

What is the Local Collaborative Time Study?

- The Local Collaborative Time Study (LCTS) is a random moment time study administered by the MN Department of Human Services (DHS). It generates new federal dollars for Family Services and Children's Mental Health Collaboratives.
- The LCTS accesses federal entitlement funds through two sections of the Social Security Act – Medical Assistance through Title XIX and Foster Care & Adoption Assistance through Title IV-E.
- Only Public Health, County or Community Corrections and School Districts who are members of an approved Family Services of Children's Mental Health Collaborative can participate and earn federal dollars for a collaborative.

How does the LCTS work?

- Some of the staff that work in your school district perform activities that are eligible for reimbursement.
- This particular time study documents time spent by staff on various work activities at randomly selected dates and times each quarter.
- At the time of the random moment each staff person on the LCTS will choose an activity code to represent what best describes the activity they were performing at that date and precise time.

How is the Data Used that is collected from the time study?

- This type of data collection is used to tell us the estimated total time spent on various types of activities. The codes provide a snapshot of the activities being performed by the LCTS participants.
- The time study results are compiled and then they are used in the calculation of the federal claim for the local collaborative.

How does the LCTS money get used?

- The LCTS is a federal funding source intended to support the services provided by your local collaborative.
- Federal funds received from LCTS activities must be used to expand early intervention and prevention services for children and families. The goals of the services are:

Prevention of out-of-home placement

Enhancement of family support and children's physical and mental health services

Development of a seamless system of services

Strengthening of local community-based collaborative efforts