

The Kentucky Department for Public Health
 University of Kentucky College of Nursing
Madison County Workplace Tobacco Policy Study, 2008

	<u>Madison</u>	<u>Kentucky</u>
<u>Demographic Information</u>		
1. How many employees do you have?	n= 20 Mean= 219	n= 654 Mean= 241
2. About what percentage of your employees are male?	n= 20 71.2%	n= 625 70.3%
3. About what percentage of your employees are female?	n= 20 28.9%	n= 625 30.6%
4. About what percentage of your employees are under 18 years of age?	n= 20 0.0%	n= 600 3.7%
5. About what percentage of your employees are	n= 20	n= 596
a. Caucasian	91.8%	83.9%
b. African American	6.8%	11.3%
c. Hispanic	2.1%	7.8%
d. Asian	3.3%	2.1%
e. Other	1.0%	2.0%
<u>Smoking Policy/Environment</u>		
6. Does your company have a written smoking policy?	n= 20	n= 644
Yes	19 95.0%	520 80.7%
7. [For those companies without a written policy] Does your company have a smoking policy that is not in writing?	n= 1	n= 120
Yes	1 100.0%	84 70.0%

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8.	How is the company policy communicated?	<u>n</u> =	20	<u>n</u> =	604
	a. Employee handbook	14	70.0%	445	73.7%
	b. Hallways	16	80.0%	97	16.1%
	c. Offices	11	55.0%	60	9.9%
	d. Restrooms	8	40.0%	62	10.3%
	e. Administrative offices	12	60.0%	53	8.8%
	f. Not communicated	16	80.0%	375	62.1%
	g. At time of hire/orientation	0	0.0%	316	52.3%
	h. Signs/bulletin boards	0	0.0%	34	5.6%
	i. Electronic/newsletter	0	0.0%	90	14.9%
	j. Other	0	0.0%	4	0.7%
9.	Are employees permitted to smoke inside your company?	<u>n</u> =	20	<u>n</u> =	651
	Yes	0	0.0%	195	30.0%
10.	[For companies allowing indoor smoking] Is indoor smoking restricted to specified indoor areas?	<u>n</u> =	0	<u>n</u> =	193
	Yes	0	0.0%	176	91.2%
11.	[For companies allowing indoor smoking] Does the policy, written or unwritten, specify which indoor areas are smoking areas?	<u>n</u> =	0	<u>n</u> =	192
	Yes	0	0.0%	156	81.3%
	No	0	0.0%	12	6.3%
	Does not have a policy, written or unwritten	0	0.0%	24	12.5%
12.	[For companies allowing indoor smoking] Are indoor smoking areas separately enclosed and ventilated?	<u>n</u> =	0	<u>n</u> =	191
	All	0	0.0%	75	39.3%
	Some	0	0.0%	34	17.8%
	None	0	0.0%	74	38.7%
	I don't know	0	0.0%	8	4.2%

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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> =	0	<u>n</u> =	183
Yes	0	0.0%	56	30.6%
No	0	0.0%	94	51.4%
Does not have a policy, written or unwritten	0	0.0%	33	18.0%
14. [For companies allowing indoor smoking] Where is indoor smoking permitted? (Fill in all that apply)	<u>n</u> =	0	<u>n</u> =	195
a. Cafeteria	0	0.0%	45	23.1%
b. Break rooms	0	0.0%	101	51.8%
c. Personal offices	0	0.0%	22	11.3%
d. Conference rooms	0	0.0%	15	7.7%
e. Bathrooms	0	0.0%	20	10.3%
f. Work area/plant floor	0	0.0%	65	33.3%
g. Smoking rooms	0	0.0%	51	26.2%
h. Other	0	0.0%	26	13.3%
15. Are employees permitted to smoke outside your company?	<u>n</u> =	20	<u>n</u> =	652
Yes	20	100.0%	626	96.0%
16. [For companies allowing outdoor smoking] Where is outdoor smoking permitted?	<u>n</u> =	20	<u>n</u> =	616
a. Anywhere outside	2	10.0%	160	26.0%
b. Designated areas outside	17	85.0%	443	71.9%
c. Other	1	5.0%	13	2.1%
17. [For companies allowing outdoor smoking] Does the smoking policy, written or unwritten, specify which outdoor areas are smoking areas?	<u>n</u> =	19	<u>n</u> =	609
Yes	12	63.2%	386	63.4%
No	6	31.6%	176	28.9%
Does not have a policy, written or unwritten	1	5.3%	47	7.7%

