

Department of Family and Children Services Administration Policies and Procedures Manual	Section: Administrative Part: 205 Page: 3 of 4 Date: May 2005
Title: Revenue Maximization	

2. Random Moment Sample Study (RMSS)

- a. RMSS is used to determine the amount of federal participation earned in each of the Division's programs.
- b. The study determines the amount of time spent in each program and collects this information through "strikes." Samples are collected for both SS and ES.
- c. Strike – Made to staff during the first 55 days of a quarter. During a "strike" the interviewer asks a County's staff member to identify what he/she is doing at any given moment in time. Data is only collected on service delivery staff (caseworkers).
- d. Reimbursement dollars are received for the State for activity that is spent on key programs such as Food Stamps, TANF, Medicaid, etc.
 - Example: Worker processing a Food Stamps application would provide reimbursement dollars; worker on break or at lunch or on annual leave will not.
- e. Local Supervisors act as interviewers and get list of staff to "strike" – they collect information on the staff's activities and enter the data using an activity code which represent specific programs on whose behalf staff is working.
- f. County Directors need to understand that they are contributors to the State – State Office will know which counties are participating and reporting strikes.
- g. RMSS is important to staff as funds to pay salaries are earned this way.
- h. It is important that staff give exact and complete information regarding their activities in order to accurately charge the federal government for its fair share.
- i. Failure to post RMSS data in a timely fashion can jeopardize the validity of RMSS. This would adversely affect the allocation dollars for the Division.