

O*NET Positions	Mean Annual Salary	Mean Annual Salary plus Fringe
Chief Executives	\$ 258,900.00	\$ 337,087.80
Child, Family, and School Social Workers	\$ 59,190.00	\$ 77,065.38
Clinical and Counseling Psychologists	\$ 106,600.00	\$ 138,793.20
Clinical Data Managers	\$ 119,040.00	\$ 154,990.08
Clinical Research Coordinators	\$ 169,120.00	\$ 220,194.24
Community Health Workers	\$ 52,610.00	\$ 68,498.22
Computer User Support Specialists	\$ 63,640.00	\$ 82,859.28
Correctional Officers and Jailers	\$ 58,810.00	\$ 76,570.62
Education Administrators, Kindergarten through Secondary	\$ 111,020.00	\$ 144,548.04
Educational, Guidance, and Career Counselors and Advisors	\$ 66,990.00	\$ 87,220.98
Executive Secretaries and Executive Administrative Assistants	\$ 73,680.00	\$ 95,931.36
Facilities Managers	\$ 111,110.00	\$ 144,665.22
First-Line Supervisors of Office and Administrative Support Workers	\$ 68,620.00	\$ 89,343.24
General and Operations Managers	\$ 119,130.00	\$ 168,387.66
General Internal Medicine Physicians	\$ 255,150.00	\$ 319,575.90

Labor Cost Calculator

A USER GUIDE BY:



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Overview



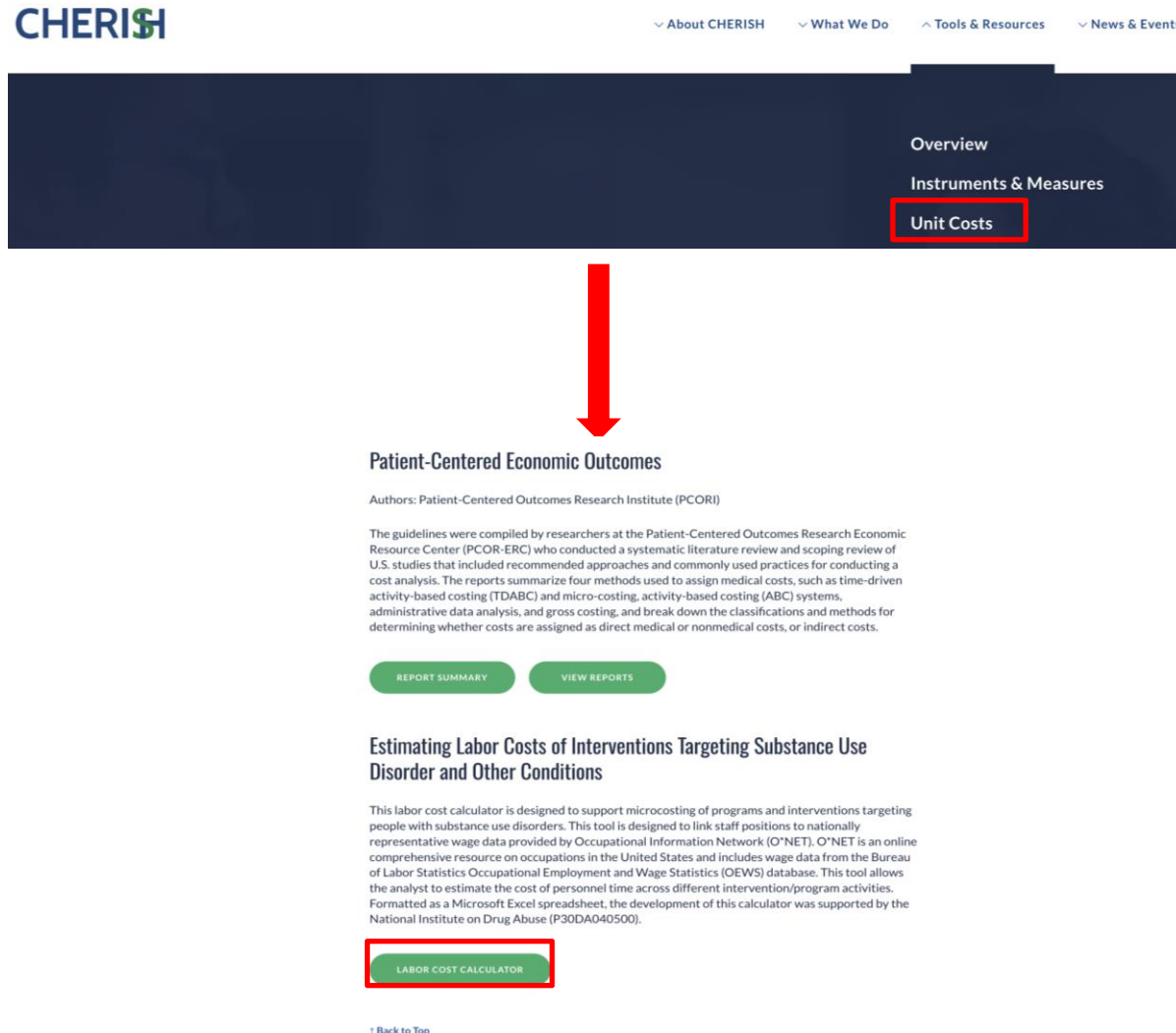
In this walkthrough, you will learn how to estimate labor costs using the Labor Cost Calculator by following one example from start to finish.

