

**Workplace Tobacco Policy Survey
May- December 2000**

North Central District Health Department

The purpose of the survey was to assess the number and type of tobacco policies, as well as tobacco prevention education, in manufacturing companies located in the North Central District Health Department area. Results will be used to determine opportunities for workplace health promotion in this district.

In this district, 23 manufacturers participated in a telephone survey conducted by the Tobacco Prevention Coordinators in collaboration with the research staff at the University of Kentucky (79% participation rate). The mean number of employees was 184. On average, 77% of the employees were Caucasian, and 60% were male. The TOTAL column represents 437 manufacturing companies surveyed in 10 CDC-funded health department service areas.

Does your company have a written smoking policy?

| | North Central n=23 | Total n=428 |
|-----|-----------------------|----------------|
| Yes | 15 (65%) | 296 (69%) |

Are employees permitted to smoke inside your company?

| | North Central n=23 | Total n=432 |
|-----|-----------------------|----------------|
| Yes | 14 (61%) | 247 (57%) |

If "Yes," is indoor smoking restricted to specified indoor areas?

| | North Central n=14 | Total n=243 |
|-----|-----------------------|----------------|
| Yes | 12 (86%) | 220 (91%) |

If "Yes," does the smoking policy specify which indoor areas are smoking areas?

| | North Central n=12 | Total n=211 |
|-----|-----------------------|----------------|
| Yes | 10 (83%) | 165 (78%) |

If "Yes," where is indoor smoking permitted?

| | North Central n=14 | Total n=247 |
|------------------|-----------------------|----------------|
| Cafeteria | 8 (57%) | 82 (33%) |
| Breakrooms | 12 (86%) | 133 (54%) |
| Personal offices | 3 (21%) | 29 (12%) |
| Conference rooms | 3 (21%) | 16 (7%) |
| Bathrooms | 3 (21%) | 24 (10%) |
| Other | 2 (14%) | 96 (39%) |

If "Yes," are smoking areas separately enclosed and ventilated?

| | North Central <u>n</u> =14 | Total <u>n</u> =242 |
|-----|-------------------------------|------------------------|
| Yes | 7 (50%) | 114 (47%) |

If "Yes," does the smoking policy specify which indoor areas are separately ventilated for smoking?

| | North Central <u>n</u> =11 | Total <u>n</u> =200 |
|-----|-------------------------------|------------------------|
| Yes | 6 (55%) | 60 (30%) |

Are employees permitted to smoke outside your company?

| | North Central <u>n</u> =23 | Total <u>n</u> =430 |
|-----|-------------------------------|------------------------|
| Yes | 20 (87%) | 416 (97%) |

If "Yes," where is outdoor smoking permitted?

| | North Central <u>n</u> =20 | Total <u>n</u> =414 |
|------------------|-------------------------------|------------------------|
| Anywhere outside | 8 (40%) | 230 (56%) |
| Designated areas | 11 (55%) | 176 (42%) |
| Other | 1 (5%) | 13 (3%) |

If "Yes," does the smoking policy specify which outdoor areas are smoking areas?

| | North Central <u>n</u> =15 | Total <u>n</u> =360 |
|-----|-------------------------------|------------------------|
| Yes | 7 (47%) | 124 (34%) |

If "Yes," are outdoor smoking areas enclosed?

| | North Central <u>n</u> =19 | Total <u>n</u> =399 |
|-----|-------------------------------|------------------------|
| Yes | 5 (26%) | 50 (13%) |

Is smoking permitted during working hours?

| | North Central <u>n</u> =23 | Total <u>n</u> =432 |
|-----|-------------------------------|------------------------|
| Yes | 23 (100%) | 394 (91%) |

If "Yes," when is smoking permitted?

| | North Central n=23 | Total n=394 |
|----------------------|-----------------------|----------------|
| At any time | 4 (17%) | 125 (32%) |
| Before work | 6 (26%) | 148 (38%) |
| At break times | 22 (96%) | 308 (78%) |
| At lunch | 19 (83%) | 260 (66%) |
| After work | 6 (26%) | 146 (37%) |
| During meetings | 1 (4%) | 14 (4%) |
| After work functions | 2 (9%) | 57 (15%) |

If "Yes," does the smoking policy specify when smoking is permitted?

| | North Central n=19 | Total n=343 |
|-----|-----------------------|----------------|
| Yes | 12 (63%) | 151 (44%) |

Are 'No Smoking' signs posted at your company?

| | North Central n=23 | Total n=424 |
|-----|-----------------------|----------------|
| Yes | 19 (83%) | 347 (82%) |

Do employees smoke in company vehicles?

| | North Central n=20 | Total n=347 |
|-----|-----------------------|----------------|
| Yes | 9 (45%) | 182 (52%) |

Does the smoking policy specify if smoking is permitted or not in company vehicles?

| | North Central n=18 | Total n=318 |
|-----|-----------------------|----------------|
| Yes | 6 (33%) | 74 (23%) |

To what extent do employees comply with the existing smoking policy?

| | North Central n=21 | Total n=417 |
|-------------------------|-----------------------|----------------|
| All or most of the time | 21 (100%) | 398 (95%) |

Who enforces the smoking policy for employees?

| | North Central n=23 | Total n=437 |
|----------------------|-----------------------|----------------|
| Immediate Supervisor | 17 (74%) | 255 (58%) |
| Manager | 15 (65%) | 190 (44%) |
| Security | 2 (9%) | 38 (9%) |
| Peers | 3 (13%) | 57 (13%) |
| Other | 8 (35%) | 93 (21%) |

What action is taken when an employee violates the smoking policy?

| | North Central n=23 | | | Total n=437 | | |
|---------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| | 1 st offense | 2 nd offense | 3 rd offense | 1 st offense | 2 nd offense | 3 rd offense |
| Verbal Reprimand | 14 (61%) | 2 (9%) | – | 269 (62%) | 71 (16%) | 19 (4%) |
| Written Reprimand | 7 (30%) | 9 (39%) | 3 (13%) | 54 (12%) | 198 (45%) | 82 (19%) |
| Termination/ Dismissal | 4 (17%) | 8 (35%) | 13 (57%) | 25 (6%) | 31 (7%) | 69 (15%) |
| Cessation/ Education | – | – | – | 2 (1%) | 2 (1%) | - |
| *Other | 1 (4%) | 6 (26%) | 5 (22%) | 50 (11%) | 67 (15%) | 176 (40%) |

* Includes those that use further warnings, day without pay, or those with no policies for smoking violations.

