

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

| | <u>Madison</u> | <u>Kentucky</u> |
|---|--------------------|---------------------|
| <u>Demographic Information</u> | | |
| 1. How many employees do you have? | n= 20 Mean= 265 | n= 711 Mean= 249 |
| 2. About what percentage of your employees are male? | n= 20 69.3% | n= 692 66.9% |
| 3. About what percentage of your employees are female? | n= 19 30.2% | n= 688 32.6% |
| 4. About what percentage of your employees are under 18 years of age? | n= 20 0.0% | n= 618 0.1% |
| 5. About what percentage of your employees are | n= 20 | n= 596 |
| a. Caucasian | 86.4% | 84.5% |
| b. African American | 9.8% | 10.5% |
| c. Hispanic | 3.1% | 7.9% |
| d. Asian | 4.9% | 2.1% |
| e. Other | 1.0% | 4.5% |
| <u>Smoking Policy/Environment</u> | | |
| 6. Does your company have a written smoking policy? Yes | n= 20 12 60.0% | 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= 8 7 87.5% | n= 121 95 78.5% |

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| 8. How is the company policy communicated? (Fill in all that apply) | <u>n</u> = 19 | <u>n</u> = 675 |
| a. Employee handbook | 12 63.2% | 484 71.7% |
| b. Hallways | 7 36.8% | 194 28.7% |
| c. Offices | 5 26.3% | 117 17.3% |
| d. Restrooms | 5 26.3% | 102 15.1% |
| e. Administrative offices | 4 21.1% | 83 12.3% |
| f. Not communicated | 0 0.0% | 6 0.9% |
| g. At time of hire/orientation | 3 15.8% | 132 19.6% |
| h. Signs/bulletin boards | 3 15.8% | 78 11.6% |
| i. Electronic/newsletter | 0 0.0% | 43 6.4% |
| j. Other | 7 36.8% | 63 9.3% |
| 9. Are employees permitted to smoke inside your company? | <u>n</u> = 20 | <u>n</u> = 713 |
| Yes | 11 55.0% | 271 38.0% |
| 10. [For companies allowing indoor smoking] Is indoor smoking restricted to specified indoor areas? | <u>n</u> = 11 | <u>n</u> = 265 |
| Yes | 9 81.8% | 239 90.2% |
| 11. [For companies allowing indoor smoking] Does the policy, written or unwritten, specify which indoor areas are smoking areas? | <u>n</u> = 11 | <u>n</u> = 262 |
| Yes | 7 63.6% | 202 77.1% |
| No | 3 27.3% | 30 11.5% |
| Does not have a policy, written or unwritten | 1 9.1% | 30 11.5% |
| 12. [For companies allowing indoor smoking] Are indoor smoking areas separately enclosed and ventilated? | <u>n</u> = 11 | <u>n</u> = 263 |
| All | 6 54.5% | 115 43.7% |
| Some | 2 18.2% | 34 12.9% |
| None | 3 27.3% | 101 38.4% |
| I don't know | 0 0.0% | 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> = 10 | <u>n</u> = 255 |
| Yes | 5 50.0% | 94 36.9% |
| No | 4 40.0% | 125 49.0% |
| Does not have a policy, written or unwritten | 1 10.0% | 36 14.1% |
| 14. [For companies allowing indoor smoking] Where is indoor smoking permitted? (Fill in all that apply) | <u>n</u> = 11 | <u>n</u> = 271 |
| a. Cafeteria | 2 18.2% | 54 19.9% |
| b. Break rooms | 3 27.3% | 136 50.2% |
| c. Personal offices | 1 9.1% | 24 8.9% |
| d. Conference rooms | 1 9.1% | 16 5.9% |
| e. Bathrooms | 1 9.1% | 28 10.3% |
| f. Work area/plant floor | 4 36.4% | 59 21.8% |
| g. Smoking rooms | 4 36.4% | 30 11.1% |
| h. Other | 2 18.2% | 52 19.2% |
| 15. Are employees permitted to smoke outside your company? | <u>n</u> = 20 | <u>n</u> = 710 |
| Yes | 17 85.0% | 677 95.4% |
| 16. [For those allowing outdoor smoking] Where is outdoor smoking permitted? | <u>n</u> = 17 | <u>n</u> = 657 |
| a. Anywhere outside | 7 41.2% | 202 30.7% |
| b. Designated areas outside | 10 58.8% | 440 67.0% |
| c. Other | 0 0.0% | 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> = 17 | <u>n</u> = 656 |
| Yes | 8 47.1% | 367 55.9% |
| No | 9 52.9% | 245 37.3% |
| Does not have a policy, written or unwritten | 0 0.0% | 44 6.7% |

