

VITAL and HEALTH STATISTICS
DATA FROM THE NATIONAL HEALTH SURVEY

Employees in Nursing and Personal Care Homes

United States - May - June 1964

Statistics on the number and types of employees in nursing and personal care homes by age and sex, hours worked per week, and ratio of residents to employees. Based on data collected from institutions during the period May-June 1964.

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IN THIS REPORT employees in nursing and personal care homes are described in terms of their age and sex, job categories, hours worked per week, full-time equivalent staff, and ratio of residents to employees. The data are based on a sample survey conducted during the spring of 1964 of nursing homes and related facilities, including geriatric hospitals.

Nursing and personal care homes employed an estimated 299,900 persons. Of this number 281,000 worked 15 or more hours per week representing one for every two residents in these homes.

Over half of the employees were nursing personnel, including 17,400 registered nurses (RN's); 20,500 licensed practical nurses (LPN's); and 113,800 nurse's aides. Also, about one-third of the 20,700 administrators were reported to be either an RN, LPN, or nurse's aide. The vast majority of the remaining employees were housekeeping, kitchen, and office workers. Professional workers, other than nurses and administrators, were few in number; an estimated 3,600 persons were employed in such categories as physicians, dentists, therapists, dietitians, and social workers.

Only about 1 of 10 employees was male. Males were slightly older on the average than females; median ages were 48 years and 45 years, respectively. The ages of nursing staff varied from a median age of 42 years for nurse's aides to 48 years for RN's and LPN's. "Other professional" and technical staff were older with a median age of 52 years. In general, employees in nursing care homes were the youngest and in personal care homes, the oldest.

Almost one-fifth of the employees worked 15-34 hours per week or part time. Around one-half of the employees worked 35-40 hours per week, and nearly three-tenths, over 40 hours per week. About one-third of the RN's worked part time and almost three-tenths of "other professional" staff. Part-time RN's and "other professional" staff were used more often in homes providing primarily nursing care (nursing care homes) than in other types of homes.

In terms of both total number and the ratio of employees to residents, there were more employees in nursing care homes than in other types. In nursing care homes there were about two residents for each full-time equivalent employee. This is in comparison with about three residents per employee in other types of homes. Data for nursing staff of all levels of skill show nursing care homes employed about 1 nurse or nurse's aide for every 3 residents, while in personal-care-with-nursing homes and personal care homes the ratio was 1 in 6 and 1 in 12, respectively.

EMPLOYEES IN NURSING AND PERSONAL CARE HOMES

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INTRODUCTION

Background

The data presented in this report are based on the second of the institutional population surveys conducted by the Division of Health Records Statistics of the National Center for Health Statistics. The Institutional Population Survey is one part of the National Health Survey program, which provides comprehensive and current health statistics on the Nation's population. In other parts of the program, statistics are collected about the noninstitutional population from personal interviews, physical examinations, and hospital records. A detailed description of the National Health Survey program has been published.¹

Both of the institutional population surveys which have been designated as "Resident Places Survey 1 and 2," or RPS-1 and RPS-2, covered facilities providing nursing or personal care to the aged and chronically ill. RPS-1 was conducted during the spring of 1963 to collect statistics on the establishments' admission policies, charges for care, admissions, discharges, and, in very general terms, health characteristics of residents or patients in the institutions. In addition to nursing and personal care homes, RPS-1 included mental hospitals, chronic disease and geriatric hospitals, and units of general hospitals which primarily provided care to the aged and chronically ill. Several reports on the results of RPS-1 have been published.²⁻⁵

RPS-2, the survey on which this report is based, was conducted during May and June 1964. Although its scope was somewhat more limited than RPS-1, the statistics collected were more comprehensive. RPS-2 was even more directed toward the aged institutional population than RPS-1, including within its scope only nursing and personal care homes and geriatric hospitals. Detailed information was sought about the establishment itself, the residents or patients, and the employees. This included the availability of physicians' and dentists' services; the availability and utilization of beds; personal, demographic, and health data about residents, including the prevalence of chronic conditions and impairments; and certain information about employees.

Data are presented in this report on the number and types of employees in nursing and personal care homes, the age and sex distribution of these employees, and the hours worked per week by the type of service provided in the home, the type of ownership, and size of the home. Subsequent reports in this publication series will present other data collected in RPS-2.

General Survey Design

The scope of the RPS-2 included all resident institutions in the United States which provide nursing or personal care to the aged or chronically ill. This includes nursing homes, convalescent homes, rest homes, and other similar types of places with three or more beds, as well

as geriatric hospitals. One criterion for inclusion in the survey is that an establishment must routinely provide some level of personal or nursing care. Thus, an establishment providing only room and board was not within the scope of the survey, even if it were a home for the aged.

A "multiframe technique" was used in establishing the sampling frame of institutions for the RPS-2. Two frames were used: (1) the Master Facility Inventory (MFI), comprising about 90-95 percent of the nursing and personal care homes in the United States, and (2) a list of places within the scope of RPS-2, but not included in the MFI. This second list is derived from the Complement Survey, which is based on an area sample of the United States. A detailed description of the Master Facility Inventory and the Complement Survey has been published.⁶ Further discussion of the sampling frame for RPS-2 appears in Appendix I of this report.

The estimates presented in this report are based on a two-stage probability design consisting of a sample of 1,073 establishments found to be in operation at the time of the survey, a subsample of 10,560 residents or patients, and a subsample of 11,848 employees who worked 15 or more hours per week in the sample establishments. Bureau of the Census interviewers made personal visits to each of the homes to select the sample of residents and employees and to conduct the survey. Details of the sample design and survey procedures are described in Appendix I. Facsimiles of the questionnaires used in the survey are shown in Appendix III.

Since the estimates derived from the survey are based on a sample rather than on all establishments in the United States, the estimates are subject to sampling variability. The sampling errors for most of the estimates shown in the report are relatively small. However, caution should be taken in interpretation when the estimate is a small number, or when the estimate is a percent or rate based on a small number in the denominator. Tables of approximate sampling errors and illustrations of their use are given in Appendix I.

Definitions of certain terms used in this report may be found in Appendix II. Reference to these definitions is essential to the interpretation of data in the report. Special attention is called to the procedure for classifying insti-

tutions. The classification of establishments, i.e., nursing homes, rest homes, and related types of places, is based on the type of service provided in the home rather than on what the home may be called or how it may be licensed by the State.

CHARACTERISTICS OF THE STAFF IN NURSING AND PERSONAL CARE HOMES

Survey results indicated that nursing and personal care homes in the United States employed about 299,900 persons in May-June 1964, including administrators, owners who worked in the establishment, members of religious orders, and all paid employees. Of these, 18,900 or about 6 percent were working less than 15 hours a week. Only the total number of these employees was obtained since they were not considered within the scope of the survey. An estimated 281,000 persons were employed 15 or more hours a week in nursing and personal care homes—about one for every two residents in these homes. Table A shows the distribution of employees working 15 or more hours per week and the distributions of homes and residents in these homes by the primary type of service provided. As can be seen from this table, over half of these homes were nursing care homes (the primary and predominant service was nursing care), and these contained over two-thirds of the residents and about three-fourths of the staff. Nursing care homes were on the average larger than personal-care-with-nursing homes (personal care was the primary type of service, but some nursing care was provided), maintaining about 44 beds on the average as compared with 31 beds in the personal-care-with-nursing homes. Both of these service groups were considerably larger than the personal care homes, which maintained an average of 15 beds. Over four-fifths of the homes were operated under proprietary auspices and were smaller than homes operated under other forms of control. Further information on the distribution of nursing and personal care homes by type of service and ownership can be obtained from table 8.

Job Category

Employees working 15 or more hours a week were classified as to job performed in the es-

Table A. Number of nursing and personal care homes, residents, and employees, by type of service: United States, May-June 1964

Type of service	Homes	Resi- dents	Em- ployees
All homes-	17,400	554,000	281,000
Nursing care----	9,350	373,300	210,100
Personal care with nursing---	5,240	145,400	58,700
Personal care---	2,810	35,300	12,300

tablishment by the administrator or some other responsible respondent. During the interview, the administrator was given a card listing 15 job categories (Card B, Appendix III) and was asked, for each employee, the following question: "Which of the following job categories best fits the job which this employee does in this establishment?" In general this seems to have been a valid method of job classification. Comparison of the administrator's assignment of job category with that provided independently by the employee himself was possible for some job categories and the correspondence was generally high. Further discussion of the classification of employees appears in Appendix I.

Table B shows the distribution of employees by job category, as assigned by the administrator or other responsible respondent. Over half (56 percent) of the total employees were classified as performing some level of nursing duties. About 17,400 or 6 percent were registered nurses (RN's), including about 1,200 graduate nurses who were not registered, and about 20,500 or 7 percent were licensed practical nurses (LPN's), including about 500 licensed vocational nurses. Other nursing staff, constituting about 43 percent of the total staff, are referred to as "nurse's aides" in this report for convenience and also because the majority of the persons were in fact nurse's aides. Practical nurses, student nurses, orderlies, and other supporting nursing staff are included in the "nurse's aide" category.

Table B. Number and percent distribution of employees in nursing and personal care homes, by job category: United States, May-June 1964

Job category	Employees	
	Number	Percent distrib- ution
All staff-----	281,000	100.0
Nursing staff-----	158,450	56.4
Registered nurses-----	17,400	6.2
Licensed practical nurses-----	20,500	7.3
Nurse's aides-----	120,600	42.9
Other professional and technical staff-	24,300	8.6
Administrators-----	20,700	7.4
Physicians-----	800	0.3
Dentists-----	*	*
Occupational therapists-----	600	0.2
Physical therapists---	300	0.1
Dietitians-----	900	0.3
Social workers-----	400	0.1
Other staff-----	600	0.2
Other nonprofes- sional staff-----	98,300	35.0

There were an estimated 20,700 administrators and assistant administrators in these homes. These administrators were asked if they performed any other jobs in the home in addition to their administrative duties. Over one-third stated that they also worked as an RN, LPN, or nurse's aide, and over one-twentieth stated that they were working in some other professional capacity (table 7). Table B shows the estimated total employees in seven other professional and technical job categories; however, the sampling errors associated with these estimates are relatively high, ranging from 10 to 50 percent of the estimate itself. Despite this the data do give a rough estimate of the number of employees in these categories and for this reason they are presented. In the remainder of this report, these categories (physicians, dentists, occupational and

Table C. Number and percent distribution of nursing and other professional staff in nursing and personal care homes, by job category according to sex: United States, May-June 1964

Job category	Sex		
	Both sexes	Male	Female
	Number		
Total nursing and professional staff-----	182,800	16,700	166,100
	Percent distribution		
Total-----	100.0	100.0	100.0
Registered nurses-----	10.5	0.4	10.4
Licensed practical nurses-----	11.2	2.1	12.1
Nurse's aides-----	66.0	49.7	67.6
Other professional staff-----	13.3	47.8	9.9

physical therapists, dietitians, social workers, and other professional and technical staff) and the administrators are grouped together and referred to as "other professional staff." This category and the RN, LPN, nurse's aide, and other nonprofessional categories form the five groupings of job categories used in analysis and tables. Appendix II shows the job categories that are included in each of these groups.

