Update:
2015 Job Task Analysis Study
Agenda

- Job Task Analysis purpose
- Job Task Analysis steps
- Emerging Trends
- 2015 Principal Knowledge Topics
- Detailed changes
- Contextual variables
- Opportunities for CE Programs
The purpose of the Job Task Analysis (JTA) is to

- Develop and validate tasks and knowledge related to work performed by CFP® professionals, considering practice and emerging trend;

- Develop test specifications (blueprint) for the CFP® Examination; and

- Provide information to guide educational and professional development initiatives.
Job Task Analysis

**JTA Steps**

Research

Development of Job Task and Knowledge Statements

Validation Survey

Test Specification Development (Blueprint)
Outcomes from 2015 JTA Study
Emerging Trends

The JTA included a detailed review of emerging trends, and highlighted the importance of refining and/or adding key knowledge topics addressing the following elements:

- **Retirement Savings and Income Planning** (title of the knowledge category changed from only referring to Retirement Planning)
- **Education Planning** (new category added to address this topic, it used to be within General Principles of Financial Planning)
- **Holistic and Integrated Financial Planning** (under General Principles of Financial Planning and through Contextual Variables)
- **Healthcare** (under Risk Management and Insurance Planning, Retirement Savings and Income Planning, and through Contextual Variables)
- **Debt Management** (under General Principles of Financial Planning)
<table>
<thead>
<tr>
<th>Category</th>
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<tbody>
<tr>
<td>A. Professional Conduct and Regulation</td>
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<tr>
<td>B. General Principles of Financial Planning</td>
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<td>C. Education Planning</td>
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<tr>
<td>D. Risk Management and Insurance Planning</td>
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<td>F. Tax Planning</td>
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<td>G. Retirement Savings and Income Planning</td>
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Principal Knowledge Topics
Detailed Changes
CFP BOARD
2015 JOB TASK ANALYSIS

FINANCIAL PLANNING JOB TASK DOMAINS

1. Establishing & Defining the Client-Planner Relationship
2. Gathering Information Necessary to Fulfill the Engagement
3. Analyzing & Evaluating the Client’s Current Financial Status
4. Developing the Recommendation(s)
5. Communicating the Recommendation(s)
6. Implementing the Recommendation(s)
7. Monitoring the Recommendation(s)
8. Practicing Within Professional & Regulatory Standards

CONTEXTUAL VARIABLES

FAMILY STATUS
- Traditional family
- Single parent
- Same-sex couples
- Blended families
- Widowhood

NET WORTH
- Ultra-high net worth
- High net worth
- Mass affluent
- Emerging affluent
- Mass market

INCOME LEVEL
- High
- Medium
- Low

LIFE OR PROFESSIONAL STAGE
- Student
- Starting a career
- Career transition
- Pre-retirement
- Retirement

OTHER CIRCUMSTANCES
- Health issues
- Divorce
- Change of employment status
- Aging parents
- Special needs children

PRINCIPAL KNOWLEDGE TOPICS

A. Professional Conduct & Regulation
B. General Financial Planning Principles
C. Education Planning
D. Risk Management & Insurance Planning
E. Investment Planning
F. Tax Planning
G. Retirement Savings & Income Planning
H. Estate Planning

FINANCIAL PLANNING JOB TASK DOMAINS

CONTEXTUAL VARIABLES
2009: 78 Topics
2015: 72 Topics
**Education Topic** was part of the old General Principles of Financial Planning

A. General Principles of Financial Planning  
A6. Education planning

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**2015 Principal Topic Category**

C. Education Planning

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**2009 Principal Topic Category**

A. General Principles of Financial Planning  
B. Insurance Planning  
C. Investment Planning  
D. Income Tax Planning  
E. Retirement Planning  
F. Estate Planning  
G. Interpersonal Communication  
H. Professional Conduct & Fiduciary Responsibility

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**2015 Principal Topic Category**

A. Professional Conduct and Regulation  
B. General Financial Planning Principles  
C. Education Planning  
D. Risk Management and Insurance Planning  
E. Investment Planning  
F. Tax Planning  
G. Retirement Savings and Income Planning  
H. Estate Planning
A. Professional Conduct and Regulation

