

**TASB SPECIAL EDUCATION SOLUTIONS
MONTHLY WEBINAR SERIES
APRIL 2022**

Random Moment

Time Study

Presented by Dario Avila



AGENDA



- What is RMTS?
- RMTS Purpose
- Participant List
- Sampling Questions
- Training Requirements
- Reminders/Tips
- Questions
- Contact Information

What is RMTS?

- **Random Moment Time Study**
 - **Statistically valid sampling technique designed to determine the amount of time spent performing work activities**
 - **Approved by Centers for Medicare & Medicaid (CMS) for the School Health and Related Services and Medicaid Administrative Claiming (MAC) programs**
 - **Polls participants at random moments during the time study quarter**
 - **An RMTS moment represents one minute in time**
 - **At minimum, an 85% response rate is required to be considered statistically valid**
 - **Participation is required to participate in SHARS**

RMTS Purpose

- The results are used to determine a statewide percentage that represents the amount of time devoted to the SHARS activities during the federal fiscal year
- Allows for costs to be report in total
- Applying the direct medical time study percentage to the program's costs contributes to the calculation of the costs claimable for federal reimbursement



Participant List

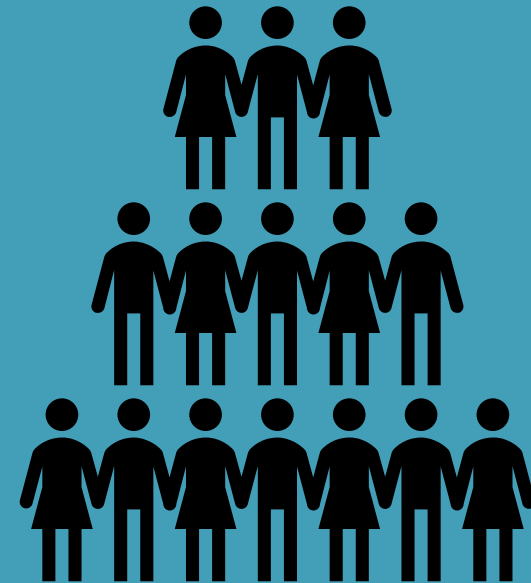
- **Consists of all staff eligible to participate in the time study**
- **Districts must certify a participant list each of the three time studied quarters**
- **Should include**
 - **Staff (employees and contractors) who perform SHARS and/or MAC activities on a weekly basis as part of their regular duties**
 - **Vacant Positions**
 - **Federally funded positions**
- **Two cost pools**
 - **Administrative Services (MAC only)**
 - **Direct Service Administrative**

Participant List – Direct Medical Categories

- Registered Nurse (RN)
- Licensed Vocational Nurse (LVN)
- Advanced Practical Nurses (APN)
- Delegated Nursing Services
- Physicians (MDs & DOs)
- Licensed Audiologist
- Licensed Assistant in Audiology
- Licensed Occupational Therapist (OT)
- Certified Occupational Therapy Assistant (COTA)
- Licensed Physical Therapist (LPT)
- Licensed Physical Therapy Assistant (LPTA)
- Licensed Psychological Associate
- Licensed Psychologist
- Licensed Specialist in School Psychology (LSSP)
- Licensed Psychiatrist
- ASHA-Equivalent Speech Language Pathologist (SLP) with Texas license and master's degree
- TEA or SBEC-Certified Speech Therapist
- Licensed Assistant in SLP
- Licensed SLP Intern
- Licensed Professional Counselor (LPC)
- Licensed Marriage and Family Therapist (LMFT)
- Licensed Clinical Social Worker (LCSW)
- Personal Care Service Providers

Participant List – MAC Only Categories

- Behavioral Counselor
- Interpreter/Translator/Bilingual Specialist
- Licensed Bachelor of Social Work (LSW)
- Licensed Master of Social Work (LMSW)
- Physician Assistant (PA)
- Pregnancy, Education & Parenting Program Personnel
- Psychology Intern
- Orientation & Mobility Specialist
- Outreach Workers
- Service Coordinator/Case Manager



Sampling Questions

- **Three-day advance notification via email**
- **Response due within five business days of the moment**
- **Reminders sent to participants via email at 72 hr, 48 hr, and 24 hr mark**
- **Failure to respond will disqualify moment**
- **Response to follow-up questions due within three business days from receipt**
- **District's primary RMTS Contact copied on 72 hr mark reminder and on follow-up questions emails**



Sampling Questions

- **Who was with you?**
 - Respond using drop-down menu
 - Answering “Other” will require manual entry
- **What were you doing?**
 - Two-four sentence description of the one activity/service provided during sampled moment
- **Why were you doing it?**
 - Respond using drop-down menu
 - Answering “Other” will require manual entry



Training Requirements

- **RMTS Contacts must complete training annually**
- **RMTS Training is provided at no charge by the HHSC Time Study Unit via webinar**
- **Initial vs. Refresher trainings**
- **HHSC requires at least two trained district contacts**
- **Trained RMTS Contacts are responsible for training district Time Study participants annually**

Reminders/Tips

- **Primary RMTS Contacts must be district employees**
- **Superintendents should not be included on your participant list (PL)**
- **PL can be updated at any time before its close date, after close date no changes can be made**
- **Inform staff if they are added to the district's PL**
- **If participant serves multiple roles for the district, include him/her under the position he/she fills a majority of the time**
- **Review your PL closely every quarter, edit as needed**
- **When responding to a sampled moment, take time to consider if what you're doing is an educational service or a direct medical service**
- **Don't use acronyms, people's names, or job specific terminology**

Questions??



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SHARS MATTERS



September 2020

SHARS Amidst COVID-19

All of us have been impacted by the COVID-19 pandemic in some way, shape, or form. Even the School Health and Related Services (SHARS) program has been temporarily modified to accommodate for the changes school districts have had to implement to ensure the health and safety of their students and communities. Throughout the ongoing global pandemic, we have remained in constant contact with state and federal agencies to stay informed of all the latest



SHARS Matters quarterly e-newsletter



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