Regional Pay Survey Best Practices

Regional Pay surveys meet or exceed all survey "best practice" standards. Best practices observed include but are not limited to:

1. Data is collected randomly from a representative group of employers (not from employees).
2. The size of employers is representative of the mix of organizations in the area covered.
3. Data is collected using job descriptions (duties, education, experience, etc.) with specific job matching criteria.
4. Data is collected for the full range of jobs within a "family" (e.g., Accountant I, Accountant II, and Accountant III) rather than all together.
5. Confidentiality of individual participant data is maintained by reporting aggregate data only.
6. All pertinent pay data elements are reported (wages, salaries, ranges, incentives/bonuses, etc.).
7. The number of organizations responding and the number of job incumbents in each job are reported to determine if sample is sufficient.
8. Data is screened and "cleaned" through participant contacts to assure accuracy and validity of the results.
9. Report summaries are based on actual wages/salaries/incentives paid (range structure data may reported separately).
10. Report includes measures of central tendency and extremes (e.g., averages, medians, percentiles etc.).
11. Includes industry, employer size, geographic, and other data cuts for jobs where pay levels are influenced by these considerations.
12. If survey data is aged, it is aged based on pay adjustment trends and not cost of living for the geographic area surveyed.