

RETIREMENT SAVINGS AND INCOME PLANNING

A total of 72 Principal Knowledge Topics (PKTs) were derived from the 2015 Job Task Analysis. These topics serve as a blueprint for the CFP® Certification Examination and form the curriculum framework for CFP Board’s education requirement. Only content that can be tied directly to one of these topics is accepted for continuing education.

How to Use this Document: CE Sponsors are encouraged to use this series of documents as a resource and guide when offering programs or creating self-study courses on any PKT. The stated learning objectives (LOs), along with their level of complexity, when used singularly or in combination, are specific and measurable. They set the learning expectation for the participant and when used as the basis for an assessment will accurately measure learning outcomes.

CFP Board encourages CE Sponsors to periodically review the breakdown of courses by PKT category and consider establishing programs and courses to fill content gaps. That breakdown, which is updated each month, can be found [here](#).

G. Retirement Savings and Income Planning	Overview	Intermediate	Advanced
G.52. Retirement needs analysis			
a. Identify and evaluate the assumptions used in analyzing retirement needs including: age at retirement, cash inflows and outflows in various stages of retirement, goal priority and importance, longevity, rate of investment return, market volatility, and effects of inflation.	✓		
b. Recognize the potential sources of income during retirement including social security, employer plan benefits, personal savings and investments, individual retirement plans, and employment income.	✓		
c. Calculate an appropriate savings plan to meet funding needs and communicate the importance of having a well-funded retirement plan.	✓		
d. Recommend a plan for maximizing the probability of achieving the client’s goals and mitigating longevity risk.		✓	
e. Use statistical and probability techniques in calculating retirement funding and income distribution plans.	✓		
f. Explain various patterns of work-to-retirement transitions and phased retirement.	✓		

	Overview	Intermediate	Advanced
G.53. Social Security and Medicare			
a. Provide an overview of the Social Security system.	✓		
b. Advise clients in consideration of proposed program reforms.		✓	
c. Explain how a client may qualify for Social Security benefits, given their payroll taxes, marital status and available benefits structure.		✓	
d. Explain the computation of the averaged indexed monthly earnings (AIME), the primary insurance amount (PIA), and disability, survivors, and maximum family benefits.	✓		
e. Assist a client in selecting the optimal date to begin receiving Social Security retirement benefits and the impact of the earnings test.		✓	
f. Explain the windfall elimination and the government pension offset on retirement benefits.		✓	
g. Describe the taxation of each type of Social Security benefits.	✓		
h. Provide an overview of the Medicare program, including the payroll taxes and eligibility structure.		✓	
i. Identify the four parts of Medicare coverage, the benefits provided by each, common out-of-pocket costs required for insured individuals, and alternative insurance options to cover the gaps associated with Medicare.		✓	
j. Assist a client in selecting proper Medicare coverage and any supplemental coverage with careful attention to appropriate deadlines.		✓	
G.54. Medicaid			
a. Describe the Medicaid program structure and funding sources.	✓		
b. Explain common eligibility requirements, how assets are treated in determining eligibility, and how asset transfers may be subject to a look back period.	✓		
c. Differentiate between mandatory benefits and optional benefits that may apply depending on the state.		✓	
d. Identify planning strategies, in accordance with Medicaid regulations, to maximize client benefits and available resources.			✓
e. Explain estate recovery implications for Medicaid recipients.			✓

	Overview	Intermediate	Advanced
G.55. Types of retirement plans			
a. Distinguish between qualified, government, non-qualified, and private tax-advantaged retirement plans.		✓	
b. Describe the characteristics of the various types of defined benefit, defined contribution and individual retirement accounts.		✓	
G.56. Qualified plan rules and options			
a. Explain the tax implications of qualified plans to the employer and employee.	✓		
b. Explain the rules of qualified retirement plans including eligibility, coverage and discrimination, funding and contribution, distribution, vesting, and termination of plans.			✓
c. Explain the fiduciary responsibilities of employers with respect to the investments in their firm's qualified plan under ERISA.		✓	
G.57. Other tax-advantaged retirement plans			
a. Differentiate between the various types of Individual Retirement Arrangements (IRAs) including traditional, rollover, Roth, SEP and SIMPLE plans, including the tax treatment of contributions and distributions	✓		
b. Recommend an appropriate IRA or other tax advantage tax-retirement plan for a client's needs.		✓	
G.58. Regulatory considerations			
a. Describe the plan protections provided by ERISA, the PBGC, Department of Labor policies and other applicable regulations.	✓		
G.59. Key factors affecting plan selection for businesses			
a. Identify the factors that will affect the selection of a retirement plan for a business.		✓	
b. Recommend a qualified or non-qualified retirement plan given a business owner's goals and objectives.		✓	
G.60. Distribution rules and taxation			
a. Explain the rules and penalties regarding retirement plan distributions.	✓		
b. Describe the circumstances under which early distributions are allowed from tax-advantaged retirement plans without penalty including the Substantially Equal Periodic Payment and Qualified Domestic Relations Orders rules.		✓	
c. Compare the taxation of normal distributions with Roth conversions, lump sums and net unrealized appreciation withdrawals.		✓	

	Overview	Intermediate	Advanced
G.61. Retirement income and distribution strategies			
a. Select suitable investments for both funding and retirement distribution purposes, considering the time horizon and risk tolerance of plan owners and beneficiaries.		✓	
b. Construct well-diversified, tax-efficient portfolios that minimize retirement income risk.		✓	
c. Explain the use of life insurance products in retirement plan portfolios.			✓
G.62. Business succession planning			
a. Describe why business succession planning is complex and challenging.	✓		
b. Identify factors a business owner should consider when creating a succession plan, including the ability and motivation of a successor and the degree of idiosyncrasy in the business.		✓	
c. Describe the purpose of a buy-sell agreement as a business succession planning tool.		✓	
d. Illustrate how a buy-sell agreement can be designed and implemented.			✓

This is a product of the Council on Education as part of CFP Board's CE Quality Initiative.

We encourage you to review *Guidelines for Developing a Quality Live Program or Online Course* and other helpful documents found under [Resources for CE Sponsor](#).

For more information or questions email CESponsor@cfpboard.org or call **(202) 379-2258**.