This demonstration will show you how to:

1. Enter a staff member's titled position.
2. Match the titled position to the appropriate O*NET occupation.
3. Populate annual and hourly salary information.
4. Apply fringe benefits.
5. Calculate total compensation.
 - **Example:** We will estimate labor costs for a **Project Manager** supporting a randomized controlled trial conducted by a private pharmaceutical company. Because the position is in a private industry setting, we apply the corresponding fringe benefit rate of 29.8%.

○ Access Tool → ① Enter Position → ② Find Match → ③ Select O*NET → ④ Apply Fringe → ✓ Complete

Step 0: Access the Labor Cost Calculator



Action

Navigate to the [ChERISH](#) website and open the **Unit Costs** page under **Tools & Resources**.

From the **Unit Costs** webpage, scroll to the bottom and select the green **Labor Cost Calculator** button.

Result

✓ The Labor Cost Calculator workbook downloads automatically and is ready to open.

○ Access Tool → ① Enter Position → ② Find Match → ③ Select O*NET → ④ Apply Fringe → ✓ Complete

Step 1. Enter the Titled Position

Column B	Column C	Column D	Column E	Column F	Column G	Column H
Titled Position	O*NET Role	Mean Annual Salary	Mean Hourly Salary	Fringe Benefits Rate	Mean Annual Salary plus fringe	Mean Hourly Salary plus fringe
Project Manager						

Action

Enter each study personnel's job titled into **Column B (Titled Position)**.

Example

For this example, the staff member from Study A served as a **Project Manager**, so **Project Manager** was entered into **Column B**.

Result

✓ The titled position is now ready to be matched to an O*NET occupation.

○ Access Tool → ① Enter Position → ② Find Match → ③ Select O*NET → ④ Apply Fringe → ✓ Complete

Step 2. Find the Matching O*NET Occupation

Titled Position	O*NET Role	Alternative O*NET Role (of all positions, which suits the listed title best)
Academic-Research		
Academic Detailing Pharmacist	Pharmacists	Pharmacist
Grants Manager	Public Relations Managers	Grants Manager
Project Coordinator	Managers, All Other	Project Coordinator
Research and Program Support Specialist	Clinical Research Coordinators	Research Associate, Clinical Research Specialist, Clinical Support Specialist
Research Coordinator (for admin help)	Clinical Research Coordinators	Research Coordinator
Project Manager	General and Operations Managers	Program Manager
Research Assistant	Social Science Research Assistants	Research Assistant
Administrative		
Administrative Assistant	Secretaries and Administrative Assistants, except Legal, Medical, and Executive	Admin Assistant, Administrative Assistant
Assistant Regional Director	Executive Secretaries and Executive Administrative Assistants	Director's Assistant, Administrative Assistant
Assistant Superintendent	Education Administrators, Kindergarten through Secondary	Superintendent, Administrative Assistant
Executive Director	Chief Executives	Chief Executive Officer
Facility Administrator	Facilities Managers	Facilities Coordinator, Facilities Director
Facility Counseling Supervisor	First-Line Supervisors of Office and Administrative Support Workers	Office Supervisor, Administrative Supervisor
Program Director	General and Operations Managers	Program Director, Program Manager
Regulatory Program Director	Regulatory Affairs Managers	Regulatory Director
Administrative Assistant (Health Services Administrator)	Medical and Health Services Managers	Health Services Administrator, Health Administrator
IT/Technical Support Staff	Computer User Support Specialists	Technical Support Technician, Technical Support Representative
Community		
Alternative Transportation Manager	Transportation, Storage, and Distribution Managers	Transportation Manager
Case Manager Supervisor	Social and Community Services Managers	Case Services Manager
Case Worker	Healthcare Social Workers	Case Worker

