

The Kentucky Department for Public Health
 University of Kentucky College of Nursing
Northern Kentucky Workplace Tobacco Policy Study, 2006

	<u>Northern Kentucky</u>	<u>Kentucky</u>
<u>Demographic Information</u>		
1. How many employees do you have?	$\underline{n} =$ 86 Mean= 181	$\underline{n} =$ 711 Mean= 249
2. About what percentage of your employees are male?	$\underline{n} =$ 84 70.8%	$\underline{n} =$ 692 66.9%
3. About what percentage of your employees are female?	$\underline{n} =$ 82 27.3%	$\underline{n} =$ 688 32.6%
4. About what percentage of your employees are under 18 years of age?	$\underline{n} =$ 86 0.0%	$\underline{n} =$ 618 0.1%
5. About what percentage of your employees are	$\underline{n} =$ 74	$\underline{n} =$ 596
a. Caucasian	86.4%	84.5%
b. African American	10.0%	10.5%
c. Hispanic	7.9%	7.9%
d. Asian	3.9%	2.1%
e. Other	6.4%	4.5%
<u>Smoking Policy/Environment</u>		
6. Does your company have a written smoking policy? Yes	$\underline{n} =$ 86 70 81.4%	$\underline{n} =$ 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	$\underline{n} =$ 16 12 75.0%	$\underline{n} =$ 121 95 78.5%

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8. How is the company policy communicated? (Fill in all that apply)	n= 82		n= 675	
a. Employee handbook	62	75.6%	484	71.7%
b. Hallways	29	35.4%	194	28.7%
c. Offices	15	18.3%	117	17.3%
d. Restrooms	13	15.9%	102	15.1%
e. Administrative offices	15	18.3%	83	12.3%
f. Not communicated	1	1.2%	6	0.9%
g. At time of hire/orientation	11	13.4%	132	19.6%
h. Signs/bulletin boards	19	23.2%	78	11.6%
i. Electronic/newsletter	4	4.9%	43	6.4%
j. Other	9	11.0%	63	9.3%
9. Are employees permitted to smoke inside your company?	n= 85		n= 713	
Yes	30	35.3%	271	38.0%
10. [For companies allowing indoor smoking] Is indoor smoking restricted to specified indoor areas?	n= 30		n= 265	
Yes	25	83.3%	239	90.2%
11. [For companies allowing indoor smoking] Does the policy, written or unwritten, specify which indoor areas are smoking areas?	n= 29		n= 262	
Yes	21	72.4%	202	77.1%
No	4	13.8%	30	11.5%
Does not have a policy, written or unwritten	4	13.8%	30	11.5%
12. [For companies allowing indoor smoking] Are indoor smoking areas separately enclosed and ventilated?	n= 30		n= 263	
All	14	46.7%	115	43.7%
Some	2	6.7%	34	12.9%
None	12	40.0%	101	38.4%
I don't know	2	6.7%	13	4.9%

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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> = 29	<u>n</u> = 255
Yes	15 51.7%	94 36.9%
No	7 24.1%	125 49.0%
Does not have a policy, written or unwritten	7 24.1%	36 14.1%
14. [For companies allowing indoor smoking] Where is indoor smoking permitted? (Fill in all that apply)	<u>n</u> = 30	<u>n</u> = 271
a. Cafeteria	7 23.3%	54 19.9%
b. Break rooms	17 56.7%	136 50.2%
c. Personal offices	2 6.7%	24 8.9%
d. Conference rooms	1 3.3%	16 5.9%
e. Bathrooms	3 10.0%	28 10.3%
f. Work area/plant floor	7 23.3%	59 21.8%
g. Smoking rooms	4 13.3%	30 11.1%
h. Other	6 20.0%	52 19.2%
15. Are employees permitted to smoke outside your company?	<u>n</u> = 85	<u>n</u> = 710
Yes	80 94.1%	677 95.4%
16. [For those allowing outdoor smoking] Where is outdoor smoking permitted?	<u>n</u> = 78	<u>n</u> = 657
a. Anywhere outside	22 28.2%	202 30.7%
b. Designated areas outside	56 71.8%	440 67.0%
c. Other	0 0.0%	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> = 78	<u>n</u> = 656
Yes	35 44.9%	367 55.9%
No	33 42.3%	245 37.3%
Does not have a policy, written or unwritten	10 12.8%	44 6.7%