Who do the employees contact if they have complaints about smoking restrictions?

| | North Central n=23 | Total n=437 |
|-----------------------------|-----------------------|----------------|
| Immediate supervisor | 11 (48%) | 208 (48%) |
| Health and safety personnel | 1 (4%) | 41 (9%) |
| Risk manager | 1 (4%) | 27 (6%) |
| Other | 16 (70%) | 220 (50%) |

Does your company's health plan reimburse for smoking cessation treatment?

| | North Central n=19 | Total n=361 |
|-----|-----------------------|----------------|
| Yes | 5 (26%) | 95 (26%) |

Does your company offer tobacco use prevention education?

| | North Central n=21 | Total n=425 |
|-----|-----------------------|----------------|
| Yes | 4 (19%) | 91 (21%) |

If “Yes,” what type of education is offered?

| | North Central n=4 | Total n=91 |
|--|----------------------|---------------|
| Pamphlet handouts | 1 (25%) | 52 (57%) |
| Tobacco prevention posters | – | 22 (24%) |
| Individual or group advice from company healthcare providers | – | 15 (17%) |
| Other | 3 (75%) | 41 (45%) |

Does your company offer resources to employees who want to quit using tobacco products?

| | North Central n=22 | Total n=421 |
|-----|-----------------------|----------------|
| Yes | 6 (27%) | 100 (24%) |

If “Yes,” what resources are available?

| | North Central n=6 | Total n=100 |
|---------------------------------------|----------------------|----------------|
| Cooper/Clayton Method to Stop Smoking | – | 12 (12%) |
| Fresh Start (ACS) | – | 4 (4%) |
| Freedom from Smoking (ALA) | – | 5 (5%) |
| Other | 5 (83%) | 68 (68%) |

If “Yes,” who teaches the smoking cessation classes?

| | North Central n=6 | Total n=100 |
|----------------------------------|----------------------|----------------|
| Nurse | – | 4 (4%) |
| Community resource person(s) | – | 17 (17%) |
| Local hospital or outside vendor | 4 (67%) | 43 (43%) |

If “Yes,” how often are the smoking cessation classes offered?

| | North Central n=6 | Total n=12* |
|----------------|----------------------|----------------|
| Once per year | – | 6 (50%) |
| Twice per year | – | 2 (17%) |
| Every 12 weeks | – | 4 (33%) |

* = data missing from 88 companies

If “Yes,” when are the smoking cessation classes offered?

| | North Central <u>n</u> =6 | Total <u>n</u> =100 |
|----------------------|------------------------------|------------------------|
| Before working hours | – | 4 (4%) |
| During working hours | – | 9 (9%) |
| After working hours | – | 21 (21%) |
| Weekend workshops | – | 1 (1%) |
| Other | 2 (33%) | 21 (21%) |

Are cigarettes sold on company property?

| | North Central <u>n</u> =23 | Total <u>n</u> =429 |
|-----|-------------------------------|------------------------|
| Yes | 1 (4%) | 43 (10%) |

If yes, how are cigarettes sold?

| | North Central <u>n</u> =1 | Total <u>n</u> =43 |
|-----------------|------------------------------|-----------------------|
| Vending machine | 1 (100%) | 41 (95%) |
| Other | – | 1 (2%) |

Does your smoking policy mention anything about the consequences of tobacco use, secondhand smoke or about protecting the health of others?

| | North Central <u>n</u> =15 | Total <u>n</u> =365 |
|-----|-------------------------------|------------------------|
| Yes | 4 (27%) | 61 (17%) |

How satisfied are you with your current smoking policy?

| | North Central <u>n</u> =21 | Total <u>n</u> =421 |
|----------------|-------------------------------|------------------------|
| Very satisfied | 9 (43%) | 201 (48%) |

Are you contemplating changes in your smoking policy?

| | North Central <u>n</u> =22 | Total <u>n</u> =422 |
|-----|-------------------------------|------------------------|
| Yes | 4 (18%) | 66 (16%) |

How interested are you in receiving assistance on changing your smoking policies?

| | North Central n=22 | Total n=413 |
|---------------------|-----------------------|----------------|
| Very interested | 1 (5%) | 34 (8%) |
| Somewhat interested | 2 (9%) | 75 (18%) |

How interested are you in receiving assistance on effective smoking cessation programs?

| | North Central n=22 | Total n=420 |
|---------------------|-----------------------|----------------|
| Very interested | 1 (5%) | 77 (18%) |
| Somewhat interested | 8 (36%) | 142 (34%) |

Does your company have community outreach or funding programs for community projects?

| | North Central n=20 | Total n=391 |
|-----|-----------------------|----------------|
| Yes | 15 (75%) | 224 (57%) |

For more information please contact:

Dr. Ellen J. Hahn
College of Nursing
University of Kentucky
Lexington, KY 40652
(859) 257-2358
ejhahn00@pop.uky.edu

Information compiled by Drs. Ellen Hahn and Mary Kay Rayens. University of Kentucky College of Nursing. 2000-2001