

The Kentucky Department for Public Health
 University of Kentucky College of Nursing
Lincoln Trail Workplace Tobacco Policy Study, 2006

	<u>Lincoln Trail</u>	<u>Kentucky</u>
<u>Demographic Information</u>		
1. How many employees do you have?	n= 55 Mean= 214	n= 711 Mean= 249
2. About what percentage of your employees are male?	n= 55 64.6%	n= 692 66.9%
3. About what percentage of your employees are female?	n= 55 35.4%	n= 688 32.6%
4. About what percentage of your employees are under 18 years of age?	n= 54 0.0%	n= 618 0.1%
5. About what percentage of your employees are	n= 50	n= 596
a. Caucasian	90.7%	84.5%
b. African American	7.1%	10.5%
c. Hispanic	2.4%	7.9%
d. Asian	2.5%	2.1%
e. Other	0.0%	4.5%
<u>Smoking Policy/Environment</u>		
6. Does your company have a written smoking policy? Yes	n= 55 48 87.3%	n= 705 580 82.3%
7. [For those companies without a written policy] Does your company have a smoking policy that is not in writing? Yes	n= 6 5 83.3%	n= 121 95 78.5%

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8. How is the company policy communicated? (Fill in all that apply)	n= 53		n= 675	
a. Employee handbook	35	66.0%	484	71.7%
b. Hallways	13	24.5%	194	28.7%
c. Offices	14	26.4%	117	17.3%
d. Restrooms	9	17.0%	102	15.1%
e. Administrative offices	13	24.5%	83	12.3%
f. Not communicated	0	0.0%	6	0.9%
g. At time of hire/orientation	49	92.5%	132	19.6%
h. Signs/bulletin boards	0	0.0%	78	11.6%
i. Electronic/newsletter	0	0.0%	43	6.4%
j. Other	2	3.8%	63	9.3%
9. Are employees permitted to smoke inside your company?	n= 55		n= 713	
Yes	31	56.4%	271	38.0%
10. [For companies allowing indoor smoking] Is indoor smoking restricted to specified indoor areas?	n= 31		n= 265	
Yes	29	93.5%	239	90.2%
11. [For companies allowing indoor smoking] Does the policy, written or unwritten, specify which indoor areas are smoking areas?	n= 31		n= 262	
Yes	26	83.9%	202	77.1%
No	2	6.5%	30	11.5%
Does not have a policy, written or unwritten	3	9.7%	30	11.5%
12. [For companies allowing indoor smoking] Are indoor smoking areas separately enclosed and ventilated?	n= 31		n= 263	
All	18	58.1%	115	43.7%
Some	1	3.2%	34	12.9%
None	10	32.3%	101	38.4%
I don't know	2	6.5%	13	4.9%

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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> = 26	<u>n</u> = 255
Yes	11 42.3%	94 36.9%
No	13 50.0%	125 49.0%
Does not have a policy, written or unwritten	2 7.7%	36 14.1%
14. [For companies allowing indoor smoking] Where is indoor smoking permitted? (Fill in all that apply)	<u>n</u> = 31	<u>n</u> = 271
a. Cafeteria	11 35.5%	54 19.9%
b. Break rooms	13 41.9%	136 50.2%
c. Personal offices	0 0.0%	24 8.9%
d. Conference rooms	1 3.2%	16 5.9%
e. Bathrooms	2 6.5%	28 10.3%
f. Work area/plant floor	0 0.0%	59 21.8%
g. Smoking rooms	3 9.7%	30 11.1%
h. Other	19 61.3%	52 19.2%
15. Are employees permitted to smoke outside your company?	<u>n</u> = 55	<u>n</u> = 710
Yes	55 100.0%	677 95.4%
16. [For those allowing outdoor smoking] Where is outdoor smoking permitted?	<u>n</u> = 55	<u>n</u> = 657
a. Anywhere outside	15 27.3%	202 30.7%
b. Designated areas outside	38 69.1%	440 67.0%
c. Other	2 3.6%	15 2.3%
17. [For those allowing outdoor smoking] Does the smoking policy, written or unwritten, specify which outdoor areas are smoking areas?	<u>n</u> = 55	<u>n</u> = 656
Yes	30 54.5%	367 55.9%
No	22 40.0%	245 37.3%
Does not have a policy, written or unwritten	3 5.5%	44 6.7%

