



SSIS Update



Issue 280

Social Services Information System

May 8, 2009

Watch for new SSIS info on SIR

SSIS launched its DHS-SIR page on May 1. The DHS Systems Information Repository (SIR) provides system announcements, targeted links and content. This site for county/tribal staff is secure and password protected.

The page will include SSIS operations announcements, installation schedules, and other related information. Operations information will continue to be emailed to agency contacts; as a backup, the same information will be available on SIR. SSIS will continue posting training materials, mentor information, support documentation, software specs and more on CountyLink. The SIR page includes a link to County Link for quick access.

Because DHS-SIR is a password-protected site, users need to request access. Please submit your password request to Dan Judd at daniel.judd@state.mn.us. Include your name, phone number, and agency name in the request. There is no need to register if you already have a SIR password.

CountyLink Updates

- ◆ SSIS Time Entry for External Workers
- ◆ Advanced Payments Search training module, V5.2B
- ◆ VA-CEP Complete Navigation training module, V5.2B
- ◆ Healthcare Claiming training module, V5.2B
- ◆ SSIS Applications Access job aid, V5.2B
- ◆ MMIS Changes, V5.2B
- ◆ Helpful Information to Assist in Billing MCOs

Upload Update

The next upload is due on May 29. It provides a general update of information for statewide research and reporting.

V5.2B training documents added to CountyLink

Numerous new and updated Version 5.2B training documents are available on CountyLink. They are together under the V5.2B heading at the top of the SSIS>Training>Job Aids page. Modules are also posted on the Modules page. See the *CountyLink Additions* list for a quick preview.

Fiscal Focus

Claim Audit Detail Report fix release

Following Version 5.2 installation, some counties report that they cannot run the Claim Audit Detail Report. SSIS has fixed the problem and will implement a 5.2B package update next week. The package update does not require an installation and agency staff do not need to log off of SSIS.

Package fixes:

- Allow agencies to run the report
- Alleviate performance problems.

The package does not fix an additional known issue described below. This will be addressed in a future release:

Date type: Disposition date, Generated date, Service dates and Status date are not filtering results correctly. The system currently includes dates not included in the selected ranges.

SSIS Phone Numbers

Main Line 651-431-4800

Help Line 651-431-4801

Fax 651-431-7521

ssishelp@state.mn.us

Fiscal Focus

Clarifying reimbursement for IV-E/PMAP clients in a Rule 5 placement

Background

All counties are required to submit a IV-E Abstract Report through SSIS. For children who are IV-E eligible, enrolled in a Managed Care Organization (MCO), and placed in an eligible Rule 5 facility, the IV-E portion of the Rule 5 claim must be submitted to Financial Operations Division (FOD) via SSIS.

The payment made by the county to the Rule 5 Provider will only be for the portion of the per diem rate that is not eligible to be reimbursed by the MCO. The IV-E claiming system (at FOD) and the SSIS IV-E Abstract Report module are currently not programmed to automatically account for this change. Both systems figure their reimbursement on the full rate being charged to the counties. Because the portion paid by the county for these children is less than the total per diem, the amount of federal IV-E reimbursement that is calculated would be less than the amount of earnings that could be available.

How will counties be correctly reimbursed?

Financial Operations' new PMAP indicator in the IV-E claiming system can only be triggered manually. All Rule 5 maintenance claims will deny if the amount of the county's payment is significantly less than the maximum allowed claim (see example above). These denied claims will appear on the DHS-2570A Non Reimbursable Claims report from Financial Operations Division. The reason for the denial will say "*Payment amount is significantly less than the calculated per diem rate times the number of days in placement.*" The county will have 45 days to notify FOD at DHS that this claim is for a PMAP child and return the corrected DHS-2570A. FOD will manually set the PMAP indicator on the claim and apply the proper calculation for reimbursement.

When does this process begin?

The process for initially denying these IV-E claims began for claims with service dates beginning January 1, 2009. (See example below)

Example of placement cost

Cost in Residential Treatment Center = # of days multiplied by Daily per diem: $\$279.32 \times 30 \text{ days} = \$8,379.60$.

MCO reimburses $\$179.32$ per day of placement: $179.32 \times 30 \text{ days} = \$5,379.60$

County portion of placement cost = $\$8,379.60 - \$5,379.60 = \$3,000$.

