

When reviewing samples in SMS, Statisticians assign a Data Collection Method Strategy (DCMS) Code to each record, which defines how that record will be handled for a particular survey. In particular, the codes define who will mail the questionnaire, who will conduct follow-up enumeration (and how) and whether the form will be available for a respondent to complete on the AgCounts Website.

DCMS*	Who Mails it?	How is follow up handled?	In AgCounts?
200	Print Mail Center	Mail or Online Only. No Phone or Field Follow-Up	Yes
210	Print Mail Center	Attempted by Call Center Enumerators	Yes
220	Print Mail Center	Local Telephone Enumeration; Entered into CAPI	Yes
240	Print Mail Center	Callouts: Start at DCC, Finish in Field	Yes
260	Print Mail Center	Face to Face Enumeration, Entered into CAPI	Yes
270	Print Mail Center	Special Handling by RFO Staff or State Stat.	Yes
300	Mailed by RFO	Mail or Online Only. No Phone or Field Follow-Up	Yes
310	Mailed by RFO	Attempted by Call Center Enumerators	Yes
320	Mailed by RFO	Local Telephone Enumeration; Entered into CAPI	Yes
340	Mailed by RFO	Callouts: Start at DCC, Finish in Field	Yes
360	Mailed by RFO	Face to Face Enumeration, Entered into CAPI	Yes
370	Mailed by RFO	Special Handling by RFO Staff or State Stat.	Yes
400	Not Mailed at all	Local Telephone Enumeration; Entered into CAPI	No
410	Not Mailed at all	Attempted by Call Center Enumerators	No
420	Not Mailed at all	Face to Face Enumeration, Entered into CAPI	No
500	Special Handling	Special Handling by RFO Staff or State Stat.	No
600**	Print Mail Center	Mail or Online Only. No Phone or Field Follow-Up	Yes
610**	Print Mail Center	Attempted by Call Center Enumerators	Yes
620**	Print Mail Center	Local Telephone Enumeration; Entered into CAPI	Yes
640**	Print Mail Center	Callouts: Start at DCC, Finish in Field	Yes
660**	Print Mail Center	Face to Face Enumeration, Entered into CAPI	Yes
670**	Print Mail Center	Special Handling by RFO Staff or State Stat.	Yes
605**	Mailed by RFO	Mail or Online Only. No Phone or Field Follow-Up	Yes
615**	Mailed by RFO	Attempted by Call Center Enumerators	Yes
625**	Mailed by RFO	Local Telephone Enumeration; Entered into CAPI	Yes
645**	Mailed by RFO	Callouts: Start at DCC, Finish in Field	Yes
665**	Mailed by RFO	Face to Face Enumeration, Entered into CAPI	Yes
675**	Mailed by RFO	Special Handling by RFO Staff or State Stat.	Yes
685**	Not Mailed at all	Face to Face Enumeration, Entered into CAPI	No

*Not included in this list are a set of 900-series codes which identify "office holds". Operations assigned a DCMS code in a 900-series are not contacted for one of several possible reasons. These could include hard core refusals, operations with limited contact agreements, out-of-business operations, operations known to have no items of interest, and operations to be contacted only by NASS HQ or another regional field office.

**Records assigned a DCMS in the 600 series are generally to be coordinated with another ongoing survey. Matches in CAPI are identifiable with the from the asterisk (*) next to the POID in the assignment listings.

Attached to every record are other codes which help to determine default DCMS Codes. These include Data Collection Method (DCM) Codes, Person Status (PS) Codes, Op Dom Status (OD) Codes, and Active Status Codes (AS). Records with an Active Status of 00 are considered "Active", while any record with an active status greater than 00 are considered "inactive" and are generally not contacted for surveys.

DCM Code	General Definition	Default DCMS
0 or 10	Okay to send to call center	210
15	Do not send to call center	220
20	Mail Only	200
25	EDR Only	200
26	Needs Field Enumeration, but Mail in Advance	260
30	Field Enumerate Only. No Mail in Advance	420
35	Local Phone Only. No Mail in Advance	400
40	Staff Handle	500
50	Special Handling – Review Comments	950
60	Limited Contact Agreement	960
65	State Stat or Regional Director Contact Requested	960
70	Permanent Enumerator Assigned	420
75	CRP Only – Contact for Census Only	500
80	Impact Record – Review Comments	950
90	Hold – Do not contact	900
95	Contact by NASS HQ Only	900

Person Status	General Definition	DCMS
47	Operator Possibly Deceased based on Social Security Death Index (SSDI); Comment usually provided in Enumerator Notes	400: Typically assigned to supervisor experienced enumerator, who calls using appropriate discretion
48	Undeliverable as Addressed on a recent survey contact; Comment usually provided in Enumerator Notes	400 if a phone number is available, 420 if there is no phone number.
49	LSF Clarification Required: There is a comment on the record which requires attention or updating.	220 or 260, sometimes 400 or 420 if the question has been out there for a while and hasn't been answered

Op Dom Status	General Definition	DCMS
99	Operation Dominant. Operation is the target	210, unless a DCM code overrides this
85	"Parent" operation associated with an operator. Indicates operator makes day-to-day decisions for more than one operation on the list	Usually 625, with all questionnaires associated with the operator mailed in the same envelope. Exceptions do occur
45	"Child" operation associated with an operator. Indicates a second (or third or fourth) operation to be reported by a sampled operator	Usually 625, with all questionnaires associated with the operator mailed in the same envelope. Exceptions do occur
44	Partner Record. Not active for sampling	N/A
00	Operator Dominant. Operator is the target	210, unless a DCM code overrides this