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18. [For those allowing outdoor smoking] Are outdoor smoking areas enclosed? No	n= 55 51 92.7%	n= 653 547 83.8%
19. Is smoking permitted during work hours? Yes	n= 55 55 100.0%	n= 710 625 88.0%
20. [For those permitting smoking during work hours] Does the smoking policy, written or unwritten, specify when smoking is permitted?	n= 50	n= 594
Yes	35 70.0%	358 60.3%
No	11 22.0%	195 32.8%
Does not have a policy, written or unwritten	4 8.0%	41 6.9%
21. [For those permitting smoking during work hours] When is smoking permitted? (Fill in all that apply)	n= 55	n= 625
a. Any time	5 9.1%	122 19.5%
b. Before work	6 10.9%	294 47.0%
c. Break time	47 85.5%	512 81.9%
d. Lunch time	47 85.5%	444 71.0%
e. After work	5 9.1%	286 45.8%
f. During meetings	0 0.0%	7 1.1%
g. After work functions	0 0.0%	45 7.2%
h. Other times	1 1.8%	11 1.8%
22. Are No Smoking signs posted at your company? Yes	n= 55 50 90.9%	n= 711 598 84.1%
23. Do employees smoke in company vehicles?	n= 53	n= 703
Yes	11 20.8%	212 30.2%
No	34 64.2%	355 50.5%
Does not have company vehicles	8 15.1%	136 19.3%

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24. Does the smoking policy, written or unwritten, specify if smoking is permitted or not in company vehicles?	n= 43		n= 554	
Yes	27	62.8%	222	40.1%
No	12	27.9%	263	47.5%
Does not have a policy, written or unwritten	4	9.3%	69	12.5%

Smoking Policy Compliance/Enforcement

25. To what extent do employees comply with the existing smoking policy?	n= 55		n= 709	
a. All of the time	42	76.4%	412	58.1%
b. Some of the time	0	0.0%	47	6.6%
c. Most of the time	12	21.8%	219	30.9%
d. Never	0	0.0%	1	0.1%
e. Does not have a policy, written or unwritten	1	1.8%	30	4.2%
26. Who enforces the smoking policy for employees? (Fill in all that apply)	n= 55		n= 717	
a. Immediate Supervisor	49	89.1%	556	77.5%
b. Manager	30	54.5%	415	57.9%
c. Security	4	7.3%	66	9.2%
d. Peers	0	0.0%	94	13.1%
e. Others	2	3.6%	125	17.4%
f. Does not have a policy, written or unwritten	1	1.8%	23	3.2%
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= 717	
a. Verbal reprimand	43	78.2%	494	68.9%
b. Written reprimand	24	43.6%	128	17.9%
c. Participation in smoking cessation or education program	0	0.0%	0	0.0%
d. Other	3	5.5%	96	13.4%
e. Does not have a policy, written or unwritten	1	1.8%	42	5.9%

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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> = 55		<u>n</u> = 717	
a. Verbal reprimand	6	10.9%	95	13.2%
b. Written reprimand	51	92.7%	441	61.5%
c. Day off without pay	12	21.8%	30	4.2%
d. Participation in smoking cessation or education program	0	0.0%	2	0.3%
e. Other	11	20.0%	127	17.7%
f. Does not have a policy, written or unwritten	1	1.8%	47	6.6%
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> = 55		<u>n</u> = 717	
a. Verbal reprimand	0	0.0%	14	2.0%
b. Written reprimand	31	56.4%	157	21.9%
c. Day off without pay	7	12.7%	60	8.4%
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	26	47.3%	200	27.9%
g. Termination	14	25.5%	164	22.9%
h. Never happens	1	1.8%	37	5.2%
i. Other	12	21.8%	97	13.5%
h. Does not have a policy, written or unwritten	1	1.8%	48	6.7%
30. Who do the employees contact if they have complaints about people violating smoking restrictions? (Fill in all that apply)	<u>n</u> = 55		<u>n</u> = 708	
a. Immediate supervisor	55	100.0%	547	77.3%
b. Health and safety personnel	13	23.6%	141	19.9%
c. Risk manager	6	10.9%	56	7.9%
d. Human Resources/Manager	2	3.6%	205	29.0%
e. Other	0	0.0%	32	4.5%

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<u>Smoking Cessation</u>				
31. Does your company provide resources to employees who want to quit using tobacco products?	n= 55		n= 707	
Yes	26	47.3%	406	57.4%
32. What resources are available? (Fill in all that apply)	n= 26		n= 406	
a. Cooper-Clayton Method to Stop Smoking	3	11.5%	94	23.2%
b. Fresh Start (American Cancer Society)	0	0.0%	10	2.5%
c. Freedom from Smoking (American Lung Association)	0	0.0%	5	1.2%
d. Make Yours a Fresh Start Family (American Cancer Society)	0	0.0%	0	0.0%
e. Employee Assistance Program	18	69.2%	201	49.5%
f. Telephone Quit Line	0	0.0%	39	9.6%
g. Self-Help Booklets/Posters	6	23.1%	71	17.5%
h. Counselor	2	7.7%	35	8.6%
i. Computer/On-Line help	0	0.0%	13	3.2%
j. Doctor/Other Health Care Professional	6	23.1%	68	16.7%
k. Insurance	2	7.7%	47	11.6%
l. Other classes	0	0.0%	22	5.4%
m. Reimbursement/Incentives	1	3.8%	22	5.4%
n. Other	4	15.4%	62	15.3%

