

Tennessee Health Care Association/
Tennessee Center for Assisted Living

2014 Annual Salary Survey
for
Nursing Facilities

Survey Deadline:
July 31, 2014

THCA/TNCAL Salary Survey

Before you begin completing the survey:

- Please provide data as of July 1, 2014.
- Please review the position descriptions below and use them to complete the survey. Disregard positions that are not applicable to your facility. "Starting" and "Most Experienced" wages are not requested for positions having very limited or only one staff member.
- If a staff member fills more than one of the positions, please report their wages in each applicable category.
- Using 2,080 hours, please convert annual salaries to an hourly rate.

Position Descriptions:

Administrator/Executive Director – Serves as the top manager of the facility.

Assistant Administrator – Second highest position in the facility. Acts for the administrator in his or her absence.

Business Office Manager – Directs and coordinates functions of the business office.

Director of Nurses – Directs administration of nursing services in the facility.

Assistant Director of Nurses – Second highest position in the nursing department. Provides assistance in the functioning of the nursing department.

MDS/Care Plan Coordinator, RN – Directs nursing service activities relative to the assessment of patients and the development of nursing care plans.

MDS/Care Plan Coordinator, LPN – Directs nursing service activities relative to the assessment of patients and the development of nursing care plans.

RN – Renders professional nursing care to patients.

LPN – Performs assigned nursing procedures for the comfort and well being of patients.

Certified Nursing Assistant – Performs various patient care activities and related nonprofessional services essential to caring for the personal needs of patients.

Dietary Supervisor – Plans and supervises food service for patients, employees and visitors.

Cook – Prepares and cooks a wide variety of food.

Dietary Aide – Performs a variety of food service functions in maintaining clean and sanitary conditions of food service areas.

Social Worker, with degree – Identifies and understands the social and emotional factors underlying patients' illnesses and communicates these factors to the health team. Assists patients and their families in understanding and accepting treatment necessary to maximize medical benefits and their adjustment to permanent and temporary effects of illness.

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Activity Director – Plans and implements nursing home activity programs to encourage and stimulate patients to fuller and richer lives.

Director of Housekeeping – Supervises and administers the housekeeping program to maintain the facility in a sanitary and orderly condition.

Housekeeping and Laundry Personnel – Performs a variety of routine and non-routine tasks to maintain the facility in a sanitary and orderly condition.

Director of Maintenance – Supervises a variety of activities in the maintenance of the physical plant and grounds of the facility.

Maintenance Personnel – Provides a variety of tasks in the maintenance and repair of the facility and grounds.

Medical Director – Implements patient care policies and coordinates medical care in the facility.

Rehab Services Manager – Directs and manages rehabilitation services designed to provide the highest level of rehabilitation for patients in the facility.

Physical Therapist – Plans and conducts prescribed physical therapy programs for patients.

Physical Therapy Assistant, with degree – Administers physical therapy treatments to patients, working under the direction of the physical therapist.

Physical Therapy Aide, without degree – Assists the physical therapist by assembling equipment, carrying out specified treatment programs and helping with complex treatment procedures.

Occupational Therapist – Plans and conducts occupational therapy programs for patients.

Occupational Therapy Assistant, with degree or certification – Assists occupational therapist in administering occupational therapy program.

Occupational Therapy Aide, without degree or certification – Provides support services to occupational therapist in the delivery of therapy services.

Speech Therapist – Diagnoses and treats speech and language disorders.

*Name of Facility OR Control Number _____

Person Completing Survey _____ Email address _____

*Note: Facility name is requested so that we will know who has completed the survey. All individual survey responses will be **strictly confidential**. THCA will only publish aggregate information so that no individual facility can be identified.

1. Salary – Employees Only

(Do not include consultants and report only those applicable. All wages should be converted to an hourly wage. Please see instructions on page 1.)

Position	Average Hourly Wage	Starting Hourly Wage	Most Experienced Hourly Wage
Administrator/Executive Director		Not Applicable	Not Applicable
Assistant Administrator		Not Applicable	Not Applicable
Business Office Manager		Not Applicable	Not Applicable
Director of Nurses		Not Applicable	Not Applicable
Assistant Director of Nurses		Not Applicable	Not Applicable
MDS/Care Plan Coordinator, RN			
MDS/Care Plan Coordinator, LPN			
RN			
LPN			
Certified Nursing Assistant			
Dietary Supervisor		Not Applicable	Not Applicable
Cook			
Dietary Aide			
Social Worker, with degree		Not Applicable	Not Applicable
Social Worker		Not Applicable	Not Applicable
Activity Director		Not Applicable	Not Applicable
Director of Housekeeping		Not Applicable	Not Applicable
Housekeeping and Laundry Personnel			
Director of Maintenance		Not Applicable	Not Applicable
Maintenance Personnel			
Medical Director		Not Applicable	Not Applicable
Rehab Services Manager		Not Applicable	Not Applicable
Physical Therapist		Not Applicable	Not Applicable
Physical Therapy Assistant			
Physical Therapy Aide			
Occupational Therapist		Not Applicable	Not Applicable
Occupational Therapy Assistant			
Occupational Therapy Aide			
Speech Therapist		Not Applicable	Not Applicable

2. Contractual Services/Outside Consultants (Non-employees, as applicable)

Please use either the hourly-fee column or monthly-fee column.

Position	Hourly Fee (Unit Price)	Monthly Fee (Unit Price)	Average Hours Monthly
Medical Director			
RN Quality Assurance Consultant			
Nurse Practitioner			
Registered Records Administrator			
Accredited Records Technician			
Pharmacist			
Registered Dietitian			
Activity Consultant			
Social Work Consultant			

3. Pay Differentials (per hour)

Position	1 st Shift	2 nd Shift	3 rd Shift	Weekend	Holiday
RN					
LPN					
CNA					

Do you have other pay differentials? Yes No

If yes, please explain: _____

4. Fringe Benefits

Benefit	Yes	No	% Cost Paid by Facility (if applicable)
Health Insurance			
Dental Insurance			
Short Term Disability Insurance			

4. Fringe Benefits cont'd.

Benefit	Yes	No	% Cost Paid by Facility (if applicable)
Long-term Disability Insurance			
Group Life Insurance			
Employee-contributed Pension Plan			
Employer-paid Pension Plan			
Cash Payment for Unused Vacation Time			
Cash Payment for Unused Sick Leave			
Interest-free Loans			
Scholarships			
Tuition Reimbursement			
Benefit	Yes	No	Average Amount paid per employee -OR- % of salary
Annual Bonus			
Sign-on Bonus			

Please describe any other fringe benefits your facility offers _____

5. Please indicate leave time per year that is provided.

Paid Leave Time	End of 1 Year	2-4 Years	5-10 Years
Paid Vacation Days			
Paid Holidays			
Paid Sick Days			
Other Paid Personal Leave			

6. Staff Turnover

Type of Personnel	Number of Staff on July 1, 2014	Number of new hires July 1, 2013 – June 30, 2014
RNs		
LPNs		
CNAs		
Dietary		
Housekeeping		
Administration/All Others		

Type of Personnel	Number of Employees with 3-9 years of service on June 30, 2014	Number of Employees with 10+ years of service on June 30, 2014
RNs		
LPNs		
CNAs		
Dietary		
Housekeeping		
Administration/All Others		

Thank you for your participation. Please return to THCA by July 31, 2014. Remember all data received from participants will remain confidential.