

Ohio Department of Job and Family Services  
**webRMS CODES FOR**  
**CHILD SUPPORT (CS) RANDOM MOMENT SAMPLE OBSERVATION MOMENT**

**Random Moment Observation General Instructions**

The information reported in webRMS is used to determine how the administrative costs are spread among the programs for federal financial participation.

**PROGRAMS**

Select the most appropriate program code that you are working on at the selected moment.

100	IV-D Support Enforcement Program	Activity associated with a IV-D case that is eligible for federal financial participation (FFP).
101	Non IV-D Support Enforcement Program	Case management or enforcement activities provided to any non IV-D case. A non IV-D order is one where: <ul style="list-style-type: none"> <li>• Services are not being provided under the State’s Title IV-A, Title IV-D, Title IV-E, or Title XIX programs.</li> <li>• Has not previously provided services under any of these programs.</li> <li>• There is no current application or applicable fee for services paid by either parent.</li> </ul>
200	CSEA Special Grant	Activity associated with special/demonstration grants.
997	Common to Several	Activity associated with more than one program, including activities that benefit multiple programs and general administrative activities that cannot be associated with a single program represented on this time study.
998	Non-Reimbursable	Activities that are not being reimbursed or are being reimbursed through a mechanism other than the agency's IV-D allocation: such as a special project allocation; a contract or memorandum of understanding with another family services agency or workforce development agency; or in a sparsely populated geographic area, functions associated with PA programs.
999	Position Idle	Employee was on break, at lunch, on leave or on personal business. Also, a position currently in the time study is idle when it is due to a short-term absence when the observation moment occurs and the position is not reassigned to an employee who is not currently in the time study.

**ACTIVITY CODES**

Select the one activity that best describes what you are doing at the selected moment.

100	Any Support Enforcement Program Service	The following activities on a case/services: <ul style="list-style-type: none"> <li>• Location or relocation of a parent or alleged father (including the review of information supplied by the custodial parent, county records, Ohio or Federal Parent Locator Services, etc.);</li> <li>• establishment of paternity or a child support order;</li> <li>• modification of a child support order;</li> <li>• enforcement of a support order; or</li> <li>• collections, disbursement, or distribution.</li> </ul>
101	Child Support Administrative Activities	Administrative activities associated with services not covered by another activity code; e.g., case management, training, report preparation, meetings, etcetera.

201	Ohio Healthy Marriage	Activity associated with the Ohio Healthy Marriage initiative.
990	Child Support Medical Collections For Medicaid	Activities associated with establishing an order for the recovery of birth costs paid by Medicaid and/or enforcing, collecting, or disbursing medical payments for OWF, IV-E Foster Care, and non-OWF Medicaid-only cases. The CSEA receives an incentive of 15% of the collection as a result of a cooperative agreement between the Office of Child Support and the Ohio Health Plans.
991	Child Support Visitation Access	Activities associated with the visitation/access pilot project.
994	Child Support TANF Allowable Activity	Temporary Assistance for Needy Families (TANF)-allowable activity for a child support case that is not represented by another 900-series activity code. These activities are typically performed by a CSEA under a contract or memorandum of understanding with another county family services agency.
995	Child Support TANF Demo-Eligibility	Activities associated with the initial determination of eligibility to participate in the TANF demonstration project; activities may include, but are not limited to the review of an application, verification of documents, completion of related forms, preparation of determination notification, review of case record information, and customer or collateral contacts to determine eligibility of an individual participating in or applying for eligibility to participate in the TANF demonstration project.
996	Child Support TANF Demo-General	Non-eligibility related general administrative activities performed as part of the TANF demonstration project.
997	Common to Several	Activity associated with more than one program, including activities that benefit multiple programs and general administrative activities that cannot be associated with a single program represented on this time study.
998	PA Common to Several	<b><i>Only for use by counties in a sparsely populated geographic area who have documented a lack of administrative feasibility in using Title IV-A staff to perform these functions.</i></b> Activities include follow up on I.E.V.S. alerts, associated with determining initial and continuing eligibility for multiple programs (i.e. financial and medical assistance and/or food assistance) that cannot be associated with a single program represented on this time study.
999	Position Idle	Employee was on break, at lunch, on leave or on personal business. Also, a position currently in the time study is idle when it is due to a short-term absence when the observation moment occurs and the position is not reassigned to an employee who is not currently in the time study.