

# Random Moment Time Study (RMTS)

*Mandatory Annual Training for*

**Early Childhood Intervention**

**Local Health Department/District**

**Mental Health/Intellectual and Developmental Disability**

**Federal Fiscal Year 2025**

(October 2024 to September 2025)

## **TRAINING REMINDER #5**

Random Moment Time Study (RMTS) annual training is mandatory for Early Childhood Intervention (**ECI**); Local Health Department/District (**LHD**), and Mental Health/Intellectual and Developmental Disability (**MH-IDD**) entities that wish to participate in the Medicaid Administrative Claiming (MAC) The Texas Health and Human Services Commission (HHSC) conducts all training sessions.

**\*NEW\*** HHSC has made the following changes to RMTS training:

- 1.) Morning training will begin at 9:00 a.m., central standard time.

**Annual training is mandatory for at least two employees**, (Primary RMTS Contact and Secondary RMTS Contact) designated by the entity as RMTS Contacts. The Primary RMTS Contact is responsible for ensuring the entity complies with all RMTS requirements and serves as a liaison between HHSC and their entity's participants.

Once an entity's Primary and Secondary RMTS contact complete their required two employee annual training, the entity will be in full training compliance for the current federal fiscal year. **Compliance with the RMTS annual training is required for continued program eligibility.**

RMTS contacts may check training status in State of Texas Automated Information Reporting System (STAIRS), 24 hours a day, 7 days a week, by following the steps below:

- 1) Log into [Fairbanksllc](#).
- 2) Select the "Manage" tab.
- 3) Select "Manage Training Status."

The HHSC Provider Finance Training Information webpage provides details about training requirements, training registration, and a list of contact information for ECI, LHD and MH-IDD.

The links below provide details about training requirements, training registration and a list of contact information for ECI, LHD and MH-IDD.

ECI: <https://pfd.hhs.texas.gov/time-study/early-childhood-intervention-eci/time-study-eci-training-information>

LHD: <https://pfd.hhs.texas.gov/acute-care/time-study/time-study-local-health-districts-lhd>

MH-IDD: <https://pfd.hhs.texas.gov/acute-care/time-study/time-study-mental-healthintellectual-and-developmental-disability-mhidd>

### **Upcoming Training Sessions for FFY 2025:**

To register for fiscal 2025 RMTS training, click the training date in the "registration" column of the training date of your choice and fill out the form.

**Table 1. 2025 Training Dates**

Date	Program	Mode	Start	End	QTR	Registration Link
8/14/2024	*ECI/LHD/MH-IDD	Webinar	1:00 PM	3:00 PM	1 <sup>st</sup>	<a href="#">Register 08/14/24</a>
11/13/2024	*ECI/LHD/MH-IDD	Webinar	9:00 AM	11:00 AM	2 <sup>nd</sup>	<a href="#">Register 11/13/24</a>
2/19/2025	*ECI/LHD/MH-IDD	Webinar	1:00 PM	3:00 PM	3 <sup>rd</sup>	<a href="#">Register 02/19/25</a>
5/07/2025	*ECI/LHD/MH-IDD	Webinar	9:00 AM	11:00 AM	4 <sup>th</sup>	<a href="#">Register 05/07/25</a>

*\*All ECI, LHD and MH-IDD trainings are combined.*

**Note:** The training times are central standard time. If you are more than 15 minutes late to any training, you are automatically ineligible to receive training credit.

### **RMTS vs. MAC Financial Training**

An RMTS Contact training is separate from the MAC Financial Contact training. It is mandatory for the MAC Contact to attend the MAC Financial training to access online financials.

Information about the *MAC Financial Training* sessions are available at the link provided below.

- MAC – <https://pfd.hhs.texas.gov/acute-care/medicaid-administrative-claiming>

If you have any questions, please contact the Texas Health and Human Services Commission (HHSC) Time Study Unit at [Timestudy@hhs.texas.gov](mailto:Timestudy@hhs.texas.gov) or at (737) 867-7794.