

# Frequently asked questions (FAQ) from applicants regarding sociodemographic data collection

Holland Bloorview Kids Rehabilitation Hospital is committed to developing an anti-oppressive, anti-racist and barrier-free work environment where all can have equal opportunities to fully contribute, participate and grow.

As part of this commitment, we are inviting all job candidates to participate in a short, optional, anonymous and confidential sociodemographic survey. Applicants will be asked to voluntarily self-identify in relation to groups that have historically faced and continue to face barriers in employment.

This survey has been designed in support of the strategic priorities outlined in the [Transformative Care, Inclusive World: Holland Bloorview 2030 Strategic Plan](#) and the [BlackNorth Initiative](#) as we develop data-driven recruitment tools to understand the systemic barriers in our recruitment process.

Providing this information will allow us to monitor and enhance our equitable and inclusive recruitment initiatives as we create an environment that is fair, inclusive, accessible, respectful and supportive of all employees. The responses gathered will be used at an aggregate level to help identify and remove barriers that may be impacting the employment opportunities of historically underrepresented groups. This information will be used to design and measure data-driven programs to foster a more inclusive recruitment process to enable workforce transformation.

While we recognize that identity is a complex, dynamic and multi-faceted construct, we are collecting data related to broad diversity groups to minimize the risk of identification. Self-identification is voluntary and you can choose to select the option of "I prefer not to answer" within each question.

## **Responses are anonymous, confidential, and protected.**

Holland Bloorview acknowledges that your survey responses are personal and may be sensitive. We also know that concerns regarding the fear of disclosure, privacy and the purpose of the survey may come up. The personal information you provide through this questionnaire is collected and accessed following the guidance from the Ontario Human Rights Commission's "Count me in!" Guide and Ontario's Data Standards for the Identification and Monitoring of Systemic Racism.

The information collected will remain anonymous and confidential. It will not be added to your application nor will it be shared with the selection panel for any position you apply for at Holland Bloorview. The information you share will be stored on a database separate from your application and is not accessible by hiring managers or members of a selection panel.

Thank you for your interest in joining the team at Holland Bloorview Kids Rehabilitation Hospital. We appreciate the time you've taken to complete your application and the sociodemographic survey. The data collected through the survey will support us in ensuring our team reflects the diversity of the communities we serve.

## **What is sociodemographic data?**

Sociodemographic data refers to the information that is collected to better understand a given population. For example, race, gender, etc.

## **What is an applicant sociodemographic survey?**

Holland Bloorview's applicant sociodemographic survey is an optional survey that is part of our online application process where job applicants are invited to answer a short list of demographic-based questions. Responses are anonymous and confidential and will not be added to your job application, nor will they be shared with the hiring managers for any position you apply to at Holland Bloorview.

## **Why is sociodemographic data being collected and how will it be used?**

Providing this information will:

- help us continue building, fostering and maintaining a workforce that reflects the communities we serve by understanding gaps in our recruitment process i.e. which communities are over or under represented in our applicant pool; and
- allow us to understand the demographics of individuals applying for positions on our team and help us to understand the impact of our outreach efforts and where applicants are learning about our vacancies.

## **Is this a mandatory part of the job application process?**

No, this is an optional and voluntary survey. To opt out, you may respond, "I prefer not to answer" to all questions.

## **Will my responses to the sociodemographic survey be included in my application?**

No, responses to the sociodemographic survey will not be included with your application and will not be viewable to hiring managers or any other individuals reviewing your job application.

## **Who will see this information and how will the data be stored and protected?**

Responses will be stored, anonymously, on a separate system (REDCap) from our applicant tracking system (MyStaffingPro) and only a limited number of administrative users will have access to the data. There is no identifying data collected in the applicant sociodemographic survey – you will not be asked to include your name, e-mail, or any other identifying data.