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| 18. [For those allowing outdoor smoking] Are outdoor smoking areas enclosed? No | n= 17 15 88.2% | n= 653 547 83.8% |
| 19. Is smoking permitted during work hours? Yes | n= 20 16 80.0% | 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= 16 | n= 594 |
| Yes | 6 37.5% | 358 60.3% |
| No | 9 56.3% | 195 32.8% |
| Does not have a policy, written or unwritten | 1 6.3% | 41 6.9% |
| 21. [For those permitting smoking during work hours] When is smoking permitted? (Fill in all that apply) | n= 16 | n= 625 |
| a. Any time | 5 31.3% | 122 19.5% |
| b. Before work | 2 12.5% | 294 47.0% |
| c. Break time | 10 62.5% | 512 81.9% |
| d. Lunch time | 9 56.3% | 444 71.0% |
| e. After work | 2 12.5% | 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 | 0 0.0% | 11 1.8% |
| 22. Are No Smoking signs posted at your company? Yes | n= 20 17 85.0% | n= 711 598 84.1% |
| 23. Do employees smoke in company vehicles? | n= 20 | n= 703 |
| Yes | 10 50.0% | 212 30.2% |
| No | 8 40.0% | 355 50.5% |
| Does not have company vehicles | 2 10.0% | 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? | <u>n</u> = 18 | <u>n</u> = 554 |
| Yes | 6 33.3% | 222 40.1% |
| No | 10 55.6% | 263 47.5% |
| Does not have a policy, written or unwritten | 2 11.1% | 69 12.5% |

