



## Survey Confidentiality Statement

My InnerView, a service of National Research Corporation, is a third party vendor commissioned by your facility/organization to conduct a survey asking your perspective on your experience with your workplace. The survey is designed to provide feedback to your facility/organization to identify areas for improvement.

As a third party vendor, My InnerView collects your survey responses and then provides them back to the organization in aggregated form. The surveys are administered confidentially, meaning each individual's responses are not provided to the organization.

Paper questionnaires include a unique bar code. Electronic surveys have a unique code much like the bar code provided on paper surveys. The code is used to scan survey answers into the database and to ensure that only one survey response is received per individual. It also serves to link the data to the correct facility and organization. Codes are randomly assigned and your facility/organization does not have access to the codes by respondent name.

Surveys can be distributed in bulk or personalized survey packets. In the case of electronic surveys the respondent uses the code to gain access to the survey via an electronic link. The link transmits data only to My InnerView.

Hand written comments included on your survey will be transcribed, which safeguards against identifying any one individual by their handwriting. Comments are typed exactly as they are written. The only time a person can be linked to a response is if you voluntarily include your name in a comment.

At the end of a survey you are asked to provide demographic information such as job, age, gender etc. This information is used in the continuous validation of the survey, but is not released to your employer other than in an aggregated format. Again, your name will not be disclosed, unless you have included it in a written comment.

If there are questions about any of the information in this document please contact My InnerView Client Services at 1 (800) 601-3884.