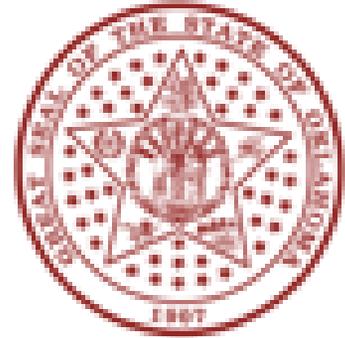


Oklahoma
State
Board of
Examiners for
Long
Term
Care
Administrators



**Report on Demographics
(2019 Renewals)**

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Executive Summary:

Over the past several years, there have been continued assertions that there is a pending shortage of nursing home administrators in Oklahoma - that we have an inordinate number of administrators pending retirement in the next few short years and that a catastrophe is about to happen if we don't do something ("lower the standards") and allow people without a 4-year degree to become nursing home administrators. Prior to the collection of this data, initially during renewal in 2014 and then again in 2015, 2016 and 2017 now the fifth time during the 2018 renewal process (for the 2019 licensure year), there had never been any actual data gathered nor presented to either support or refute that position. The arguments were based solely on stories – anecdotal examples. The data harvested during the first four renewal years we embarked on this study relatively clearly showed that there was no pending shortage in any of the long term care administrator disciplines, and the data from this year continues to support that trend line.

As we have continued to study these demographics, over this longer period of time we have created a more reliable picture of what these demographics are telling us about our licensees and the standards (such as the education requirements). It should be noted that this is all in keeping with our statutory requirement to "*conduct a continuing study*" of our administrators, and as the statute requires of this Board, "*with a view toward the improvement of the standards imposed.*"

During the licensure renewal periods (2014, 2015, 2016, 2017 and 2018 for the subsequent licensure year), all of our renewing licensees from all lines of service (not just the nursing home administrators) were asked questions regarding such things as their intention to retire within the next 5 years or 10 years, as well as to indicate their highest level of education achieved. The response rates have also continued to be remarkably high and those responding attested during the licensure process that the information provided was true and accurate. The projections of the rates of new licensure was compared with those retirement figures, and it appears that there is no pending shortage of administrators over the next 10 years (in any of the disciplines), to include an allowance of a loss of 15% of those newly licensed every 5 years (applied only to the nursing home administrator statistics). The current education level of the various licensee types is considerably higher than one might expect as well, particularly where there is no requirement. And while there is no shortage of currently qualified applicants, applicants who meet and exceed the current education level requirements, a straightforward purpose of lowering the entry level education bar remains considerably enigmatic.

Demographic Studies

During renewal for the 2014 licensure year, we first took the opportunity of having a "captive audience" of asking a few questions to get some data about our administrators...things that people seem to want to know and have been "guessing" at and arguing about but with no data to make a valid case one way or the other. We did the same thing at the end of each year since then for the subsequent licensure years. The responses were voluntary and they were also "self-reported" so there could be some irregularities within the responses. For instance, one gentleman during the 2015 renewal did tell us that for his highest level of education, he was only going to report a Master's Degree, though he actually held a PhD. He simply did not want to report the higher degree. Others may have done something similar and not bothered to tell us...or made a mistake in their reporting. So, just keep in mind that this is all based

on voluntary information and that it could be affected by self-reporting anomalies.

The full report walks you through each license type and compares the information disclosed during these recent renewal periods. If you've read our report in the past, what we discovered the first four years is not much different than the information we gleaned again this year. **There are, again, no massive changes.**

One take-away from this is the average age of a newly licensed administrator which is indicative of a second career for the average person entering the profession in Oklahoma. That average age of a first time licensee has been over 40 in every license type. If we used 40 as the average age of entry into the profession and used 65 as the average retirement age, that means we could expect 25 years of service out of each licensed administrator. If we use a base line of 675 NHAs (only NHAs), that means on average, in a straight-line calculation, we should expect to lose 27 administrators to retirement every year ($675/25=27$). We've been licensing approximately 45 each year, with an anomaly in 2017 of a few less which we expected and self-correct in the average in 2018 with an increase, particularly as the classroom capacity expansion has not yet yielded additional numbers (only one class had used the new classroom in 2017 and they were not to the exam phase so we had not seen them licensed yet at this point last year). We did expect a "bump" in this year's numbers and saw that. And it's important to note that we were limited to 25 students per class and our capacity is now up to seating 34 comfortably...and ***we have not seen a shortage of qualified people applying for Administrators University (AU). We're routinely exceeding our previous capacity of 25 students***...students who are meeting the current educational requirements showing no need to lower the bar to affect the number of qualified applicants we attract. There are 31 students in the AU class that began on January 24, 2019.

Starting with the Nursing Home Administrators' responses...678 licensed effective January 1, 2015 and 683 were licensed effective January 1, 2016 (for comparison)... this number was 693 to start 2017; 680 to start 2018 and 688 for 2019. We remain in the same realm. We will keep the years data separated with the 2014 in black (the original report), 2015 in red and 2016 in blue and 2017's numbers in green and 2018 in this purple.