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33. Who provides the smoking cessation services? (Fill in all that apply)	n= 26	n= 401
a. Company Nurse	0 0.0%	29 7.2%
b. Community resource person	4 15.4%	104 25.9%
c. Employee Assistance Program	0 0.0%	51 12.7%
d. Insurance Company Program	1 3.8%	48 12.0%
e. Hospital/Health Department	6 23.1%	37 9.2%
f. Physicians/Other Health Care Professionals	0 0.0%	16 4.0%
g. Human Resources	1 3.8%	38 9.5%
h. Other	3 11.5%	69 17.2%

Availability of Tobacco Onsite

34. Are cigarettes sold on company property?	n= 55	n= 714
Yes	0 0.0%	20 2.8%
35. If "Yes", how are cigarettes sold? (Fill in all that apply)	n= 0	n= 20
a. Company store	0 0.0%	1 5.0%
b. Vending machines	0 0.0%	16 80.0%
c. Other	0 0.0%	0 0.0%

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= 55	n= 706
Yes	25 45.5%	143 20.3%
No	26 47.3%	502 71.1%
Does not have a policy, written or unwritten	4 7.3%	61 8.6%

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37. How satisfied are you with your current smoking policy?	n= 55		n= 714	
a. Very satisfied	33	60.0%	343	48.0%
b. Somewhat satisfied	3	5.5%	170	23.8%
c. Satisfied	18	32.7%	133	18.6%
d. Not satisfied	0	0.0%	43	6.0%
e. Does not have a policy, written or unwritten	1	1.8%	25	3.5%
38. Are you contemplating changes in your smoking policy?	n= 55		n= 708	
No	53	96.4%	593	83.8%
39. How interested are you in receiving assistance on changing your smoking policy?	n= 55		n= 706	
a. Very interested	0	0.0%	66	9.3%
b. Somewhat interested	2	3.6%	106	15.0%
c. Not interested	53	96.4%	534	75.6%
40. How interested are you in receiving assistance on effective smoking cessation programs?	n= 55		n= 707	
a. Very interested	8	14.5%	195	27.6%
b. Somewhat interested	28	50.9%	203	28.7%
c. Not interested	19	34.5%	309	43.7%

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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> = 55	<u>n</u> = 711
a. Not allowed in common areas	43 78.2%	354 49.8%
b. Allowed in some common areas	4 7.3%	103 14.5%
c. Allowed in all common areas	1 1.8%	53 7.5%
d. Other	4 7.3%	28 3.9%
e. No official policy	3 5.5%	173 24.3%
42. Which of the following best describes your company's official policy on spit (smokeless) tobacco for work areas?	<u>n</u> = 54	<u>n</u> = 709
a. Not allowed in work areas	44 81.5%	386 54.4%
b. Allowed in some work areas	4 7.4%	72 10.2%
c. Allowed in all work areas	0 0.0%	51 7.2%
d. Other	3 5.6%	17 2.4%
e. No official policy	3 5.6%	183 25.8%
43. If your company has an official spit tobacco policy, how often is it enforced?	<u>n</u> = 54	<u>n</u> = 692
a. Always enforced	44 81.5%	368 53.2%
b. Sometimes enforced	0 0.0%	68 9.8%
c. Never enforced	0 0.0%	14 2.0%
d. Other	1 1.9%	9 1.3%
e. Does not have a policy, written or unwritten	9 16.7%	233 33.7%

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44. Would you send us a copy of your spit tobacco and/or smoking policy if you have them?	n= 54		n= 693	
Yes	2	3.7%	267	38.5%
No	47	87.0%	213	30.7%
Does not have written policies	5	9.3%	213	30.7%

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= 55		n= 710	
Yes	36	65.5%	375	52.8%
No	19	34.5%	314	44.2%
Don't Know	0	0.0%	21	3.0%
46. Does your company health insurance plans cover all or part of the cost of the following?	n= 55		n= 717	
a. Pharmaco-therapies for smoking cessation (e.g. Wellbutrin, Zyban, patches/gum, etc.)	26	47.3%	312	43.5%
b. Behavioral counseling or classes for smoking cessation	7	12.7%	199	27.8%
47. Does your company have community outreach or funding programs for community projects?	n= 55		n= 704	
Yes	45	81.8%	380	54.0%

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<u>Miscellaneous</u>		
48. Does the manufacture of your products involve flammable materials?	<u>n</u> = 55	<u>n</u> = 709
Yes	42 76.4%	471 66.4%
49. Do your employees belong to a union?	<u>n</u> = 55	<u>n</u> = 709
Yes	9 16.4%	140 19.7%
Manufacturing Facility Participation Rate	74.0%	71.0%

Note: Data for this report were collected January 2006 - August 2006 in manufacturing facilities with 50 or more employees.

*This report was prepared through a contract between the Kentucky Cabinet
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