a. Very interested	5 9.1%	113 20.3%
b. Somewhat interested	12 21.8%	156 28.0%
c. Not interested	38 69.1%	288 51.7%
<b>Spit Tobacco Policy</b>		
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 = 55	n = 561
a. Not allowed in common areas	39 70.9%	354 63.1%
b. Allowed in some common areas	10 18.2%	63 11.2%
c. Allowed in all common areas	2 3.6%	37 6.6%
d. Other	2 3.6%	30 5.3%
e. No official policy	2 3.6%	77 13.7%
42. Which of the following best describes your company's official policy on spit (smokeless) tobacco for work areas?	n = 55	n = 559
a. Not allowed in work areas	38 69.1%	379 67.8%
b. Allowed in some work areas	12 21.8%	51 9.1%
c. Allowed in all work areas	2 3.6%	42 7.5%
d. Other	1 1.8%	13 2.3%
e. No official policy	2 3.6%	74 13.2%

**The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010**

	<b>Jefferson N = 55</b>	<b>Kentucky N = 562</b>
43. If your company has an official spit tobacco policy, how often is it enforced?	n = 54	n = 554
a. Always enforced	48 88.9%	352 63.5%
b. Sometimes enforced	2 3.7%	63 11.4%
c. Never enforced	0 0.0%	9 1.6%
d. Other	0 0.0%	10 1.8%
e. Does not have a policy, written or unwritten	4 7.4%	120 21.7%
44. Would you send us a copy of your spit tobacco and/or smoking policy if you have them?	n = 55	n = 547
Yes	21 38.2%	191 34.9%
No	30 54.5%	262 47.9%
Does not have written policies	4 7.3%	94 17.2%
<b>Company Support/Community Involvement</b>		
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 = 52	n = 553
Yes	45 86.5%	362 65.5%
No	7 13.5%	181 32.7%
Don't know	0 0.0%	10 1.8%
46. Do your company health insurance plans cover all or part of the cost of the following? (Fill in all that apply)	n = 55	n = 562
a. Pharmaco-therapies for smoking cessation (e.g. Wellbutrin, Zyban, patches/gum, etc.)	40 72.7%	332 59.1%
b. Behavioral counseling or classes for smoking cessation	35 63.6%	232 41.3%
47. Does your company have community outreach or funding programs for community projects?	n = 54	n = 549
Yes	29 53.7%	284 51.7%

**The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010**

	Jefferson N = 55	Kentucky N = 562
<b>Miscellaneous</b>		
48. Does the manufacture of your products involve flammable materials?	n = 55	n = 554
Yes	27 49.1%	329 59.4%
49. Do your employees belong to a union?	n = 55	n = 560
Yes	21 38.2%	120 21.4%
Manufacturing Facility Participation Rate	73.2%	69.1%

***The Kentucky Department for Public Health  
University of Kentucky College of Nursing  
Jefferson County Workplace Tobacco Policy Study, 2010***

Note: Data for this report were collected January 2009 - September 2009

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, please contact:  
Ellen J. Hahn, Ph.D., R.N.  
Professor and Director, Tobacco Policy Research Program  
[www.mc.uky.edu/tobaccopolicy](http://www.mc.uky.edu/tobaccopolicy)  
College of Nursing, University of Kentucky  
859-257-2358  
[ejhahn00@email.uky.edu](mailto:ejhahn00@email.uky.edu)