The education requirement was elevated to a bachelor's degree effective for administrators licensed after January 1, 2001. We still have quite a few who were grandfathered without that degree who are still licensed. The following is what was reported during renewal at the end of 2014, 2015, 2016, 2017 and 2018:

Highest Education	2014	2015	2016	2017	2018
Professional Degree (JD, MD, DVM)	8 (1.18%)	10 (1.46%)	10 (1.45%)	7 (1.04%)	8 (1.16%)
Doctoral Level Degree	7 (1.03%)	7 (1.025%)	8 (1.15%)	9 (1.33%)	10 (1.45%)
Masters Degree	128 (18.88%)	133 (19.47%)	132 (19.05%)	137 (20.27%)	147 (21.37%)
4 year degree	310 (45.72%)	319 (46.71%)	347 (50.07%)	340 (50.30%)	355 (51.6%)
2 year degree	46 (6.78%)	47 (6.88%)	41 (5.92%)	44 (6.51%)	33 (4.8%)
Some college	128 (18.88%)	123 (18.01%)	120 (17.32%)	104 (15.38%)	99 (14.39%)
HS diploma or GED	51 (7.52%)	44 (6.44%)	34 (4.91%)	35 * (5.18%)	31 (4.51%)

* Note the reporting anomaly here; it's not possible for this numbers to have increased in 2017. The number of 2 year degrees also increased, but that's possible, particularly as the number with "some college" decreased

Projecting Retirement	2014	2015	2016	2017	2018
Within 5 years	70 (10.32%)	100 (14.64%)	92 (13.29%)	90 (13.31%)	94 (13.66%)
Within 10 years (includes within 5)	227 (33.48%)	249 (36.46%)	259 (37.43%)	253 (37.43%)	248 (36.05%)

Renewal for the next year	2014	2015	2016	2017	2018
Newly licensed during the year	44	45	46	33	62
Did not renew	49	36	35	44	55

Other	2014	2015	2016	2017	2018
LPN	46 (6.78%)	44 (6.44%)	45 (6.5%)	45 (6.66%)	38 (5.52%)
RN	66 (9.73%)	62 (9.08%)	65 (9.39%)	58 (8.58%)	58 (8.43%)
CNA	37 (5.46%)	33 (4.83%)	33 (4.77%)	38 (5.62%)	39 (5.67%)
CMA	11 (1.62%)	10 (1.46%)	7 (1.01%)	7 (1.04%)	12 (1.74%)
MD	7 (1.03%)	5 (0.73%)	7 (1.01%)	2 (0.30%)	6 (0.87%)

Many others to include a Veterinarian, a pharmacist, a chiropractor, a psychologist, several attorneys, pastors/priests, CPAs, a funeral director, and others more expected such as social workers and dietary managers.

Nursing Home Administrator Conclusions:

In 2017, we licensed about one-third as many in one year as are expected to retire within 5. In 2018, that's closer to two-thirds. There was a spike in 2015 in the number who expect to retire within 5 over the first year of our study but that has remained relatively steady since. In 5 years, we still expect to have licensed over 200 at the rate we have trained and licensed in the last four years (being conservative, this does not account for the increased class capacity). We do expect to realize increased numbers through the increased capacity of a larger conference room, now complete. Looking at the 10 year projection, we're still looking roughly at 2 to 1 (ratio of licensed to retired projections) even if we only maintain the same rate of licensure and these projections for retirement also held true. Therefore, while it appears there may be a "bump" of retirements heading our way, and we may have seen the first "notice" of that with the increase in reported expected retirements in 5 years going from 70 to 100 in 2015, it would be difficult to make the argument that it's causing any kind of shortage of administrators at this point. We are still licensing more than we're losing and still projecting to continue to do so. And again, we're not seeing a shortage of qualified applicants for Administrators University either.

More than 75% of NHAs have a 4 year degree or higher already since the 4-year degree requirement was added in 2001. It's pretty interesting to note that more than 1 in 5 actually has a Master's degree or higher as well, and that number is steadily climbing. Over 80% (more than 4 in 5) have at least a 2 year degree and 95% have at least some college. We have not validated the responses to these questions, though they all attested that the information they provided was true and correct during the renewal process. This information has remained relatively steady over the course of the years we've monitored it with a steady increase in those with a Bachelor's degree or higher.

Last year we reported that we had licensed 389 new NHAs over the last 10 years. That's a relatively consistent pace of almost 40 per year and we licensed 45 in 2015 and 46 in 2016 which indicates a very stable pace over the last 5 years. To continue to use the number 40 to project forward 10 years (or even 5) remains a consistent and conservative projection. But while we're looking at these, how many of these "newly licensed" NHAs have stayed the course? Interesting to notice as well because it shows another "trend" of people leaving the profession (or the state?) which may or may not include "retirement" numbers (some may be retiring...a lot of people come into this profession late in life as a second or third career).

Between January 1, 2007, the 10 year period through December 31, 2016, 361 were licensed. 280 of those were still licensed. That meant approximately 25% of those we licensed didn't stay licensed in Oklahoma for more than 10 years. But retention actually appears to be improving. Running that same exercise for January 1, 2008, through January 1, 2018, 380 licensees were issued and 291 of them are still licensed which indicates we're holding pretty steady in the area of retention. Repeating again (January 1, 2009 through January 1, 2019), 411 licenses were issued (note the upward trend of numbers issued...) and 322 (another increase) of them are still licensed (that's about 78% still licensed).