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18. [For those allowing outdoor smoking] Are outdoor smoking areas enclosed? No	n= 78 66 84.6%	n= 653 547 83.8%
19. Is smoking permitted during work hours? Yes	n= 84 80 95.2%	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= 78	n= 594
Yes	40 51.3%	358 60.3%
No	29 37.2%	195 32.8%
Does not have a policy, written or unwritten	9 11.5%	41 6.9%
21. [For those permitting smoking during work hours] When is smoking permitted? (Fill in all that apply)	n= 80	n= 625
a. Any time	14 17.5%	122 19.5%
b. Before work	39 48.8%	294 47.0%
c. Break time	72 90.0%	512 81.9%
d. Lunch time	63 78.8%	444 71.0%
e. After work	38 47.5%	286 45.8%
f. During meetings	1 1.3%	7 1.1%
g. After work functions	10 12.5%	45 7.2%
h. Other times	3 3.8%	11 1.8%
22. Are No Smoking signs posted at your company? Yes	n= 84 66 78.6%	n= 711 598 84.1%
23. Do employees smoke in company vehicles?	n= 84	n= 703
Yes	24 28.6%	212 30.2%
No	37 44.0%	355 50.5%
Does not have company vehicles	23 27.4%	136 19.3%

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24. Does the smoking policy, written or unwritten, specify if smoking is permitted or not in company vehicles?	n= 59		n= 554	
Yes	23	39.0%	222	40.1%
No	24	40.7%	263	47.5%
Does not have a policy, written or unwritten	12	20.3%	69	12.5%

Smoking Policy Compliance/Enforcement

25. To what extent do employees comply with the existing smoking policy?	n= 85		n= 709	
a. All of the time	48	56.5%	412	58.1%
b. Some of the time	7	8.2%	47	6.6%
c. Most of the time	24	28.2%	219	30.9%
d. Never	1	1.2%	1	0.1%
e. Does not have a policy, written or unwritten	5	5.9%	30	4.2%
26. Who enforces the smoking policy for employees? (Fill in all that apply)	n= 86		n= 717	
a. Immediate Supervisor	67	77.9%	556	77.5%
b. Manager	59	68.6%	415	57.9%
c. Security	6	7.0%	66	9.2%
d. Peers	12	14.0%	94	13.1%
e. Others	17	19.8%	125	17.4%
f. Does not have a policy, written or unwritten	5	5.8%	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= 86		n= 717	
a. Verbal reprimand	56	65.1%	494	68.9%
b. Written reprimand	20	23.3%	128	17.9%
c. Participation in smoking cessation or education program	0	0.0%	0	0.0%
d. Other	13	15.1%	96	13.4%
e. Does not have a policy, written or unwritten	10	11.6%	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> = 86		<u>n</u> = 717	
a. Verbal reprimand	9	10.5%	95	13.2%
b. Written reprimand	51	59.3%	441	61.5%
c. Day off without pay	1	1.2%	30	4.2%
d. Participation in smoking cessation or education program	1	1.2%	2	0.3%
e. Other	18	20.9%	127	17.7%
f. Does not have a policy, written or unwritten	11	12.8%	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> = 86		<u>n</u> = 717	
a. Verbal reprimand	2	2.3%	14	2.0%
b. Written reprimand	13	15.1%	157	21.9%
c. Day off without pay	5	5.8%	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	30	34.9%	200	27.9%
g. Termination	26	30.2%	164	22.9%
h. Never happens	3	3.5%	37	5.2%
i. Other	13	15.1%	97	13.5%
h. Does not have a policy, written or unwritten	9	10.5%	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> = 86		<u>n</u> = 708	
a. Immediate supervisor	64	74.4%	547	77.3%
b. Health and safety personnel	13	15.1%	141	19.9%
c. Risk manager	8	9.3%	56	7.9%
d. Human Resources/Manager	30	34.9%	205	29.0%
e. Other	2	2.3%	32	4.5%

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<u>Smoking Cessation</u>				
31. Does your company provide resources to employees who want to quit using tobacco products?	n= 86		n= 707	
Yes	58	67.4%	406	57.4%
32. What resources are available? (Fill in all that apply)	n= 58		n= 406	
a. Cooper-Clayton Method to Stop Smoking	3	5.2%	94	23.2%
b. Fresh Start (American Cancer Society)	3	5.2%	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	39	67.2%	201	49.5%
f. Telephone Quit Line	7	12.1%	39	9.6%
g. Self-Help Booklets/Posters	12	20.7%	71	17.5%
h. Counselor	16	27.6%	35	8.6%
i. Computer/On-Line help	3	5.2%	13	3.2%
j. Doctor/Other Health Care Professional	12	20.7%	68	16.7%
k. Insurance	13	22.4%	47	11.6%
l. Other classes	2	3.4%	22	5.4%
m. Reimbursement/Incentives	2	3.4%	22	5.4%
n. Other	10	17.2%	62	15.3%

