

QUICK LINKS

[SSIS in CountyLink](#)

[SSIS in DHS-SIR](#)

[TrainLink registration](#)

dhs.ssishelp@state.mn.us

SSIS update

Social Services Information System

Issue 353

July 20, 2012

SDM updates answer frequent questions

Case Management Closing Requirements:

As required by DHS policy staff, all CP Case Management workgroups must now have a completed **SDM Risk Reassessment** and **SDM Strengths and Needs Assessment** to close the workgroup. Prior to Version 12.2, SSIS did not enforce entry of SDM tools to close CP Case Management workgroups.

SDM Tool Availability:

Version 12.2 expanded the availability of SDM tools to workgroups other than those in the Child Protection or Child Welfare program. Counties have called the SSIS Help Line to ask why the **SDM Strengths and Needs Assessment** is not available in Adoption/Guardianship (A/G) workgroups. This tool requires that at least one parent be selected, yet parents are usually not in A/G workgroups. DHS policy staff determined that the redesigned OHPP is a better option for addressing the child's needs and strengths than the SDM Strengths and Needs Assessment. Therefore, the SDM tool is not available in A/G workgroups.

Worker Mentor Meeting

August 21st

Holiday Inn-St. Cloud



CountyLink Additions

- Worker Mentor rosters
- Statewide Case Access module, V12.2
- Child Protective Services Plan, V12.3
- Family Assessment Service Plan, V12.3
- Trial Home Visits Plan, V12.3
- OHPP Delinquency Petition, V12.3
- OHPP Child 18-21 Signature Page, V12.2

Upload Update

The next upload is due on Tuesday, July 31. It is a general update of info for statewide research and reporting. Other July deadlines:

- 20th - Title IV-E Abstract Report due
- 30th - SEAGR due
- 30th - TCM CSR due

New web-based training modules available

New web-based training modules are available online

Trainlink (<http://pathlore.dhs.state.mn.us/stc/ssis>) offers online web-based learning opportunities for users wishing to learn basic SSIS functionality.

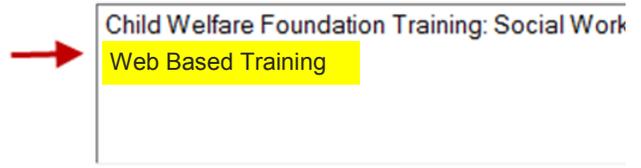
For example, *Module #2 - General Navigation and Staff Activity* - introduces SSIS's basic features. Workers learn how SSIS is used as a case manage-

ment tool with timeline and entry requirement tools. The module explains how to enter direct and indirect time and case notes, shows features of the Chronology folder, and introduces the User Activity Log and its features.

Encourage new workers to follow these instructions to access helpful modules.



3 **Select the class you are interested in. You can search by course name or by course number.**



4 **Select a course for more information.**



5 Workers can either add the course to their training plans or begin the course immediately.