Repeating this exercise for a shorter 5 year period of the more recent past, we reported in 2017 that between January 1, 2012 and December 31, 2016, 210 were licensed. 189 of these 210 were still licensed (90%), which is also up from the numbers over the previous two years (191 of 225, 84.88% in 2014 and 202 of 231 (87.4%) in 2015). Last year (range between 2013 and 12/31/2018) we had 185 of 211 which is still 87.7% which left us in the same ballpark. In that period, half of the 10 year period above, about half of those licensed did not remain licensed (for unknown reasons, both cases) for more than 5 years. So, in our analysis, we have used the conservative estimate of a consistent loss of newly licensed administrators of about 15% every 5 years (though we've lost less than that and that number seems to be shrinking as well). 15% remains a good and still conservative estimate...and the most recent 5 years did not exceed that number either.

Mathematically, if we look forward 5 years at the conservative rate of licensing 40 per year ($5 \times 40 = 200$) we could and should more realistically make that a real number of 170 (less 15%). Over 10 years, 400 would become around 280. These conservative projections compared with the retirement numbers still more than adequately cover the losses projected on the pace we are on, but also keeping in mind that it's still been less than 2 years since we expanded our capacity by having a larger classroom and we are seeing larger classes so our estimate is truly conservative.

The average age of a newly-licensed NHA in 2014 was 40.5. In 2015, it was 41.9 and in 2016...42.78 and 41.2 in 2017. Even new administrators aren't getting any younger (they may actually be getting slightly older). This means, on average, you can expect that this profession is still a "second career" for the average newly licensed administrator. This applies across the board to all of our licensure types.

The average age of the NHAs who did not renew their license for 2016 was actually only 56.08. For 2017, it was 58.97 (almost 3 years older on average). In 2018, it was still in that 58 year old range and we looked at the average age of when they were initially licensed and discovered that it was 43 which meant the average time of service for those who let their license lapse at the end of 2017 was about 15 years. Someone who was licensed about 15 years ago (early 2003, late 2002), should expect to see that half of the people who did not renew were licensed before they were licensed and half after they were licensed. These have been very consistent numbers, but this year it's notable, looking at the age of those who did not renew was about 61 and they were initially licensed at about 40.75 which may be an indication of a "first wave" of retirees.

With an average age of a new NHA being about 41 and we saw in 2014 that they stay in the profession in Oklahoma until about the age of 56 (the worst case), that's only a 15 year "service" expectation on the average (we got about 20 out of this year's non-renewals). If we use a baseline of about 675 for NHAs and applied 15 years to it, we would see that we should expect to lose about 45 administrators per year ($675/15=45$) which is actually where we usually are. The economy may actually play a factor in that as well but that looks about right based on what we're actually seeing.

It may be noteworthy for FUTURE iterations of this study to note that there is legislation to change our renewals from annual to biennial. There is an expectation from some that doubling up the renewal fee may not encourage older licensees (not working in the profession) to renew so we "may" see an increase of

non-renewals the first year or two this happens, assuming the legislation becomes part of our statute..The effect this legislation has on renewals remains to be seen but it cannot be forgotten as a possible factor influencing people to allow their license to lapse sooner than they may have if they only had to pay one-year's renewal fee instead of two.

The conclusion we can draw again this year though, is that we are still currently licensing at about the same rate we are losing administrators. Whether we lose them from retirement or they're going to another state or changing careers, the combined rate of "loss" remains about the same. We did see a small spike in the numbers projected to retire three years ago within the next 5 years but the number that "retired" this year (and for the sake of illustration, let's say it was those over the age of 60 who did not renew who actually retired). In 2017, there were only 19 who did not renew who were over the age of 60. The others were under the age of 60. 2015's 5 year retirement projection (our highest) was 100... that's about 20 per year over the next 5 years and nothing to get too alarmed about (we're still in that same realm, but under that number so we're still making conservative projections). But, to continue to beat a dead horse, to be able to train and license more, we needed to be able to expand our classroom space, and we did that. It seems pretty "flat" to have had 19 not renew for 2018 who were 60 or older, and we're expecting 100 in the next 5 years. Any "bubble" we may be seeing (as the 10 year reported expected retirements are actually showing an average of closer to 30 per year in the following 5 years or 25 over the whole 10 year time span), we might expect to start appearing in about 5 years, if at all. But, with the possibility that we could see such a bubble, that makes it all the more important that we were able to start to ramp up, to be able to train more and, importantly, to also get them the experience they need to be effective administrators. Some of those who did not renew reported that they were not finding jobs mostly because, although they're licensed, they do not have 3-5 years of actual experience which some employers require (not a statutory requirement). That seems like an issue outside the control of this Board but it also seems very real for some people in terms of getting valid experience in the field and in the profession.

The Certified Assistant Administrators (CAAs) work only in the nursing facility environment... Again, we'll use the same color "legend" – 2014 in black, 2015 in red, 2016 in blue and 2017 in green.