1. CFP Board’s Code of Ethics and Professional Responsibility and Rules of Conduct
2. CFP Board’s Financial Planning Practice Standards
3. CFP Board’s Disciplinary Rules and Procedures
4. Function, purpose, and regulation of financial institutions
5. Financial services regulations and requirements
6. Consumer protection laws
7. Fiduciary

2015 Updates

• Function, purpose, and regulation of financial institutions
• Financial services regulations and requirements
• Consumer protection laws
• Fiduciary
B. General Principles of Financial Planning

8. Financial planning process
9. Financial statements
10. Cash flow management
11. Financing strategies
12. Economic concepts
13. Time value of money concepts and calculations
14. Client and planner attitudes, values, biases and behavioral finance
15. Principles of communication and counseling
16. Debt management

2015 Updates
- Debt management added
- Function, purpose, and regulation of financial institutions removed
- Education Planning moved
- Financial planning for special circumstances removed
- Business law removed
2015

C. Education Planning
   17. Education needs analysis
   18. Education savings vehicles
   19. Financial aid
   20. Gift/income tax strategies
   21. Education financing

2015 Updates
   • Education planning is a new topic that originated from the education subtopic in 2009 General Principles of Financial Planning
D. Risk Management and Insurance

Planning

22. Principles of risk and insurance
23. Analysis and evaluation of risk exposures
24. Health insurance and health care cost management (individual)
25. Disability income insurance (individual)
26. Long-term care insurance (individual)
27. Annuities
28. Life insurance (individual)
29. Business uses of insurance
30. Insurance needs analysis
31. Insurance policy and company selection
32. Property and casualty insurance

2015 Updates

- Income taxation of life insurance removed
- Property and casualty insurance is new
2015 Updates

Alternative investments is a new topic

E. Investment Planning

33. Characteristics, uses and taxation of investment vehicles
34. Types of investment risk
35. Quantitative investment concepts
36. Measures of investment returns
37. Asset allocation and portfolio diversification
38. Bond and stock valuation concepts
39. Portfolio development and analysis
40. Investment strategies

41. Alternative investments
2015

F. Tax Planning

42. Fundamental tax law
43. Income tax fundamentals and calculations
44. Characteristics and income taxation of business entities
45. Income taxation of trusts and estates
46. Alternative minimum tax (AMT)
47. Tax reduction/management techniques
48. Tax consequences of property transactions
49. Passive activity and at-risk rules
50. Tax implications of special circumstances
51. Charitable/philanthropic contributions and deductions

2015 Updates
• Basis removed
G. Retirement Savings and Income Planning

52. Retirement needs analysis
53. Social Security and Medicare
54. Medicaid
55. Types of retirement plans
56. Qualified plan rules and options
57. Other tax-advantaged retirement plans
58. Regulatory considerations
59. Key factors affecting plan selection for businesses
60. Distribution rules and taxation
61. Retirement income and distribution strategies
62. Business succession planning

2015 Updates
- Social Security and Medicare expanded from 45.
- Medicaid expanded from 45.
- Retirement income and distribution strategies expanded from 52.
- Business succession planning expanded from 52.
H. Estate Planning

63. Characteristics and consequences of property titling
64. Strategies to transfer property
65. Estate planning documents
66. Gift and estate tax compliance and tax calculation
67. Sources for estate liquidity
68. Types, features, and taxation of trusts
69. Marital deduction
70. Intra-family and other business transfer techniques
71. Postmortem estate planning techniques
72. Estate planning for non-traditional relationships

2015 Updates
• The number of topics were refined and streamlined from 21 to 10 topics in 2015
• Multiple items rolled into 66 and 71
• Gift and estate tax compliance and tax calculation
• Postmortem estate planning techniques
Contextual Variables

Contextual variables are to be considered when dealing with specific financial planning situations
Contextual Variables

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Opportunities

Opportunities for new CE Program development

B.16. Debt Management

C. Education Planning

Health Care G.53. G.54.
Accepted Topics for CE

- No additional exclusions for accepted topics
- Content connects to Principal Knowledge Topics
- Application submission process remains the same
  - Initial review in 7 business days
Topic Exclusions

- Topics ineligible for CE credit are:
  - Practice Management
  - Sales
  - Marketing
  - Software
  - Company-Specific Content
  - Public Accounting
Moving Forward

- New knowledge topics available for use: July 2015
- Formal requirement for CE implemented on January 2016

Existing 2015 programs.... No changes needed