

## QUICK LINKS

[SSIS in CountyLink](#)

[SSIS in DHS-SIR](#)

[TrainLink registration](#)

[dhs.ssishelp@state.mn.us](mailto:dhs.ssishelp@state.mn.us)

# SSIS update

Social Services Information System

Issue 357  
September 21, 2012

### SSIS revises workstation recommendations

SSIS revised the 2012 workstation recommendations after agencies asked for clarification about the *requirements* for running SSIS versus our *recommendations* for new purchases. The revised recommendations cover both cases *and* both SSIS and MnCHOICES. The new version is attached on pages 2-3 of this newsletter and is posted on CountyLink's SSIS>[Support](#) page.

### Disability Waiver Rate System help is available

September 30, 2012, is the deadline for Lead Agencies to enter their sample of disability waiver recipients' service information into the online Rate Management System (RMS) accessed via SSIS.

The Disability Service Division asks SSIS mentors and SSIS users who are responsible for entering information into RMS to contact [Dsd.Rates@state.mn.us](mailto:Dsd.Rates@state.mn.us) or their [DSD Regional Resource Specialist](#) if assistance is needed.

### Upload Update

The next upload is due on Friday, September 28. This Repository provides information for the quarterly Child Welfare Data Dashboard update.

### Crookston FNWT session has openings

The October 10-11 Fiscal New Worker Training (FNWT) session in Crookston is at risk of cancellation due to low enrollment. October 3<sup>rd</sup> is this session's registration deadline.

SSIS holds a limited number of Fiscal training sessions in Crookston, so this is an opportunity to attend training in your area. Register on [TrainLink](#) for the October 10-11 session. Complete course and registration information is in [Implementation Memo #124](#).

### CountyLink Additions

- Implementation Memo #125: NWT, 4Q 2012
- Ref. 305: Silverlight 5 Installation Instructions
- Revised workstation recommendations-2012

### Child Count changes on Q3 IV-E Abstract Report

When a IV-E eligible child is in an unlicensed relative placement, he/she is counted on Line B (IV-E Eligible Child, SSI & Relative License Pending) and Line C (Total Children in Placement) of the Child Counts Ratio. Title IV-E administrative reimbursement is earned for those children counted on Line B.

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 is only counted on Line C (Total Children in Placement), and no longer eligible for administrative reimbursement.* DHS recommends agencies actively pursue full licensing for relative foster homes.

**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 eligible to be counted on Line B through February 2012. This child will always be counted on Line C while in a foster care placement.

**Note:** When you generate the IV-E Abstract Report after V12.3 is released to your agency, Child Counts for the Quarter 3, 2012 IV-E Abstract Report will be calculated with the above change. You may see some negative adjustments to Line B in the Child Count Ratios for the prior four quarters.

## Workstation Technical Specifications for SSIS and MnCHOICES

Listed below are 2 sets of workstation specifications; one for purchasing new workstations, and one for existing workstations.

SSIS is recommending 8GB of RAM and Windows 7 64 bit for new workstation purchases, which is consistent with current DHS purchasing policy. The additional RAM will improve performance across the board<sup>1</sup> and will extend the useful life of the workstation as new applications continue to consume more RAM. The cost of the additional 4GB of RAM is estimated to be less than \$40. SSIS will run acceptably using 4GB of RAM, and the SSIS Development Team is focused on managing the application's memory requirements and improving performance wherever possible, but more RAM will make all applications run better in a 64-bit environment.

For new computer purchases, SSIS and MnCHOICES strongly recommend Windows 7 - 64 bit. Memory usage is much better when using the 64 bit operating system<sup>2</sup>, and the SSIS application will run better in this environment. If you are running a 32 bit operating system, do not purchase more than 4 MB of RAM -- the O/S cannot use it<sup>5</sup>.

SSIS will provide technical support for the MnCHOICES application when it is implemented. SSIS has received several inquiries as to whether lead agencies will be able to use a tablet to access MnCHOICES. Tablet use will not be supported by MnCHOICES. Lead agencies must use a laptop (in the field) to access MnCHOICES that meets or exceeds the specifications shown below.

