



SSIS Update



Issue 272

Social Services Information System

January 9, 2009

V5.2 implementation timing announced

SSIS Version 5.2 will be implemented statewide in two separate installations.

January 14—The installation schedule is emailed to counties.

January 16— Counties receive release documentation via e-mail.

January 22-23— The primary installation happens.

Development continues on advanced claiming, payment, and service arrangement searches. These will be implemented in the second installation in February. Counties will receive information about the February installation at a later date.

Adoptions Q & A document available

An Adoptions Q & A document is now posted on CountyLink among the V5.1 Training Job Aids. It answers questions raised at the Adoptions VPC sessions and at recent mentor meetings. SSIS staff representing several specialties provided the answers.

Quarterly imaging instructions updated

Three SSIS Reference Documents provide instructions for counties' quarterly image process. All three have been updated. Depending on which version applies to your county system, please print a copy of Ref. Doc #3501-LTO, #3502-VXA or #237-2003 Enterprise Edition and follow the instructions for your next quarterly image.

Counties will receive CMH Respite Grant Reporting document

SSIS received questions about how to pull the data required for those counties who have the CMH Respite Grant. SSIS will provide counties with a preliminary report which will include basic identifiers and services provided under the appropriate codes. The preliminary report will be sent out by

SWNDXing: My, how we've grown!

Since 2003, the SWNDX database has grown 68% from 882,900 county client records to over 1.2 million records by the end of 2008. In addition, determined child maltreatment offenders increased 45% from 22,802 to 49,733.

Thank you for your continued support and cooperation. *Happy New Year!*

CountyLink Updates

- ◆ Lists of Fiscal Mentors
- ◆ Health Care Claiming Specs: Design, Requirements, Appendices
- ◆ MC Claims Eligibility Spec
- ◆ Quarterly Imaging Reference Docs: #3501-LTO, #3502-VXA and #237-2003 Enterprise Edition
- ◆ MPAC meeting minutes, 12/16/08
- ◆ Fiscal Mentor Meeting minutes, 12/9/08
- ◆ Adoption Q & A
- ◆ VA-CEP Tip Sheet

Training sessions have openings

SSIS New Worker Training and CP Focus courses have openings at the Brainerd lab from February 3-5 and the DHS Training Center (St. Paul) from March 3-5. Register using TrainLink. Registration closes one week prior to each course.

Mary Jo Verschay, grant manager for this program. Questions about how to use the preliminary report may be directed to the SSIS Help Line. Contact mary.jo.verschay@state.mn.us with questions about grant reporting.

DEPARTMENT OF HUMAN SERVICES

Permanent Classified Position

Social Services Program Advisor (2 Vacancies)

\$19.33 to \$28.35 per hour (\$40,361 to \$59,195 per year).

The SSIS Help Line and Quality Assurance Unit of the Child Safety and Permanency Division at DHS has two Program Advisor positions available. Persons interested in a position need to have a resume posted on the DOER Resumix system at <http://www.doer.state.mn.us/employment>. Click on *My state job search*. The posting is number 09DHS000001.

The County Exchange option is also available, allowing a county employee to retain his/her county employment while serving as a member of the Quality Assurance team. If you have questions about the position or a hiring option, contact Steve Zorn, Supervisor, or Beth Holmgren, SSIS Project Manager, at:

SSIS

Child Safety and Permanency Division

P.O. Box 64239, St. Paul MN 55164-0239

651-431-4288 stephen.m.zorn@state.mn.us or 651-431-4745 beth.holmgren@state.mn.us

This position is responsible for applying software quality assurance and testing practices to discover SSIS software flaws prior to statewide release of the software. SSIS employs a client/server software architecture. Duties include:

- Document test results.
- Work with project staff to determine the appropriate resolution to software flaws.
- Conduct actual testing to determine efficiency and appropriateness of software design and design changes.
- Participate in the analysis and design of the SSIS software to ensure that the software meets users' needs.
- Provide a high level of data integrity and data value to counties and state agencies.
- Assist the testing team in establishing appropriate test environment and test procedures.
- Occasionally making presentations to committees and groups, identifying potential impact of various decisions and recommending resolution options.
- Serve as a backup for SSIS user support personnel.

This position requires an understanding of social services practices and software design/development methods to author and execute SSIS software test cases. Also required are excellent human relations and interpersonal communication skills, the ability to work in a team environment, and general knowledge of DHS and the relationship of county and state human services programs. Preferred candidates will have personal computer experience in a local area network environment, software testing experience, and knowledge of county social services programs. Some travel is required.