

INTRODUCTION



AGING SERVICES 2010 COMPENSATION SURVEY

Welcome to the 2010 Aging Services Compensation Survey.

The survey covers pay rates in independent living and residential communities, in skilled nursing facilities, communities that combine several levels of care at one site, and in the corporate and headquarters units of organizations that own or manage such communities.

Vital Research, LLC has developed the online format and is conducting the survey for Aging Services, thus ensuring confidentiality of community data.

We want to thank you for participating in this survey.

Getting Started

The Aging Services 2010 Compensation Survey can be completed all at once or incrementally. At any time after completing a page and clicking on "**CONTINUE**" at the bottom of the page, you can click on the "**Exit survey and return later**" area that appears at the top right hand corner of each page and you will be taken out of the survey. When you return to the survey (provided that you are using the same computer) you will be taken to the point at which you left off.

Please complete this survey for each participating community. **If you have any technical questions about this survey, please contact Dr. Harold Urman at (888) 848-2511 or email him at hurman@vitalresearch.com.**

If you have multiple communities, and need to complete the survey more than once, you must perform the following before starting the second and subsequent survey from the same computer.

Internet Explorer

- Open your browser and click on "Tools"
- Click on "Internet Options"
- Click the "Delete" button
- Click to "Delete Cookies"
- Close your browser
- Click on the link to the survey and begin again

Firefox

- Open your browser and click on "Tools"
- Click on "Options"
- Click on "Privacy"
- Click the "Show cookies" button
- Click the "Remove all cookies" button
- Click "Close"
- Close your browser
- Click on the link to the survey and begin again

Before starting, make sure you have the **Survey Worksheet** and **Position Descriptions**, both of which you should have printed from the Aging Services of California web site prior to taking the survey. If you did not print these, please use the back button on your browser to return to the Aging Services web site and print these documents.

In order to complete the survey more quickly and easily, we encourage you to use the **Survey Worksheet** to compile the information you need ahead of time.

Use the **Position Descriptions** to match your job titles with the jobs in the survey. If you have a job that does not seem to match anything in the survey, especially the salary range, **DO NOT include that job in your reporting.**

The following decision rules generally apply in completing the survey:

- Report the number of employees as of January 1, 2010.
- When completing the compensation information, please include pay ranges even if you do not have a formal pay range system.
- When reporting typical hourly rates, do not include data if no one has been in the position for more than six months.
- Do not report data for contracted employees.
- Compensation rates should be as of January 1, 2010.

You must answer all questions that begin with an asterisk "*".

BACKGROUND

*** Person to contact about this survey response:**

Name:

Name of Community or Organization:

City/Town:

ZIP:

Email Address:

Phone Number:

*** Select the geographic location of the organization you will providing compensation information:**

Northern California Counties: Humbolt, Trinity, Shasta, Del Norte, Modoc, Lassen, Tehama, Plumas, Glen, Butte, Sierre, Mendocino, Lake, Colusa, Sutter, Yuba, Siskyou

Sacramento Counties: Sacramento, Placer, Amador, Nevada

North San Joaquin Counties: San Joaquin, Stanislaus, Tuolumne, Alpine, Calaveras

North Bay Counties: Sonoma, Napa, Yolo, Solano

West Bay Counties: San Francisco, Marin

East Bay Counties: Contra Costa, Alameda

Santa Clara and San Mateo Counties

Central California Counties: Fresno, Madera, Kings, Tulare, Merced, Mariposa, Mono, Inyo

Mid-coast Counties: Monterey, San Luis Obispo, Santa Cruz, San Benito

Ventura, Santa Barbara Counties

Los Angeles County

Inland Counties: Riverside, San Bernardino, Kern

Orange County

San Diego, Imperial Counties

*** What type of entity? *Select all that apply.* (You must select at least one)**

- CCRC
- Multi-level with SNF
- Corporate administrative unit or headquarters
- RCFE/Multi-level without SNF
- SNF/NF/DP
- Subsidized senior housing (HUD funded or tax credits), or market rate

*** What is the management structure? (You must respond to this item)**

- Member of a multi-facility group, facility director reports to a corporate officer or equivalent.
- Stand-alone facility reporting to a board of directors.
- Operated by a property management company.