Age and Sex

The nursing and other professional staff in nursing and personal care homes were predominantly women; only about 1 out of every 10 employees was male. As shown in table C, men were employed primarily either as administrators, professional, or technical employees (48 percent), or as orderlies and nurse's aides (50 percent). Men were in the minority, however, in each job category; they constituted only about 7 percent of the nurse's aide category and about 33 percent of the other professional category. Males were slightly older on the average than females; the median age of males was 48 years as opposed to 45 years for females.

The age of employees varied by job category ranging from a median of 42 years for nurse's

aides to 52 years for professional and technical staff. The median age for both registered nurses and licensed practical nurses was about 48 years (table 2). Registered nurses employed in nursing and personal care homes seem to be older than employed professional nurses in general; the median age of professional nurses in all fields of employment, as reported in another source,⁷ was about 39 years, more than 8 years younger on the average than the registered nurses in nursing and personal care homes. The median age (48 years) of licensed practical nurses, however, was about the same as that for employed LPN's in general. No comparative data are available for the other types of nursing personnel.

Tables 1 and 2 show the percent distribution of employees by age, according to the type of service and ownership of the home. The age of employees varied both by the type of service and by the type of ownership of the home. In general, employees in nursing care homes were the youngest and employees in personal care homes were oldest; employees in nonprofit homes were slightly older than those in proprietary or government-operated homes. The consistency of this pattern suggests that this might be true for all job categories; however, the differences for specific job categories were generally not statistically significant.

Hours Worked per Week

As used in this report, hours worked per week means the number of hours an employee "usually works per week." If a person's regular work week was 40 hours, but he usually worked 8 additional hours on an overtime basis, he was considered as working a 48-hour week. The distribution of employees by hours worked per week is shown in tables 3 and 4 by job category, according to type of service and type of ownership. The data on hours worked for administrators were not considered reliable and thus are excluded from this part of the analysis. Members of religious orders generally lived in the establishment and either were not able to state the number of hours worked per week or considered themselves on duty 24 hours a day. In addition, there were about 1,600 other persons in the sample who stated that they were unable to determine their work week or were on duty 24 hours a day. These persons were generally relatives of the owner or family members working in family-operated homes. Over three-fourths of these persons were employed in homes with less than 25 beds, and 92 percent were in proprietary homes. For these persons, referred to as "unpaid employees," and for the members of religious orders, hours worked per week were not coded. They were grouped with employees working 40 or more hours a week in the figures and are shown separately in tables 3 and 4.

Part-time employees.—Nursing and personal care homes employed a large number of part-time employees. Of the estimated 260,300 employees (excluding administrators), about 18 percent worked 15-34 hours a week, or part time as defined in this report; about three-fifths of these worked less than 24 hours a week. The highest proportions of part-time employees were found in the professional categories, 34 percent for RN's, 21 percent for LPN's, and 28 percent for other professional staff (table 3 and fig. 1). Employment on a part-time basis was also frequent for the nurse's aides and other nonprofessional staff, however; 14 and 19 percent, respectively, worked part time for these two groups.

The data suggest the hypothesis that part-time RN's as well as "other professional" staff were used more often in nursing care homes

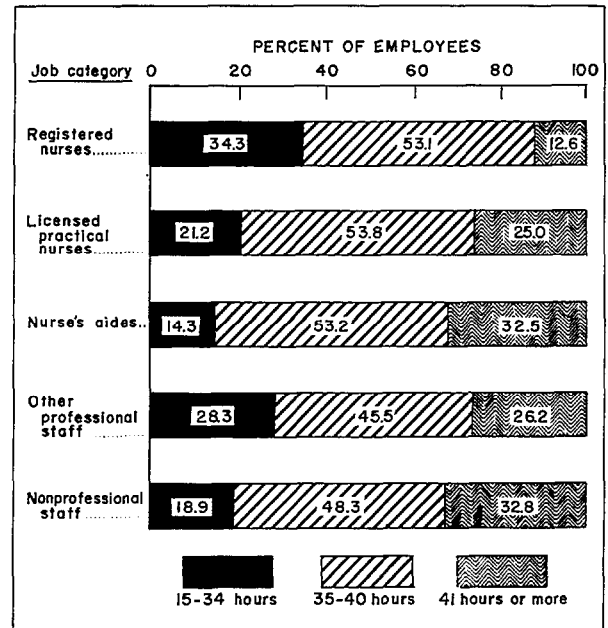


Figure 1. Percent distribution of employees in nursing and personal care homes, by hours worked per week according to job category.

than in the other two service classes; however, because of the small number of professional staff in other than nursing care homes, comparisons with the other two service classes are generally not statistically significant.

Only about one-sixteenth of the employees in government homes were employed on a part-time basis, as compared with about one-fifth in both proprietary and nonprofit homes. With the exception of the "other professional" staff, government homes employed relatively fewer part-time staff in each of the job category groups. About one-third of the "other professional" group in both government and proprietary homes and one-fifth in nonprofit homes were part-time employees. Other differences between ownership groups can be seen when specific job categories are considered. For example, about 40 percent of the RN's in proprietary homes worked part time, as opposed to about 28 percent in nonprofit homes and 16 percent in government homes (table 4).

Full-time employees.—About 82 percent of the 260,300 employees, excluding the adminis-

trators, were employed 35 or more hours a week, or full time as defined in this report. Of those working full time, a large proportion, around three-eighths, worked more than 40 hours a week. While around one-half of the employees for each job category worked a 35-40-hour week, the proportion working over 40 hours a week varied by job category, depending on the proportion working part time. Only about 13 percent of the RN's worked over 40 hours a week, but conversely, the highest proportion of part-time employment was found for the RN's. About one-fourth of the LPN's and other professional staff worked over 40 hours a week, as compared with almost one-third for the nurse's aides and other non-professional staff. It should be noted, however, that about 8 percent of the "other professional" group were members of religious orders or other unpaid employees and this undoubtedly affects the distribution by hours worked for this category.

Over half of the employees in nursing care homes were employed 35-40 hours a week, as opposed to slightly over two-fifths in personal-care-with-nursing and personal care homes; however, there is some variation when specific job categories are compared.

Almost four-fifths of all employees in government homes worked 35-40 hours a week (fig. 2), nearly twice the proportion in proprietary homes (44 percent). In the nonprofit homes about half worked 35-40 hours, but about 5 percent of the employees in these homes were classified as members of religious orders or other unpaid staff, as compared with 1 percent or less in the other two ownership classes. The proportion of employees working over 40 hours a week was highest in proprietary homes (36 percent) and lowest in government homes (14 percent). When specific job categories are compared by ownership groups, it is seen that for each category, except "other professional," about four out of every five employees in government homes were employed 35-40 hours a week, a much higher proportion for each job category than in the other two ownership classes. However, considerable variation also appears for specific job categories when nonprofit and proprietary homes are compared. For example, in nonprofit homes only one-fourth of the "other professional" group, compared with one-half in proprietary homes,

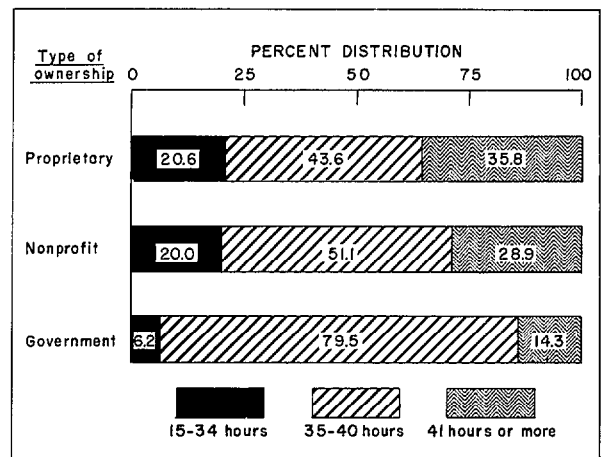


Figure 2. Percent distribution of employees in nursing and personal care homes, by hours worked per week according to type of ownership.

worked 35-40 hours a week. It should also be noted that about 14 percent of the RN's in nonprofit homes were classified as members of religious orders or other unpaid employees compared with less than 1 percent in proprietary homes (table 4).

Full-Time Equivalent Staff

In this section the distribution of the employees in nursing and personal care homes is discussed in terms of the number of full-time equivalents. Two part-time employees are conventionally taken as equivalent to one full-time employee. In the case of these data, this seems a valid assumption; the average number of hours worked per week for part-time employees was 25, and for full-time employees, 48. By using the number of full-time equivalent employees rather than total employees, the variation between homes in the proportion of part-time staff is held constant. This does not control for the variation between homes in the proportion of employees working 41-48 or over 48 hours a week however. The distribution of the full- and part-time employees, and the full-time equivalent employees by job category according to the type of service and type of ownership of the home are shown in table 5.

Professional and technical staff excluding administrators composed only about 1 to 2 percent of the total staff in each type of service class and each ownership class. The ratio of nursing staff to nonprofessional staff varied considerably however. In nursing care homes for example, over two-thirds of the staff were nurses or nurse's aides, and under one-third were nonprofessional. In personal care homes however, this ratio was reversed; about two-thirds of the staff were non-professional and only one-third were nurses or nurse's aides (fig. 3). Proprietary homes had a larger proportion of nursing staff (70 percent) than either nonprofit or government-operated homes, in which 43 and 55 percent, respectively, of the total staff were "nurses."

As mentioned previously, the nursing staff was highly concentrated in the nursing care homes. When full-time equivalent employees are considered, this still holds. About 9 out of every 10 RN's and LPN's, and about 8 out of every 10 aides were employed in nursing care homes. Slightly above three out of four of the other professional employees excluding administrators were employed in nursing care homes. This conforms closely to the proportion of total employees in nursing care homes.

