

Welcome to Random Moment Time Survey (RMTS) For (SMAA)

If selected, you will receive your first email notification 1-student attendance day prior to the moment and another email 1 hour prior to the moment.

Once each random moment occurs, you will have 4-student attendance days to respond to three simple questions:

Pre-Question: Were you working at the time of your moment?

- Yes, I was working
- No, I was on a paid lunch or break
- No, I was on an unpaid lunch
- No, I was on paid time off
- No, I was on unpaid time off
- No, moment was before/after workday

If answered “Yes, I was working,” you are prompted to answer the following three questions:

Who were you with?

- DO NOT use proper names, use job title or category

What were you doing?

- Be specific, detailed and precise for your one-minute moment
- Do not use abbreviations or acronyms

Why were you performing this activity?

- Again, be specific. This part of the response makes clear to an outside reviewer the purpose of your activity for the moment, and why you did it.

Additional upfront pre-question (*Starting January 2020*)

- To Cost Pool 2 participants only (Participants in LEA BOP)
‘Was this activity being performed pursuant to, or related to, a service listed on a student’s IEP, IFSP, or ‘Care Plan’?
- Possible responses include: Yes, No, Not sure

Things to Remember

- A response from you is required whether you are performing SMAA or not.
- Check your email regularly. Notification of pending random moments will be made via email from calec@pcgus.com Please ‘white-list’ this email address.

**Thank you in advance for your participation in the
SMAA program.**