

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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Lincoln Trail Workplace Tobacco Policy Study, 2006

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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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University of Kentucky College of Nursing
Lincoln Trail Workplace Tobacco Policy Study, 2006

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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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University of Kentucky College of Nursing
Lincoln Trail Workplace Tobacco Policy Study, 2006

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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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Lincoln Trail Workplace Tobacco Policy Study, 2006

Lincoln Trail

Kentucky

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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Lincoln Trail Workplace Tobacco Policy Study, 2006

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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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