Ratio of Residents to Staff

This analysis employs the ratio of the number of residents to the number of full-time equivalent employees by the type of service and ownership classes and thus provides a crude measure of the workload as well as the availability of staff to provide care for residents. The resident-staff ratios have not been adjusted for the effect of actual staffing patterns in the home as reflected by the assignment of nursing staff to shifts. The effect of such an adjustment would be to increase the ratios and thus show a fewer number of staff on duty at a given time for care of the residents. However, since detailed information on staffing patterns was not sought, the analysis is restricted to the overall ratios of residents to staff.

The number of residents for the service-ownership classes are shown in table 8. The number of full-time equivalent staff is shown in tables 5 and 6. In calculating the ratios of residents to nurses the administrators who stated

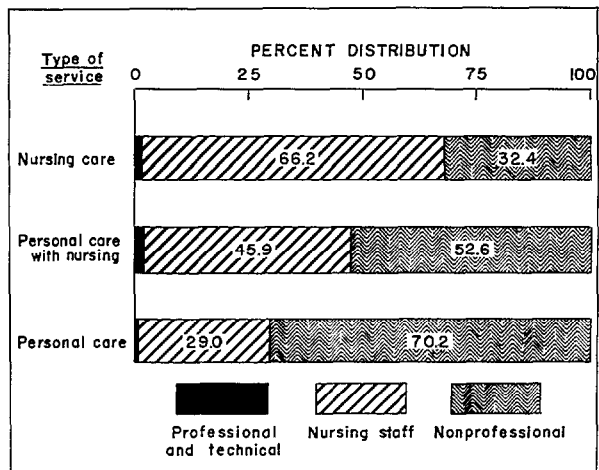


Figure 3. Percent distribution of full-time equivalent staff in nursing and personal care homes, by job category according to type of service.

that they also performed nursing duties were counted as full-time nurses. This allocation seemed reasonable since most of these nurse-administrators were employed in small homes and thus were likely to be working as a nurse much of the time. The number of administrators performing nursing duties is shown in table 7 by type of service and ownership. While these numbers are generally small and the sampling errors associated with them relatively large, they are presented so the reader may calculate rates excluding the administrator-nurses or perhaps including them, but as part time instead of full time. Counting the nurse-administrators increases the number of full-time equivalent "nurses" about 5 percent. The increase in RN's and LPN's is about 12 percent, and there is about a 2-percent increase in the number of nurse's aides. Within the type of service and ownership classes the effect of including the nurse-administrators varies greatly. For example, for proprietary personal-care-with-nursing homes, the increase in number of RN's is over 25 percent as compared with about a 6- and 11-percent increase, respectively, for nonprofit and government homes of the same service class.

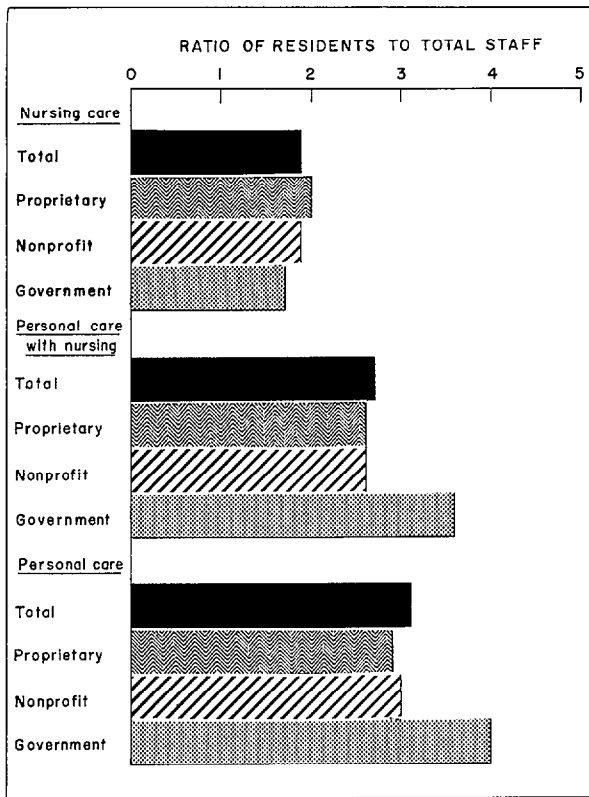


Figure 4. Ratio of residents to total full-time equivalent staff in nursing and personal care homes, by type of service and type of ownership.

Overall there were about two residents per employee in nursing and personal care homes (fig. 4). Nursing care homes had two or less residents per employee as opposed to roughly three residents per employee in the other two service classes. The data suggest that personal care homes have fewer employees relative to the number of residents than personal-care-with-nursing homes. The differences in the ratios for these two service classes are consistent within each ownership class but are not statistically significant.

For nursing care homes there was little variation in the ratio by ownership; government-operated homes had slightly fewer residents per employee than proprietary and nonprofit nursing care homes. For the other two service classes the patterns was reversed; government homes had

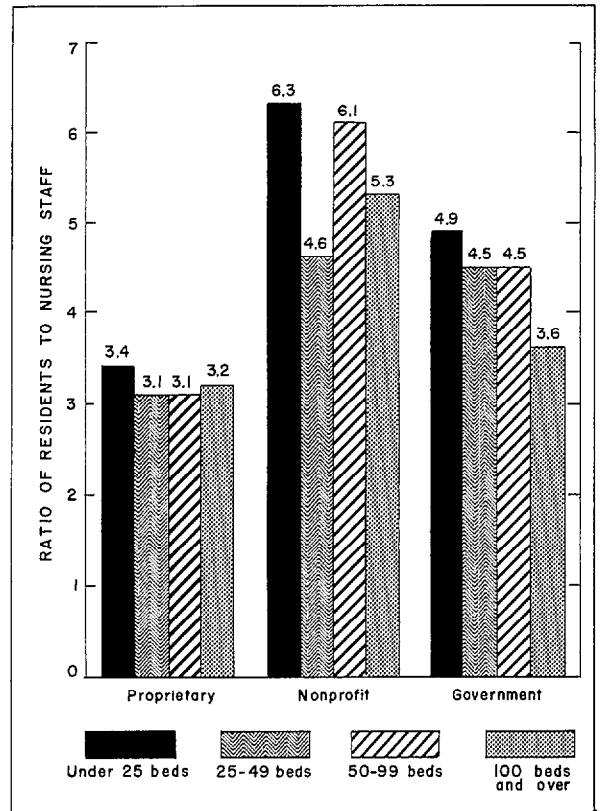


Figure 5. Ratio of residents to full-time equivalent nurses in nursing and personal care homes, by type of ownership and size of home.

more residents per employee than the other two ownership classes (fig. 4).

Type of service and ownership accounted for most of the variation in the ratio of residents to employees. Some regional variations and variations by size of the home were present within the service-ownership classes but these differences were generally small and not statistically significant.

Table D shows the ratio of residents per RN, LPN, and nurse's aide for both type of service and type of ownership classes. These ratios generally reflect the concentration of nurses in the nursing care homes. However, while almost 9 out of every 10 RN's and LPN's were in nursing care homes, relative to the number of residents the ratios were high—26 residents per RN and 21 residents per LPN—

Table D. Ratio of residents to full-time equivalent nurses in nursing and personal care homes, by type of nurse according to type of service and type of ownership: United States, May-June 1964

Type of service and type of ownership	Type of nurse ¹		
	Registered nurse	Licensed practical nurse	Nurse's aide
All homes-----	34	27	5
<u>Type of service</u>			
Nursing care-----	26	21	4
Personal care with nursing-----	71	68	7
Personal care-----	*	55	16
<u>Type of ownership</u>			
Proprietary-----	32	22	4
Nonprofit-----	40	37	8
Government-----	34	38	5

¹Administrators performing nursing duties are included in nursing staff.

and higher still in personal-care-with-nursing and personal care homes.

The differences observed in the ratio of residents to RN's by ownership classes were not statistically significant. There were about 22 residents per LPN in proprietary homes as opposed to about 37 and 38 in nonprofit and government homes, respectively. Nonprofit homes had the fewest aides relative to the number of residents and also the fewest total nurses of any type relative to the number of residents. As shown in table 6, there were 5.4 residents per "nurse" in nonprofit homes as opposed to 3.8 per "nurse" in government homes and 3.2 per "nurse" in proprietary homes.

There were twice as many residents per "nurse" in personal-care-with-nursing homes as

in nursing care homes, and twice as many in personal care homes as in personal-care-with-nursing homes (table 6). This order of service classes in terms of the ratio of residents to nurses held within each ownership class, although the differences between the personal-care-with-nursing and personal care homes were not always statistically significant. As before, regional and size variations within the service-ownership classes in the ratio of residents to nurses were present, but because of considerations of sample size, and because the major variation can be accounted for by the service-size classes, the data are presented only by the latter variables. Figure 5 gives some indication of the variation by size within the ownership classes in the relative number of nurses.

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⁴National Center for Health Statistics: Characteristics of patients in mental hospitals, United States, April-June 1963. *Vital and Health Statistics*. PHS Pub. No. 1000-Series 12-No. 3. Public Health Service. Washington. U.S. Government Printing Office, Dec. 1965.

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⁶National Center for Health Statistics: Development and maintenance of a national inventory of hospitals and institutions. *Vital and Health Statistics*. PHS Pub. No. 1000-Series 1-No. 3. Public Health Service. Washington. U.S. Government Printing Office, Feb. 1965.

⁷Division of Public Health Methods: Industry and occupation data from the 1960 census, by State, by R. A. Prindle and M. Y. Pennell. *Health Manpower Source Book*, Section 17. PHS Pub. No. 263. Public Health Service. Washington. U.S. Government Printing Office, 1963. p. 29, table 15.



