

## Quick Links

[SSIS Resources](#) via [CountyLink](#)

SSIS via [DHS-SIR](#)

[TrainLink](#) Registration

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NEXT REPOSITORY UPLOAD

JULY 31, 2014

# SSIS Update

Social Service Information System News from [MN.IT @ DHS](#) | [SSIS](#) | [ISSUE 401](#) | July 25, 2014

## UPDATE: Check ICD-9 Diagnosis Code End Dates

### PREVIOUS GUIDANCE

In [SSIS Update #393](#), issued on April 4, 2014, we announced the postponement of ICD-10 implementation until at least October 1, 2015.

The article suggested that workers should remove end dates on ICD-9 codes entered because you replaced them with ICD-10 codes.

We recently ran a query of all counties to determine how many ICD-9 SSIS person Diagnosis codes had end dates greater than the current date.

- *Statewide 471 ICD-9 diagnosis codes have end dates that are 09/30/2014 or later*
- *10 counties have 11 or more ICD-9 diagnosis code end dates that are 9/30/2014 or later*

### UPDATED GUIDANCE

Best practice is to **review** and **remove** the **09/30/2014 ICD-9 diagnosis code end dates** entered only because ICD-10 diagnosis codes were supposed to be implemented on 10/01/2014.

## Healthcare Eligibility from MMIS: Daily versus Monthly Data

Most Healthcare Eligibility from MMIS data is loaded from the data warehouse on a nightly basis, Monday through Friday. However, the following information is loaded monthly:

- PPHP Exclusions
- TPL Policy
- Medicare Part A, B, and D

If you find the data above displaying in MMIS, but not displaying in SSIS, it is because the information is only loaded on a monthly basis.

**NOTE:** No Healthcare Eligibility from MMIS data is loaded the day after a holiday. The nightly and monthly information is loaded the next day.

## IMPORTANT! Update Staff-provided Rates

Financial Operations Division (FOD) notified agencies by e-mail on Friday, July 18th that AMH-VA/DD TCM rates were recalculated and are retroactive to 7/1/14.

**Every agency's AMH-VA/DD rate was increased.**

### IMPORTANT!

**Be sure to update the Staff-provided Rates for the Adult Mental Health and VA/DD HCPCs/Modifiers in SSIS Admin.**

FOD is working with MMIS staff to get the new rates loaded in MMIS and to be sure that corrections are made to claims that have already been submitted.

## SSIS Fiscal Training Announces Two New iLinc Training Sessions

SSIS Fiscal Training announces two new [iLinc](#) training sessions!!

- ◆ Healthcare Claiming – General Overview – Part 1 (75 min.)
- ◆ Healthcare Claiming – General Overview – Part 2 (30 min.)

These new iLinc sessions cover the basic functionality of Healthcare Claiming in SSIS. These are the first of several trainings offered via iLinc related to Healthcare Claiming. The purpose of these iLincs is to provide supplemental training focused on Healthcare Claiming. SSIS designed these iLincs for new SSIS users, experienced SSIS users that are new to Healthcare Claiming, and as a refresher for all current Healthcare Claiming users. These iLincs do not replace Fiscal New Worker Training (FNWT). This training is from the fiscal perspective, but benefits all users, worker and fiscal.

Future additional training sessions include information specific to each claim category. SSIS will publish these additional training sessions as they become available.

Registration is not required to view these training sessions via iLinc.

Register		Join
	TYPE	SESSION NAME
<input type="button" value="OPEN"/>		Fiscal Mentor Refresher #1 - General Navigation - Case/Workgroup/Participant - Searches/Logs Recording (12/14/2009)
<input type="button" value="OPEN"/>		Fiscal Mentor Refresher #2- COA, COA Maximums, Business Organizations Recording (02/10/2010)
<input type="button" value="OPEN"/>		Fiscal Refresher #3 - Service Arrangements Recording (04/14/2010)
<input type="button" value="OPEN"/>		Fiscal Refresher #4 - Payments Recording (06/16/2010)
<input type="button" value="OPEN"/>		Healthcare Claiming - General Overview - Part 1
<input type="button" value="OPEN"/>		Healthcare Claiming - General Overview - Part 2

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See  
[Implementation Memo 153](#)  
 for more information  
 and how to access these  
 training sessions.

## SSIS Worker Mentor Meeting Registration is OPEN

The August 14th SSIS Worker Mentor meeting is available for registration on [TrainLink](#). The meeting agenda is posted on the Meeting Information page on CountyLink. You may access this through the following steps:

1. Go to [CountyLink](#)
2. In the menu (located at the top of the page), click on **DHS Systems & IT Updates**
3. In the left hand menu, click on **SSIS Resources**
4. In the main window, find **Worker Mentor Program** and click on **Meeting Information** to find the [August 14, 2014 SSIS Worker Mentor Meeting Agenda](#).

Worker Mentors, Coordinators, Social Service Supervisors, and, for this meeting, Adoption Specialists, are encouraged to attend. Due to Northstar Care for Children, SSIS entry requirements are changing and will be particularly pertinent for designated adoption staff.