County portion of placement cost

County generates IV-E Abstract Report and the system calculates IV-E Reimbursement = $30 \text{ days} \times \$100 = \$3,000$. (Remaining portion of cost after MCO payment)

SSIS calculates the reimbursement on the remaining $\$100$ per day instead of the actual $\$279.32$ per day placement cost.

IV-E reimbursement percentage

System currently calculates reimbursement at 34.96% on $\$3000$. = $\$1048.80$.

Potential reimbursement calculation following FOD action:

Cost of placement multiplied by IV-E maintenance percent - $8379.60 \times 34.96\% = \2921.51 – Potential IV-E reimbursement amount.

Mentor-abilia

Joint Worker & Fiscal Mentor Meeting

May 19, 2009

St. Cloud Holiday Inn

9:00 a.m. - 3:00 p.m.

Register on [TrainLink](#).

Fiscal Focus

Additional Do Not Claim reasons added in V5.2B

Did you know that you can use the Do Not Claim Determination under Supplemental Eligibility in SSIS to identify clients that should not be claimed in SSIS?

In Version 5.2B, SSIS added 18 additional Reasons why a client should not be claimed. The Reasons now include the nine major MCOs (Managed Care Organizations), with health care program information such as MSC+ and MSHO. There are also two reports that provide either detailed client information or a list of clients with a Do Not Claim Determination. These reports are located under Healthcare Claiming on the Task Panel or from Tools>General Reports>Eligibility.

- The Do Not Claim Detail Report provides detailed information by client, listing basic client demographic information as well as Do Not Claim reasons.
- The Do Not Claim Determination report is a grid report that gives a summary view of clients with Do Not Claim Determinations.

There are different reasons why a client should not be claimed in SSIS, such as the client has TPL (Third Party Liability), no MA eligibility, or is managed by an MCO (Managed Care Organiza-

tion). Click on [Helpful Information to Assist in Billing MCOs](#) for instructions about entering a Do Not Claim Determination and generating the reports.

Do Not Claim reasons available

- No Reason
- Legacy MSHO
- TPL
- No MA eligibility
- Other
- Blue Plus - MSC+
- Blue Plus - MSHO
- First Plan Blue - MSC+
- First Plan Blue - MSHO
- HealthPartners - MSC+
- HealthPartners - MSHO
- Itasca Medical Care - MSC+
- Itasca Medical Care - MSHO
- Medica - MSC+
- Medica - MSHO
- Metropolitan Health Plan - MSC+
- Metropolitan Health Plan - MSHO
- PrimeWest Health System - MSC+
- PrimeWest Health System - MSHO
- South Country Health Alliance - MSC+
- South Country Health Alliance - MSHO
- UCare - MSC+
- UCare - MSHO



DEPARTMENT OF HUMAN SERVICES

Permanent Classified Position

Social Services Program Administrator Senior—SSIS User Support

\$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 a Program Administrator position available. Persons interested in a position need to have a resume posted on the DOER Resumix system at <http://www.careers.state.mn.us/>. Click on *My state job search*.

The County Exchange option is also available, allowing a county employee to retain his/her county employment while serving in St. Paul as a member of the SSIS Quality Assurance team. If you post your resume on DOER Resumix or have questions about the position or a hiring option, contact Steve Zorn, QA Supervisor, 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

This Help Line position is responsible for answering questions and solving problems for Social Service Information System (SSIS) users. In addition, this position provides problem resolution and support to county network and information systems staff as they research software, network and communication problems related to SSIS. This position is also responsible for documenting calls received and escalating appropriate issues for further research.

Other duties include occasionally contributing to presentations to committees and other groups, participating in phone calls with county users piloting new development, and identifying the potential impact of decisions on SSIS users. This position may be asked to consult with designers and functional analysts when new processes are planned, giving input from the users' perspective.

This position requires a thorough understanding of and experience with the SSIS application, ideally as both a user and a mentor. In addition, qualified applicants will understand social services practices and software design/development in order to answer complex questions from users, or to refer the question to the appropriate experts.

Other requirements include 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, help desk/help line experience including use of a call center phone system, and knowledge of county social services programs. Some travel is required.