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Table 1. Number and percent distribution of nursing staff and other professional employees in nursing and personal care homes, by age according to type of service and job category: United States, May-June 1964

Type of service and job category	All staff	Age of employee							Median age
		All ages	15-24 years	25-34 years	35-44 years	45-54 years	55-64 years	65+ years	
		Percent distribution							
All homes ¹ -----	176,000	100.0	11.6	14.9	21.5	27.8	19.0	5.3	45
Registered nurses-----	17,400	100.0	3.6	14.3	23.1	27.6	24.2	7.3	48
Licensed practical nurses----	20,500	100.0	7.0	13.1	20.4	29.5	22.2	7.8	48
Other professional staff-----	24,300	100.0	0.8	6.1	18.0	34.7	27.5	12.9	52
Nurse's aides ¹ -----	113,800	100.0	15.9	17.2	22.2	26.0	15.8	2.9	42
Nursing care ¹ -----	140,200	100.0	12.1	16.3	22.4	27.9	17.4	3.8	44
Registered nurses-----	15,200	100.0	3.8	15.1	23.9	27.7	23.2	6.4	47
Licensed practical nurses----	18,100	100.0	6.9	13.6	21.8	28.7	21.4	7.4	47
Other professional staff-----	13,900	100.0	0.5	7.8	21.6	36.0	24.0	10.0	50
Nurse's aides ¹ -----	92,900	100.0	16.3	18.3	22.4	26.6	14.6	1.8	41
Personal care with nursing ¹ -----	29,700	100.0	10.3	9.7	18.6	27.9	23.4	10.0	49
Registered nurses-----	2,100	100.0	2.2	8.6	17.7	27.2	31.1	13.1	52
Licensed practical nurses----	1,800	100.0	4.6	8.8	8.9	32.2	33.2	12.2	53
Other professional staff-----	6,700	100.0	0.8	2.0	14.9	39.7	25.5	17.1	53
Nurse's aides ¹ -----	19,100	100.0	15.2	12.6	20.9	23.4	20.9	7.0	45
Personal care ¹ -----	6,100	100.0	4.0	7.4	14.8	24.5	34.2	15.0	54
Registered nurses-----	*	*	*	*	*	*	*	*	*
Licensed practical nurses----	600	100.0	17.0	9.8	10.9	45.8	12.2	4.3	*
Other professional staff-----	3,700	100.0	1.5	6.7	10.1	20.8	44.4	16.4	57
Nurse's aides ¹ -----	1,800	100.0	5.2	8.4	26.1	25.5	19.7	15.2	49

¹Excludes the estimated 6,800 orderlies. Nurse's aides including orderlies are distributed by type of service in table 3.

Table 2. Number and percent distribution of nursing staff and other professional employees in nursing and personal care homes, by age according to type of ownership and job category: United States, May-June 1964

Type of ownership and job category	All staff	Age of employee							Median age
		All ages	15-24 years	25-34 years	35-44 years	45-54 years	55-64 years	65+ years	
		Percent distribution							
All ownerships ¹ -----	176,000	100.0	11.6	14.9	21.5	27.8	19.0	5.3	45
Registered nurses-----	17,400	100.0	3.6	14.3	23.1	27.6	24.2	7.3	48
Licensed practical nurses----	20,500	100.0	7.0	13.1	20.4	29.5	22.2	7.8	48
Other professional staff----	24,300	100.0	0.8	6.1	18.0	34.7	27.5	12.9	52
Nurse's aides ¹ -----	113,800	100.0	15.9	17.2	22.2	26.0	15.8	2.9	42
Proprietary ¹ -----	123,400	100.0	12.4	15.1	22.6	27.5	17.7	4.7	44
Registered nurses-----	11,100	100.0	3.7	15.9	25.6	26.2	22.0	6.6	46
Licensed practical nurses----	14,700	100.0	7.9	13.9	22.3	27.2	20.5	8.2	47
Other professional staff----	17,800	100.0	0.5	5.9	19.6	35.5	25.8	12.7	51
Nurse's aides ¹ -----	79,800	100.0	17.0	17.2	23.0	26.0	14.8	2.0	41
Nonprofit ¹ -----	28,900	100.0	10.1	12.8	16.5	26.7	24.6	9.4	48
Registered nurses-----	3,700	100.0	2.8	9.8	18.4	26.8	29.6	12.6	52
Licensed practical nurses----	3,500	100.0	4.6	12.3	12.8	34.4	28.1	7.7	50
Other professional staff----	4,000	100.0	1.6	5.5	12.1	28.3	35.9	16.8	55
Nurse's aides ¹ -----	17,800	100.0	14.6	15.1	17.8	24.8	20.4	7.4	46
Government ¹ -----	23,700	100.0	9.2	16.7	21.8	30.5	18.5	3.3	45
Registered nurses-----	2,600	100.0	4.0	13.6	18.8	34.5	26.3	2.9	49
Licensed practical nurses----	2,300	100.0	4.8	9.2	19.8	36.9	24.3	5.0	49
Other professional staff----	2,500	100.0	1.1	8.1	16.6	39.2	26.5	8.5	51
Nurse's aides ¹ -----	16,200	100.0	11.9	19.6	23.4	27.5	15.2	2.3	42

¹Excludes an estimated 6,800 orderlies. Nurse's aides including orderlies are distributed by type of ownership in table 4.

Table 3. Number and percent distribution of employees in nursing and personal care homes, by hours worked per week according to type of service and job category: United States, May-June 1964

Type of service and job category	All staff	Hours worked per week					
		Total	15-34 hours	35-40 hours	41-48 hours	48+ hours	Unpaid or religious order
		Percent distribution					
All homes ¹ -----	260,300	100.0	18.1	51.3	24.8	3.8	2.0
Registered nurses-----	17,400	100.0	34.3	53.1	8.0	1.5	3.0
Licensed practical nurses-----	20,500	100.0	21.2	53.8	19.8	4.1	1.2
Other professional staff ¹ -----	3,600	100.0	28.3	45.5	11.9	6.5	7.7
Nurse's aides-----	120,600	100.0	14.3	53.2	28.6	3.2	0.6
Nonprofessional staff-----	98,300	100.0	18.9	48.3	24.7	4.7	3.4
Nursing care ¹ -----	198,900	100.0	17.8	53.7	24.1	3.1	1.3
Registered nurses-----	15,200	100.0	35.4	52.5	8.0	1.8	2.3
Licensed practical nurses-----	18,100	100.0	21.7	53.8	19.9	3.9	0.7
Other professional staff ¹ -----	2,800	100.0	30.4	47.1	13.2	2.6	6.7
Nurse's aides-----	98,400	100.0	13.6	55.2	28.1	2.6	0.4
Nonprofessional staff-----	64,400	100.0	18.4	52.0	23.5	4.0	2.1
Personal care with nursing ¹ -----	52,700	100.0	19.2	43.8	27.2	6.0	3.9
Registered nurses-----	2,100	100.0	26.9	58.0	7.0	-	8.1
Licensed practical nurses-----	1,800	100.0	18.8	50.3	19.0	6.7	5.2
Other professional staff ¹ -----	800	100.0	23.3	43.7	6.6	14.2	12.2
Nurse's aides-----	20,300	100.0	16.8	43.9	31.6	5.9	1.6
Nonprofessional staff-----	27,800	100.0	20.2	42.2	26.5	6.1	5.0
Personal care ¹ -----	8,700	100.0	18.4	41.0	27.4	6.4	6.7
Registered nurses-----	*	*	*	*	*	*	*
Licensed practical nurses-----	600	100.0	11.3	63.3	21.5	2.0	2.0
Other professional staff ¹ -----	*	*	*	*	*	*	*
Nurse's aides-----	1,900	100.0	23.6	46.8	23.2	5.7	0.7
Nonprofessional staff-----	6,100	100.0	17.9	37.6	29.2	6.2	9.2

¹The estimated 20,700 administrators are excluded from this table. These employees are distributed by type of service in table 1.

Table 4. Number and percent distribution of employees in nursing and personal care homes, by hours worked per week according to type of ownership and job category: United States, May-June 1964

Type of ownership and job category	All staff	Hours worked per week					Unpaid or religious order
		Total	15-34 hours	35-40 hours	41-48 hours	48+ hours	
Percent distribution							
All ownerships ¹ -----	260,300	100.0	18.1	51.3	24.8	3.8	2.0
Registered nurses-----	17,400	100.0	34.3	53.1	8.0	1.5	3.0
Licensed practical nurses-----	20,500	100.0	21.2	53.8	19.8	4.1	1.2
Other professional staff ¹ -----	3,600	100.0	28.3	45.5	11.9	6.5	7.7
Nurse's aides-----	120,600	100.0	14.3	53.2	28.6	3.2	0.6
Nonprofessional staff-----	98,300	100.0	18.9	48.3	24.7	4.7	3.4
Proprietary ¹ -----	156,400	100.0	20.6	43.6	30.0	4.6	1.2
Registered nurses-----	11,100	100.0	40.9	47.2	9.7	2.1	0.2
Licensed practical nurses-----	14,700	100.0	25.5	46.9	22.7	4.8	0.2
Other professional staff ¹ -----	1,200	100.0	31.1	25.8	25.7	9.3	8.1
Nurse's aides-----	83,000	100.0	16.0	46.0	33.8	3.9	0.3
Nonprofessional staff-----	46,400	100.0	22.2	37.8	30.4	6.3	3.3
Nonprofit ¹ -----	61,400	100.0	20.0	51.1	21.1	2.6	5.2
Registered nurses-----	3,700	100.0	27.7	51.4	6.3	1.0	13.5
Licensed practical nurses-----	3,500	100.0	15.4	61.6	14.2	2.6	6.2
Other professional staff ¹ -----	1,300	100.0	20.3	52.5	6.3	6.8	14.2
Nurse's aides-----	19,000	100.0	15.9	57.7	22.0	1.4	3.0
Nonprofessional staff-----	33,900	100.0	21.9	46.3	23.5	3.2	5.0
Government ¹ -----	42,600	100.0	6.2	79.5	11.5	2.5	0.2
Registered nurses-----	2,600	100.0	16.0	80.5	3.5	-	-
Licensed practical nurses-----	2,300	100.0	1.9	86.2	10.1	1.8	-
Other professional staff ¹ -----	1,100	100.0	34.8	57.3	4.4	3.5	-
Nurse's aides-----	18,500	100.0	5.2	80.5	12.3	1.9	-
Nonprofessional staff-----	18,000	100.0	4.5	78.9	12.5	3.6	0.4

¹The estimated 20,700 administrators are excluded from this table. They are distributed by type of ownership in table 2.

