

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

	<u>Northern Kentucky</u>	<u>Kentucky</u>
<u>Demographic Information</u>		
1. How many employees do you have?	n= 64 Mean= 169	n= 654 Mean= 241
2. About what percentage of your employees are male?	n= 63 72.5%	n= 625 70.3%
3. About what percentage of your employees are female?	n= 63 27.5%	n= 625 30.6%
4. About what percentage of your employees are under 18 years of age?	n= 61 0.0%	n= 600 3.7%
5. About what percentage of your employees are	n= 60	n= 596
a. Caucasian	85.7%	83.9%
b. African American	8.6%	11.3%
c. Hispanic	5.2%	7.8%
d. Asian	4.6%	2.1%
e. Other	4.6%	2.0%
<u>Smoking Policy/Environment</u>		
6. Does your company have a written smoking policy? Yes	n= 64 45 70.3%	n= 644 520 80.7%
7. [For those companies without a written policy] Does your company have a smoking policy that is not in writing? Yes	n= 18 8 44.4%	n= 120 84 70.0%

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8.	How is the company policy communicated?	<u>n</u> =	53	<u>n</u> =	604
	a. Employee handbook	41	77.4%	445	73.7%
	b. Hallways	1	1.9%	97	16.1%
	c. Offices	1	1.9%	60	9.9%
	d. Restrooms	1	1.9%	62	10.3%
	e. Administrative offices	0	0.0%	53	8.8%
	f. Not communicated	19	35.8%	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> =	64	<u>n</u> =	651
	Yes	20	31.3%	195	30.0%
10.	[For companies allowing indoor smoking] Is indoor smoking restricted to specified indoor areas?	<u>n</u> =	20	<u>n</u> =	193
	Yes	17	85.0%	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> =	20	<u>n</u> =	192
	Yes	11	55.0%	156	81.3%
	No	1	5.0%	12	6.3%
	Does not have a policy, written or unwritten	8	40.0%	24	12.5%
12.	[For companies allowing indoor smoking] Are indoor smoking areas separately enclosed and ventilated?	<u>n</u> =	20	<u>n</u> =	191
	All	12	60.0%	75	39.3%
	Some	2	10.0%	34	17.8%
	None	5	25.0%	74	38.7%
	I don't know	1	5.0%	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> =	20	<u>n</u> =	183
Yes	7	35.0%	56	30.6%
No	4	20.0%	94	51.4%
Does not have a policy, written or unwritten	9	45.0%	33	18.0%
14. [For companies allowing indoor smoking] Where is indoor smoking permitted? (Fill in all that apply)	<u>n</u> =	20	<u>n</u> =	195
a. Cafeteria	7	35.0%	45	23.1%
b. Break rooms	8	40.0%	101	51.8%
c. Personal offices	1	5.0%	22	11.3%
d. Conference rooms	1	5.0%	15	7.7%
e. Bathrooms	2	10.0%	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> =	63	<u>n</u> =	652
Yes	60	95.2%	626	96.0%
16. [For companies allowing outdoor smoking] Where is outdoor smoking permitted?	<u>n</u> =	60	<u>n</u> =	616
a. Anywhere outside	18	30.0%	160	26.0%
b. Designated areas outside	42	70.0%	443	71.9%
c. Other	0	0.0%	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> =	59	<u>n</u> =	609
Yes	33	55.9%	386	63.4%
No	12	20.3%	176	28.9%
Does not have a policy, written or unwritten	14	23.7%	47	7.7%