So, we will look at them next as these results directly compliment the NHA results. 31 renewed in 2014 for 2015...30 in 2015 for 2016 and a new high of 36 for 2017 and 2017's numbers in green and 2018 in this purple, consistent with the NHA charts previously shown

Highest Education	2014	2015	2016	2017	2018
Professional Degree (JD, MD, DVM)	0 (0%)	0 (0%)	0 (0%)	0 (0.0%)	0 (0.0%)
Doctoral Level Degree	0 (0%)	0 (0%)	0 (0%)	0 (0.0%)	0 (0.0%)
Masters Degree	0 (0%)	0 (0%)	0 (0%)	0 (0.0%)	0 (0.0%)
4 year degree	2 (6.45%)	1 (3.33%)	2 (5.56%)	2 (5.71%)	1 (2.7%)
2 year degree	11 (35.48%)	10 (33.33%)	10 (27.78%)	9 (25.71%)	11 (29.73%)
Some college	12 (38.72%)	13 (43.33%)	17 (47.22%)	14 (40.00%)	14 (37.84%)
HS diploma or GED	5 (16.13%)	6 (20.00%)	7 (19.44%)	10 (28.57%)	11 (29.73%)

Projecting Retirement	2014	2015	2016	2017	2018
Within 5 years	0 (0%)	1 (3.33%)	1 (2.78%)	1 (2.86%)	1 (2.7%)
Within 10 years (includes within 5)	3 (9.68%)	7 (23.33%)	8 (22.22%)	5 (14.29%)	8 (21.62%)

Renewal for the next year	2014	2015	2016	2017	2018
Newly certified during the year	4	2	8	9	9
Did not renew	1	3 *	2	8	7

Other	2014	2015	2016	2017	2018
LPN	5 (16.13%)	6 (20.0%)	7 (19.44%)	5 (14.29%)	5 (13.51%)
RN	3 (9.68%)	4 (13.33%)	4 (11.11%)	4 (11.43%)	3 (8.11%)
CNA	4 (12.9%)	2 (6.45%)	5 (13.89%)	6 (17.14%)	7 (18.92%)
CMA	3 (9.68%)	2 (6.45%)	3 (8.33%)	3 (8.57%)	3 (8.11%)
MD	0 (0%)	0 (0%)	0 (0%)	0 (0.0%)	0 (0%)

* It may be noteworthy that we certified 2 in 2015 and 3 did not re-certify. However, all 3 of those who did not re-certify are now licensed...2 as NHAs and 1 as an RCAL administrator. We'd only seen that movement in that one year to that point, but we remain aware and saw another CAA recently complete AU and was licensed as a NHA in 2018.

Certified Assistant Administrator Conclusions:

Based on the retirement projections and our rate of certifying them, coupled with the slow rate of non-renewals, this group appeared destined to grow (though their use is limited by geography and occupied bed counts). We've certified r i s i n g n u m b e r s since 2016 so their numbers have been on the rise, and in 2017 and 2018 we certified more big "crops." Intended for rural areas, the CAAs do not appear to be going away but growing. We are seeing them used more in urban areas where they were not specifically intended. Additionally, the Health Department started enforcing the requirement to have one in each facility that had been misinterpreted by many so we really expected to see a bigger gain this year (but didn't) so perhaps we will see that gain next year as people "catch up" with that requirement (or perhaps the requirement will be changed per pending legislation). We may see a decline in these numbers since the new requirement is to attend AU instead of the previous one-day class requirement.

The lower education levels has not been surprising (it was actually surprising two years that two of them had a 4 year degree, begging the question as to why they hadn't gone on to get their NHA license...which they did, later). Again, all 3 who did not recertify in 2015 are actually licensed- 2 of them as NHAs. One of the remaining two with a 4 year degree.

The big "take-away" from this group is that they complement the NHA group and both groups met or exceeded our projections for this year. Taken together, this growth does not indicate any kind of shortage of administrators for nursing facilities in Oklahoma.

There were 273 Res Care/Assisted Living (RCAL renewals for 2015; only 265 renewed for 2016, 266 renewed for 2017, 291 for 2018 and 280 for 2019.

The education requirement does not address a college degree, yet, it's interesting to continue to note how relatively well-educated our administrator corps is in this line of service.

Highest Education	2014	2015	2016	2017	2018
Professional Degree (JD, MD, DVM)	1 (0.36%)	1 (0.38%)	1 (0.38%)	0 (0%)	0 (0%)
Doctoral Level Degree	0 (0%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)
Masters Degree	22 (8.06%)	25 (9.43%)	32 (12.03%)	37 (12.71%)	34 (12.14%)
4 year degree	77 (28.21%)	76 (28.68%)	79 (29.7%)	85 (29.21%)	82 (29.29%)
2 year degree	33 (12.09%)	35 (13.21%)	35 (13.16%)	37 (12.71%)	40 (14.29%)
Some college	92 (33.7%)	90 (33.96%)	79 (29.7%)	96 (32.99%)	87 (31.07%)
HS diploma or GED	43 (15.75%)	38 (14.34%)	40 (15.04%)	35 (12.03%)	32 (11.43%)

Projecting Retirement	2014	2015	2016	2017	2018
Within 5 years	16 (5.86%)	23 (8.68%)	22 (8.27%)	20 (6.87%)	16 (5.71%)
Within 10 years (includes within 5)	69 (25.27%)	72 (27.17%)	65 (24.44%)	71 (24.40%)	67 (23.93%)