Table 5. Number of employees and number of full-time equivalents in nursing and personal care homes, by type of ownership according to type of service and job category: United States, May-June 1964

Type of service and job category	Type of ownership							
	All homes	Proprietary	Non-profit	Government	All homes	Proprietary	Non-profit	Government
	Full- and part-time employees				Full-time equivalents			
All homes ¹ -----	260,300	156,400	61,400	42,600	236,800	140,300	55,300	41,300
Registered nurses-----	17,400	11,100	3,700	2,600	14,400	8,800	3,200	2,400
Licensed practical nurses-----	20,500	14,700	3,500	2,300	18,300	12,800	3,200	2,300
Other professional staff ¹ -----	3,600	1,200	1,300	1,100	3,100	1,000	1,200	1,000
Nurse's aides-----	120,600	83,000	19,000	18,500	112,000	76,400	17,500	18,000
Nonprofessional staff----	98,300	46,400	33,900	18,000	89,000	41,200	30,100	17,600
Nursing care ¹ -----	198,900	132,900	30,100	35,900	181,200	119,200	27,200	34,800
Registered nurses-----	15,200	10,600	2,200	2,400	12,500	8,400	1,900	2,200
Licensed practical nurses-----	18,100	14,000	2,100	2,000	16,100	12,200	1,900	2,000
Other professional staff ¹ -----	2,800	1,000	800	1,000	2,400	800	700	800
Nurse's aides-----	98,400	71,000	11,200	16,300	91,700	65,600	10,300	15,900
Nonprofessional staff----	64,400	36,300	13,900	14,200	58,500	32,200	12,400	13,800
Personal care with nursing ¹ -----	52,700	18,600	28,800	5,300	47,700	16,700	25,800	5,200
Registered nurses-----	2,100	400	1,500	200	1,800	300	1,300	200
Licensed practical nurses-----	1,800	600	1,100	200	1,600	500	1,000	200
Other professional staff ¹ -----	800	*	500	200	700	*	400	*
Nurse's aides-----	20,300	10,800	7,700	1,800	18,600	9,700	7,100	1,800
Nonprofessional staff----	27,800	6,700	18,100	2,900	25,000	6,100	16,000	2,900
Personal care ¹ -----	8,700	4,900	2,400	1,400	7,900	4,400	2,200	1,300
Registered nurses-----	*	*	*	*	*	*	*	*
Licensed practical nurses-----	600	200	300	*	500	200	300	*
Other professional staff ¹ -----	*	*	*	*	*	*	*	*
Nurse's aides-----	1,900	1,300	200	400	1,700	1,200	*	400
Nonprofessional staff----	6,100	3,300	1,900	900	5,600	3,000	1,700	900

¹The estimated 20,700 administrators are excluded from this table. The distribution of these administrators by type of service and type of ownership is shown in table 7.

Table 6. Number of total employees and total nursing staff, full-time equivalents, and the ratio of residents to total employees and to total nursing staff, by type of service and type of ownership: United States, May-June 1964

Type of ownership	Total staff				Nursing staff			
	All homes	Nursing care	Personal care with nursing	Personal care	All homes	Nursing care	Personal care with nursing	Personal care
	Full- and part-time ¹				Full- and part-time ²			
All ownerships-	281,000	210,100	58,700	12,300	165,600	136,100	26,200	3,200
Proprietary-----	173,000	142,500	22,700	7,800	115,100	99,700	13,300	2,200
Nonprofit-----	64,000	30,900	30,300	2,800	26,700	15,600	10,600	500
Government-----	44,000	36,600	5,700	1,700	23,500	20,900	2,300	600
	Full-time equivalent ¹				Full-time equivalent ²			
All ownerships-	257,500	192,300	53,600	11,500	151,800	125,000	24,100	3,000
Proprietary-----	156,900	128,800	20,800	7,300	104,300	90,300	12,100	2,000
Nonprofit-----	57,900	28,000	27,300	2,600	24,400	14,200	9,800	500
Government-----	42,700	35,500	5,500	1,600	23,000	20,300	2,200	500
	Ratio of residents to full-time equivalent staff				Ratio of residents to full-time equivalent nursing staff			
All ownerships-	2.2	1.9	2.7	3.1	3.6	3.0	6.0	11.8
Proprietary-----	2.1	2.0	2.6	2.9	3.2	2.9	4.4	10.6
Nonprofit-----	2.3	1.9	2.6	3.0	5.4	3.8	7.3	16.8
Government-----	2.1	1.7	3.6	4.0	3.8	3.0	9.1	12.0

¹The estimated 20,700 administrators are included as full-time employees. The distribution of administrators by type of service and type of ownership is shown in table 7.

²An estimated 7,100 administrators who stated that they also performed nursing duties are included as full-time "nurses." The distribution of these administrators is shown in table 7.

Table 7. Number of administrators in nursing and personal care homes by additional duties performed, type of service, and type of ownership: United States, May-June 1964

Type of service and type of ownership	All administrators	Administrators performing additional duties as:				Administrators with no additional nursing or other professional duties
		RN	LPN	Nurse's aide	Other professional	
All homes-----	20,700	2,000	2,500	2,600	1,200	12,400
Proprietary-----	16,600	1,700	2,100	2,500	900	9,500
Nonprofit-----	2,700	*	400	*	200	2,000
Government-----	1,400	200	*	*	*	1,000
Nursing care-----	11,100	1,800	1,900	700	600	6,200
Proprietary-----	9,600	1,600	1,800	700	500	5,000
Nonprofit-----	800	*	*	*	*	600
Government-----	700	*	*	*	*	500
Personal care with nursing-----	6,000	200	500	1,300	400	3,600
Proprietary-----	4,100	*	200	1,300	200	2,400
Nonprofit-----	1,500	*	300	*	*	1,000
Government-----	300	*	*	*	*	200
Personal care-----	3,600	*	*	600	200	2,700
Proprietary-----	2,900	*	*	500	200	2,100
Nonprofit-----	400	*	*	*	*	300
Government-----	300	*	*	*	*	200

Table 8. Number of nursing and personal care homes, beds, and residents, by type of service and type of ownership: United States, May-June 1964

Type of service and type of ownership	Homes	Beds	Residents
All homes-----	17,400	618,900	554,000
Proprietary-----	14,190	372,900	333,300
Nonprofit-----	2,220	147,500	132,800
Government-----	990	98,600	87,800
Nursing care-----	9,350	411,700	373,300
Proprietary-----	8,170	285,200	258,700
Nonprofit-----	650	58,200	53,300
Government-----	530	68,300	61,300
Personal care with nursing-----	5,240	163,800	145,400
Proprietary-----	3,710	61,700	53,600
Nonprofit-----	1,270	80,100	71,700
Government-----	260	22,000	20,000
Personal care-----	2,810	43,400	35,300
Proprietary-----	2,310	25,900	21,000
Nonprofit-----	300	9,200	7,800
Government-----	200	8,300	6,500

APPENDIX I

TECHNICAL NOTES ON METHODS

Survey Design

General.—The Resident Places Survey-2 (RPS-2) was conducted during May and June 1964 by the Division of Health Records Statistics in cooperation with the U.S. Bureau of the Census. It was a survey of resident institutions in the United States which provide nursing or personal care to the aged and chronically ill, of their patients or residents, and of their employees. The institutions within the scope of the survey included such places as nursing homes, convalescent homes, rest homes, homes for the aged, other related facilities, and geriatric hospitals. To be eligible for the survey an establishment must have maintained three or more beds and must have provided some level of nursing or personal care. The procedure for classifying establishments for the RPS-2 universe is described in Appendix II-B.

This appendix presents a brief description of the survey design, general qualifications of data, and the reliability of estimates presented in this report. Succeeding appendixes are concerned with classification procedures, definitions, and questionnaires used in the survey for collecting information about employees.

Sampling frame.—A "multiframe" technique was used in establishing the sampling universe for RPS-2. The principal frame was the Master Facility Inventory which contained the names, addresses, and descriptive information for about 90-95 percent of the nursing and personal care homes in the United States. Establishments not listed in the MFI were, theoretically, on another list referred to as the Complement Survey list. A description of the MFI and the Complement Survey has been published.⁶

The Complement Survey is based on an area probability design, using the sample design of the Health Interview Survey.¹ In the Health Interview Survey, interviewers make visits each week to households located in probability samples of small segments of the United States. In addition to collecting information about the health of the household members, the interviewers are instructed to record the names and addresses of hospitals and institutions located wholly or partially within the specified areas. The Complement Survey list is composed of the establishments identified in these sample areas between January 1959 and July

1963 that were not listed in the MFI, and which were in business as of July 1, 1962. The Complement Survey sample for RPS-2 included four establishments representing an estimated total of about 800 such facilities in the United States not included in the Master Facility Inventory.

Sample design.—The sample was a stratified two-stage probability design; the first stage was a selection of establishments from the MFI and the Complement Survey, and the second stage a selection of employees and residents from registers of the sample establishments. In preparation for the first-stage sample selection, the MFI was divided into two groups on the basis of whether or not current information was available about the establishment. Group I was composed of establishments which had returned a questionnaire in a previous MFI survey. Group II contained places which were possibly within the scope of RPS-2, but were not confirmed in the MFI survey, e.g., nonresponses and questionnaires not delivered by the post office because of insufficient addresses. Group I was then sorted into three type-of-service strata: nursing care homes, including geriatric hospitals, personal-care-with-nursing homes, and personal care homes. Group II was treated as a fourth type of service stratum. Each of these four strata was further sorted into four bed size groups, producing 16 primary strata as shown in table I. Within each primary stratum the listing of establishments was ordered by type of ownership, State, and county. The sample of establishments was then selected systematically after a random start within each of the primary strata.

Table I shows the distribution by primary strata of establishments in the MFI and in the sample, and the final disposition of the sample places with regard to their response and in-scope status. Of the 1,201 homes originally selected, 1,085 were found to be in business and within scope of the survey.

The second-stage sample selection of employees was carried out by Bureau of Census interviewers at the time of their visit to the establishments in accordance with specific instructions given for each sample establishment. After determining the total number of employees usually working 15 or more hours per week in the home, the names of all such employees were listed on a Staff Information and Control Record Form (HRS-3b). The respondent was asked to view a list of job

Table I. Distribution of institutions for the aged in the Master Facility Inventory and in the RPS-2 sample by primary strata (type of service and size of institution) and by response status to the RPS-2: United States

Type of service and size of institution	Number of homes in the MFI ¹	Number of homes in sample			
		Total homes ¹	Out of scope or out of business	In scope and in business	
				Nonre- sponding homes	Re- sponding homes
All types-----	19,520	1,201	116	12	1,073
Nursing care ² -----	8,155	634	37	8	589
Under 30 beds-----	4,400	179	21	5	153
30-99 beds-----	3,247	260	11	3	246
100-299 beds-----	448	135	3	-	132
300 beds and over-----	60	60	2	-	58
Personal care with nursing-----	4,972	381	12	2	367
Under 30 beds-----	3,168	128	10	1	117
30-99 beds-----	1,423	114	1	1	112
100-299 beds-----	345	103	1	-	102
300 beds and over-----	36	36	-	-	36
Personal care-----	3,621	113	13	2	98
Under 30 beds-----	3,187	64	11	-	53
30-99 beds-----	402	32	-	1	31
100-299 beds-----	29	14	2	1	11
300 beds and over-----	3	3	-	-	3
Group II ³ -----	2,772	73	54	-	19
Under 25 beds-----	2,578	52	37	-	15
25-99 beds-----	185	15	12	-	3
100-299 beds-----	6	3	3	-	-
300 beds and over-----	3	3	2	-	1

¹The universe for the RPS-2 sample consisted of the MFI and the Complement Survey. Included in the RPS-2 sample were four homes from the Complement Survey.