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33. Who provides the smoking cessation services? (Fill in all that apply)	<u>n</u> = 58	<u>n</u> = 401
a. Company Nurse	3 5.2%	29 7.2%
b. Community resource person	2 3.4%	104 25.9%
c. Employee Assistance Program	19 32.8%	51 12.7%
d. Insurance Company Program	8 13.8%	48 12.0%
e. Hospital/Health Department	3 5.2%	37 9.2%
f. Physicians/Other Health Care Professionals	3 5.2%	16 4.0%
g. Human Resources	5 8.6%	38 9.5%
h. Other	16 27.6%	69 17.2%

Availability of Tobacco Onsite

34. Are cigarettes sold on company property?	<u>n</u> = 86	<u>n</u> = 714
Yes	1 1.2%	20 2.8%
35. If "Yes", how are cigarettes sold? (Fill in all that apply)	<u>n</u> = 1	<u>n</u> = 20
a. Company store	1 100.0%	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?	<u>n</u> = 84	<u>n</u> = 706
Yes	15 17.9%	143 20.3%
No	55 65.5%	502 71.1%
Does not have a policy, written or unwritten	14 16.7%	61 8.6%

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37.	How satisfied are you with your current smoking policy?	n= 86		n= 714	
	a. Very satisfied	32	37.2%	343	48.0%
	b. Somewhat satisfied	22	25.6%	170	23.8%
	c. Satisfied	20	23.3%	133	18.6%
	d. Not satisfied	9	10.5%	43	6.0%
	e. Does not have a policy, written or unwritten	3	3.5%	25	3.5%
38.	Are you contemplating changes in your smoking policy?	n= 86		n= 708	
	No	69	80.2%	593	83.8%
39.	How interested are you in receiving assistance on changing your smoking policy?	n= 86		n= 706	
	a. Very interested	6	7.0%	66	9.3%
	b. Somewhat interested	21	24.4%	106	15.0%
	c. Not interested	59	68.6%	534	75.6%
40.	How interested are you in receiving assistance on effective smoking cessation programs?	n= 84		n= 707	
	a. Very interested	33	39.3%	195	27.6%
	b. Somewhat interested	21	25.0%	203	28.7%
	c. Not interested	30	35.7%	309	43.7%

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<u>Spit Tobacco Policy</u>				
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> = 86		<u>n</u> = 711	
a. Not allowed in common areas	50	58.1%	354	49.8%
b. Allowed in some common areas	10	11.6%	103	14.5%
c. Allowed in all common areas	5	5.8%	53	7.5%
d. Other	2	2.3%	28	3.9%
e. No official policy	19	22.1%	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> = 85		<u>n</u> = 709	
a. Not allowed in work areas	44	51.8%	386	54.4%
b. Allowed in some work areas	7	8.2%	72	10.2%
c. Allowed in all work areas	7	8.2%	51	7.2%
d. Other	2	2.4%	17	2.4%
e. No official policy	25	29.4%	183	25.8%
43. If your company has an official spit tobacco policy, how often is it enforced?	<u>n</u> = 84		<u>n</u> = 692	
a. Always enforced	40	47.6%	368	53.2%
b. Sometimes enforced	5	6.0%	68	9.8%
c. Never enforced	2	2.4%	14	2.0%
d. Other	0	0.0%	9	1.3%
e. Does not have a policy, written or unwritten	37	44.0%	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= 83		n= 693	
Yes	31	37.3%	267	38.5%
No	25	30.1%	213	30.7%
Does not have written policies	27	32.5%	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= 85		n= 710	
Yes	54	63.5%	375	52.8%
No	29	34.1%	314	44.2%
Don't Know	2	2.4%	21	3.0%
46. Does your company health insurance plans cover all or part of the cost of the following?	n= 86		n= 717	
a. Pharmaco-therapies for smoking cessation (e.g. Wellbutrin, Zyban, patches/gum, etc.)	39	45.3%	312	43.5%
b. Behavioral counseling or classes for smoking cessation	36	41.9%	199	27.8%
47. Does your company have community outreach or funding programs for community projects?	n= 83		n= 704	
Yes	31	37.3%	380	54.0%

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<u>Miscellaneous</u>		
48. Does the manufacture of your products involve flammable materials?	<u>n</u> = 85	<u>n</u> = 709
Yes	52 61.2%	471 66.4%
49. Do your employees belong to a union?	<u>n</u> = 86	<u>n</u> = 709
Yes	20 23.3%	140 19.7%
Manufacturing Facility Participation Rate	84.4%	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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