

**Workplace Tobacco Policy Study Results**  
**May - December 2002**  
**Kentucky State Report**

The purpose of the survey was to assess the number and type of tobacco policies, as well as tobacco prevention education, in manufacturing companies with 50 or more employees located in local health department service areas in Kentucky. Information on nutrition policy and wellness activities also were assessed. Results will be used to determine opportunities for workplace health promotion in Kentucky.

In Kentucky, 625 manufacturers from 50 health department service areas participated in a telephone survey conducted by the Tobacco Prevention Coordinators in collaboration with the research staff at the University of Kentucky (66.5% participation rate). The mean number of employees was 248.7. On average, 82.0% of the employees were Caucasian, and 63.6% were male.

	<b><u>Kentucky</u></b>
1. Does your company have a written smoking policy?	<u>n</u> =620
Yes	456 (73.6%)
2. If "No," does your company have a smoking policy that is not in writing?	<u>n</u> =162
Yes	126 (77.8%)
3. If "Yes," how is the company policy communicated?	<u>n</u> =589
1. Employee handbook	391 (66.4%)
2. Hallways	184 (31.2%)
3. Offices	94 (16.0%)
4. Restrooms	79 (13.4%)
5. Administrative offices	54 (9.2%)
6. Not communicated	9 (1.5%)
4. Are employees permitted to smoke inside your company?	<u>n</u> =621
Yes	336 (54.1%)

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5.	If "Yes," is smoking restricted to specified indoor areas? Yes	n=333 307 (92.2%)
6.	If "Yes," does the policy, written or unwritten, specify which indoor areas are smoking areas? Yes	n=324 254 (78.4%)
7.	If "Yes," where is indoor smoking permitted? 1. Cafeteria 2. Break rooms 3. Personal offices 4. Conference rooms 5. Bathrooms	n=336 92 (27.4%) 186 (55.4%) 49 (14.6%) 31 (9.2%) 47 (14.0%)
8.	If "Yes," are indoor smoking areas separately enclosed and ventilated? Yes	n=323 161 (49.9%)
9.	If "Yes," does the smoking policy specify which indoor areas are separately ventilated from smoking? Yes	n=319 78 (24.5%)
10.	Are employees permitted to smoke outside your company? Yes	n=620 596 (96.1%)
11.	If "Yes," where is outdoor smoking permitted? 1. Any where outside 2. Designated areas outside	n=584 250 (42.8%) 319 (54.6%)
12.	If "Yes," does the smoking policy, written or unwritten, specify which outdoor areas are smoking areas? Yes	n=582 277 (47.6%)

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13. If "Yes," are outdoor smoking areas enclosed? Yes	n=585 88 (15.0%)
14. Is smoking permitted during work hours? Yes	n=618 538 (87.1%)
15. If "Yes," does the smoking policy, written or unwritten, specify when smoking is permitted? Yes	n=517 257 (49.7%)
16. If "Yes," when is smoking permitted? 1. Any time 2. Before work 3. Break time 4. Lunch time 5. After work 6. During meetings 7. After work functions	n=538 171 (31.8%) 264 (49.1%) 403 (74.9%) 355 (66.0%) 251 (46.7%) 25 (4.7%) 86 (16.0%)
17. Are <b>No Smoking</b> signs posted at your company? Yes	n=618 526 (85.1%)
18. Do employees smoke in company vehicles? Yes	n=609 249 (40.9%)
19. If "Yes," does the smoking policy, written or unwritten, specify if smoking is permitted or not in company vehicles? Yes	n=477 142 (29.7%)

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20. If "Yes," to what extent do employees comply with the existing smoking policy?	<u>n</u> =622
1. All of the time	384 (61.7%)
2. Some of the time	30 (4.8%)
3. Most of the time	187 (30.1%)
4. Never	0 (0.0%)
5. Does not have a policy, written or unwritten	21 (3.4%)
21. Who enforces the smoking policy for employees?	<u>n</u> =625
1. Immediate Supervisor	465 (74.4%)
2. Manager	337 (53.9%)
3. Security	65 (10.4%)
4. Peers	94 (15.0%)
5. Does not have a policy, written or unwritten	100 (16.0%)
22. For a first time offense, what action is taken when an employee violates the smoking policy?	<u>n</u> =625
1. Verbal reprimand	387 (61.9%)
2. Written reprimand	85 (13.6%)
3. Participation in smoking cessation or education program	2 (0.3%)
4. Does not have a policy, written or unwritten	118 (18.9%)
23. For a second time offense, what action is taken when an employee violates the smoking policy?	<u>n</u> =625
1. Verbal reprimand	94 (15.0%)
2. Written reprimand	299 (47.8%)
3. Day off without pay	27 (4.3%)
4. Participation in smoking cessation or education program	3 (0.5%)
5. Does not have a policy, written or unwritten	130 (20.8%)

