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| **About the Measure** |
| **Protocol Id** | 751401 |
| **Domain:** | Tobacco Regulatory Research: Environment  |
| **Measure:** | Worksite Policies  |
| **Definition:** | This measure is used to assess adult exposure to and compliance with worksite policies on tobacco.  |
| **Purpose:** | The purpose of this measure is to gain an understanding of a respondent’s exposure to and compliance with tobacco-related worksite policies.  |
| **Essential PhenX Protocols:** |  |
| **Related PhenX Protocols:** | Current Environmental Tobacco Smoke Exposure [60701]  |
| **Measure Release Date:** | June 24, 2015  |

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| **About the Protocol** |
| **Protocol Release Date:** | June 24, 2015  |
| **Protocol Review Date:** | June 24, 2015  |
| **PhenX Protocol Name:** | Worksite Policies  |
| **Protocol Name From Source:** | National Adult Tobacco Survey (NATS) Questionnaire  |
| **Protocol Availability:** | Available  |
| **Keywords:** | Worksite tobacco policy; worksite tobacco policies; National Adult Tobacco Survey; NATS; tobacco; smoking; tobacco product use; environment  |
| **Description:** | This protocol includes eight questions from the National Adult Tobacco Survey (NATS) that are used to assess a respondent’s exposure to and compliance with worksite policies on tobacco. |
| **Specific Instructions:** | The WG recommends that investigators consider *clearly* defining "tobacco products" *by noting whether that definition includes or excludes* certain types of related products *based on these criteria*: products that are intended for human consumption; made or derived from tobacco; typically contain nicotine, but sometimes do not; and are not Food and Drug Administration-approved tobacco-cessation products. |
| **Protocol:** | Now I am going to ask you about some questions about policies on tobacco use in the place where you work. But first, I need to know about your employment status.1. Are you currently working for pay or are you self-employed, either part-time or full-time? 1 [ ] YES 2 [ ] NO [END QUESTIONS]7 [ ] DON’T KNOW [END QUESTIONS]9 [ ] REFUSED [END QUESTIONS]2. Do you currently have one job or more than one job? 1 [ ] ONE JOB [GO TO Q3] 2 [ ] MORE THAN ONE JOB 7 [ ] DON’T KNOW [END QUESTIONS]9 [ ] REFUSED [END QUESTIONS]Please answer the following questions for the job at which you spend the most time.*INTERVIEWER: IF THE RESPONDENT SPENDS THE MOST TIME AT TWO OR MORE JOBS EQUALLY, ASK THEM TO CHOOSE THE ONE AT WHICH THEY HAVE BEEN WORKING THE LONGEST. IF THEY STILL CAN’T CHOOSE ONE JOB, ASK THEM TO CHOOSE THE ONE THEY LIKE THE MOST.**INTERVIEWER: IF RESPONDENT WORKS IN MORE THAN ONE, PLEASE READ:**"Please choose the setting in which you spend the most time."**INTERVIEWER: IF THE RESPONDENT SPENDS THE MOST TIME AT TWO OR MORE SETTINGS EQUALLY, PLEASE READ:**"Of the [SAY: Number of settings], please choose the setting at which you have been working the longest."**INTERVIEWER: IF THE RESPONDENT STILL CAN’T CHOOSE, PLEASE READ:**"Of the [SAY: Number of settings], please choose the setting which you like the most."*3. Most of the time, do you work…?01 [ ] Outdoors02 [ ] In a vehicle03 [ ] Indoors at home04 [ ] Indoors in a place like an office building, retail store, restaurant, or factory96 [ ] Somewhere else (Specify)77 [ ] DON’T KNOW/NOT SURE [END QUESTIONS]99 [ ] REFUSED [END QUESTIONS]The next two questions refer to smoking in indoor areas. When answering the questions, please count your vehicle as an indoor area./ASK IF Q3 EQ (1-4, 96)/ /RANGE: 01-07/4. Now I’m going to ask you about smoke you might have breathed at work because someone else was smoking, **either indoors or outdoors**. During the past 7 days, that is, since last [TODAY’S DAY OF WEEK], on how many days did you breathe the smoke at your workplace from **someone other than you** who was smoking tobacco? 