Renewal for the next year	2014	2015	2016	2017	2018
Newly licensed during the year	24	21	39	40	24
Did not renew	54	32	24	12	40

Other	2014	2015	2016	2017	2018
LPN	43 (15.75%)	45 (16.98%)	46 (17.29%)	55 (18.9%)	56 (20%)
RN	26 (9.52%)	26 (9.81%)	27 (10.15%)	28 (9.62%)	31 (11.07%)
CNA	36 (13.19%)	33 (12.45%)	31 (11.65%)	34 (11.68%)	31 (11.07%)
CMA	18 (6.59%)	11 (4.15%)	13 (4.89%)	13 (4.47%)	11 (3.93%)
MD	0 (0%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)

In the 2016 renewals, we saw another 32 who did not renew and yet we had only licensed 21 in 2015. We pointed out last year that we did, indeed train more students to be licensed, but noted that in January 2016, there were 46 applicants in the system who had passed the state standards exam within the last two years, but had not yet passed the NAB (RCAL) Exam. Of those 46, 33 of them had never attempted to take it. 8 had failed it only once, 3 had failed twice and 2 had failed three times. We were looking at what we needed to do to help break this backlog of people not taking (primarily) the NAB RCAL Exam and, working with OKALA, appear to have resolved that issue as we licensed 39 last year and 40 this year. There is also a considerably higher retention this year than in the past. This year looks similar with some sort of similar lag between training and licensure.

RCAL Conclusions:

While still relatively early in our tracking of this sector of our licensees, and we really haven't known what to expect concerning renewals, the number of non-renewals last year was the lowest we had seen so far so it appears that the phenomena of the "free license" with the grandfathering has tapered off and these numbers are finally starting to level out. The concern three years ago was with the plethora of those who lack the confidence (or some other reason) to attempt to take the NAB Exam. However, the reported numbers of retiring (percentage wise) are not terribly daunting relative to the numbers we're licensing, which greatly improved last year but seems to be cyclical and is low again this year. When we start looking at these, we also need to keep in mind that the NHA licensees' scope of practice includes these other facility types and some NHAs actually are employed in these facilities. With the increased numbers in AU, we must consider- especially when you look at the education level of this group- that some of the new AU applicants may be training for the higher level license with the broader scope of practice but may intend to work in the Assisted Living or Res Care realm. It's a possibility that may at least help to explain the recent uptick in AU applicants. Over 40% of these licensees have the education level required to become NHAs (and we are actually seeing that some of them *are* "advancing" and attending AU and applying for the NHA license). Just over 55% of them have at least a 2 year (Associates) degree already and over 85% have at least some college (both continue to increase). It's probably still safe to say that not too many people expected to see these kinds of numbers concerning the education level of our state's current RCAL administrators (primarily because it has never been required). But, it goes to show that there is clearly no shortage of qualified people who meet (and exceed) the current standards.

In the past, we've tried to look at the average age of RCAL administrators who don't renew and how many years of service they put in, etc. That data is still considerably skewed (beyond usefulness) due to the "free grandfathering" phenomena that had so many "get" the license but not keep it and the fact that we've only licensed this line of service for 6 years does not tell us how long some of these people were administrators before we licensed them.

We still believe we need a few more data points (years) to see where these numbers are going to settle out in many respects. Again, there has been a significant drop in the numbers we initially "gave" a license to in 2012 (license did not expire until the end of 2013) compared to the numbers who renewed for 2014 and 2015 and we think it's finally starting to settle with what we saw at the end of 2016 where those numbers are relatively close to what we saw in 2015, except we do know there was that "backlog" of people who had not tested in 2015 which we thought may have actually inflated those numbers some, but they're consistent with this year's numbers. We intend to proceed with caution and keep an eye on these numbers as the track record continues to develop.

There were 32 Residential Care Administrators polled who renewed in both 2014 and 2015; that number had a slight drop in 2016 when 30 renewed, remaining steady in 2017, dropping to 25 in 2018 for this year's renewals.

Like the RCAL administrators, there is currently no requirement for a degree for this particular license.

Highest Education	2014	2015	2016	2017	2018
Professional Degree (JD, MD, DVM)	0 (0%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)
Doctoral Level Degree	0 (0%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)
Masters Degree	1 (3.13%)	2 (6.25%)	2 (6.67%)	3 (10.0%)	4 (16%)
4 year degree	7 (21.88%)	6 (18.75%)	6 (20.0%)	5 (16.67%)	2 (8%)
2 year degree	3 (9.38%)	2 (6.25%)	2 (6.67%)	0 (0%)	1 (4%)
Some college	7 (21.88%)	7 (21.88%)	9 (30.0%)	10 (33.33%)	9 (36%)
HS diploma or GED	13 (40.63%)	15 (46.88%)	11 (36.67%)	12 (40.0%)	8 (32%)

Projecting Retirement	2014	2015	2016	2017	2018
Within 5 years	3 (9.38%)	4 (12.50%)	2 (6.67%)	2 (6.67%)	3 (12%)
Within 10 years (includes within 5)	6 (18.75%)	5 (15.63%)	5 (16.67%)	7 (23.33%)	6 (24%)

Renewal for the next year	2014	2015	2016	2017	2018
Newly licensed during the year	2	3	1	5	3
Did not renew	5	3	3	4	8

Other	2014	2015	2016	2017	2018
LPN	1 (3.13%)	2 (6.25%)	1 (3.33%)	0 (0%)	0 (0%)
RN	0 (0%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)
CNA	10 (31.25%)	6 (18.75%)	5 (16.67%)	5 (16.67%)	4 (16%)
CMA	3 (9.38%)	3 (9.38%)	1 (3.33%)	2 (6.67%)	3 (12%)
MD	0 (0%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)

All those who were not a licensed nurse or CMA did go through MAT certification training and most likely maintain that certification.