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24. For 3 or more offenses, what action is taken when an employee violates the smoking policy?	<u>n</u> =625
1. Verbal reprimand	38 (6.1%)
2. Written reprimand	104 (16.6%)
3. Day off without pay	58 (9.3%)
4. Participation in smoking cessation or education program	4 (0.6%)
5. Mandatory smoking cessation program	1 (0.2%)
6. Suspension from work	120 (19.2%)
7. Does not have a policy, written or unwritten	218 (34.9%)
25. Who do the employees contact if they have complaints about smoking restrictions?	<u>n</u> =621
1. Immediate Supervisor	387 (62.3%)
2. Health and safety personnel	122 (19.7%)
3. Risk manager	42 (6.8%)
26. Does your company provide resources to employees <u>who want to quit</u> using tobacco products?	<u>n</u> =619
Yes	289 (46.7%)
27. If "Yes," what resources are available?	<u>n</u> =289
1. Cooper-Clayton Method to Stop Smoking	41 (14.2%)
2. Fresh Start (American Cancer Society)	10 (3.5%)
3. Freedom from Smoking (American Lung Association)	2 (0.7%)
4. Make Yours a Fresh Start Family (American Cancer Society)	3 (1.0%)
5. Employee Assistance Program	134 (46.4%)
6. Telephone Quit Line	5 (1.7%)
7. Self-Help Booklets / Posters	64 (22.2%)
8. Counselor	21 (7.3%)
9. Computer / On-Line help	7 (2.4%)
10. Doctor / Other Health Care Professional	40 (13.8%)

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28. If "Yes," who provides the smoking cessation services?	<u>n</u> =289
1. Company Nurse	25 (8.7%)
2. Community resource person	68 (23.5%)
29. Are cigarettes sold on company property?	<u>n</u> =618
Yes	43 (7.0%)
30. If "Yes," how are cigarettes sold?	<u>n</u> =43
1. Company store	0 (0.0%)
2. Vending machines	38 (88.4%)
31. Does your smoking policy mention anything about the consequences of tobacco, secondhand smoke or about protecting the health of others?	<u>n</u> =608
Yes	95 (15.6%)
32. How satisfied are you with your current smoking policy?	<u>n</u> =616
1. Very satisfied	244 (39.6%)
2. Somewhat satisfied	161 (26.1%)
3. Satisfied	145 (23.5%)
4. Not satisfied	45 (7.3%)
5. Does not have a policy, written or unwritten	21 (3.4%)
33. Are you contemplating changes in your smoking policy?	<u>n</u> =608
Yes	92 (15.1%)
34. How interested are you in receiving assistance on changing your smoking policy?	<u>n</u> =617
1. Very interested	38 (6.2%)
2. Somewhat interested	132 (21.4%)
3. Not interested	447 (72.5%)

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35. How interested are you in receiving assistance on effective smoking cessation programs?	$\underline{n}=620$
1. Very interested	114 (18.4%)
2. Somewhat interested	255 (41.1%)
3. Not interested	251 (40.5%)
36. 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?	$\underline{n}=603$
1. Not allowed in common areas	224 (37.2%)
2. Allowed in some common areas	62 (10.3%)
3. Allowed in all common areas	38 (6.3%)
4. No official policy	241 (40.0%)
37. Which of the following best describes your company's official policy on spit (smokeless) tobacco for work areas?	$\underline{n}=587$
1. Not allowed in work areas	253 (43.1%)
2. Allowed in some work areas	37 (6.3%)
3. Allowed in all work areas	49 (8.4%)
4. No official policy	223 (38.0%)
38. If your company has an official spit tobacco policy, how often is it enforced?	$\underline{n}=573$
1. Always enforced	242 (42.2%)
2. Sometimes enforced	46 (8.0%)
3. Never enforced	9 (1.6%)
4. Does not have a policy, written or unwritten	264 (46.1%)
39. Would you send us a copy of your spit tobacco and/or smoking policy if you have them?	$\underline{n}=604$
Yes	240 (39.7%)

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40. 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> =617
Yes	301 (48.8%)
41. 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?	<u>n</u> =625
1. Cafeteria	69 (11.0%)
2. Vending machines	189 (30.2%)
3. Meetings	30 (4.8%)
4. Company-sponsored events	33 (5.3%)
42. Does your company have vending machines that stock food and/or drinks?	<u>n</u> =615
Yes	595 (96.8%)
43. If "Yes," are any of the following items stocked in your vending machines?	<u>n</u> =595
1. 100% fruit juice	418 (70.3%)
2. Low-fat milk	311 (52.3%)
3. Bottled water	467 (78.5%)
4. Baked or low-fat chips	392 (65.9%)
5. Pretzels	520 (87.4%)
6. Lite popcorn	244 (41.0%)
7. Animal crackers	269 (45.2%)
8. Fresh fruit	273 (45.9%)
9. Low-fat cereal bars	270 (45.4%)
10. Salad with low-fat dressing	198 (33.3%)



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44. Does your company provide access for employees to do the following:	<u>n</u> =625
1. Refrigerate food	588 (94.1%)
2. Microwave food	612 (97.9%)
3. Eat in a break room	596 (95.4%)
4. Buy food in a cafeteria	215 (34.4%)
45. Do your company health insurance plans cover all or part of the cost of the following:	<u>n</u> =625
1. Diabetes equipment & supplies (e.g. meters, strips, lancets, etc.)	468 (74.9%)
2. Diabetes medicine (insulin, pills)	505 (80.8%)
3. Diabetes self-management education	221 (35.4%)
4. Nutrition and behavior counseling or classes for weight control	124 (19.8%)
5. Prescription drugs for weight loss	208 (33.3%)
6. Pharmaco-therapies for smoking cessation (e.g. Wellbutrin, Zyban, patches/gum, etc.)	209 (33.4%)
7. Behavioral counseling or classes for smoking cessation	124 (19.8%)
46. Does your company have community outreach or funding programs for community projects?	<u>n</u> =607
Yes	344 (56.7%)
47. Does the manufacture of your products involve flammable materials?	<u>n</u> =618
Yes	359 (58.1%)
48. Do your employees belong to a union?	<u>n</u> =609
Yes	145 (23.8%)

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