

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

Cumberland Valley 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 Cumberland Valley District Health Department area. Results will be used to determine opportunities for workplace health promotion in this district.

In this district, 21 manufacturers participated in a telephone survey conducted by the Tobacco Prevention Coordinators in collaboration with the research staff at the University of Kentucky (75% participation rate). The mean number of employees was 131. On average, 92% of the employees were Caucasian, and 49% 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?

	Cumberland Valley n=17	Total n=428
Yes	10 (59%)	296 (69%)

Are employees permitted to smoke inside your company?

	Cumberland Valley n=17	Total n=432
Yes	9 (52%)	247 (57%)

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

	Cumberland Valley n=9	Total n=243
Yes	7 (78%)	220 (91%)

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

	Cumberland Valley n=8	Total n=211
Yes	8 (100%)	165 (78%)

If "Yes," where is indoor smoking permitted?

	Cumberland Valley n=9	Total n=247
Cafeteria	2 (22%)	82 (33%)
Breakrooms	6 (67%)	133 (54%)
Personal offices	-	29 (12%)
Conference rooms	-	16 (7%)
Bathrooms	1 (11%)	24 (10%)
Other	3 (33%)	96 (39%)

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

	Cumberland Valley <u>n</u> =9	Total <u>n</u> =242
Yes	4 (44%)	114 (47%)

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

	Cumberland Valley <u>n</u> =7	Total <u>n</u> =200
Yes	4 (57%)	60 (30%)

Are employees permitted to smoke outside your company?

	Cumberland Valley <u>n</u> =17	Total <u>n</u> =430
Yes	16 (94%)	416 (97%)

If "Yes," where is outdoor smoking permitted?

	Cumberland Valley <u>n</u> =15	Total <u>n</u> =414
Anywhere outside	9 (60%)	230 (56%)
Designated areas	5 (33%)	176 (42%)
Other	1 (7%)	13 (3%)

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

	Cumberland Valley <u>n</u> =14	Total <u>n</u> =360
Yes	1 (7%)	124 (34%)

If "Yes," are outdoor smoking areas enclosed?

	Cumberland Valley <u>n</u> =14	Total <u>n</u> =399
Yes	–	50 (13%)

Is smoking permitted during working hours?

	Cumberland Valley <u>n</u> =17	Total <u>n</u> =432
Yes	15 (88%)	394 (91%)

If "Yes," when is smoking permitted?

	Cumberland Valley n=15	Total n=394
At any time	3 (20%)	125 (32%)
Before work	6 (40%)	148 (38%)
At break times	12 (80%)	308 (78%)
At lunch	9 (60%)	260 (66%)
After work	6 (40%)	146 (37%)
During meetings	–	14 (4%)
After work functions	–	57 (15%)

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

	Cumberland Valley n=13	Total n=343
Yes	12 (92%)	151 (44%)

Are 'No Smoking' signs posted at your company?

	Cumberland Valley n=16	Total n=424
Yes	15 (94%)	347 (82%)

Do employees smoke in company vehicles?

	Cumberland Valley n=12	Total n=347
Yes	7 (58%)	182 (52%)

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

	Cumberland Valley n=11	Total n=318
Yes	2 (18%)	74 (23%)

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

	Cumberland Valley n=15	Total n=417
All or most of the time	15 (100%)	398 (95%)

Who enforces the smoking policy for employees?

	Cumberland Valley n=21	Total n=437
Immediate Supervisor	12 (57%)	255 (58%)
Manager	8 (38%)	190 (44%)
Security	2 (10%)	38 (9%)
Peers	2 (10%)	57 (13%)
Other	3 (14%)	93 (21%)

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

	Cumberland Valley n=21			Total n=437		
	1 st offense	2 nd offense	3 rd offense	1 st offense	2 nd offense	3 rd offense
Verbal Reprimand	12 (57%)	1 (5%)	–	269 (62%)	71 (16%)	19 (4%)
Written Reprimand	2 (10%)	9 (43%)	1 (5%)	54 (12%)	198 (45%)	82 (19%)
Termination/ Dismissal	1 (5%)	2 (10%)	6 (29%)	25 (6%)	31 (7%)	69 (15%)
Cessation/ Education	–	–	–	2 (1%)	2 (1%)	–
*Other	3 (14%)	3 (14%)	4 (19%)	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?

	Cumberland Valley n=21	Total n=437
Immediate supervisor	9 (42%)	208 (48%)
Health and safety personnel	2 (10%)	41 (9%)
Risk manager	–	27 (6%)
Other	6 (29%)	220 (50%)

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

	Cumberland Valley n=14	Total n=361
Yes	3 (21%)	95 (26%)

Does your company offer tobacco use prevention education?

	Cumberland Valley n=17	Total n=425
Yes	2 (12%)	91 (21%)

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

	Cumberland Valley n=2	Total n=91
Pamphlet handouts	1 (50%)	52 (57%)
Tobacco prevention posters	–	22 (24%)
Individual or group advice from company healthcare providers	–	15 (17%)
Other	1 (50%)	41 (45%)

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

	Cumberland Valley n=16	Total n=421
Yes	3 (19%)	100 (24%)

If “Yes,” what resources are available?

	Cumberland Valley n=3	Total n=100
Cooper/Clayton Method to Stop Smoking	2 (67%)	12 (12%)
Fresh Start (ACS)	–	4 (4%)
Freedom from Smoking (ALA)	–	5 (5%)
Other	1 (33%)	68 (68%)

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

	Cumberland Valley n=2	Total n=100
Nurse	–	4 (4%)
Community resource person(s)	1 (50%)	17 (17%)
Local hospital or outside vendor	1 (50%)	43 (43%)

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

	Cumberland Valley <u>n</u> =1 ^a	Total <u>n</u> =12 ^b
Once per Year	–	6 (50%)
Twice per Year	1 (100%)	2 (17%)
Every 12 weeks	–	4 (33%)

a= data missing from 21 companies

b= data missing from 88 companies

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

	Cumberland Valley <u>n</u> =2	Total <u>n</u> =100
Before working hours	1 (50%)	4 (4%)
During working hours	–	9 (9%)
After working hours	–	21 (21%)
Weekend workshops	–	1 (1%)
Other	1 (50%)	21 (21%)

Are cigarettes sold on company property?

	Cumberland Valley <u>n</u> =17	Total <u>n</u> =429
Yes	4 (24%)	43 (10%)

If “Yes,” how are cigarettes sold?

	Cumberland Valley <u>n</u> =4	Total <u>n</u> =43
Vending machine	4 (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?

	Cumberland Valley <u>n</u> =15	Total <u>n</u> =365
Yes	–	61 (17%)

How satisfied are you with your current smoking policy?

	Cumberland Valley n=17	Total n=421
Very satisfied	11 (65%)	201 (48%)

Are you contemplating changes in your smoking policy?

	Cumberland Valley n=17	Total n=422
Yes	2 (12%)	66 (16%)

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

	Cumberland Valley n=17	Total n=413
Very interested	3 (18%)	34 (8%)
Somewhat interested	7 (41%)	75 (18%)

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

	Cumberland Valley n=17	Total n=420
Very interested	2 (12%)	77 (18%)
Somewhat interested	7 (41%)	142 (34%)

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

	Cumberland Valley n=15	Total n=391
Yes	10 (67%)	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