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18.	[For companies allowing outdoor smoking] Are outdoor smoking areas enclosed? No	n= 19 17	89.5%	n= 613 512	83.5%
19.	Is smoking permitted during work hours? Yes	n= 20 20	100.0%	n= 652 588	90.2%
20.	[For companies permitting smoking during work hours] Does the smoking policy, written or unwritten, specify when smoking is permitted?	n= 17		n= 569	
	Yes	17	100.0%	390	68.5%
	No	0	0.0%	135	23.7%
	Does not have a policy, written or unwritten	0	0.0%	44	7.7%
21.	[For companies permitting smoking during work hours] When is smoking permitted?	n= 20		n= 588	
	a. Any time	0	0.0%	105	17.9%
	b. Before work	8	40.0%	293	49.8%
	c. Break time	20	100.0%	497	84.5%
	d. Lunch time	20	100.0%	459	78.1%
	e. After work	7	35.0%	283	48.1%
	f. During meetings	0	0.0%	4	0.7%
	g. After work functions	0	0.0%	22	3.7%
	h. Other times	0	0.0%	2	0.3%
22.	Are No Smoking signs posted at your company? Yes	n= 20 20	100.0%	n= 650 558	85.8%
23.	Do employees smoke in company vehicles?	n= 20		n= 646	
	Yes	3	15.0%	165	25.5%
	No	15	75.0%	372	57.6%
	Does not have company vehicles	2	10.0%	109	16.9%

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24. Does the smoking policy, written or unwritten, specify if smoking is permitted or not in company vehicles?	n=	17	n=	516
Yes	15	88.2%	258	50.0%
No	1	5.9%	203	39.3%
Does not have a policy, written or unwritten	1	5.9%	55	10.7%

Smoking Policy Compliance/Enforcement

25. To what extent do employees comply with the existing smoking policy?	n=	20	n=	655
a. All of the time	8	40.0%	364	55.6%
b. Some of the time	1	5.0%	24	3.7%
c. Most of the time	11	55.0%	237	36.2%
d. Never	0	0.0%	1	0.2%
e. Does not have a policy, written or unwritten	0	0.0%	29	4.4%
26. Who enforces the smoking policy for employees? (Fill in all that apply)	n=	20	n=	655
a. Immediate Supervisor	20	100.0%	491	75.0%
b. Manager	18	90.0%	392	59.8%
c. Security	6	30.0%	69	10.5%
d. Peers	9	45.0%	103	15.7%
e. Others	5	25.0%	128	19.5%
f. Does not have a policy, written or unwritten	0	0.0%	28	4.3%
27. For a first time offense, what action is taken when an employee violates the smoking policy? (Fill in all that apply)	n=	20	n=	655
a. Verbal reprimand	17	85.0%	428	65.3%
b. Written reprimand	5	25.0%	118	18.0%
c. Participation in smoking cessation or education program	0	0.0%	0	0.0%
d. Other	3	15.0%	90	13.7%
e. Does not have a policy, written or unwritten	0	0.0%	51	7.8%

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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=	20	n=	655
a. Verbal reprimand	2	10.0%	70	10.7%
b. Written reprimand	16	80.0%	403	61.5%
c. Day off without pay	2	10.0%	33	5.0%
d. Participation in smoking cessation or education program	0	0.0%	3	0.5%
e. Other	7	35.0%	138	21.1%
f. Does not have a policy, written or unwritten	0	0.0%	56	8.5%
29. For 3 or more offenses, what action is taken when an employee violates the smoking policy? (Fill in all that apply)	n=	20	n=	655
a. Verbal reprimand	0	0.0%	21	3.2%
b. Written reprimand	1	5.0%	90	13.7%
c. Day off without pay	2	10.0%	54	8.2%
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	3	15.0%	143	21.8%
g. Termination	0	0.0%	235	35.9%
h. Never happens	0	0.0%	103	15.7%
i. Other	0	0.0%	79	12.1%
h. Does not have a policy, written or unwritten	0	0.0%	55	8.4%
30. Who do the employees contact if they have complaints about people violating smoking restrictions? (Fill in all that apply)	n=	20	n=	655
a. Immediate supervisor	18	90.0%	485	74.0%
b. Health and safety personnel	15	75.0%	129	19.7%
c. Risk manager	5	25.0%	49	7.5%
d. Human Resources	0	0.0%	334	51.0%
e. Manager	0	0.0%	219	33.4%
f. Other	0	0.0%	53	8.1%

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<u>Smoking Cessation</u>		
31. Does your company provide resources to employees who want to quit using tobacco products?	<u>n</u> = 19	<u>n</u> = 647
Yes	15 78.9%	427 66.0%
32. What resources are available? (Fill in all that apply)	<u>n</u> = 15	<u>n</u> = 427
a. Cooper-Clayton Method to Stop Smoking	7 46.7%	104 24.4%
b. Fresh Start (American Cancer Society)	0 0.0%	16 3.7%
c. Freedom from Smoking (American Lung Association)	1 6.7%	10 2.3%
d. Make Yours a Fresh Start Family (American Cancer Society)	0 0.0%	0 0.0%
e. Employee Assistance Program	8 53.3%	163 38.2%
f. Telephone Quit Line	6 40.0%	51 11.9%
g. Self-Help Booklets/Posters	0 0.0%	40 9.4%
h. Counselor	3 20.0%	25 5.9%
i. Computer/On-Line help	0 0.0%	9 2.1%
j. Doctor/Other Health Care Professional	0 0.0%	31 7.3%
k. Insurance	0 0.0%	185 43.3%
l. Other classes	0 0.0%	24 5.6%
m. Reimbursement/Incentives	0 0.0%	74 17.3%
n. Other	0 0.0%	65 15.2%
33. Who provides the smoking cessation services? (Fill in all that apply)	<u>n</u> = 15	<u>n</u> = 427
a. Company Nurse	0 0.0%	24 5.6%
b. Community resource person	0 0.0%	22 5.2%
c. Employee Assistance Program	0 0.0%	122 28.6%
d. Insurance Company Program	0 0.0%	130 19.8%
e. Hospital/Health Department	0 0.0%	95 14.5%
f. Physicians/Other Health Care Professionals	0 0.0%	21 3.2%
g. Human Resources	0 0.0%	72 11.0%
h. Other	0 0.0%	55 8.4%

