

## Quick Links

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

SSIS via [DHS-SIR](#)

[TrainLink](#) Registration

Help Desk 651.431.4801  
[dhs.ssishelp@state.mn.us](mailto:dhs.ssishelp@state.mn.us)

## In This Issue

PAGE ONE

**DECEMBER 17, 2014**  
**Fiscal Mentor Meeting**  
**Cancelled**

**v14.4 Release Training**  
**will be Held via iLinc**

**iLinc Registration**  
**Process**

PAGE TWO

**CountyLink Updates**

**Upcoming Events**

NEXT REPOSITORY UPLOAD

**NOV 26, 2014**

The November upload is  
for ESEA and contacts  
with foster children .

# SSIS Update

Social Service Information System News from **MN.IT @ DHS | SSIS | ISSUE 408 | OCT 31, 2014**

## ATTENTION

### December 17, 2014 Fiscal Mentor Meeting Cancelled

The December 17, 2014 Fiscal Mentor Meeting has been cancelled to allow agencies time to begin using SSIS V14.4.

**The next Fiscal Mentor Meeting is scheduled for February 11, 2015.**

**[SSIS Update 407](#)** announces v14.4 Northstar Q&A sessions to give agency staff the opportunity to ask questions regarding the Fiscal Northstar changes in V14.4.

### V14.4 Fiscal Release Training will be Held via iLinc

Both SSIS Fiscal and Worker staff are encouraged to attend V14.4 Fiscal release training because the topics are applicable to any staff that work with Service Arrangements, Payments and the IV-E Abstract Report.

<b>Session 1</b>	Wednesday, December 10, 2014 1:00–3:00 pm
<b>Session 2</b>	Thursday, December 11, 2014 ( <i>repeat of Session 1</i> ) 9:00-11:00 am

See [Implementation Memo 158](#) for more information

In addition to release training, SSIS is offering three Q&A sessions. See [Implementation Memo 157](#) for more details and registration information for the Q&A sessions.\*

### iLinc Registration Process

Please register on iLinc at least one day prior to the session date.

To register on iLinc:

1. Click on: <https://minnesota.iLinc.com>
2. Click the **Public Sessions** tab
3. Click the check box next to the session in which you are registering.
4. Click the **Register** button
5. Complete the required fields
6. Click the **Submit** button

**Once you are registered, an e-mail with a join link is sent to use the day of the training.**

**Please Note\*** The Q&A iLinc sessions will also use a teleconference line to phone in for questions instead of using the chat section via iLinc. Additional teleconference instructions will be sent in a separate email one day prior to the Q&A session.

# Upcoming Training Events

## SSIS VA-CEP Training

### Class Date & Location

December 2, 2014 (St. Paul)  
1:00—4:30 PM

## SSIS Basics Classes

*(Formerly SSIS New Worker Training)*

### Day 1

#### SSIS Basics—Intake

November 4—Rochester  
December 9—St. Paul

### Day 2

#### SSIS Basics—Case & Workgroup

November 5—Rochester  
December 10—St. Paul

### Day 3

#### SSIS Basics—Child Services

November 6—Rochester  
December 11—St. Paul

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

**November 18th Worker Mentor Meeting** is available for registration on [TrainLink](#).

**NOTICE:** Northstar Care for Children trainings are **IV-E eligible** for claiming on the “Minnesota Child Welfare Training – Travel & Per Diem” line of the DHS-2556 Report.

## Mentor Changes?

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.

## 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 and Healthcare Claims. Participants work directly in SSIS during the two-day class.

### Class Dates & Locations for FNWT

\*November 19-20 Metro (St. Paul)

**NOTE\*** This is the last FNWT session offered until spring. The next session is tentatively scheduled for March 25-26, 2015. Register for the November session if you would like to attend prior to March 2015.

For more information, see [Implementation Memo #156](#)

**Register on [TrainLink](#) today!**  
Registration will close one week prior to the class date.

# CountyLink Updates

## Data Definitions

DHS Systems and IT Updates > SSIS Resources > Support > [Data Definitions](#)

### Version 14.4 Documents

[14.4 to 14.3 Schema Comparison Report](#)

## Fiscal Mentor Program

DHS Systems and IT Updates > SSIS Resources > [Fiscal Mentor Program](#)

[Primary Fiscal Mentors](#)  
[Alternate Fiscal Mentors](#)  
[Fiscal Coordinators](#)

## Implementation Memos

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

158. [SSIS Version 14.4 Fiscal Release Training \(via iLinc\)](#)  
157. [SSIS Fiscal Open Q & A Sessions #1, 2 & 3](#)

## SSIS Fiscal Mentor Manual

DHS Systems and IT Updates > SSIS Resources > [Fiscal Mentor Program](#)

**Chapter 2: Claiming**  
[Billing for \\$2.55 - \\$2.65 Monthly Deductibles](#)  
[Claiming Interface Logs](#)

**Chapter 3: Payments**  
[Payment Interface Log](#)

## System Documents

DHS Systems and IT Updates > SSIS Resources > Support > [Plans and Forms](#)

MAPCY [Child Domains](#) (v14.4)  
MAPCY [Youth Domains](#) (v14.4)  
MAPCY [EFC-SIL Domains](#) (v14.4)

Download the [SSIS Update Topic Index](#) and search for back issues, articles and issue numbers.