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18. [For companies allowing outdoor smoking] Are outdoor smoking areas enclosed?				
No	n= 50	86.2%	n= 512	83.5%
19. Is smoking permitted during work hours?				
Yes	n= 58	90.6%	n= 588	90.2%
20. [For companies permitting smoking during work hours] Does the smoking policy, written or unwritten, specify when smoking is permitted?				
Yes	n= 35	60.3%	n= 390	68.5%
No	10	17.2%	135	23.7%
Does not have a policy, written or unwritten	13	22.4%	44	7.7%
21. [For companies permitting smoking during work hours] When is smoking permitted?				
a. Any time	n= 13	22.4%	n= 105	17.9%
b. Before work	23	39.7%	293	49.8%
c. Break time	50	86.2%	497	84.5%
d. Lunch time	48	82.8%	459	78.1%
e. After work	24	41.4%	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= 49	77.8%	n= 558	85.8%
23. Do employees smoke in company vehicles?				
Yes	n= 12	19.0%	n= 165	25.5%
No	39	61.9%	372	57.6%
Does not have company vehicles	12	19.0%	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?	<u>n</u> =	50	<u>n</u> =	516
Yes	20	40.0%	258	50.0%
No	18	36.0%	203	39.3%
Does not have a policy, written or unwritten	12	24.0%	55	10.7%

Smoking Policy Compliance/Enforcement

25. To what extent do employees comply with the existing smoking policy?	<u>n</u> =	64	<u>n</u> =	655
a. All of the time	39	60.9%	364	55.6%
b. Some of the time	1	1.6%	24	3.7%
c. Most of the time	14	21.9%	237	36.2%
d. Never	0	0.0%	1	0.2%
e. Does not have a policy, written or unwritten	10	15.6%	29	4.4%
26. Who enforces the smoking policy for employees? (Fill in all that apply)	<u>n</u> =	64	<u>n</u> =	655
a. Immediate Supervisor	41	64.1%	491	75.0%
b. Manager	47	73.4%	392	59.8%
c. Security	6	9.4%	69	10.5%
d. Peers	6	9.4%	103	15.7%
e. Others	9	14.1%	128	19.5%
f. Does not have a policy, written or unwritten	9	14.1%	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)	<u>n</u> =	64	<u>n</u> =	655
a. Verbal reprimand	29	45.3%	428	65.3%
b. Written reprimand	9	14.1%	118	18.0%
c. Participation in smoking cessation or education program	0	0.0%	0	0.0%
d. Other	14	21.9%	90	13.7%
e. Does not have a policy, written or unwritten	10	15.6%	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)	<u>n</u> =	64	<u>n</u> =	655
a. Verbal reprimand	3	4.7%	70	10.7%
b. Written reprimand	30	46.9%	403	61.5%
c. Day off without pay	1	1.6%	33	5.0%
d. Participation in smoking cessation or education program	2	3.1%	3	0.5%
e. Other	17	26.6%	138	21.1%
f. Does not have a policy, written or unwritten	10	15.6%	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)	<u>n</u> =	64	<u>n</u> =	655
a. Verbal reprimand	1	1.6%	21	3.2%
b. Written reprimand	7	10.9%	90	13.7%
c. Day off without pay	0	0.0%	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	8	12.5%	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	10	15.6%	55	8.4%
30. Who do the employees contact if they have complaints about people violating smoking restrictions? (Fill in all that apply)	<u>n</u> =	64	<u>n</u> =	655
a. Immediate supervisor	41	64.1%	485	74.0%
b. Health and safety personnel	8	12.5%	129	19.7%
c. Risk manager	5	7.8%	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> =	63	<u>n</u> =	647
Yes	45	71.4%	427	66.0%
32. What resources are available? (Fill in all that apply)	<u>n</u> =	45	<u>n</u> =	427
a. Cooper-Clayton Method to Stop Smoking	1	2.2%	104	24.4%
b. Fresh Start (American Cancer Society)	6	13.3%	16	3.7%
c. Freedom from Smoking (American Lung Association)	3	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	13	28.9%	163	38.2%
f. Telephone Quit Line	1	2.2%	51	11.9%
g. Self-Help Booklets/Posters	2	4.4%	40	9.4%
h. Counselor	3	6.7%	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> =	45	<u>n</u> =	427
a. Company Nurse	2	4.4%	24	5.6%
b. Community resource person	1	2.2%	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> =	64	<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> =	63	<u>n</u> =	641
Yes	6	9.5%	173	27.0%
No	44	69.8%	407	63.5%
Does not have a policy, written or unwritten	13	20.6%	61	9.5%
37. How satisfied are you with your current smoking policy?	<u>n</u> =	64	<u>n</u> =	654
a. Very satisfied	34	53.1%	308	47.1%
b. Somewhat satisfied	8	12.5%	126	19.3%
c. Satisfied	10	15.6%	139	21.3%
d.. Not satisfied	3	4.7%	52	8.0%
e. Does not have a policy, written or unwritten	9	14.1%	29	4.4%
38. Are you contemplating changes in your smoking policy?	<u>n</u> =	64	<u>n</u> =	652
No	56	87.5%	527	80.8%
39. How interested are you in receiving assistance on changing your smoking policy?	<u>n</u> =	64	<u>n</u> =	651
a. Very interested	2	3.1%	53	8.1%
b. Somewhat interested	15	23.4%	102	15.7%
c. Not interested	47	73.4%	496	76.2%