Action

Open the **Occupation Menu** worksheet and identify the O*NET occupation that best matches the titled position entered in **Column B**.

Example

Searching the Occupation Menu shows that **Project Manager** corresponds to the O*NET occupation **General and Operations Manager**.

Result

✓ The matching O*NET occupation has been identified and is ready to be selected in the Labor Cost Calculator.

○ Access Tool → ① Enter Position → ② Find Match → ③ **Select O*NET** → ④ Apply Fringe → ✓ Complete

Step 3. Select the O*NET Occupation

Column B	Column C	Column D	Column E	Column F	Column G	Column H
Titled Position	O*NET Role	Mean Annual Salary	Mean Hourly Salary	Fringe Benefits Rate	Mean Annual Salary plus fringe	Mean Hourly Salary plus fringe
Project Manager	General and Operations Managers	\$ 129,330.00	\$ 62.18		\$ 129,330.00	\$ 62.18

Action

Return to the Labor Cost Calculator and select the matching O*NET occupation from the **Column C** drop-down menu.

Example

General and Operations Manager was selected from the drop-down menu in **Column C**.

Result

- ✓ The calculator automatically populated:
- Mean annual salary (Column D)
 - Mean hourly wage (Column E)

Columns G and H also update automatically but will not reflect fringe benefits until a fringe rate is entered.

○ Access Tool → ① Enter Position → ② Find Match → ③ Select O*NET → ④ Apply Fringe → ✓ Complete

Step 4. Apply Fringe Benefits

Column B	Column C	Column D	Column E	Column F	Column G	Column H
Titled Position	O*NET Role	Mean Annual Salary	Mean Hourly Salary	Fringe Benefits Rate	Mean Annual Salary plus fringe	Mean Hourly Salary plus fringe
Project Manager	General and Operations Managers	\$ 129,330.00	\$ 62.18	29.8%	\$ 167,870.34	\$ 80.71

Action

Select the appropriate fringe benefits rate in **Column F**, or enter a custom rate if applicable.

Example

Because this example represents a **Project Manager** in a private industry setting, the **29.8% private industry fringe benefits rate** was entered into **Column F**.

Result

- ✓ The calculator automatically updated:
 - Mean annual salary plus fringe (Column G)
 - Mean hourly salary plus fringe (Column H)

The labor cost estimates are now complete.

Walkthrough Complete

You have successfully completed a labor cost estimate using the Labor Cost Calculator.

Summary of the workflow

- ✓ Entered the titled position
- ✓ Matched the position to an O*NET occupation
- ✓ Selected the O*NET occupation
- ✓ Applied the fringe benefits rate
- ✓ Generated annual and hourly labor cost estimates

For additional guidance on selecting occupations and fringe benefits rates, refer to the instructions included in the Labor Cost Calculator workbook.



Related Tools



Budget impact tool for the incorporation of medications for opioid use disorder into jail/prison facilities

Ryan DA, Montoya ID, Koutoujian PJ, Siddiqi K, Hayes E, Jeng PJ, Cadet T, McCollister KE, Murphy SM. *J Subst Use Addict Treat*. 2023 Mar;146:208943.

[View tool](#)



Monetary conversion factors for economic evaluations of substance use disorders

McCollister K, Yang X, Sayed B, French MT, Leff JA, Schackman BR. *J Subst Abuse Treat*. 2017 Oct;81:25-34.

[View tool](#)

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<https://forms.cloud.microsoft/r/gCMHFdpthA>



Need help? Send us your question.



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