Smoking Policy Compliance/Enforcement

| | | |
|---|---------------|----------------|
| 25. To what extent do employees comply with the existing smoking policy? | <u>n</u> = 20 | <u>n</u> = 709 |
| a. All of the time | 9 45.0% | 412 58.1% |
| b. Some of the time | 3 15.0% | 47 6.6% |
| c. Most of the time | 8 40.0% | 219 30.9% |
| d. Never | 0 0.0% | 1 0.1% |
| e. Does not have a policy, written or unwritten | 0 0.0% | 30 4.2% |
| 26. Who enforces the smoking policy for employees? (Fill in all that apply) | <u>n</u> = 20 | <u>n</u> = 717 |
| a. Immediate Supervisor | 14 70.0% | 556 77.5% |
| b. Manager | 16 80.0% | 415 57.9% |
| c. Security | 5 25.0% | 66 9.2% |
| d. Peers | 7 35.0% | 94 13.1% |
| e. Others | 3 15.0% | 125 17.4% |
| f. Does not have a policy, written or unwritten | 0 0.0% | 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) | <u>n</u> = 20 | <u>n</u> = 717 |
| a. Verbal reprimand | 14 70.0% | 494 68.9% |
| b. Written reprimand | 5 25.0% | 128 17.9% |
| c. Participation in smoking cessation or education program | 0 0.0% | 0 0.0% |
| d. Other | 2 10.0% | 96 13.4% |
| e. Does not have a policy, written or unwritten | 0 0.0% | 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> = 20 | | <u>n</u> = 717 | |
| a. Verbal reprimand | 4 | 20.0% | 95 | 13.2% |
| b. Written reprimand | 11 | 55.0% | 441 | 61.5% |
| c. Day off without pay | 2 | 10.0% | 30 | 4.2% |
| d. Participation in smoking cessation or education program | 0 | 0.0% | 2 | 0.3% |
| e. Other | 4 | 20.0% | 127 | 17.7% |
| f. Does not have a policy, written or unwritten | 0 | 0.0% | 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> = 20 | | <u>n</u> = 717 | |
| a. Verbal reprimand | 0 | 0.0% | 14 | 2.0% |
| b. Written reprimand | 4 | 20.0% | 157 | 21.9% |
| c. Day off without pay | 2 | 10.0% | 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 | 9 | 45.0% | 200 | 27.9% |
| g. Termination | 6 | 30.0% | 164 | 22.9% |
| h. Never happens | 0 | 0.0% | 37 | 5.2% |
| i. Other | 0 | 0.0% | 97 | 13.5% |
| h. Does not have a policy, written or unwritten | 0 | 0.0% | 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> = 20 | | <u>n</u> = 708 | |
| a. Immediate supervisor | 14 | 70.0% | 547 | 77.3% |
| b. Health and safety personnel | 10 | 50.0% | 141 | 19.9% |
| c. Risk manager | 2 | 10.0% | 56 | 7.9% |
| d. Human Resources/Manager | 10 | 50.0% | 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= 20 | | n= 707 | |
| Yes | 12 | 60.0% | 406 | 57.4% |
| 32. What resources are available? (Fill in all that apply) | n= 12 | | n= 406 | |
| a. Cooper-Clayton Method to Stop Smoking | 3 | 25.0% | 94 | 23.2% |
| b. Fresh Start (American Cancer Society) | 1 | 8.3% | 10 | 2.5% |
| c. Freedom from Smoking (American Lung Association) | 1 | 8.3% | 5 | 1.2% |
| d. Make Yours a Fresh Start Family (American Cancer Society) | 0 | 0.0% | 0 | 0.0% |
| e. Employee Assistance Program | 4 | 33.3% | 201 | 49.5% |
| f. Telephone Quit Line | 2 | 16.7% | 39 | 9.6% |
| g. Self-Help Booklets/Posters | 4 | 33.3% | 71 | 17.5% |
| h. Counselor | 1 | 8.3% | 35 | 8.6% |
| i. Computer/On-Line help | 2 | 16.7% | 13 | 3.2% |
| j. Doctor/Other Health Care Professional | 1 | 8.3% | 68 | 16.7% |
| k. Insurance | 0 | 0.0% | 47 | 11.6% |
| l. Other classes | 1 | 8.3% | 22 | 5.4% |
| m. Reimbursement/Incentives | 1 | 8.3% | 22 | 5.4% |
| n. Other | 1 | 8.3% | 62 | 15.3% |

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| 33. Who provides the smoking cessation services? (Fill in all that apply) | <u>n</u> = 12 | <u>n</u> = 401 |
| a. Company Nurse | 0 0.0% | 29 7.2% |
| b. Community resource person | 3 25.0% | 104 25.9% |
| c. Employee Assistance Program | 0 0.0% | 51 12.7% |
| d. Insurance Company Program | 3 25.0% | 48 12.0% |
| e. Hospital/Health Department | 1 8.3% | 37 9.2% |
| f. Physicians/Other Health Care Professionals | 1 8.3% | 16 4.0% |
| g. Human Resources | 4 33.3% | 38 9.5% |
| h. Other | 1 8.3% | 69 17.2% |

Availability of Tobacco Onsite

| | | |
|---|---------------|----------------|
| 34. Are cigarettes sold on company property? | <u>n</u> = 20 | <u>n</u> = 714 |
| Yes | 2 10.0% | 20 2.8% |
| 35. If "Yes", how are cigarettes sold? (Fill in all that apply) | <u>n</u> = 2 | <u>n</u> = 20 |
| a. Company store | 0 0.0% | 1 5.0% |
| b. Vending machines | 2 100.0% | 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? | <u>n</u> = 20 | <u>n</u> = 706 |
| Yes | 4 20.0% | 143 20.3% |
| No | 15 75.0% | 502 71.1% |
| Does not have a policy, written or unwritten | 1 5.0% | 61 8.6% |