*** How large is your community? (You must enter a number in each space. Enter a "0" if you have no units/beds)**

| | |
|--|----------------------|
| Independent living units (HUD funded or tax credits), or market rate | <input type="text"/> |
| Independent living units (RCFE units) | <input type="text"/> |
| Assisted living units (RCFE units) | <input type="text"/> |
| SNF Licensed beds | <input type="text"/> |

*** How many employees work for the community being reported? (You must enter a number in each space)**

| | |
|----------------------|----------------------|
| Full-time employees: | <input type="text"/> |
| Part-time employees: | <input type="text"/> |

COMPENSATION

The following sections request information on pay rates for each job classification at individual communities and corporate headquarters. Please review the "Position Descriptions" sheets sent to you separately, to be sure you are responding to the correct job when you input the data. If you have a job that does not appear to match one of the positions in the survey, do not enter this data into a position.

COMMUNITY MANAGEMENT & ADMINISTRATION

The descriptions in this job family match positions whose incumbents are directly responsible for community management and administration. See the "General Administration" job family for professional, administrative, secretarial and clerical positions that may match either headquarters staff or community staff.

ADMINISTRATOR (RESIDENTIAL CARE)

| | |
|-----------------------------|----------------------|
| Minimum Annual Salary (\$) | <input type="text"/> |
| Midpoint Annual Salary (\$) | <input type="text"/> |
| Maximum Annual Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

EXECUTIVE DIRECTOR/ADMINISTRATOR (CCRC or MULTI-LEVEL)

| | |
|-----------------------------|----------------------|
| Minimum Annual Salary (\$) | <input type="text"/> |
| Midpoint Annual Salary (\$) | <input type="text"/> |
| Maximum Annual Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

ADMINISTRATOR (SKILLED NURSING FACILITY)

| | |
|-----------------------------|----------------------|
| Minimum Annual Salary (\$) | <input type="text"/> |
| Midpoint Annual Salary (\$) | <input type="text"/> |
| Maximum Annual Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

ADMINISTRATOR/MANAGER (HOUSING)

| | |
|-----------------------------|----------------------|
| Minimum Annual Salary (\$) | <input type="text"/> |
| Midpoint Annual Salary (\$) | <input type="text"/> |
| Maximum Annual Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

EXECUTIVE DIRECTOR/ADMINISTRATOR (HOUSING)

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

ASSISTANT ADMINISTRATOR (INDEPENDENT LIVING)

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

**ASSISTANT ADMINISTRATOR (SKILLED NURSING,
RESIDENTIAL CARE, OR CCRC)**

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

RESIDENT MANAGER (INDEPENDENT LIVING)

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

ASSISTANT/NIGHT MANAGER (INDEPENDENT LIVING)

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

DIRECTOR OF ACTIVITIES

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

DIRECTOR OF RESIDENTIAL SERVICES

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

DIRECTOR OF VOLUNTEERS

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

DIRECTOR OF SOCIAL SERVICES

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

CHAPLAIN

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

ACTIVITY DIRECTOR (SNF)

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

ADMISSIONS COUNSELOR

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

SOCIAL SERVICES DESIGNEE

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

SOCIAL SERVICES COORDINATOR (HUD HOUSING ONLY)

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

OCCUPANCY SPECIALIST (HOUSING)

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

ACTIVITY ASSISTANT

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

GENERAL ADMINISTRATION

Descriptions in this job family are intended to match positions on the staff of a multiple-community headquarters or corporate management unit. Larger standalone communities may also have these positions on staff.

