SSIS update

Social Services Information System

Issue 375

June 14, 2013

Volunteer to be a V13.3 pilot agency!

SSIS is actively seeking county and tribal agencies to spend one month piloting the Version 13.3 release. Pilot begins the last week of July 2013 and continues until the last week of August.

Pilot agencies receive new and updated application functionality. They provide SSIS with active and timely feedback as to what works, what can be improved, and what needs to be fixed prior to statewide release. Pilot agencies receive weekly teleconference calls with SSIS staff (including testers, Help Line staff, trainers, business analysts and software developers), early SSIS pilot training, and priority assistance with all Help Line-related issues during the pilot. SSIS staff plan to visit each pilot agency at least one time during the pilot.

Items included in the V13.3 release:

- IV-E Abstract Report - Exclude from Proofing: Users will be able to mark payments to no longer display in proofing when the payment won't be claimed.
- Do Not Claim (DNC) screen and report will have changes to assist counties in billing Managed Care Organizations (MCOs).
- Referral for Infant and Toddler Intervention screening will be available.
- Spell check option will be available in Service Plans, allowing the document to be checked as a whole rather than having to open each text area.
- External Documents will be able to be saved to the database and attached to a person or workgroup.
- Delphi upgrade
- Fiscal and Worker bug fixes

If your agency is willing to volunteer or would like additional information, please contact Gina Meyer at 651-431-4790 or gina.s.meyer@state.mn.us.

Upload Update

The next upload is due on Friday, June 28.This Upload provides a general update of information for statewide research and reporting.

WAG wish list *Top 30* due June 19

Every agency is reminded to prioritize and submit a Top 30 wish list to its Worker Advisory Group (WAG) representative by June 19.

Wish list priorities are to be indicated as high under the Priority column and next to the line item referred to on the Microsoft Excel spreadsheet sent to you. Step-by-step instructions were sent to assist in marking high-priority items on the spreadsheet. Contact your WAG representative if you need assistance.

The SSIS internal WAG group members will use all of the local agency spreadsheets received to tally the priorities by agency. We are unable to accept Top 30 wish list items in other formats. Top 30 results will be shared soon.

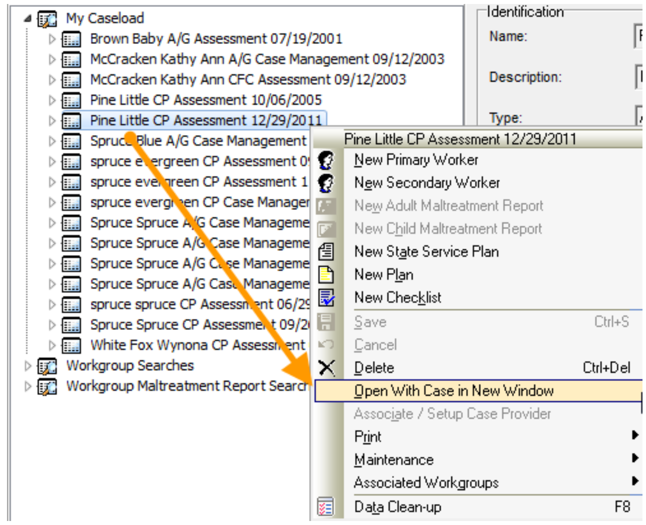
CountyLink Additions

- TCM-CSR Error Messages and Logic

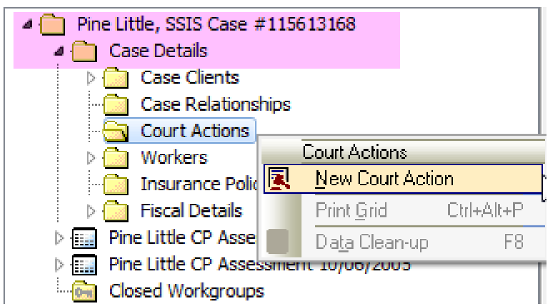
Use this tip for easy entry of sibling court orders

Court reports and court appearances often occur on behalf of sibling groups. Decrease time spent entering these court actions for each individual child client under their Participant node. Instead, create and duplicate the court action entry from the Case folder.

1. From the Workgroup node on the caseload list, access the Action menu and select **Open with Case in New Window**.

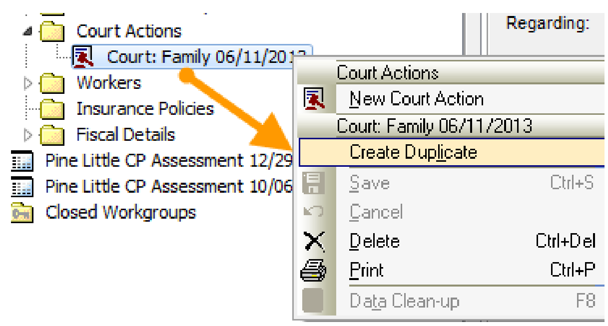


2. Expand the Case Details folder, access Action menu from the Court Actions folder, and select **New Court Action**.

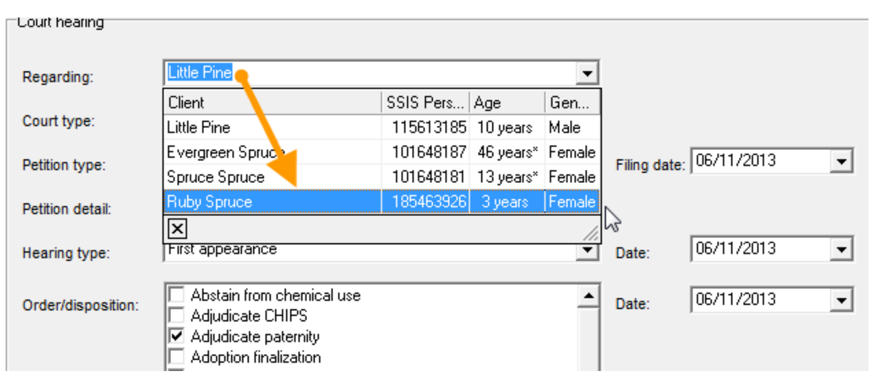


3. Create and enter the first child's court action. Click **Save**.

4. Access the Action menu from this Court Actions node and select **Create Duplicate** court action.



5. Court Action screen opens displaying original child's name. Click the drop-down menu to select a sibling name in their place. Update other information, if needed. Click **Save**.



6. Repeat as needed for multiple siblings.

Note: Each court action entry completed under the Case Details folder automatically displays under each client's Court Action folder.