²Includes geriatric hospitals.

³Group II consists of those institutions assumed to be in scope of the RPS-2 survey but for which current data were not available.

titles on a flash card (Card B—"List of Selected Job Categories"—in Appendix III) and to indicate the category which best fits the job done in the home by each employee. For the purpose of stratifying employees by type of work, the job categories were grouped into three classes: "professional" (job categories 1-10 on card B), "semiprofessional" (job category 11 on card B), and "nonprofessional" (job categories 12-16 on card B). All professional employees were identified in column (b) of HRS-3b, all semiprofessional in column (c), and all nonprofessional in column (d). Using pre-designated sampling instructions that appeared at the head of each column, the interviewer then selected the sample of employees within each stratum. The total sample selected from establishments cooperating in the survey consisted of 11,832 employees.

Survey procedures.—For the survey, the Bureau of the Census employed about 140 interviewers all of whom were regular interviewers in continuing sample surveys conducted by the Bureau. About half of them were employed in the Health Interview Survey, and about half in other continuous surveys conducted by the Census Bureau. Since the interviewers were all well trained in general survey methodology, it was relatively easy to train them in the specific methods used in RPS-2. Briefly, their training consisted of home study materials and observation by the Census Regional Supervisor on the first interview assignment.

The initial contact with an establishment was a letter signed by the Director of the Bureau of the Census. The letter (HRS-3f, Appendix III) notified each administrator about the survey, requested his cooperation, and stated that a representative would contact him for an appointment. The interviewer's telephone call usually followed within 3 or 4 days.

During the course of the interview, the interviewer collected data on the establishment, the residents, and the employees. The establishment and resident information was obtained by personal interview, and the staff information was collected both by personal interview and by means of a self-enumeration questionnaire. The respondent for the establishment questionnaire and the Staff Information and Control Record (HRS-3b) was usually the administrator or some other employee in the business office. The information requested on these forms was generally readily available either from records or personal knowledge of the respondent. However, the interviewer was instructed to encourage maximum use of available records.

After completing the Staff Information and Control Record for each sample employee, the interviewer partially completed a supplemental one-page staff questionnaire (HRS-3d) for each sample employee classified as professional or semiprofessional. This involved entering the employee's name, certain identification information, and his job title such as "registered nurse" or "administrator." These partially completed questionnaires were then distributed to the appropriate em-

ployees who were requested to complete the forms and return them to the interviewer, if possible, before she left the home. Those employees who could not complete the questionnaires before the interviewer left the home and those who were not on duty at the time of the interview were requested to mail the completed questionnaires within 5 days to a specified Census Bureau regional office. When questionnaires were not received within a week, a followup letter (Form HRS-3g in Appendix III) was mailed from the regional office. Those still not responding within 2 weeks of the followup letter were contacted by telephone.

The Census regional offices also performed certain checks during the course of the survey to insure that the interviewers were conducting the survey according to specified procedures. They reviewed all questionnaires for completeness prior to transmittal to the Washington office and made inquiries as necessary to obtain the missing information.

The completed questionnaires were edited and coded by the National Center for Health Statistics and the data were processed on an electronic computer. This processing included assignment of weights, ratio adjustments, and other related procedures necessary to produce national estimates from the sample data. It also included matching with basic identifying information contained in the Master Facility Inventory, as well as carrying out internal edits and consistency checks to eliminate "impossible" response and errors in editing, coding, or processing.

General Qualifications

Nonresponse and imputation of missing data.—The survey was conducted in 1,073 homes or about 89 percent of the original sample. About 7 percent of the sample places were found to be out of business and an additional 3 percent were found to be out of scope of the survey; that is, they did not provide either nursing or personal care to their residents or maintained fewer than three beds. Only 12 homes or about 1 percent of the sample refused to cooperate in the survey (table I). The response rate for the in-scope sample was 98.9 percent.

Statistics presented in this report were adjusted for the failure of a home to respond by use of a separate nonresponse adjustment factor for each service-size stratum further stratified by three major ownership groups. This factor was the ratio of all in-scope sample homes in a stratum to the responding in-scope sample homes in the stratum.

Data were also adjusted for nonresponse which resulted from the failure of a sample employee to complete a questionnaire or the failure to complete an item on the questionnaire. The procedure was to impute to employees for whom no data were obtained the characteristics of respondents in the same job category and type

of home. This nonresponse ranged from 0.4 percent for the type of job category to 8.9 percent for the age of employee.

Interview process.—The accuracy of the data presented in this report depends on the accuracy of personnel and business records, and to some extent on the accuracy of the respondent's replies based on his memory or willingness to provide correct answers. Also, there may be some measurement error in the data due to judgmental answers to questions. For example, there was some room for judgment in deciding which job category best described the type of work that an employee performed in the establishment. The magnitude of this type of error should be small for most employee types, however, since most of the job categories specified in the report are well defined by their title, e.g., physician, dentist, registered nurse, licensed practical nurse, and nurse's aide. The types of jobs that are less well defined include dietitians or nutritionists, physical and occupational therapists, and social workers.

It is possible to make a rough assessment of the validity of the administrator's assignment of job category by comparing it with that indicated on the staff questionnaire by the employee himself. The employee's assignment was based on his answer to the question, "which, if any, of the following degrees, diplomas, or licenses do you have?" Possible categories included registered nurse, licensed practical nurse, persons with a degree in home economics—members of the American Dietetic Association, among others. The administrator's assignment was based on his judgment as to which of a number of listed job categories best fitted the job done by the employee. Therefore, inconsistent answers were not necessarily inaccurate. Another factor which should be taken into consideration when making the comparison is that registration and licensure practice varies by State; for example, not all States require physical therapists to be registered.

The correspondence between the administrator's classification and the information provided by the employee was highest for RN's; about 94 percent of those classified as RN's by the administrator also reported on the self-enumeration form that they were registered. For LPN's, about 88 percent confirmed the administrator's classification on the self-enumeration form. For the physical and occupational therapists, about 42 percent and 22 percent, respectively, reported that they were registered; for the dietitians, 19 percent reported that they held a degree in home economics, and for the social workers, 16 percent reported a degree in social work. However, over two-thirds of the physical therapists and over three-fifths of the occupational therapists reported that they had taken special training or courses in their field, and over half of the persons classed as dietitians had

taken courses in nutrition or food services. For those classed as social workers, about 37 percent had taken special courses in mental or social problems of the aged.

Rounding of numbers.—Estimates relating to staff and residents have been rounded to the nearest hundred and homes to the nearest ten. For this reason detailed figures within tables do not always add to totals. Percents were calculated on the basis of original, unrounded figures and will not necessarily agree with percents which might be calculated from rounded data.

Estimation procedure.—The statistics presented in this report are essentially the result of a ratio estimation technique. A first-stage adjustment factor $R_{1i} = B_i/B_i'$ was determined for each noncertainty stratum of the sample design. B_i is the total number of beds for establishments in the i th stratum according to the MFI. B_i' is the estimated number of beds for establishments in the i th stratum; it is obtained through a simple inflation of the MFI data for sample establishments in the i th stratum. The purpose of ratio estimation is to take into account all relevant information in the estimation process, thereby reducing the variability of the estimate.

The second-stage ratio adjustment was included in the estimation of staff data for all primary strata. The adjustment factor, $R_{2ij} = E_{ij}/E_{ij}'$ was computed for each type of service-size strata, where R_{2ij} represents the second-stage adjustment factor for the i th stratum, E_{ij} is the total number of employees in the j th job category in the sample establishments for the i th stratum, and E_{ij}' is the estimated number of employees in the j th job category in the sample establishments for the i th stratum. The purpose of this adjustment was to correct the sample for overrepresentation or underrepresentation of job categories in the particular samples selected within sample establishments.

Reliability of estimates.—Since statistics presented in this report are based on a sample, they will differ somewhat from figures that would have been obtained if a complete census had been taken using the same schedules, instructions, and procedures.

As in any survey, the results are also subject to reporting and processing errors and errors due to non-response. To the extent possible, these types of errors were kept to a minimum by methods built into survey procedures.

The sampling error (or standard error) of a statistic is inversely proportional to the square root of the number of observations in the sample. Thus, as the sample size increases, the standard error decreases. The standard error is primarily a measure of the variability that occurs by chance because only a sample, rather than the entire universe, is surveyed. As calculated for this report, the standard error also reflects part of the measurement error, but it does not

measure any systematic biases in the data. The chances are about two out of three that an estimate from the sample differs from the value which would be obtained from a complete census by less than the standard error. The chances are about 95 out of 100 that the difference is less than twice the standard error and about 99 out of 100 that it is less than 2½ times as large.

Relative standard errors of aggregates shown in this report can be determined from figure I of this appendix. The relative standard error of an estimate is obtained by dividing the standard error of the estimate by the estimate itself and is expressed as a percent of the estimate. An example of how to convert the relative error into a standard error is given with figure I. Standard errors of estimated percentages are shown in tables II and III.

To determine the standard error of the ratio of residents to employees, of a median value, or of the difference between two statistics, the following rules may be used.

Standard error of ratio of residents to employees:

- (a) Determine from curve A, figure I, the relative standard error of the number of residents which composes the numerator of the ratio. Then determine the standard error of the denominator (number of employees) from curve A or curve B, as appropriate.
- (b) Subtract 1½ times the product of the two relative standard errors from the sum of the squares of the two relative errors. The square root of this number approximates the relative standard error of the ratio of residents to employees. The standard error of the ratio is equal to the product of the ratio and the relative standard error.
- (c) Example. Suppose the standard error of the ratio of the number of residents in nursing care homes to the number of registered nurses in nursing care homes is desired.

$$R' = \frac{X'}{Y'} = \frac{373,000}{15,200} = 24.5$$

The relative error of 373,000 (from curve A) is 0.008.

