



1620 Valwood Parkway | Carrollton, TX 75006

Phone: 214.637.6282 | Fax:

214.736.5462c

Research Survey Service Agreement

NATA provides access to research subjects (NATA members) through our data collection service program. You may request research subjects by state, NATA district, member type, and/or by work setting. This service provides access to subjects for a single study through the NATA Qualtrics platform. NATA provides the service of data collection, including contacting and reminding subjects. Upon completion of the data collection period, a full, unidentified data set and summary profile is returned to the Primary Investigator.

Frequently Asked Questions

- ***Will I still be in IRB compliance for data security purposes?***

Yes! The staff member who oversees the program and performs the data collection process has a certificate on file of completion of an IRB Research Ethics program. Your institution's IRB will most likely require a *Data Usage Agreement* form completed and submitted along with the IRB application. NATA has a template copy on file to use as a minimum standard of acceptance if needed.

- ***Who owns the data?***

The primary investigator (PI) maintains full ownership of the data. As key personnel in the data collection process, NATA will have access to all data. NATA may seek permission from the PI to further promote or reference the results of the study in *NATA News*, as example.

- ***Why would NATA seek permission to use the results of the study?***

NATA may want to publish a story within NATA publications featuring the study, or utilize the results for the development of membership resources. **NATA will never seek permission to publish study results in a scholarly journal.**

- ***Who is responsible for data storage and destruction?***

NATA will be responsible for the storage and destruction of identifiable data. NATA will collect and store the full unidentifiable and summary data sets for 90 days following the close of the data collection period. After the 90-day window, all data sets will be destroyed and the summary data sheet will be stored in a secure NATA digital file for seven years. **It is the responsibility of the PI to ensure proper data storage of the full unidentifiable dataset per IRB data security guidelines as dictated by the institution's regulations.**

- ***What is the data collection period offered?***

Studies can opt for a four, six or eight-week data collection window. Survey reminders are sent bi-weekly following the initial invitation to participate. Ex: An eight-week window includes the initial announcement and three reminders.

- ***How does NATA obtain my survey?***

All surveys utilizing the NATA Research Survey Service will need to send their survey by exporting the file via a Qualtrics .QSF file. This file will be uploaded into NATA's Qualtrics platform for the data collection process. If you need assistance with exporting your file to .QSF, please contact Katie Scott at Katies@nata.org.

Other Important Information

- NATA **does not** provide any demographic data about research subjects. Any necessary demographics **must be** collected as part of the survey.
- The NATA staff member collecting the data is a mandated reporter. Any survey results mandating a report will be identified and immediately sent to the PI for appropriate procedural follow up per their institution’s protocols. For more information, please contact Katie Scott, MS, ATC at katies@nata.org.
- Surveys that are determined to be “high risk” for mandated reported (i.e. surveys covering topics of mental health, sexual abuse and/or assault) will incur an additional service fee. All surveys are reviewed prior to data collection and the staff member collecting the data will contact the PI if their survey is determined to be “high risk” before proceeding.
- **NATA reserves the right to decline participation at any time in projects that do not align with the Association's mission, vision or strategic plan.**

Based off the PI listed on the IRB, Service Pricing:

- Non-Members: 60¢ per potential subject + \$300/\$600/\$900 service fee for length of data collection
- NATA Certified & Associate Members, Corporate Members, and BOC Approved Providers of Continuing Education: 20¢ per potential subject + \$150/\$300/\$450 service fee for length of data collection
- NATA Student Member, Graduate Student OR Doctoral Candidate (documentation proof required): 1st 1,000 potential subjects free (a \$450 value). 20¢ per potential subject after the first 1,000.

Please allow up to five business days from receipt of payment and signed one-time use agreement for order processing. If your project requires a faster turnaround (less than five business days), you may also request rush processing for an additional fee of \$125. Prepayment with a credit card is required. We do not accept purchase orders. We do not guarantee a response rate. There is a \$150 additional service fee for surveys determined to be high risk for mandated reporting. Rush processing and high risk fees apply to students.

Email katies@nata.org to receive your **FREE price quote today!** Please note that quotes are valid for 30 days only.

Completed Payment and signed Research Survey Service Agreement is required to fulfill a list order.

By signing below, the signer agrees to the terms and fees outlined above.

Name _____ Title _____

Institution _____ Phone _____

Please email completed form to katies@nata.org