## NOW HIRING: SSIS Fiscal Sr. Business Analyst

*State Program Administrator Principal, \$50,112 - \$73,583, Unclassified*

This position exists to assist the MN.IT @ DHS/SSIS & .NET Division by applying knowledge of policy, local agency social service accounting practice and the SSIS (Social Services Information System) application software to

1. analyze business needs to define system requirements, develop specifications, and work in partnership with technical staff to develop functional solutions,
2. play a quality assurance and structured testing role to ensure effective procedures for ongoing maintenance of SSIS and data interfaces with other systems perform as needed, and
3. be the primary liaison to both technical and policy staff to ensure that policy is accurately reflected and implemented through the system.

This position will backfill for current business analysts who are working on Northstar changes to the SSIS Fiscal modules.

### Job Description

- Perform analysis of system business requirements and develop specifications for module requirements.
- Consult with policy development staff and managers regarding the automation implications of policy alternatives under consideration, and meet with county/tribal users to explain the impact on SSIS of policy changes.
- Coordinate activities to plan and implement functional changes with policy, technical, user support and production control staff so that the stability of the SSIS Production system is not compromised.
- Coordinate the development of functional and structured testing of system software so that the software changes reflect the functional specifications, meet state and federal policy requirements and function appropriately for customers.
- Participate with a team to analyze and evaluate problem reports and requests for enhancements from users and policy staff so that priorities can be established and workflow planned.

### Qualifications

- Experience or training utilizing business analysis practices
- Experience utilizing structured project planning for software changes
- Knowledge of business analysis processes, basic design strategies and System Development Life Cycle (SDLC) methodologies
- Ability to apply functional design principles, and to comprehend system breadth and see interconnections within system functionality
- Skills in effective interviewing, listening, meeting facilitation, research, writing documentation
- Ability to analyze the effects of large policy changes on functional areas of systems
- Excellent analytical skills in problem definition, observation, information gathering, interpretation, and ability to understand the technical issues involved, the data behind the application, interfaces with other applications and coordination of the appropriate structured testing components

*Preferred candidates will have local agency social service accounting experience and SSIS Fiscal user experience.*

### Benefits

- \* Paid Vacation Time
- \* Eleven paid holidays
- \* Life insurance (optional family)
- \* Long-term care insurance
- \* Short and long term disability
- \* Health care savings plan
- \* Pension and retirement savings plan
- \* Pre-tax benefits
- \* Credit union membership available
- \* Optional retirement savings plan

### For application information

contact Kate Stolpman  
at 651-431-4743  
or [kate.stolpman@state.mn.us](mailto:kate.stolpman@state.mn.us)

# CountyLink Updates

## Implementation Memos

[DHS Systems and IT Updates >](#)  
[SSIS Resources > Publications >](#)  
[Implementation Memos](#)

#153

[Healthcare Claiming—General Overview-Part 1 & Part 2 \(iLink Sessions\)](#)

#154

[Vulnerable Adult Common Entry Point \(VA-CEP\) Training](#)

#155

[SSIS Basics Training \(Formerly SSIS New Worker Training\)](#)

# Upcoming Training Events

## SSIS Basics Classes (Formerly SSIS New Worker Training)

### Day 1

SSIS Basics—Intake  
 August 5—St. Paul  
 September 16—Duluth  
 October 7—Brainerd  
 October 14—St. Paul  
 November 4—Rochester  
 December 9—St. Paul

### Day 2

SSIS Basics—Case & Workgroup  
 August 6—St. Paul  
 September 17—Duluth  
 October 8—Brainerd  
 October 15—St. Paul  
 November 5—Rochester  
 December 10—St. Paul

### Day 3

SSIS Basics—Child Services  
 August 7—St. Paul  
 September 18—Duluth  
 October 9—Brainerd  
 October 16—St. Paul  
 November 6—Rochester  
 December 11—St. Paul

For more information, see  
[Implementation Memo #148](#)  
[Implementation Memo #155](#)

## SSIS Fiscal New Worker 2-Day Training [FNWT]

This course is designed for new Fiscal workers and can also be used as a refresher course for current staff working with fiscal tasks such as Service Arrangements, Payments & Healthcare Claims. Participants work directly in SSIS during the two-day class.

### Class Dates & Locations for FNWT August 13-14 Metro (St. Paul)

For more information, see  
[Implementation Memo #151](#)

## SAVE THE DATE

# Upcoming Mentor Meetings

### 2014 SSIS Worker Mentor Meetings

Thursday, August 14<sup>th</sup>  
 Tuesday, November 18<sup>th</sup>

### 2014 SSIS Fiscal Mentor Meetings

September 10<sup>th</sup>

Register for Training & Meetings online at [TrainLink](#)

## Mentor Changes?

Please send mentor information changes (contact info, status, etc.) to:

[Mary Klinghagen](#)  
 Fiscal Mentor Coordinator

[Lisa Litchfield](#)  
 Worker Mentor Coordinator

If you have a new mentor, be sure to include their phone, email, and status as a Primary or Alternate mentor.