The personal information you provide is collected and accessed in compliance with the best practices outlined in [Ontario Human Rights Commission's "Count me in!" Guide](#) and [Ontario's Data Standards for the Identification and Monitoring of Systemic Racism](#).

## **Why is this data being collected if it is not viewable to hiring managers during the job application process?**

In our first phase of sociodemographic data collection from applicants, our intention is to understand the demographics of our existing candidate pool and to understand where applicants are looking for job opportunities. For this particular phase, it is not our intention to use collected demographic data to inform individual recruitment decisions or achieve hiring targets.

To underscore our commitment to an inclusive workforce at an individual level during the recruitment process, we invite all candidates to share their reflections on how their lived experiences and/or privilege inform their work and influence their outlook on the value of diversity, equity and inclusion efforts in the workplace.

### **I'm not a member of an equity priority group, should I complete the survey?**

Yes, we are encouraging all job applicants to complete the survey so we can gain a complete picture of the diversity of our talent pool.

### **Is it discriminatory to ask these questions during a job application?**

No, it is a tool that aims to include, not exclude, and is being used to support data-driven measures to make the hiring process more equitable and inclusive. The sociodemographic data collected will be used to ensure that everyone has equal access to employment opportunities. Further, the applicant sociodemographic survey is not tied to your job application.

The personal information you provide is collected and accessed in compliance with the best practices outlined in [Ontario Human Rights Commission's "Count me in!" Guide](#) and [Ontario's Data Standards for the Identification and Monitoring of Systemic Racism](#).

### **Why are these specific questions being asked?**

Holland Bloorview will use the collected sociodemographic data, in aggregate, to understand who our applicants are, and any broad trends in our applicant pool and our recruitment process. The questions being asked in the survey have been specifically targeted to assess the impacts of our recruitment process on equity-deserving groups. While we recognize that identity is a complex, dynamic and multi-faceted construct, we are collecting data related to broad diversity groups to minimize the risk of identification.

### **Do I have to self-identify?**

No, this is a voluntary survey. All applicants are being asked to complete the sociodemographic survey, however if you would prefer not to provide a response, you can choose to select the option of, "I prefer not to answer." We understand that providing responses to these questions is personal and may be sensitive. We are appreciative of your participation in the survey and thank you for your contribution to our inclusive recruitment efforts.

### **Can I respond to some questions, but not all?**

Yes, you may respond, "I prefer not to answer" to any questions you would not like to answer.

### **Can I identify in more than one group?**

Yes, while completing the survey, you may select all responses that align with your identity.

### **What if the categories listed do not describe my identity?**

While we recognize that identity is a complex, dynamic and multi-faceted construct, we are collecting data related to broad diversity groups to minimize the risk of identification. As language on diversity and identity is always evolving, we recognize that terms used in the survey to describe individual and personal identities and categories may not feel reflective of how you identify. Definitions are available

in the survey to provide clarity on categories. We encourage all respondents to select the response that best reflects you, or if you are uncomfortable with selecting any of the listed responses, please select, “I prefer not to answer” for any or all questions.

### **Who can I contact for further information?**

Please contact Holland Bloorview’s people and culture department at [humanresources@hollandbloorview.ca](mailto:humanresources@hollandbloorview.ca) if you have further questions.

### **About sociodemographic data collection at Holland Bloorview:**

Holland Bloorview Kids Rehabilitation Hospital is committed to building an inclusive, diverse, equitable, accessible and anti-racist environment for all clients, families, and staff. We believe that every individual, regardless of their background, identity, or ability, deserves the opportunity to fully contribute, participate, and thrive within our community. As outlined in our [strategic plan](#), our goals include empowering a healthy team and providing care that’s socially accountable. The collection of sociodemographic data fuels the goal to foster and attract a diverse workforce that reflects the communities we serve. It also fuels the goal to better understand and support the unique social needs of each family we serve. For more information, visit our inclusion, diversity, equity, accessibility, and anti-racism (IDEAA) webpage [here](#), under “Sociodemographic data collection.”