

# Random Moment Time Study (RMTS)

## Federal Fiscal Year 2024

(October 2023 to September 2024)

### Participant List Closing #3

The federal fiscal year (FFY) 2024 (October 2023 to September 2024) fourth quarter participant list (PL) closing date is **June 14, 2024**.

The RMTS Contact must update and certify the PL prior to this closing date. The PL can only be accessed by a RMTS Contact who has completed the HHSC mandatory annual training requirements.

If your entity certified a PL from the previous quarter, the PL information has carried over to the current quarter. The RMTS Contact must ensure any necessary changes, additions or deletions are entered. If there are no changes to the PL, the RMTS contact must certify the PL prior to the closing date using the “no change” option.

Once the fourth quarter PL closes on June 14th, no other changes can be made. It is important to remember that for a position to be included on the MAC claim, it must first be included on the PL.

If the current PL is not updated/certified, it will cause the entity to become ineligible to participate in the Medicaid Administrative Claiming (MAC) program for the quarter.

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.