RC Conclusions:

Still not much to draw from this... a lot of the RCAL comments apply concerning training and our lack of understanding of the renewal numbers without much history to look at. It does appear that when we look at retirement numbers and those expectations that we are still not looking at any kind of shortage of RC administrators anytime in the near future. It is worth noting that several RCAL administrators also work in the Residential Care field rather than in Assisted Living. There was a drop in numbers here, but there was also a drop in the number of licensed facilities. We're not overly concerned about it because the training is typically faster than RCAL (no NAB Exam – only the state standards exam, currently).

With only 1 newly licensed RC administrator in 2016, the data didn't tell us much. These numbers are so low that any real fluctuation could turn this line of service on its head quickly, but we've not seen anything to indicate that there's a real problem here so far. In 2017, we saw the licensing of 5 where 4 did not renew, so it looks like it may be a self-correcting process which also seems to keep pace with the number of facilities.

55 Adult Day Care Administrators renewed for 2015; 58 in 2016 – a slight increase, stabilizing at 57 in 2017, and 57 again for 2018 with a slight drop to 53 to start 2019. Using the same format as we've used with the other lines of service and starting with their education:

Highest Education	2014	2015	2016	2017	2018
Professional Degree (JD, MD, DVM)	0 (0%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)
Doctoral Level Degree	0 (0%)	0 (0%)	0 (0%)	1 (1.75%)	0 (0%)
Masters Degree	11 (20.0%)	15 (25.86%)	12 (21.05%)	12 (21.05%)	11 (20.75%)
4 year degree	14 (25.45%)	15 (25.86%)	15 (26.32%)	17 (29.82%)	14 (26.42%)
2 year degree	7 (12.73%)	7 (12.07%)	13 (22.81%)	11 (19.3%)	11 (20.75%)
Some college	12 (21.82%)	12 (20.69%)	10 (17.54%)	9 (15.79%)	10 (18.87%)
HS diploma or GED	9 (16.36%)	8 (13.79%)	7 (12.28%)	7 (12.28%)	7 (13.21%)

Projecting Retirement	2014	2015	2016	2017	2018
Within 5 years	6 (10.9%)	8 (13.79%)	6 (10.53%)	8 (14.04%)	6 (11.32%)
Within 10 years (includes within 5)	18 (32.7%)	17 (29.31%)	19 (33.33%)	16 (28.07%)	13 (24.53%)

Renewal for the next year	2014	2015	2016	2017	2018
Newly licensed during the year	10	11	8	11	5
Did not renew	17	11	7	6	7

Other	2014	2015	2016	2017	2018
LPN	9 (16.36%)	8 (13.79%)	8 (14.04%)	8 (14.04%)	9 (16.98%)
RN	6 (10.91%)	6 (10.34%)	6 (10.53%)	7 (12.28%)	6 (11.32%)
CNA	9 (16.36%)	11 (18.97%)	9 (15.79%)	9 (15.79%)	8 (15.09%)
CMA	4 (7.27%)	4 (6.90%)	2 (3.51%)	2 (3.51%)	2 (3.77%)
MD	0 (0%)	0 (0%)	0 (0%)	0 (0%)	0 (0%)

Adult Day Care Administrator Conclusions:

Looking at the numbers that we still train and license compared to the numbers planning to retire, the Adult Day Care Administrators seem to remain in good shape - no shortage can be projected when we consistently train in one year more than are projected to retire in the next 5. The other “grain of salt” with this line of service is that their training is extremely short so ramping up to catch up IF there were ever a shortage would currently not be problematic at all.

The education level continues to be interesting as the requirement does not include a bachelor's degree, yet almost half of all these Administrators have at least a 4 year degree.

Combined Look...

There is not a large shift in education levels within the license types, but there was some shifting. In the CAA category, for example, in 2015 we licensed two CAAs as NHAs and another this last year. That had an impact on the number of CAAs who had 4 year degrees. There also was a slightly noticeable uptick in the number of Adult Day Care Administrators with a Master's Degree that same year which then dropped off the last 2 years. But for the most part, as you would expect, the gains are small and it's relatively "flat" and not a lot of discernible change from year to year...but there is a slight trend toward higher education levels (most noticeable in the NHA line of service). If, for example, you were to analyze the 4 year degree levels, you would see those increasing, generally (except in CAAs) where "at least" a 4 year degree (top of the purple) is slightly higher each year. Generally, you can see that the education levels are increasing with the sole exception of the CAAs.