The relative error of 15,200 (from curve B) is 0.040.

$$\begin{aligned} V_R^2 &= V_x^2 + V_y^2 - 1.5 V_x V_y \\ &= (.008)^2 + (.040)^2 - (1.5) (.008) (.040) \\ &= .000064 + .0016 - .000480 \\ &= .001184 \\ V_R &= .034 \\ \sigma_R &= .034 \times 24.5 = .83 \end{aligned}$$

Standard error of a median — The medians shown in this report were calculated from grouped data. Approximate standard errors for these estimated medians can be computed as follows:

- (a) Determine the standard error of a 50-percent characteristic whose denominator is equal to the estimated number of persons in the frequency distribution on which the median is based. For example, the median age of LPN's in nursing care homes is 47 years. The estimated number of LPN's in nursing care homes is 18,106. The standard error of a 50-percent characteristic whose base is 18,106 is shown in table II, by interpolation, to be 2.3 percentage points.
- (b) Apply this standard error to the cumulative frequency distribution to obtain the confidence interval around the median. The steps are as follows. For the above example, using the 95-percent level of confidence, determine the points on the cumulative frequency distribution corresponding to 45.4 percent (50 percent minus two standard errors) and 54.6 percent (50 percent plus two standard errors). These points are 8,220 (.454 x 18,106) and 9,886 (.546 x 18,106). From table 2, determine the ages that correspond to these two points. They are 45.5 years and 48.7 years, respectively. Therefore, the confidence limit for the estimated median age of 47 years is 45.5 - 48.7 years at the 95-percent level of confidence.

It is possible to investigate whether an observed difference between two estimated medians can be attributed to sampling error alone by obtaining the upper 68-percent confidence limit, U'_1 , of the smaller observed median, M'_1 , and the lower 68-percent confidence limit, L'_2 , of the larger median, M'_2 . These limits may be found by using the method outlined above, but using one standard error instead of two. The square root of the sum of the squared differences between M'_1 and U'_1 and M'_2 and L'_2 is the standard error of the difference between M'_1 and M'_2 ; that is,

$$S_{(M'_1 - M'_2)} = \sqrt{(M'_1 - U'_1)^2 + (M'_2 - L'_2)^2}$$

For the purposes of this report any difference between M'_1 and M'_2 greater than $2(S_{M'_1 - M'_2})$ has been considered a real difference.

Standard error of a difference between two estimates.— The standard error of a difference is approximately the square root of the sum of the squares of each standard error considered separately. This formula will represent the actual standard error quite accurately for the difference between separate and uncorrelated characteristics, although it is only a rough approximation in most other cases.

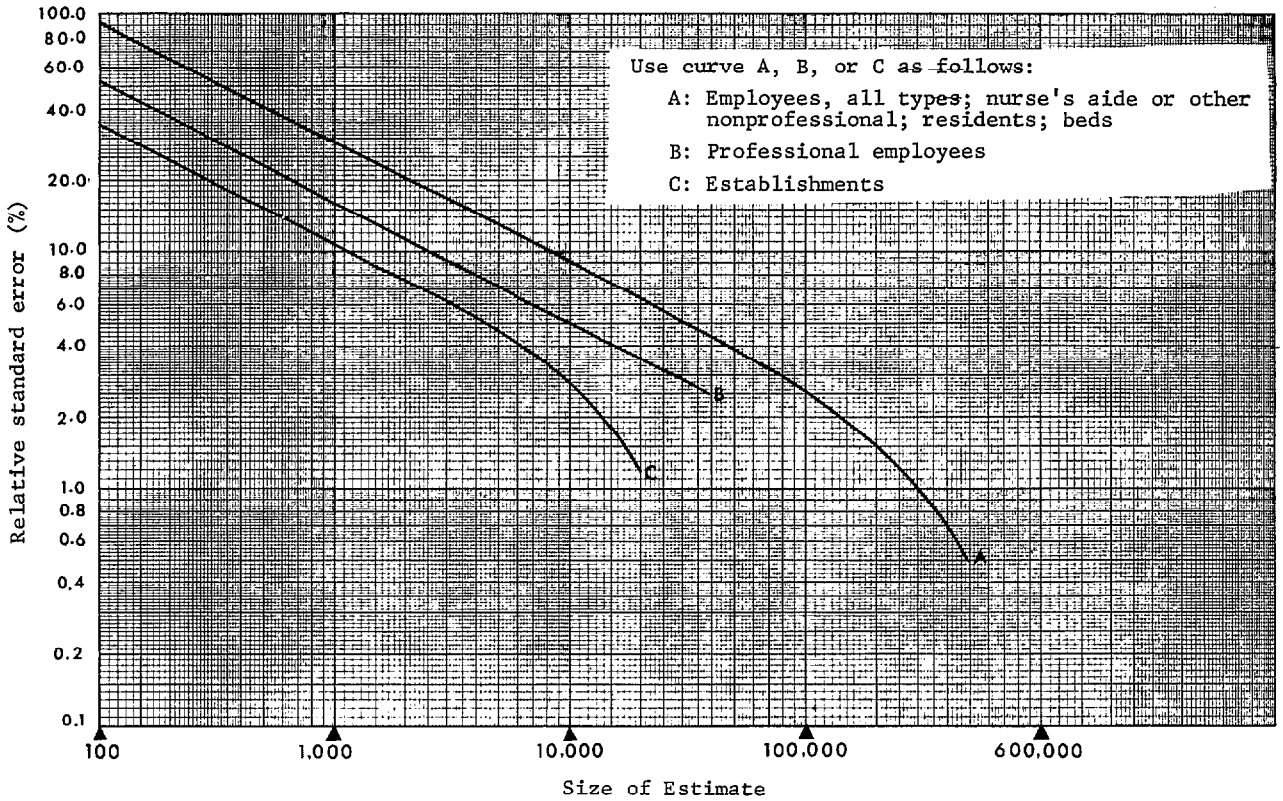
Table II. Approximate standard errors of percentages for estimated total employees, nurse's aides, and other nonprofessional employees

Base of percent (number of employees)	Estimated percent					
	1 or 99	5 or 95	10 or 90	20 or 80	30 or 70	50
Standard error expressed in percentage points						
500-----	4.1	8.9	12.3	16.4	18.8	20.5
1,000-----	2.9	6.3	8.7	11.6	13.3	14.5
2,500-----	1.8	4.0	5.5	7.3	8.4	9.2
5,000-----	1.3	2.8	3.9	5.2	6.0	6.5
10,000-----	0.9	2.0	2.8	3.7	4.2	4.6
20,000-----	0.6	1.4	1.9	2.6	3.0	3.2
30,000-----	0.5	1.2	1.6	2.1	2.4	2.7
40,000-----	0.5	1.0	1.4	1.8	2.1	2.3
50,000-----	0.4	0.9	1.2	1.6	1.9	2.1
100,000-----	0.3	0.6	0.9	1.2	1.3	1.5
200,000-----	0.2	0.4	0.6	0.8	0.9	1.0
300,000-----	0.2	0.4	0.5	0.7	0.8	0.8

Table III. Approximate standard errors of percentages for RN's, LPN's, and other professional employees

Base of percent (number of professional employees)	Estimated percent					
	1 or 99	5 or 95	10 or 90	20 or 80	30 or 70	50
Standard error expressed in percentage points						
100-----	7.3	12.0	15.9	22.0	24.7	27.2
250-----	4.2	7.6	10.0	13.7	15.8	17.0
500-----	2.8	5.2	7.2	9.5	10.9	11.5
750-----	2.2	4.3	5.9	7.7	8.7	9.4
1,000-----	1.9	3.7	5.0	6.5	7.3	8.0
1,750-----	1.4	2.8	3.7	4.9	5.5	6.0
2,500-----	1.1	2.3	3.1	4.1	4.7	5.1
5,000-----	0.8	1.6	2.2	2.9	3.3	3.6
7,500-----	0.6	1.3	1.8	2.4	2.7	2.9
10,000-----	0.5	1.1	1.5	2.0	2.3	2.6
15,000-----	0.4	0.9	1.3	1.7	1.9	2.1
20,000-----	0.4	0.8	1.1	1.4	1.7	1.9
25,000-----	0.3	0.7	0.9	1.3	1.5	1.6
50,000-----	0.2	0.5	0.7	0.9	1.1	1.2

Figure I. Approximate relative standard errors of aggregates.



Example of use of figure I: An estimate of 100,000 total employees has a relative standard error of 2.5 percent (read from scale at left side of figure). The estimate has a standard error of 2,500 (2.5 percent of 100,000).

— ○ ○ ○ —

APPENDIX II

A. DEFINITIONS OF CERTAIN TERMS USED IN THIS REPORT

Terms Relating to Staff

Employee:

An employee is defined as any paid worker, proprietor, or member of a religious order who usually worked 15 or more hours per week in the establishment.

Full time or part time:

Persons who usually worked 35 hours or more per week are designated "full time" in this report. Persons who usually worked 15-34 hours per week are designated "part time."

Full-time equivalent

For the purposes of this report, two "part-time" employees are counted as equivalent to one "full-time" employee.

Job category:

For purposes of analysis and tabular presentation, the job categories designated in the survey were condensed into five major groups as follows:

1. *Registered nurses:* includes registered professional nurses and graduate nurses.
2. *Licensed practical nurses:* includes licensed practical nurses and licensed vocational nurses.
3. *Nurse's aides:* includes practical nurses, nurse's aides, student nurses, other supporting nursing staff, and orderlies unless noted otherwise.
4. *Other professional staff:* includes physicians, dentists, occupational therapists, physical therapists, dietitians, social workers, other professional staff not included in the above positions, and administrators unless noted otherwise.
5. *Other nonprofessional staff:* includes clerical, bookkeeping, or other office staff, food service personnel, and housekeeping personnel.

Terms Relating to Homes or Residents

Bed:

A bed is defined as one set up and regularly maintained for patients or residents. Beds maintained for staff and beds used exclusively for emergency services are excluded.

Resident:

A resident is defined for the purpose of RPS-2 as a person who has been formally admitted to but not discharged from an establishment. All such persons were included in the survey even though they were not physically present at the time.

Nursing care:

Nursing care is defined for the purpose of this survey as the provision of one or more of the following:

Taking of temperature-pulse-respiration or blood pressure
Full bed bath
Application of dressings or bandages
Catheterization
Intravenous injection
Intramuscular injection
Nasal feeding
Irrigation
Bowel and bladder retraining
Hypodermic injection
Oxygen therapy
Enema

Proprietary home:

A home operated under private commercial ownership.

Nonprofit home:

A home operated under voluntary or nonprofit auspices, including both church-related and non-church-related institutions.

Government (operated) home:

A home operated under Federal, State, or local Government auspices.

