

## Quick Links

SSIS in CountyLink

SSIS in DHS-SIR

TrainLink registration

ssishelp@state.mn.us

# SSIS update

Social Services Information System

Issue 320  
February 4, 2011

## Accurate entry for CMH Screenings ensures reimbursement

Social workers who conduct CMH screenings of eligible children must enter the screening in SSIS under the CMH Screenings and Assessments folder. This ensures the screening is counted for reimbursement.

Type	Name
Child Mental Health Screen	CMH - 10/18/2010
Child Mental Health Screen	CMH - 01/26/2011

CMH - 01/26/2011

Recorded By: Beman, Nan

Date: 01/26/2011 Status: CMH Screening Tool completed

Some agencies are concerned that child protection staff seem unable to enter CMH service 407. Although this is not necessary for CMH screening reimbursement, the following directions explain entry for 407.

The actual time spent conducting the screening is entered as a new activity in chronology. Whatever the program for the workgroup, social workers may choose Children's Mental Health as the program for this activity. This enables the choice of Early identification and intervention (Code 407) as shown below (*in a fictional workgroup*).

Activity

Workgroup: Brown Lucy CP Case Management 05/04/2001 Caseload

Program: 420 - Children's Mental Health No. of Persons: 0

Service: [ ]

County sub: [ ]

Code	Service Description
401	Information and referral
402	Community education and p
404	Client outreach (FCSS)
407	Early identification and inter
409	Pre-petition screening/heari
410	Child level of care determin
416	Transportation
420	Peer support services

Regarding:

Tom Brown

Charle Brown

Lucy Brown

Allocate Time

There is no requirement for social workers to enter the time conducting the screening this way, and time entered previously in a non-CMH program should not be changed.

## Contact SSIS before making network, server changes

When your network is operating smoothly, it can be easy to forget how many interconnections there are between computer systems. You can prevent many connection outages to the SSIS server.

Any of these activities has the potential to "break" the connection from the SSIS server to other servers. Please let SSIS know at least two weeks before you:

- Change the IP address of equipment
- Change your network configuration (routers, switches, etc.)
- Change IP filtering or translating
- Upgrade your accounting computer (AS/400, iSeries, SQL Server) hardware or software
- Partner with another agency to share an accounting computer.

Advance notification enables SSIS to work with a county proactively rather than needing to repair a connection after it is lost.

Thank you!

**Worker Focus**

Save the date:

**Worker Mentor Meeting**

**Thursday, April 14, 2011**

9:00 a.m. – 3:00 p.m.  
St. Cloud, Holiday Inn

Registration is required on [TrainLink](#).  
The agenda and handouts will be sent prior to the meeting.

**Dig deeper for adult maltreatment detail**

When reviewing the information on State Detail, be aware that some information about adult maltreatment reports does not display:

- AP Reports Tab when viewing State Detail for an AP Offender: The Substantiation/ Determined result (*Yes* or *No*) does not display.
- AP Reports Tab when viewing State Detail for an AP Victim: The Intake and Assessment Workgroups do not display.
- Offenders Tab: Adult maltreatment offenders do not display.

SSIS is working on correcting these problems in Version 5.5.

**Workaround:** The Adult Maltreatment workgroup does display for both Offenders and Victims on the Workgroups tab. To find additional information about the adult maltreatment report and the results of the assessment, request remote access to the Adult Maltreatment workgroup via Statewide Case Access from the Workgroups tab. See the [Expanded Statewide Case Access](#) training materials for instructions for requesting access.

**CountyLink Updates**

- EFC-SIL Payments tip sheet
- Partnership Group minutes, 1/26/11

**Fiscal Focus**

**Fiscal NWT space available at Brainerd**

There are seats available in Fiscal New Worker Training (FNWT) in Brainerd on February 23-24. Register on [TrainLink](#).

**MnDHO program ended**

On December 31, 2010, the Minnesota Disability Health Options (MnDHO) program ended.

MnDHO was a voluntary managed care program in the seven-county Twin Cities metro area for recipients ages 18-64 with physical disabilities.

SSIS will be removing MnDHO as a Do Not Claim Reason code in the following locations:

- Supplemental Health Care Do Not Claim Determination record
- Setup screen of the Do Not Claim Detail Report under Eligibility Reporting
- Setup screen of the Other Healthcare Eligibility Report under Eligibility Reporting.

The change to SSIS is targeted for the version after V5.5. Counties can claim retroactively for one year. After MnDHO is removed as a Do Not Claim reason code, if a county needs to enter MnDHO as a reason code, create a Do Not Claim record with a reason code of "Other" and add a comment that it is for MnDHO.

The MnDHO Do Not Claim Reason codes entered in SSIS before the code is removed will continue to exist on records previously entered in SSIS.

**Upload Update**

The February upload is due on February 28. This upload is for general update of info for statewide research and reporting.

Another February deadline:

⇒ CMHRS for July through December is due on 2/15.