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40. How interested are you in receiving assistance on effective smoking cessation programs?	<u>n</u> =	64	<u>n</u> =	648
a. Very interested	7	10.9%	135	20.8%
b. Somewhat interested	17	26.6%	206	31.8%
c. Not interested	40	62.5%	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> =	64	<u>n</u> =	649
a. Not allowed in common areas	41	64.1%	334	51.5%
b. Allowed in some common areas	4	6.3%	48	7.4%
c. Allowed in all common areas	5	7.8%	64	9.9%
d. Other	1	1.6%	53	8.2%
e. No official policy	13	20.3%	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> =	64	<u>n</u> =	636
a. Not allowed in work areas	40	62.5%	353	55.5%
b. Allowed in some work areas	6	9.4%	50	7.9%
c. Allowed in all work areas	4	6.3%	61	9.6%
d. Other	1	1.6%	19	3.0%
e. No official policy	13	20.3%	153	24.1%
43. If your company has an official spit tobacco policy, how often is it enforced?	<u>n</u> =	64	<u>n</u> =	632
a. Always enforced	42	65.6%	324	51.3%
b. Sometimes enforced	1	1.6%	76	12.0%
c. Never enforced	3	4.7%	9	1.4%
d. Other	1	1.6%	18	2.8%
e. Does not have a policy, written or unwritten	17	26.6%	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?	<u>n</u> =	63	<u>n</u> =	637
Yes	33	52.4%	245	38.5%
No	12	19.0%	224	35.2%
Does not have written policies	18	28.6%	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)?	<u>n</u> =	64	<u>n</u> =	648
Yes	31	48.4%	369	56.9%
No	27	42.2%	257	39.7%
Don't Know	6	9.4%	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)	<u>n</u> =	64	<u>n</u> =	655
a. Pharmacotherapies for smoking cessation (e.g. Wellbutrin, Zyban, patches/gum, etc.)	23	35.9%	320	48.9%
b. Behavioral counseling or classes for smoking cessation	30	46.9%	212	32.4%

47. Does your company have community outreach or funding programs for community projects?	<u>n</u> =	64	<u>n</u> =	651
Yes	17	26.6%	321	49.3%

Miscellaneous

48. Does the manufacture of your products involve flammable materials?	<u>n</u> =	64	<u>n</u> =	645
Yes	29	45.3%	398	61.7%
49. Do your employees belong to a union?	<u>n</u> =	64	<u>n</u> =	652
Yes	11	17.2%	125	19.2%

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Manufacturing Facility Participation Rate	59.8%	69.6%

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

*This report was prepared through a contract between the Kentucky Cabinet
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For more information, contact:
Ellen Hahn, DNS, RN
Professor
College of Nursing, University of Kentucky
Lexington, KY 40536-0232
(859) 257-2358
ejhahn00@email.uky.edu