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SSIS update

Social Services Information System

Issue 354
August 3, 2012

SSIS-county virtualization initiative underway

SSIS Operations has been actively working with counties to identify opportunities for using virtualization technology for their test environments. The virtualization technology will allow counties to optimize resources so that they can lower operating expenses, reduce their data center footprint, and save on new server costs (setup and operation). SSIS staff provides troubleshooting assistance to incorporate the SSIS virtualization template within county environments. Currently county implementation statuses are:

St. Louis County

SSIS staff developed a full database/application server template for a test server. They gathered St. Louis County VMWare parameters for customizing the template for their environment and finalized the implementation of the new test environment VM server.

Ramsey County

SSIS and Ramsey County staffs developed an application server template for the Ramsey County production environment. Working together, we were able to implement three application servers with a test server being planned.

Anoka County

SSIS gathered Anoka County VMWare parameters for customizing the database/application server template for their environment.

We are working with other counties to meet new needs using this technology.

Upload Update

The next upload is due on Friday, August 31. This Repository upload provides a general update of information for statewide research and reporting.

CountyLink Additions

- Version 12.3 to Version 12.2 Comparison
- Partnership Group minutes, 7/25/12
- Worker Mentor Meeting agenda, 8/21/12

SSIS Version 12.3 pilot begins

The V12.3 pilot kicked off this week with Blue Earth, Scott, and Yellow Medicine Counties serving as pilot agencies.

The new release includes the following new items:

- Out-of-Home Placement Plans: Delinquency and Trial Home Visit
- Strengths and Needs Assessment and Risk Level added as an option to the CPS Plan
- Strengths and Needs Assessment information added as an option to the Family Assessment Plan
- Case notes, contact/activity notes, Intake Description of need, and Adult Maltreatment Incident description will no longer change to a PDF when they are finalized. They will be read-only – similar to how these areas functioned before V11.3.
- Redesigned CMH Assessment tools
- Reminders and Alerts: New security functions allow supervisors/managers or other designated personnel to view staff Reminders/Alerts and enter Reminders for staff.
- A new report, IV-E Eligibility-by Continuous Placement, is located in a new folder, IV-E Eligibility, under General Reports. This includes placement data as well as IV-E eligibility and reimbursability information.

Statewide installation is scheduled for August 28 and 29. Installation confirmation and release documentation will be emailed to all agencies in late August.

New IV-E Eligibility Report coming in V12.3

Version 12.3 includes a new report under Tools>General Reports>IV-E Eligibility. "IV-E Information by Continuous Placement" was developed to replace the "Eligibility List" tab information on the Legacy IV-E Report.

This report is a list of children in continuous placement within the date range and filters specified. The listing includes the most recent information received from MAXIS regarding that child's IV-E eligibility and reimbursability for the particular continuous placement (if any).

Because the report is available under Tools>General Reports, eligibility and reimbursability information can be viewed without having to grant access to the IV-E Abstract Report.

Fiscal Advisory Committee seeks input

The Fiscal Advisory Committee (FAC) gathers agencies' input for the next stages of SSIS Fiscal and helps prioritize Fiscal enhancements.

The FAC member for your region will soon contact your agency's Primary Fiscal Mentors, asking that they gather input from appropriate staff on these topics:

- MCO Billing survey
- Scheduling of interfaces after centralization
- MA Eligibility Reports.

YOUR INPUT IS VERY IMPORTANT TO US! This is the only way we know how a request may benefit your agency. If your agency does not respond to a request for input, we will assume that your agency has no interest in the topic. Non-responses will be documented as negative votes.

Remember email changes!	
<i>Former:</i>	<i>MUST now be:</i>
ssishelp@state.mn.us	dhs.ssishelp@state.mn.us
ssisdata@state.mn.us	dhs.ssisdata@state.mn.us

SSIS seeks regional reps to serve on Worker Advisory Committee

At a recent SSIS County Partnership meeting, SSIS requested recommendations from county and tribal directors for participants in a new SSIS Worker Advisory Committee. These participants will represent their regions in quarterly meetings with SSIS Worker design staff. We will review long-standing, current, and future SSIS project needs and improvements, and prioritize local agency needs and SSIS resources.

