Situational Outlook Questionnaire (SOQ)®

Statement of Research and Data Protection Policy

You are assured that only highly qualified practitioners can use the Situational Outlook Questionnaire (SOQ). One of the key parts of the qualification process is their agreement to follow this policy, which is based on standards and guidelines for ethical practice. In short:

1. You are assured of confidentiality. Your individual results are confidential and will not be released to anyone without your express written consent. Responses you provide to closed-ended questions will be compiled and shared as a part of the feedback process. Your responses to open-ended questions will also be compiled and sanitized as necessary to ensure your confidentiality. Results from the SOQ are stored in a shielded database that may also be used to create norms and explore specific research questions without the use of your name or other identifying information.

2. Completing the SOQ is voluntary. You have been invited to complete the SOQ in order to help improve the climate in your organization or team, or in order to assist in the leadership development efforts of an individual. In most cases, you will receive feedback on the results, unless you are informed otherwise. You may choose to complete the SOQ, or not. If you choose not to complete the SOQ, you will still receive general and/or aggregated feedback.

3. You have the right to know why you are being asked to complete the SOQ. You will be informed about the reasons you are being invited to complete the SOQ in the invitation sent to you.

4. You have the right to: have your personal data removed and permanently deleted from our database; have your data transferred or shared with others; have access to your data; withdraw consent from collecting, analyzing, or storing your data. You may also request more detailed information from us about the steps we take to protect your personal data.

To protect your rights, privacy and dignity, this information is collected under the Code of Ethics established by the American Psychological Association (APA and other allied professional organizations) regarding the use of humans for research; as well as the guidelines, policies, and procedures of cooperating or sponsoring agencies relating to research, including the European Union's General Data Protection Regulation (GDPR). Your SOQ results are stored in a secure (shielded) electronic database and may be used to create updated norms and to explore specific research questions. Your individual results will remain confidential.

Any requests, questions, or concerns regarding this research and data protection policy should be directed to: Sarah Wilson, Lead Assessment Administrator (sarah@betterchangetools.com), or K. Brian Dorval, Data Protection Officer, Better Change Tools. (brian@betterchangetools.com).