STAFF ACCOUNTANT

| | |
|-----------------------------|----------------------|
| Minimum Annual Salary (\$) | <input type="text"/> |
| Midpoint Annual Salary (\$) | <input type="text"/> |
| Maximum Annual Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

SENIOR ACCOUNTANT

| | |
|-----------------------------|----------------------|
| Minimum Annual Salary (\$) | <input type="text"/> |
| Midpoint Annual Salary (\$) | <input type="text"/> |
| Maximum Annual Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

CONTROLLER

| | |
|-----------------------------|----------------------|
| Minimum Annual Salary (\$) | <input type="text"/> |
| Midpoint Annual Salary (\$) | <input type="text"/> |
| Maximum Annual Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

MANAGER, INFORMATION SYSTEMS

| | |
|-----------------------------|----------------------|
| Minimum Annual Salary (\$) | <input type="text"/> |
| Midpoint Annual Salary (\$) | <input type="text"/> |
| Maximum Annual Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

DIRECTOR OF SALES/MARKETING

| | |
|-----------------------------|----------------------|
| Minimum Annual Salary (\$) | <input type="text"/> |
| Midpoint Annual Salary (\$) | <input type="text"/> |
| Maximum Annual Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

MARKETING REPRESENTATIVE

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

Number of Employees

DIRECTOR OF HUMAN RESOURCES

Minimum Annual Salary (\$)

Midpoint Annual Salary (\$)

Maximum Annual Salary (\$)

HUMAN RESOURCE GENERALIST

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

HUMAN RESOURCE ASSISTANT

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

EXECUTIVE/ADMINISTRATIVE SECRETARY

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

ADMINISTRATIVE ASSISTANT/SUPPORT

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

OFFICE MANAGER

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

ACCOUNTING CLERK/BOOKKEEPER

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

RECEPTIONIST/CLERK TYPIST

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

OFFICE CLERK

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

MEDICAL RECORDS CLERK

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

CENTRAL SUPPLY CLERK

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

RENTAL/RECERTIFICATION CLERK

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

VAN DRIVER

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

SECURITY PERSON

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

NURSING/HEALTH SERVICES

The descriptions in this job family match positions associated with resident care.

DIRECTOR OF NURSING (DON)

| | |
|-----------------------------|----------------------|
| Minimum Annual Salary (\$) | <input type="text"/> |
| Midpoint Annual Salary (\$) | <input type="text"/> |
| Maximum Annual Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

ASSISTANT DIRECTOR NURSING

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

SUPERVISOR OF RESIDENTIAL CARE/ASSISTED LIVING

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

DIRECTOR OF STAFF DEVELOPMENT

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

R.N. - CHARGE NURSE

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

R.N.

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

L.V.N - CHARGE NURSE

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

L.V.N.

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

CERTIFIED NURSE ASSISTANT

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

NURSE ASSISTANT

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

MDS COORDINATOR

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

RESTORATIVE AIDE

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

PERSONAL CARE AIDE

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

SOCIAL WORKER - MSW/LCSW

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

FOOD SERVICES

The descriptions in this job family match positions associated with food services.

DIRECTOR OF FOOD SERVICES

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

CHEF

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

DIET TECHNICIAN

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

COOK I - ENTRY LEVEL

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

COOK II

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

BAKER

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

HOST/HOSTESS

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

DINING ROOM SUPERVISOR

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

FOOD SERVICE WORKER

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

HOUSEKEEPING AND MAINTENANCE

The descriptions in this job family match positions associated with housekeeping and maintenance.

HOUSEKEEPING SUPERVISOR/MANAGER

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

HOUSEKEEPING/LAUNDRY/JANITORIAL

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

DIRECTOR OF ENVIRONMENTAL SERVICES

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

MAINTENANCE SUPERVISOR

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

MAINTENANCE TECHNICIAN I - ENTRY LEVEL

| | |
|-----------------------------|----------------------|
| Minimum Hourly Salary (\$) | <input type="text"/> |
| Midpoint Hourly Salary (\$) | <input type="text"/> |
| Maximum Hourly Salary (\$) | <input type="text"/> |
| Number of Employees | <input type="text"/> |

MAINTENANCE TECHNICIAN II

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

GROUNDSKEEPER SUPERVISOR

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

GROUNDSKEEPER BASIC

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

PAINTER

Minimum Hourly Salary (\$)

Midpoint Hourly Salary (\$)

Maximum Hourly Salary (\$)

Number of Employees

COMMENTS AND SUGGESTIONS

* What difficulty, if any, did you have in completing this survey? (We have made this a required question to be sure it isn't missed by respondents.)

Please add comments or suggestions that would increase the value of this survey to you.

CONCLUSION

Thank you for taking the time to complete this survey.

Please click "**Submit this survey**" to complete and exit the survey.