SSIS completed all Federal SACWIS requirements in November 2011. SSIS will continue responding to required Federal and State statutory and policy changes; however, staff can now seek input about and prioritize other enhancements.

The SSIS Worker Advisory Committee is seeking county representatives from all Minnesota regions and representatives from White Earth and Leech Lake Bands. Directors may recommend social service supervisors, experienced social workers and experienced case aides. The goal is to have a cross-section of representatives from multiple agencies.

The Worker Advisory Committee will meet at least quarterly, in person at DHS or via VPC. Additional subcommittee work meetings may evolve.

Directors, please send Advisory Committee participant recommendations to SSIS Worker Mentor Coordinator Lisa Litchfield at 651-431-4795 or lisa.litchfield@state.mn.us. The deadline for submitting a staff recommendation is August 17, 2012.

CMHRS report discontinued

The final CMHRS report was submitted through SSIS in February 2012 for the reporting period 7/1/11 through 12/31/11. The Adult Mental Health Division issued a memo on January 6, 2012, covering the changes to Mental Health reporting requirements and notifying agencies that they were discontinuing the use of the CMHRS Report.

You can continue to use the report to run proofing on your mental health data if you wish, but please do not submit the report.

Title IV-E Abstract Report changes in Version 12.3

1. A rule was added to require that the Generate date of the Title IV-E Abstract Report and all state reports must be after the last day of the Report Period in order to finalize the report. The report must be regenerated before it can be finalized.
2. A new edit was added to prevent a claim from being created when the payment service end date is more than 13 months in the future. Payments for EFC-SIL, Educational Transportation and Childcare that are pre-paid more than 13 months in advance will display Proofing Message # 1247: The "Service End Date" is more than 13 months after the "Warrant/ Eff. Date" when the "Service Dates" check box is selected in Payment Proofing.

Financial Operations Division (FOD) has an edit in their IV-E Claiming System that rejects a claim if the Payment Service End Date is more than 13 months in the future. Proofing Message # 1247 was added to align SSIS IV-E proofing with FOD's IV-E proofing.

Example: If a payment for EFC-SIL was made on 2/15/12, pre-paying for services, the Payment Service End date of that payment must be before 3/15/13 in order for a claim to be created.

3. When a IV-E eligible child is in an unlicensed relative placement, they are counted on Line B (IV-E Eligible Child, SSI & Relative License Pending) of the Child Counts Ratio.

The Federal Requirement for Line B states that a relative must be licensed within 12 months of the Placement Setting Start Date in order to continue to be counted on Line B. *If the service dates of the payment are more than 12 months after the Placement Setting Start Date, the child will only be counted on Line C (Total Children in Placement).*

Example: If the Start Date of a relative placement setting is 2/15/11, and a valid license record does not exist, the child will only be counted on Line B through February 2012.

Note: When you generate the IV-E Abstract Report after V12.3 is released to your agency, Child Counts will be recalculated for the five quarters of the Quarter 3, 2012 IV-E Report. You may see some adjustments for the four prior quarters to Line B because of the above change.

4. The redesigned IV-E Report does not allow claiming of the discharge date of a Continuous Placement. If the Payment Service dates include the discharge date, Proofing Message # 1245 (The Continuous Placement "Discharge Date" cannot be claimed) displays for that payment.

If the agency pays for the Discharge Date, IV-E Reimbursable on the payment should be "No." Since this payment is for a IV-E eligible child, it displays in Payment Proofing with message #1201 ("IV-E Reimbursable" is "No" and the client is IV-E eligible and IV-E reimbursable). The payment is not claimable so no proofing should display.

After V12.3 is loaded in your agency, Message #1201 will no longer display on a payment for the Discharge Date only.

5. The description of Special cost code 15 has been changed to "Educational transportation (Pre-K-12 only)."

Educational Transportation is defined as "reasonable travel for the child to remain in the school in which the child is enrolled at the time of placement." Transportation to post-secondary education for youth continuing in foster care beyond age 18 does not meet this definition and is not IV-E reimbursable.

A future version of SSIS will include a warning message in IV-E Payment Proofing if a Payment has Special cost code 15 – Educational Transportation (Pre-K – 12 only) and the client is 18, 19 or 20 years old.