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<u>Availability of Tobacco Onsite</u>					
34.	Are cigarettes sold on company property?	<u>n</u> =	20	<u>n</u> =	653
	Yes	0	0.0%	6	0.9%
35.	If "Yes", how are cigarettes sold? (Fill in all that apply)	<u>n</u> =	0	<u>n</u> =	6
	a. Company store	0	0.0%	0	0.0%
	b. Vending machines	0	0.0%	5	83.3%
	c. Other	0	0.0%	0	0.0%
<u>Perceptions of Policy/Interest in Assistance</u>					
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> =	641
	Yes	11	55.0%	173	27.0%
	No	9	45.0%	407	63.5%
	Does not have a policy, written or unwritten	0	0.0%	61	9.5%
37.	How satisfied are you with your current smoking policy?	<u>n</u> =	20	<u>n</u> =	654
	a. Very satisfied	7	35.0%	308	47.1%
	b. Somewhat satisfied	6	30.0%	126	19.3%
	c. Satisfied	5	25.0%	139	21.3%
	d.. Not satisfied	2	10.0%	52	8.0%
	e. Does not have a policy, written or unwritten	0	0.0%	29	4.4%
38.	Are you contemplating changes in your smoking policy?	<u>n</u> =	20	<u>n</u> =	652
	No	19	95.0%	527	80.8%
39.	How interested are you in receiving assistance on changing your smoking policy?	<u>n</u> =	18	<u>n</u> =	651
	a. Very interested	1	5.6%	53	8.1%
	b. Somewhat interested	1	5.6%	102	15.7%
	c. Not interested	16	88.9%	496	76.2%

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40. How interested are you in receiving assistance on effective smoking cessation programs?	<u>n</u> =	20	<u>n</u> =	648
a. Very interested	5	25.0%	135	20.8%
b. Somewhat interested	13	65.0%	206	31.8%
c. Not interested	2	10.0%	307	47.4%

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> =	20	<u>n</u> =	649
a. Not allowed in common areas	14	70.0%	334	51.5%
b. Allowed in some common areas	1	5.0%	48	7.4%
c. Allowed in all common areas	3	15.0%	64	9.9%
d. Other	0	0.0%	53	8.2%
e. No official policy	2	10.0%	150	23.1%
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> =	636
a. Not allowed in work areas	14	70.0%	353	55.5%
b. Allowed in some work areas	2	10.0%	50	7.9%
c. Allowed in all work areas	2	10.0%	61	9.6%
d. Other	0	0.0%	19	3.0%
e. No official policy	2	10.0%	153	24.1%
43. If your company has an official spit tobacco policy, how often is it enforced?	<u>n</u> =	19	<u>n</u> =	632
a. Always enforced	11	57.9%	324	51.3%
b. Sometimes enforced	4	21.1%	76	12.0%
c. Never enforced	0	0.0%	9	1.4%
d. Other	2	10.5%	18	2.8%
e. Does not have a policy, written or unwritten	2	10.5%	205	32.4%

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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=	637
Yes	5	25.0%	245	38.5%
No	12	60.0%	224	35.2%
Does not have written policies	3	15.0%	168	26.4%

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=	19	n=	648
Yes	12	63.2%	369	56.9%
No	7	36.8%	257	39.7%
Don't Know	0	0.0%	22	3.4%

46. Does your company health insurance plan cover all or part of the cost of the following? (Fill in all that apply)	n=	20	n=	655
a. Pharmacotherapies for smoking cessation (e.g. Wellbutrin, Zyban, patches/gum, etc.)	13	65.0%	320	48.9%
b. Behavioral counseling or classes for smoking cessation	9	45.0%	212	32.4%
47. Does your company have community outreach or funding programs for community projects?	n=	20	n=	651
Yes	6	30.0%	321	49.3%

Miscellaneous

48. Does the manufacture of your products involve flammable materials?	n=	20	n=	645
Yes	10	50.0%	398	61.7%
49. Do your employees belong to a union?	n=	20	n=	652
Yes	2	10.0%	125	19.2%

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Manufacturing Facility Participation Rate	87.0%	69.6%

Note: Data for this report were collected November 2007 - August 2008 in manufacturing facilities with 50 or more employees.

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