In the past, we've shown an analysis of the 5 and 10 year retirement projections. It has already been discussed that we're licensing more than are projecting to retire (in nearly every line of service) so further analysis would be redundant.

A potential "problem" with that analysis, especially concerning numbers (licensure versus retirements) is that retirement is not the only way we "lose" administrators. They also leave to go to other states, to go into other careers, they die... there's no way to ask administrators to accurately project their own futures for us...things happened and opportunities present themselves. However, the position has been asserted that we have a problem on the horizon because of the alleged aging of our administrators wherein we can expect a mass retirement exodus and will have a shortage on our hands. These numbers (based on self-reported retirement projections) have not, over the 5 years of this study, ever supported that particular assertion. We are much more than keeping up with those who are retiring and it appears we will be doing so for at least 10 years down the road... and even better for NHAs since we've expanded our classroom capacity.

Coincidentally, the response rates for the retirement questions, like last year, remain over 90% in every licensure category. Statistically speaking, **these kinds of response rates mean that the data is a very reliable model of reality.** The fact that these renewing administrators attested to the truth and accuracy of their statements also adds to the credence of the validity of these numbers. The "mistakes" that were made- and there were mistakes – were honest mistakes and we were able to identify some of the more glaring ones and made corrections where warranted.

Concerning the corrections we made, as an example, when someone tells us they expect to retire within the next 5 years, that response SHOULD have driven their response concerning their expectation to retire within 10 years. We manually changed the data for numerous responses to reflect that "default" to make it more accurately presented. One cannot, logically, say, "Yes" that you expect to retire within 5 years and then "No" that you don't expect to retire in 10 years. Our assumption was that the 5 year response was correct because it was the more conservative assumption. If we assumed the 10 year response was correct, we could have skewed the numbers to show even fewer expecting to retire, so the numbers of expected retirements could actually be inflated due to this conservative assumption in correcting responses that were illogical. Likewise, concerning education, we are aware of at least one who under-reported his education (because he told us he did). We did not change his response, respecting his wishes since he called to let us know. However, in 2015 where we found that a CAA (with a GED) had reported that she was an MD, we did correct that response (and again this year

that happened). It didn't seem plausible and research proved the error. Anything "glaringly obviously reported in error," like this, we did address and research, but we did NOT go through the reports and analyze them and research everyone's responses in great depth to ascertain if everyone actually reported their education correctly. We know there were errors but expect them to have been minor and possibly even some offsetting errors as well. We also have shown here that some people (relatively few) did not respond concerning retirement. Some of them probably DO intend to (or will) retire within the next 5 or 10 years. We cannot account for those cases of non-reporting. But most people DID report and we continue to be very appreciative of the cooperation in actually getting our first actual glimpses into these kinds of numbers so that we can start to understand them better and how they could impact this profession over the long term.

We believe **the responses are reliable** and that the data and analysis continues to reveal that the profession is not in any imminent danger of a shortage of administrators in any of the licensure types over at least the next 10 years.

The Demand Side of the Question:

With the Baby Boomer generation coming of age, we continue to hear that this sector of this healthcare field will reflect that boom. Nurses, for example, are projecting a shortage to care for these people. How does that aspect translate into these numbers? It continues to be a fair question to ask and a valid concern regarding whether we're keeping pace with those kinds of trends or not.

First, one needs to understand that nursing (RNs, LPNs, CMAs, CNAs) will likely experience a greater demand (and they are already seeing this). The number of "beds" and "people" being cared for in some aspect of long term care will likely continue to increase across the spectrum/continuum of long term care. However, **the number of facilities** is considerably easier to track than the number of beds (licensed or occupied?) and that number **actually correlates pretty directly with the number of administrators**. In other words, *a nursing shortage or increase in demand for nursing does not equate to an increased demand for administrators, or more particularly, NHAs*. There will still be a single administrator-of-record (AOR) for each facility (roughly – with some exceptions where one administrator can be administrator concurrently at multiple facilities). There are actually fewer due to the instances where one administrator can be AOR of multiple facilities (and where Certified Assistant Administrators are being employed) and the number of exceptions may actually be increasing as well.

What this means is that we need to look at the trends for new facilities and closed facilities (licensure under the purview of the Oklahoma State Department of Health). The confirmed expectation was that over time there has been and continues to be **a trend toward fewer nursing facilities/skilled nursing facilities (NFs/SNFs)* and we saw some RCFs closed this year as well**, with more people opting for Assisted Living or home/community based services (such as home health and or adult day care).

