Organizational Readiness & Tobacco Use Assessment

Partner with your contact at the organization to answer these questions regarding their tobacco free worksite culture and policies.

Organizational Readiness Assessment	Yes	No
1. Does leadership have a commitment to creating a healthy organization?	☐	☐
2. Does the organization have the resources necessary to implement new health-focused policies and procedures?	☐	☐
3. Do you feel employees' needs are being met with regards to working in a healthy and safe environment (including exposure to secondhand smoke)?	☐	☐
Now focusing more on tobacco policies and tobacco use, during the past 12 months, <u>does</u> your organization:	**Yes**	**No**
4. Does your company / worksite have an official policy that restricts smoking or tobacco use in any way?	☐	☐
5. Have a written policy banning tobacco use at your workplace?	☐	☐
6. Provides educational materials about the harms of tobacco use and resources for quitting.	☐	☐
7. Refer tobacco users to the Colorado Quitline or other tobacco cessation telephone quit line? ***Answer "yes" if, for example, your worksite refers tobacco users to 1-800-QUIT NOW or smokefree.gov.***	☐	☐
8. Display signs (including a "no smoking" sign) with information about your tobacco use policy?	☐	☐
9. Includes the use of electronic cigarettes in any of your smoke free policy messaging and signage.	☐	☐
10. Include the use of smokeless tobacco (such as chew) in your smoke free policy messaging and signage.	☐	☐
11. Not allow employees to take breaks designed for the use of tobacco, such as a "smoke break".	☐	☐
12. Provide full insurance coverage with no or low out-of-pocket costs for cessation aids? (*nicotine replacement gum, patches, lozenges and/or prescriptions)*	☐	☐
13. Inform employees about health insurance coverage or programs that include tobacco cessation medication and counseling?	☐	☐
14. Actively <u>enforce</u> a written policy banning tobacco use? ***Answer "yes" if, for example, your worksite posts signs, does not have ashtrays, or communicates this written policy banning tobacco use through various channels at your worksite.***	☐	☐

Adapted from Centers for Disease Control and Prevention. *The CDC Worksite Health Score Card: An Assessment Tool for Employers to Prevent Heart Disease, Stroke, and Related Health Conditions.* Atlanta: U.S. Department of Health and Human Services; 2014.