0\_ [ ] NUMBER OF DAYS88 [ ] NONE77 [ ] DON’T KNOW/NOT SURE99 [ ] REFUSED /IF Q3 = 1, GO TO Q6 //ASK IF Q3 EQ (02-04, 96)/*INTERVIEWER: THE ORDER OF THE RESPONSE CATEGORIES FOR THIS QUESTION IS BEING RANDOMLY REVERSED**[INTERVIEWER: DON’T KNOW/NOT SURE IS AN ACCEPTABLE RESPONSE HERE. YOU DO NOT NEED TO PROBE FURTHER IF RESPONDENT SAYS**"DON’T KNOW"]*5. At your workplace, is smoking in indoor areas…?1 [ ] Always allowed2 [ ] Allowed only at some times or in some places3 [ ] Never allowed7 [ ] DON’T KNOW/NOT SURE [END QUESTIONS]9 [ ] REFUSED [END QUESTIONS]/ASK IF Q3 EQ 1 OR Q5 EQ (1-3)/*INTERVIEWER: THE ORDER OF THE RESPONSE CATEGORIES FOR THIS QUESTION IS BEING RANDOMLY REVERSED**[INTERVIEWER: DON’T KNOW/NOT SURE IS AN ACCEPTABLE RESPONSE HERE. YOU DO NOT NEED TO PROBE FURTHER IF RESPONDENT SAYS "DON’T KNOW"]*6. At your workplace, is smoking in **outdoor** areas…?1 [ ] Always allowed2 [ ] Allowed only at some times or in some places3 [ ] Never allowed7 [ ] DON’T KNOW/NOT SURE [END QUESTIONS]9 [ ] REFUSED [END QUESTIONS]/ASK IF Q6 EQ (1-3)/ *INTERVIEWER: THE ORDER OF THE RESPONSE CATEGORIES FOR THIS QUESTION IS BEING RANDOMLY REVERSED* *[INTERVIEWER: DON’T KNOW/NOT SURE IS AN ACCEPTABLE RESPONSE HERE. YOU DO NOT NEED TO PROBE FURTHER IF RESPONDENT SAYS "DON’T KNOW"]* 7. At your workplace, is the use of chewing tobacco, snuff, dip, or snus…? 1 [ ] Always allowed2 [ ] Allowed only at some times or in some places3 [ ] Never allowed7 [ ] DON’T KNOW/NOT SURE [END QUESTIONS]9 [ ] REFUSED[END QUESTIONS] IF Q5 = 1 AND Q6 = 1 AND Q7 = 1, END QUESTIONSAsked of respondents who reported that smoking or smokeless tobacco are never allowed or allowed only at some times or in some places, indoors or outdoors, in their workplaces. /ASK IF Q5 EQ (2 OR 3) OR Q6 EQ (2 OR 3) OR Q7 EQ (2 OR 3)/ 8. To your knowledge, during the past 30 days, that is, since [DATE FILL], has anyone, including yourself, used tobacco of any kind at your work when he or she was not supposed to? 1 [ ] YES2 [ ] NO7 [ ] DON’T KNOW/NOT SURE9 [ ] REFUSED |
| **Selection Rationale:** | The National Adult Tobacco Survey (NATS) is a validated survey that yields data representative and comparable at both the national and state levels. The NATS is a stratified national survey of non-institutionalized adults aged 18 years and older residing in the 50 states or Washington, D.C., created to assess the prevalence of tobacco use, as well as the factors promoting and impeding tobacco use among adults. NATS establishes a comprehensive framework for evaluating both the national and state-specific tobacco control programs. |
| **Source:** | Centers for Disease Control and Prevention (CDC), National Center for Chronic Disease Promotion and Health Prevention (NCCDPHP), Office on Smoking and Health (OSH). (2009-10). National Adult Tobacco Survey Questionnaire. Questions 77-84. |
| **Language** | EnglishOther languages available at source  |
| **Participant:** | Adults (18+) |
| **Personnel and Training Required:** | The interviewer must be trained to conduct personal interviews with individuals from the general population. The interviewer must be trained and found to be competent (i.e., tested by an expert) at the completion of personal interviews. The interviewer should be trained to prompt respondents further if a "don’t know" response is provided. |
| **Equipment Needs:** | None. |
| **Standards** |  |
| **General References:** | King, Brian A. and Homa, David M. and Dube, Shanta R. and Babb, Stephen D. (2014). Exposure to Secondhand Smoke and Attitudes Toward Smoke-Free Workplaces Among Employed U.S. Adults: Findings From the National Adult Tobacco Survey. *Nicotine & Tobacco Research,* 16 (10): 1307-1318. |
| **Mode of Administration:** | Interviewer-administered questionnaire  |
| **Derived Variables:** | None. |
| **Requirements:** |

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| **Requirement Category** | **Required (Yes/No)** |
| **Major equipment** | No |
| **Specialized training** | No |
| **Specialized requirements for biospecimen collection** | No |
| **Average time of greater than 15 minutes in an unaffected individual** | No |

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| **Annotations for Specific Conditions:** | None |
| **Process and Review:** | Not applicable.  |