

**The Kentucky Department for Public Health
University of Kentucky College of Nursing
Lake Cumberland District Workplace Tobacco Policy Study, 2010**

	Lake Cumberland N = 24	Kentucky N = 562
Demographic Information		
1. How many employees do you have?	n = 24	n = 562
	Mean = 248	Mean = 243
2. About what percentage of your employees are male?	n = 23	n = 524
	69.7%	69.3%
3. About what percentage of your employees are female?	n = 23	n = 522
	29.3%	30.8%
4. About what percentage of your employees are under 18 years of age?	n = 23	n = 516
	0.00%	0.05%
5. About what percentage of your employees are	n = 23	n = 498
a. Caucasian	87.6%	84.1%
b. African American	4.6%	10.7%
c. Hispanic	10.5%	6.1%
d. Asian	0.1%	2.3%
e. Other	0.1%	3.1%
Smoking Policy/Environment		
6. Does your company have a written smoking policy?	n = 23	n = 554
Yes	18 78.3%	470 84.8%
7. [For companies without a written policy] Does your company have a smoking policy that is not in writing?	n = 6	n = 82
Yes	4 66.7%	72 87.8%

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8. How is the company policy communicated?	n = 22	n = 552
a. Employee handbook	15 68.2%	378 68.5%
b. Hallways	2 9.1%	73 13.2%
c. Offices	2 9.1%	56 10.1%
d. Restrooms	3 13.6%	50 9.1%
e. Administrative offices	1 4.5%	37 6.7%
f. Not communicated	0 0.0%	4 0.7%
g. At time of hire/orientation	14 63.6%	364 65.9%
h. Signs/bulletin boards	12 54.5%	284 51.4%
i. Electronic newsletter	0 0.0%	23 4.2%
j. Other	1 4.5%	89 16.1%
9. Are employees permitted to smoke inside your company?	n = 24	n = 557
Yes	7 29.2%	107 19.2%
10. [For companies allowing indoor smoking] Is indoor smoking restricted to specified indoor areas?	n = 7	n = 103
Yes	6 85.7%	96 93.2%
11. [For companies allowing indoor smoking] Does the policy, written or unwritten, specify which indoor areas are smoking areas?	n = 7	n = 102
Yes	6 85.7%	80 78.4%
No	0 0.0%	14 13.7%
Does not have a policy, written or unwritten	1 14.3%	8 7.8%

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12. [For companies allowing indoor smoking] Are indoor smoking areas separately enclosed and ventilated?	n = 7	n = 101
All	3 42.9%	43 42.6%
Some	1 14.3%	17 16.8%
None	3 42.9%	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 = 7	n = 98
Yes	2 28.6%	33 33.7%
No	5 71.4%	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 = 7	n = 112
a. Cafeteria	0 0.0%	17 15.2%
b. Break rooms	4 57.1%	36 32.1%
c. Personal offices	1 14.3%	8 7.1%
d. Conference rooms	0 0.0%	5 4.5%
e. Bathrooms	1 14.3%	8 7.1%
f. Work area/plant floor	1 14.3%	28 25.0%
g. Smoking rooms	1 14.3%	35 31.3%
h. Other	0 0.0%	0 0.0%
15. Are employees permitted to smoke outside your company?	n = 24	n = 554
Yes	23 95.8%	522 94.2%

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16. [For companies allowing outdoor smoking] Where is outdoor smoking permitted?	n = 23	n = 522
a. Anywhere outside	5 21.7%	96 18.4%
b. Designated areas outside	18 78.3%	405 77.6%
c. Other	0 0.0%	21 4.0%
17. [For companies allowing outdoor smoking] Does the smoking policy, written or unwritten, specify which outdoor areas are smoking areas?	n = 23	n = 516
Yes	15 65.2%	356 69.0%
No	7 30.4%	134 26.0%
Does not have a policy, written or unwritten	1 4.3%	26 5.0%
18. [For companies allowing outdoor smoking] Are outdoor smoking areas enclosed?	n = 23	n = 516
No	20 87.0%	426 82.6%
19. Is smoking permitted during work hours?	n = 23	n = 555
Yes	18 78.3%	489 88.1%
20. [For companies permitting smoking during work hours] Does the smoking policy, written or unwritten, specify when smoking is permitted?	n = 19	n = 478
Yes	12 63.2%	328 68.6%
No	5 26.3%	127 26.6%
Does not have a policy, written or unwritten	2 10.5%	23 4.8%