### SSIS and MnCHOICES New Workstation Specifications

MnCHOICES Without SSIS	MnCHOICES and SSIS
<p><b>Hardware</b> i5-2400 Processor, 3.1 to 3.4 GHz 4 GB of RAM minimum 250 GB hard drive</p> <p><b>Operating System</b> Microsoft Windows 7 - 32 bit or 64 bit</p> <p><b>Software</b> Internet Explorer 7 or higher Silverlight version 5.1.1 or higher<sup>3</sup></p> <p><b>Other</b> High-speed Internet connection for initial setup</p>	<p><b>Hardware</b> i5-2400 Processor, 3.1 to 3.4 GHz 4 GB of RAM, 8 GB of RAM recommended<sup>5</sup> 250 GB hard drive Network card compatible with county's local area network topology</p> <p><b>Monitor</b> 17" or 19" LCD or flat panel monitor Note: Fiscal users should have 19" monitors because of the large displays for fiscal functions.</p> <p><b>Operating System</b> Microsoft Windows 7 - 64 bit</p> <p><b>Software</b> Internet Explorer 7 or 8 Microsoft .NET Framework 4.0 Client Profile<sup>4</sup></p>

### SSIS and MnCHOICES Existing Workstation Specifications

MnCHOICES Without SSIS	MnCHOICES and SSIS
<p><b>Hardware</b> 2 GHz Processor 2 GB of RAM or 3 GB for 64-bit operating systems 16 GB available disk space</p> <p><b>Operating System</b> Windows XP SP 3 for 32 bit systems Windows XP SP 2 for 64 bit systems Windows Vista SP 2 Microsoft Windows 7 - 32 bit or 64 bit</p> <p><b>Software</b> Internet Explorer 7 or higher Silverlight version 5.1.1 or higher<sup>3</sup></p> <p><b>Other</b> High-speed Internet connection for initial setup</p>	<p><b>Hardware</b> 2 GHz Processor 4 GB of RAM, 8 GB of RAM recommended<sup>5</sup> 250 GB hard drive Network card compatible with county's local area network topology</p> <p><b>Monitor</b> 17" or 19" LCD or flat panel monitor Note: Fiscal users should have 19" monitors because of the large displays for fiscal functions.</p> <p><b>Operating System</b> Windows XP SP 3 for 32 bit systems Windows XP SP 2 for 64 bit systems Microsoft Windows 7 - 32 bit or 64 bit</p> <p><b>Software</b> Internet Explorer 7 or 8 Microsoft .NET Framework 4.0 Client Profile<sup>4</sup></p>

<p><sup>1</sup> Performance impact of 8 GB of RAM vs. 4 GB: <a href="http://blog.laptopmag.com/5-ways-to-supercharge-your-laptop-for-under-100">http://blog.laptopmag.com/5-ways-to-supercharge-your-laptop-for-under-100</a></p>
<p><sup>2</sup> Windows 7 - 32 bit vs. 64 bit comparison: <a href="http://www.sevenforums.com/installation-setup/86886-32-bit-vs-64-bit-comparison.html">http://www.sevenforums.com/installation-setup/86886-32-bit-vs-64-bit-comparison.html</a></p>
<p><sup>3</sup> Silverlight installation instructions at: <a href="http://www.dhs.state.mn.us/main/groups/agencywide/documents/pub/dhs16_171736.pdf">http://www.dhs.state.mn.us/main/groups/agencywide/documents/pub/dhs16_171736.pdf</a></p>
<p><sup>4</sup> Microsoft .NET Framework Installation instructions at: <a href="http://www.dhs.state.mn.us/main/groups/agencywide/documents/pub/dhs16_169332.pdf">http://www.dhs.state.mn.us/main/groups/agencywide/documents/pub/dhs16_169332.pdf</a></p>
<p><sup>5</sup> 32 bit operating systems can only use 4 GB of RAM. If you are running Windows XP or Windows 7 in 32 bit mode (referred to as X86), do not install more than 4 GB of RAM. Details at: <a href="http://msdn.microsoft.com/en-us/library/windows/desktop/aa366778(v=vs.85).aspx">http://msdn.microsoft.com/en-us/library/windows/desktop/aa366778(v=vs.85).aspx</a></p>