



Protection of Individual and Group Privacy

The creators of the FailSafe toolkit for student leaders are committed to protecting the privacy of individual students and recognized student organizations, fraternity and sorority chapters, and student sports clubs that use the FailSafe toolkit (“the toolkit”). Steps are in place to provide the assurances described below to all student organizations that use the toolkit.

What data will be collected?

- Anonymous data on individual student behavior related to alcohol consumption will be collected only for the purpose of providing automatically-generated feedback to each individual who completes the Member Alcohol Profile tool. This feedback will be provided immediately following completion of the survey. Students will be able to save the feedback if they choose.
- Individual members of a student organization will be invited to complete the Member Alcohol Profile by the organization’s self-identified student leader who is administering the FailSafe program. This student leader will send invitations by email or text through a password-protected site operated by a third-party vendor. Note the following:
 - The contact information (i.e., email address, phone number) of student organization members will not be stored. This information will only be accessible to the student leader who initiates the survey.
 - Contact information will only be maintained for the self-identified student leader of participating organizations. This information will be maintained solely for the purpose of supporting the student organization’s participation, and will be deleted at the conclusion of the organization’s participation in the FailSafe program. Student leader contact information will never be associated with data or feedback from the Member Alcohol Profile and will not be shared outside the research team.
- Access to the Member Alcohol Profile and feedback will only be available to invited students through a unique URL provided to each student. To ensure the anonymity of the data, students will not be asked to create a username or enter any identifying information.

How will data be protected?

- **Identifying information of participating students will never be collected.** Data on student behavior and perceptions related to alcohol use will always remain fully anonymous; no identifying information (e.g., name, email address, student ID, IP address) will be collected or associated with the data.

- Member Alcohol Profile data will be available only to the individual student who completes the survey for the purpose of providing motivational feedback. Individual survey responses and feedback will not be available to anyone but the student who completes the survey. Other students within the student organization, organization leaders, and administrators within the educational institution will **never** have access to an individual's Member Alcohol Profile data, unless the student decides to share the information themselves.
- Although fully anonymous, as an extra assurance, all data collected via the Member Alcohol Profile, as well as motivational feedback provided to students, will be encrypted and transferred via a secure website (HTTPS).
- All information associated with the use of the toolkit will be protected by secure, encrypted data systems, including the website through which students enter and receive data.

Who will have access to the data?

- The student leader who assigns members access to the system for the purpose of completing the Member Alcohol Profile will receive **aggregate** Organization Alcohol Profile data that combine all responses from members of their student organization. These data will be made available to support the student leader in using the tools in the toolkit.
- College/university administrators will **not** have access to these aggregated Organization Alcohol Profile data unless the student leader and organization members themselves decide to share the data. The research team will not inform college/university administrators which student organizations choose to use the toolkit.
- The research team will have access only to anonymous data. As an additional level of protection, all analyses will be conducted on aggregate datasets that combine survey responses across all organizations using the toolkit.

For additional information or a copy of the research protocol for the pilot test, please contact us at failsafe@air.org.