

Step One Survey[®] Version Guide

Laws like “Ban the Box” and “The Salary History Ban” have restricted the types of questions employers can ask candidates in the selection process. So, we developed additional versions of the Step One Survey[®] (SOS) assessment to ensure your customers meet compliance requirements within their states or local governments. Please contact a professional for legal advice to choose the version most appropriate for your customers.

Here is a summary of the differences between the various assessments in the Step One Survey family. All versions of the SOS are pre-employment screening tools.

SOSII

Provides:

- Past employment, including information about past salary
- Employment-related problems
- Theft of an employer’s money, property, and data
- Illegal substance use
- Criminal history

Measures:

Attitudes regarding:

- Personal integrity
- Substance abuse
- Reliability
- Work ethic

SOSIIA

The “A” in the product name stands for “Attendance.” We developed this product for our clients in states where it is illegal to ask about criminal history. The tool was later enhanced to allow for toggling the salary question on/off to accommodate clients in states where it is illegal to ask about criminal conviction and salary in the pre-selection process.

Option 1

Replaces criminal history questions with attendance questions.

Option 2

Removes question about previous salary. It also replaces criminal history questions with attendance questions.

SOSIICA

The “CA” in the product name stands for “Canada.” This product was initially developed for Canada where it became illegal to ask candidates about substance abuse in the pre-selection process.

Therefore, the substance abuse questions and scale were removed from the assessment and reports.

Disclaimer: It is the client’s responsibility to seek legal counsel, if necessary, in reference to laws that may dictate the legality of use or of the appropriate survey version.

Step One Survey Version Summary

Here is a graphical representation of the differences between the various assessments in the Step One Survey family.

| Provides Information About: | SOSII | SOSIIA Option 1 | SOSIIA Option 2 | SOSIICA |
|--|-------|-----------------|-----------------|---------|
| Past employment | X | X | X | X |
| Past salary | X | X | | |
| Employment-related problems | X | X | X | X |
| Theft of an employer's money, property, and data | X | X | X | X |
| Illegal substance abuse | X | X | X | |
| Criminal history | X | | | |
| Attendance | | X | X | X |
| Measures: | | | | |
| Personal integrity | X | X | X | X |
| Substance abuse | X | X | X | |
| Reliability | X | X | X | X |
| Work Ethic | X | X | X | X |

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