B. CLASSIFICATION OF HOMES BY TYPE OF SERVICE

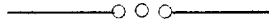
For purposes of stratification of the universe prior to selection of the sample, the homes on the MFI were classified as nursing care, personal-care-with-nursing, personal care, or domiciliary care homes. The latter two classes were combined to produce the three types of service classes shown in table I, Appendix I. Details of the classification procedure in the MFI have been published.⁶

Due to the 2-year interval between the MFI survey and the RPS-2 survey, it was felt that, for producing statistics by type of service from the RPS-2 survey, the homes should be reclassified on the basis of the current data collected in the survey. This classification procedure is essentially the same as the MFI scheme. The three types of service classes delineated for RPS-2 are defined as follows:

1. A *nursing care home* is defined as one in which 50 percent or more of the residents received

nursing care (see definition, Appendix II-A) during the week prior to the survey in the home, with an RN or LPN employed 15 or more hours per week. In this report, geriatric hospitals are included with the nursing care homes.

2. A *personal-care-with-nursing home* is defined as one in which either (a) over 50 percent of the residents received nursing care during the week prior to the survey, but there were no RN's or LPN's on the staff; or (b) some, but less than 50 percent, of the residents received nursing care during the week prior to the survey regardless of the presence of RN's or LPN's on the staff.
3. A *personal care home* is defined as one in which residents routinely received personal care, but no residents received nursing care during the week prior to the survey.



APPENDIX III

FORMS AND QUESTIONNAIRES

U.S. DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS
WASHINGTON, D.C. 20233

Dear Administrator:

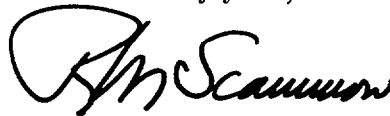
The Bureau of the Census, acting as the collecting agent for the United States Public Health Service, is conducting a nationwide survey of nursing homes, homes for the aged, and other establishments providing nursing, personal, and domiciliary care to the aged and infirm. The purpose of this survey is to collect much needed statistical information on the health of residents and on the types of employees in these homes. This survey is part of the National Health Survey program authorized by Congress because of the urgent need for up-to-date statistics on the health of our people.

The purpose of this letter is to request your cooperation and to inform you that a representative of the Bureau of the Census will visit your establishment within the next week or so, to conduct the survey. Prior to his visit, the Census representative will call you to arrange for a convenient appointment time.

All the information given to the Census representative will be kept strictly confidential by the Public Health Service and the Bureau of the Census, and will be used for statistical purposes only.

Your cooperation in this important survey will be very much appreciated.

Sincerely yours,



Richard M. Scammon
Director
Bureau of the Census

U.S. DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS

Dear

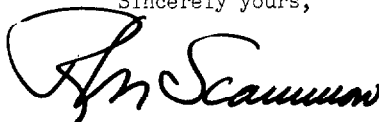
About a week ago the Bureau of the Census conducted a survey in the establishment in which you are employed to obtain information on the work experience and education of certain professional and semi-professional employees of the home. At that time we left a questionnaire for you to complete and return to us. According to our records, the questionnaire has not been received.

Another copy of the questionnaire is enclosed for your use if the other copy has been lost or misplaced. Please complete the questionnaire and mail it to the Bureau of the Census within 5 days. For your convenience, a self-addressed envelope which requires no postage is enclosed.

If you have already returned the original questionnaire, please disregard this reminder.

Thank you for your cooperation.

Sincerely yours,



Richard M. Scammon
Director
Bureau of the Census

Enclosures

Please send completed
form to:

CONFIDENTIAL - This information is collected for the U.S. Public Health Service under authority of Public Law 652 of the 84th Congress (70 Stat. 489; 42 U.S.C. 305). All information which would permit identification of the individual will be held strictly confidential, will be used only by persons engaged in and for the purposes of the survey, and will not be disclosed or released to others for any other purposes (22 FR 1687).

FORM HRS-3a
(4-1-64)

U.S. DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS
ACTING AS COLLECTING AGENT FOR THE

**U.S. NATIONAL HEALTH SURVEY
ESTABLISHMENT QUESTIONNAIRE**

(Verify name and address and make any necessary corrections)

	Number
10a. How many persons work in this establishment? (Include owners who work in the establishment as well as all paid employees and members of religious orders)	
b. How many of these - (q. 10a) - persons usually work LESS than 15 hours a week in this establishment? (Subtract the answer to question 10b from the answer to question 10a and insert the difference in item 10c below)	
↓	
c. Now I need to list the names of the _____ employees who usually work 15 hours or more per week in this establishment.	
Name of respondent(s)	Telephone number and ext.
Title or position	Date completed
Census interviewer's name	Code
Comments	

STAFF INFORMATION AND CONTROL RECORD

Establishment number

Line number	Employees who work 15 or more hours a week in this establishment (Enter Mr., Mrs., Miss, or Dr., first initial and last name) (a)	What is his job here? (Enter number from Card B)			Sex (Enter M for male and F for female) (e)	How many hours does he USUALLY work per week in this establishment? (g)	How often is he paid? (Enter code) (g)	What are his cash wages or salary per pay period before any deductions have been made for income tax, insurance etc.? (h)	In addition to his cash wages or salary per pay period, does he routinely get either room or board? If "Yes," ask: What does he get? (Enter code) 1 - Room and board 2 - Room only 3 - Board only 4 - None of these (i)	When did he (last) start working in this establishment? (Enter month and year) (j)	INTERVIEWER
		"Professional" (Numbers 1-10) SW _____ TE _____ (Circle sample persons) (b)	"Semi-professional" (Number 11) SW _____ TE _____ (Circle sample persons) (c)	"Non-professional" (Numbers 12-15) SW _____ TE _____ (Circle sample persons) (d)							Fill buff Staff Questionnaire form (Form HRS-3d) for each sample employee in columns (b) and (c) only (Check one box for each sample employee eligible for staff form) (k)
1										Month _____ Year _____	<input type="checkbox"/> Completed at time of visit <input type="checkbox"/> Form left to be mailed in Date received in R. O.
2										Month _____ Year _____	<input type="checkbox"/> Completed at time of visit <input type="checkbox"/> Form left to be mailed in Date received in R. O.
3										Month _____ Year _____	<input type="checkbox"/> Completed at time of visit <input type="checkbox"/> Form left to be mailed in Date received in R. O.
4										Month _____ Year _____	<input type="checkbox"/> Completed at time of visit <input type="checkbox"/> Form left to be mailed in Date received in R. O.
5										Month _____ Year _____	<input type="checkbox"/> Completed at time of visit <input type="checkbox"/> Form left to be mailed in Date received in R. O.
6										Month _____ Year _____	<input type="checkbox"/> Completed at time of visit <input type="checkbox"/> Form left to be mailed in Date received in R. O.
7										Month _____ Year _____	<input type="checkbox"/> Completed at time of visit <input type="checkbox"/> Form left to be mailed in Date received in R. O.

FORM HRS-3d (3-31-64) U.S. DEPARTMENT OF COMMERCE BUREAU OF THE CENSUS ACTING AS COLLECTING AGENT FOR THE U.S. NATIONAL HEALTH SURVEY STAFF QUESTIONNAIRE	CONFIDENTIAL - This information is collected for the U.S. Public Health Service under authority of Public Law 652 of the 84th Congress (70 Stat. 489; 42 U.S.C. 305). All information which would permit identification of the individual will be held strictly confidential, will be used only by persons engaged in and for the purposes of the survey, and will not be disclosed or released to others for any other purposes (22 FR 1687). a. Establishment number _____ b. Line number _____ c. Name of person who should fill this form _____
---	--

The U.S. National Health Survey of the Public Health Service is conducting a nationwide survey in nursing homes, homes for the aged, and other related types of establishments. The purpose of the survey is to obtain certain information about the staff employed in these establishments as well as about the health of patients or residents in the establishments.

Since it takes only a few minutes to complete the questionnaire, we would very much appreciate it if you will complete and mail the form **within the next 5 days.**

Please answer the questions on this questionnaire. When you have completed it, mail it to the Bureau of the Census in the postage-free, self-addressed envelope provided.

Your answers will be given confidential treatment by the U.S. National Health Survey and the Bureau of the Census. The information will be used for statistical purposes only, and will be presented in such a manner that no individual person or establishment can be identified.

Thank you for your cooperation.

	Age
1. How old were you on your last birthday?	
2. How many years have you worked as a _____ --	Number of --
a -- in this establishment?	_____ Years and months
b -- in other nursing homes, homes for the aged, or related facilities?	_____ Years and months
c -- in hospitals?	_____ Years and months
(If your present job is in a hospital, do not include the experience shown in question 2a.)	

NOTE TO NURSES: Do not include special duty or private duty nursing.

3. What is the highest grade you COMPLETED in school?

(Circle the highest grade completed)

1 Elementary school	1	2	3	4	5	6	7	8
(Grade school)								
2 High school	1	2	3	4				
3 College	1	2	3	4	5+			

4. Which, if any, of the following degrees, diplomas, or licenses do you have?

(Check all boxes that apply)

1 <input type="checkbox"/> Registered professional nurse (R.N.) 2 <input type="checkbox"/> Licensed practical nurse (L.P.N.) 3 <input type="checkbox"/> Degree in home economics 4 <input type="checkbox"/> Member - American Dietetic Association 5 <input type="checkbox"/> Registered occupational therapist 6 <input type="checkbox"/> Registered physical therapist	7 <input type="checkbox"/> Doctor of Dental Surgery or Dental Medicine (D.D.S. or D.M.D.) 8 <input type="checkbox"/> Physician (M.D. or D.O.) 9 <input type="checkbox"/> Master of Social Welfare (M.S.W.) 10 <input type="checkbox"/> Other (Please specify) _____ _____ OR 11 <input type="checkbox"/> None of the above
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Continue on reverse side

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LIST OF SELECTED JOB CATEGORIES

WHICH OF THE FOLLOWING JOB CATEGORIES BEST FITS THE JOB WHICH THIS EMPLOYEE DOES IN THIS ESTABLISHMENT?

1. Administrator
2. Physician (M.D. or D.O.)
3. Dentist
4. Occupational Therapist
5. Physical Therapist
6. Dietitian or Nutritionist
7. Social Worker
8. Registered Professional Nurse
9. Graduate Nurse, but not registered
10. Licensed Practical Nurse
11. Other nursing personnel (include, (a) practical nurse, (b) nurse's aide, (c) student nurse, and (d) other supporting nursing staff)
12. Orderly
13. Clerical, bookkeeping, or other office staff
14. Food service personnel (cook, kitchen help, etc.)
15. Housekeeping personnel (maid, maintenance man, etc.)
16. Job other than those listed above *(Please describe employee's duties)*

RESIDENT PLACES SURVEY - 2



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