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21. [For companies permitting smoking during work hours] When is smoking permitted?	n = 19	n = 496
a. Anytime	2 10.5%	68 13.7%
b. Before work	14 73.7%	242 48.8%
c. Break time	16 84.2%	421 84.9%
d. Lunch time	16 66.7%	414 73.7%
e. After work	13 68.4%	235 47.4%
f. During meetings	0 0.0%	3 0.6%
g. After work functions	0 0.0%	29 5.8%
h. Other times	0 0.0%	13 2.6%
22. Are No Smoking signs posted at your company?	n = 24	n = 555
Yes	22 91.7%	484 87.2%
23. Do employees smoke in company vehicles?	n = 23	n = 544
Yes	10 43.5%	126 23.2%
No	12 52.2%	329 60.5%
Does not have company vehicles	1 4.3%	89 16.4%
24. Does the smoking policy, written or unwritten, specify if smoking is permitted or not in company vehicles?	n = 21	n = 448
Yes	7 33.3%	234 52.2%
No	13 61.9%	178 39.7%
Does not have a policy, written or unwritten	1 4.8%	36 8.0%

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Smoking Policy Compliance/Enforcement		
25. To what extent do employees comply with the existing smoking policy?	n = 24	n = 560
a. All of the time	10 41.7%	349 62.3%
b. Some of the time	2 8.3%	38 6.8%
c. Most of the time	11 45.8%	165 29.5%
d. Never	0 0.0%	0 0.0%
e. Does not have a policy, written or unwritten	1 4.2%	8 1.4%
26. Who enforces the smoking policy for employees? (Fill in all that apply)	n = 24	n = 562
a. Immediate supervisor	17 70.8%	426 75.8%
b. Manager	11 45.8%	364 64.8%
c. Security	2 8.3%	44 7.8%
d. Peers	2 8.3%	78 13.9%
e. Others	1 4.2%	76 13.5%
f. Does not have a policy, written or unwritten	3 12.5%	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 = 24	n = 562
a. Verbal reprimand	15 62.5%	383 68.1%
b. Written reprimand	3 12.5%	95 16.9%
c. Participation in smoking cessation or educational program	0 0.0%	1 0.2%
d. Other	2 8.3%	106 18.9%
e. Does not have a policy, written or unwritten	3 12.5%	20 3.6%

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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)	n = 24	n = 562
a. Verbal reprimand	5 20.8%	72 12.8%
b. Written reprimand	11 45.8%	353 62.8%
c. Day off without pay	0 0.0%	10 1.8%
d. Participation in smoking cessation or education program	0 0.0%	5 0.9%
e. Other	5 20.8%	125 22.2%
f. Does not have a policy, written or unwritten	3 12.5%	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 = 24	n = 562
a. Verbal reprimand	0 0.0%	22 3.9%
b. Written reprimand	3 12.5%	94 16.7%
c. Day off without pay	1 4.2%	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	2 8.3%	122 21.7%
g. Termination	9 37.5%	185 32.9%
h. Never happens	3 12.5%	76 13.5%
i. Other	2 8.3%	72 12.8%
j. Does not have a policy, written or unwritten	3 12.5%	26 4.6%

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30. Who do employees contact if they have complaints about people violating smoking restrictions? (Fill in all that apply)	n = 24	n = 562
a. Immediate supervisor	16 66.7%	406 72.2%
b. Health and safety personnel	1 4.2%	76 13.5%
c. Risk manager	0 0.0%	36 6.4%
d. Human resources	10 41.7%	305 54.3%
e. Manager	8 33.3%	174 31.0%
f. Other	3 12.5%	35 6.2%
Smoking Cessation		
31. Does your company provide resources to employees who want to quit using tobacco products?	n = 24	n = 560
Yes	12 50.0%	423 75.5%

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32. What resources are available? (Fill in all that apply)	n = 12	n = 425
a. Cooper-Clayton Method to Stop Smoking	1 8.3%	87 20.5%
b. Fresh Start (American Cancer Society)	0 0.0%	7 1.6%
c. Freedom from Smoking (American Lung Association)	0 0.0%	2 0.5%
d. Make Yours a Fresh Start Family (American Cancer Society)	0 0.0%	1 0.2%
e. Employee Assistance Program	2 16.7%	187 44.0%
f. Telephone Quit Line	0 0.0%	50 11.8%
g. Self-Help Booklets/Posters	2 16.7%	37 8.7%
h. Counselor	0 0.0%	20 4.7%
i. Computer/On-line Help	0 0.0%	30 7.1%
j. Doctor/Other Health Care Professional	1 8.3%	25 5.9%
k. Insurance	3 25.0%	228 53.6%
l. Other classes	0 0.0%	20 4.7%
m. Reimbursements/Incentives	0 0.0%	60 14.1%
n. Other	5 41.7%	82 19.3%