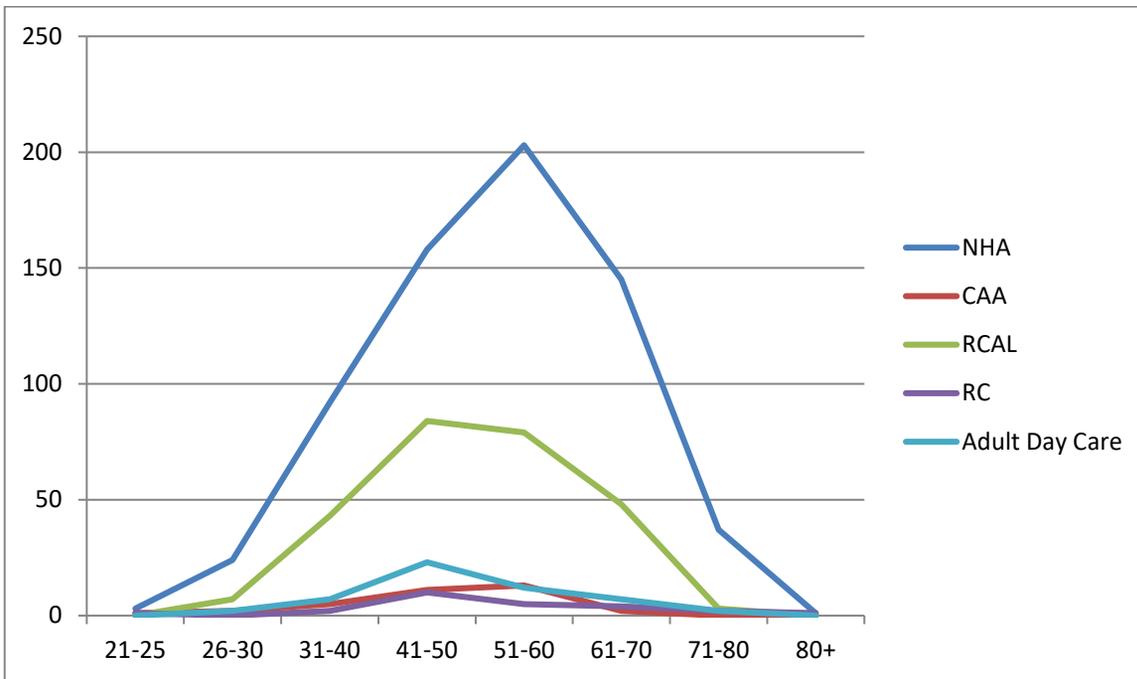
That being said, fewer facilities (SNFs/NFs) equates to an actual decreased demand for NHAs, which, coupled with the previously established data showing that we're more than keeping up with the status quo at the projected rate of licensure (less 15% every 5 years) for NHAs, adds credibility to the position that there is no shortage.

We have also seen a sort of "surge" of candidates for training for the NHA license and we actually believe some of that is related to the fact that the scope of practice for the NHA license applies to the other lines of service (RC, AL, Adult Day Care) as well as to the ICF/IID (MR) and nursing facilities. We do realize (know for fact) there are licensed NHAs already currently working in these

other areas and that more individuals may be taking the NHA licensure route to also work in these other sectors. For those candidates with a degree, the NHA license may simply be more attractive to them as it broadens their options as a LTC Administrator, which also adds credence to the position that there is no shortage of people qualified to become NHAs in Oklahoma under the current standards.

**The data to confirm the trend is within the OSDH report at <http://www.ok.gov/health2/documents/PHS-Fact%20Sheets.pdf> (in the "Protective Health Services 2014 Annual Review" (pages 75-100). The data shown is for the five fiscal years (FY) 09, 10, 11, 12 and 13. Over that time period, the number of nursing facilities dropped from 336 to 328 according to this report. The number of ICF/IID facilities (requiring a NHA) barely fluctuated from 89 to 88 over this time period. The number of AL facilities, however, actually increased from 135 to 150 while the number of Res Care facilities dropped from 85 to 80. The number of Adult Day Care Centers appeared to remain relatively "flat" starting at 44 and ending at 45, with a mid-period drop to 38 in FY11. A logical conclusion is that the number of nursing facilities is decreasing while the number of AL facilities is actually increasing. A deeper delving into OSDH "Fact Sheets" back to FY04 show only 119 AL facilities in FY04 (150 in FY13) and 342 nursing facilities (328 in FY13), 102 Res Care facilities (80 in FY13), 37 Adult Day Care facilities (45 in FY13). The same "trends" for nursing facilities, AL facilities and Adult Day Care centers present over the last 5 years go even further back and are also validated by the increase from 11 "Continuum of Care Facilities" in FY04 to 18 in FY13. Res Care appears to be another line of service that is losing facilities (and would logically have a lesser demand for administrators accordingly, which we are seeing).*

Age Only (Bell Curves by age)



Age	NHA	CAA	RCAL	RC	ADC
21-25	3	1	0	1	0
26-30	24	2	7	0	2
31-40	92	5	43	2	7
41-50	158	11	84	10	23
51-60	203	13	79	5	12
61-70	145	2	48	4	7
71-80	37	0	3	2	2
81+	1	0	0	1	0

This is the data retrieved in early 2019 and it looks very similar to 2018 and prior but there is a slight shift toward the younger end (left). This graph still adequately illustrates the age of the various administrators for each line of service. The bulk of our professionals lie in the 41-70 age in every line of service, but there is a slight shift to see more in the 31-40 groups. The other data did not indicate we could expect to see an appreciably younger nor older group so this is still "representative" of the age groups of our administrators- everyone's just another year older and there would be some changes based on the ages of those who didn't renew and the ages of those who were initially licensed each year. We've found that becoming an administrator (in Oklahoma) is generally a second career as the average age of our first time licensees is around 40+. That skews the age of our administrators to begin with.