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| 37. | How satisfied are you with your current smoking policy? | <u>n</u> = | 20 | <u>n</u> = | 714 |
| | a. Very satisfied | 4 | 20.0% | 343 | 48.0% |
| | b. Somewhat satisfied | 7 | 35.0% | 170 | 23.8% |
| | c. Satisfied | 6 | 30.0% | 133 | 18.6% |
| | d. Not satisfied | 3 | 15.0% | 43 | 6.0% |
| | e. Does not have a policy, written or unwritten | 0 | 0.0% | 25 | 3.5% |
| 38. | Are you contemplating changes in your smoking policy? | <u>n</u> = | 20 | <u>n</u> = | 708 |
| | No | 12 | 60.0% | 593 | 83.8% |
| 39. | How interested are you in receiving assistance on changing your smoking policy? | <u>n</u> = | 20 | <u>n</u> = | 706 |
| | a. Very interested | 4 | 20.0% | 66 | 9.3% |
| | b. Somewhat interested | 6 | 30.0% | 106 | 15.0% |
| | c. Not interested | 10 | 50.0% | 534 | 75.6% |
| 40. | How interested are you in receiving assistance on effective smoking cessation programs? | <u>n</u> = | 20 | <u>n</u> = | 707 |
| | a. Very interested | 11 | 55.0% | 195 | 27.6% |
| | b. Somewhat interested | 8 | 40.0% | 203 | 28.7% |
| | c. Not interested | 1 | 5.0% | 309 | 43.7% |

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| <u>Spit Tobacco Policy</u> | | | | |
| 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> = 20 | | <u>n</u> = 711 | |
| a. Not allowed in common areas | 8 | 40.0% | 354 | 49.8% |
| b. Allowed in some common areas | 7 | 35.0% | 103 | 14.5% |
| c. Allowed in all common areas | 3 | 15.0% | 53 | 7.5% |
| d. Other | 0 | 0.0% | 28 | 3.9% |
| e. No official policy | 2 | 10.0% | 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> = 20 | | <u>n</u> = 709 | |
| a. Not allowed in work areas | 14 | 70.0% | 386 | 54.4% |
| b. Allowed in some work areas | 1 | 5.0% | 72 | 10.2% |
| c. Allowed in all work areas | 3 | 15.0% | 51 | 7.2% |
| d. Other | 0 | 0.0% | 17 | 2.4% |
| e. No official policy | 2 | 10.0% | 183 | 25.8% |
| 43. If your company has an official spit tobacco policy, how often is it enforced? | <u>n</u> = 19 | | <u>n</u> = 692 | |
| a. Always enforced | 9 | 47.4% | 368 | 53.2% |
| b. Sometimes enforced | 7 | 36.8% | 68 | 9.8% |
| c. Never enforced | 0 | 0.0% | 14 | 2.0% |
| d. Other | 1 | 5.3% | 9 | 1.3% |
| e. Does not have a policy, written or unwritten | 2 | 10.5% | 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= 20 | | n= 693 | |
| Yes | 11 | 55.0% | 267 | 38.5% |
| No | 2 | 10.0% | 213 | 30.7% |
| Does not have written policies | 7 | 35.0% | 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= 20 | | n= 710 | |
| Yes | 9 | 45.0% | 375 | 52.8% |
| No | 11 | 55.0% | 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= 20 | | n= 717 | |
| a. Pharmaco-therapies for smoking cessation (e.g. Wellbutrin, Zyban, patches/gum, etc.) | 10 | 50.0% | 312 | 43.5% |
| b. Behavioral counseling or classes for smoking cessation | 8 | 40.0% | 199 | 27.8% |
| 47. Does your company have community outreach or funding programs for community projects? | n= 20 | | n= 704 | |
| Yes | 7 | 35.0% | 380 | 54.0% |

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| <u>Miscellaneous</u> | | |
| 48. Does the manufacture of your products involve flammable materials? | <u>n</u> = 20 | <u>n</u> = 709 |
| Yes | 13 65.0% | 471 66.4% |
| 49. Do your employees belong to a union? | <u>n</u> = 20 | <u>n</u> = 709 |
| Yes | 1 5.0% | 140 19.7% |
| Manufacturing Facility Participation Rate | 83.3% | 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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