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33. Who provides the smoking cessation services? (Fill in all that apply)	n = 12	n = 425
a. Company nurse	0 0.0%	18 4.2%
b. Community resource person	0 0.0%	14 3.3%
c. Employee Assistance Program	2 16.7%	122 28.7%
d. Insurance Company Program	4 33.3%	181 42.6%
e. Hospital/Health Department	4 33.3%	91 21.4%
f. Physicians/Other Health Care Professionals	0 0.0%	15 3.5%
g. Human Resources	1 8.3%	36 8.5%
h. Other	1 8.3%	58 13.6%
Availability of Tobacco Onsite		
34. Are cigarettes sold on company property?	n = 24	n = 561
Yes	0 0.0%	4 0.7%
35. [For companies selling cigarettes on company property] How are cigarettes sold? (Fill in all that apply)	n = 0	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%

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Perceptions of Policy/Interest in Assistance		
36. Does your smoking policy mention anything about the consequences of tobacco, secondhand smoke or about protecting the health of others?	n = 23	n = 552
Yes	5 21.7%	134 24.3%
No	17 73.9%	396 71.7%
Does not have a policy, written or unwritten	1 4.3%	22 4.0%
37. How satisfied are you with your current smoking policy?	n = 24	n = 560
a. Very satisfied	12 50.0%	271 48.4%
b. Somewhat satisfied	6 25.0%	119 21.3%
c. Satisfied	4 16.7%	123 22.0%
d. Not satisfied	1 4.2%	38 6.8%
e. Does not have a policy, written or unwritten	1 4.2%	9 1.6%
38. Are you contemplating changes in your smoking policy?	n = 23	n = 558
No	21 91.3%	468 83.9%
39. How interested are you in receiving assistance on changing your smoking policy?	n = 23	n = 554
a. Very interested	2 8.7%	38 6.9%
b. Somewhat interested	4 17.4%	84 15.2%
c. Not interested	17 73.9%	432 78.0%

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40. How interested are you in receiving assistance on effective smoking cessation programs?	n = 24	n = 557
a. Very interested	8 33.3%	113 20.3%
b. Somewhat interested	6 25.0%	156 28.0%
c. Not interested	10 41.7%	288 51.7%
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?	n = 24	n = 561
a. Not allowed in common areas	11 45.8%	354 63.1%
b. Allowed in some common areas	3 12.5%	63 11.2%
c. Allowed in all common areas	4 16.7%	37 6.6%
d. Other	1 4.2%	30 5.3%
e. No official policy	5 20.8%	77 13.7%
42. Which of the following best describes your company's official policy on spit (smokeless) tobacco for work areas?	n = 24	n = 559
a. Not allowed in work areas	14 58.3%	379 67.8%
b. Allowed in some work areas	2 8.3%	51 9.1%
c. Allowed in all work areas	3 12.5%	42 7.5%
d. Other	0 0.0%	13 2.3%
e. No official policy	5 20.8%	74 13.2%

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43. If your company has an official spit tobacco policy, how often is it enforced?	n = 23	n = 554
a. Always enforced	11 47.8%	352 63.5%
b. Sometimes enforced	3 13.0%	63 11.4%
c. Never enforced	0 0.0%	9 1.6%
d. Other	2 8.7%	10 1.8%
e. Does not have a policy, written or unwritten	7 30.4%	120 21.7%
44. Would you send us a copy of your spit tobacco and/or smoking policy if you have them?	n = 24	n = 547
Yes	9 37.5%	191 34.9%
No	6 25.0%	262 47.9%
Does not have written policies	9 37.5%	94 17.2%
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 = 24	n = 553
Yes	15 62.5%	362 65.5%
No	8 33.3%	181 32.7%
Don't know	1 4.2%	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 = 24	n = 562
a. Pharmaco-therapies for smoking cessation (e.g. Wellbutrin, Zyban, patches/gum, etc.)	12 50.0%	332 59.1%
b. Behavioral counseling or classes for smoking cessation	7 29.2%	232 41.3%

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47. Does your company have community outreach or funding programs for community projects?	n = 24	n = 549
Yes	11 45.8%	284 51.7%

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Miscellaneous		
48. Does the manufacture of your products involve flammable materials?	n = 24	n = 554
Yes	13 54.2%	329 59.4%
49. Do your employees belong to a union?	n = 24	n = 560
Yes	2 8.3%	120 21.4%
Manufacturing Facility Participation Rate	50.0%	69.1%

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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.

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