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[TrainLink](#) Registration

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NEXT REPOSITORY UPLOAD

FEB 27, 2015

General update for statewide research and reporting.

SSIS Update

Social Service Information System News from **MN.IT @ DHS | SSIS | ISSUE 414 | FEB 20, 2015**

V15.1.5 Fiscal Release Training – via iLinc

V15.1.5 Fiscal Release Training, **available on iLinc Tuesday, April 7** (see registration information on page two), is for those who generate, proof, and submit the new Child Foster Care Report which includes IV-E and Northstar claims.

Attendees will learn about changes to IV-E claims, new IV-E proofing messages, new Northstar claims, and proofing for Northstar claims due to incorporating the old Title IV-E Abstract Report and the Northstar claiming into a new Child Foster Care Report.

Note: This training only covers changes specific to v15.1.5. Upcoming training(s) will cover the Child Foster Care Report in its entirety.

Training Information **Tuesday, April 7, 2015**
8:30 AM – 10:30 AM

Once registered, you will receive an e-mail with a link to join the training.

See [Implementation Memo 162](#) for more detailed information.

SSIS Fiscal – V15.1.5 Fiscal iLinc Q&A Sessions

SSIS is offering four iLinc sessions to give agency staff the opportunity to ask questions regarding the Child Foster Care Report, which includes IV-E and Northstar claims in v15.1.5. Although these sessions have a fiscal focus, all staff are welcome to participate.

These sessions are an open forum for agencies to bring questions regarding claims and proofing related to the Child Foster Care Report and the IV-E and Northstar claims on that report. The sessions do not have structured presentations or handouts. SSIS staff will be available to answer questions during these sessions. Agency staff may attend one or all of the sessions and can choose to participate for the whole session or just part of the session.

Q&A Session Information

(Registration instructions are on page two.)

Session 1	Friday, April 10, 2015	9:00 AM – 10:30 AM
Session 2	Wednesday, April 15, 2015	1:30 PM – 3:00 PM
Session 3	Tuesday, April 21, 2015	1:30 PM – 3:00 PM
Session 4	Thursday, April 23, 2015	1:30 PM – 3:00 PM

Once registered, you will receive an e-mail with a link and instructions how to join the teleconference the day of training. There are only 150 lines available during each session. For agencies who have multiple people attending the same session, we suggest attending together in a room via one phone line, if possible.

See [Implementation Memo 163](#) for more detailed information.

▶ How to Register for the Fiscal iLinc Training or Q&A Sessions*

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 name of the iLinc session you wish to attend
 - The Q&A Sessions are “V15.1.5 SSIS Fiscal Q&A Session #(1,2,3,4)”
 - Fiscal Release Training is “V15.1.5 SSIS Fiscal Release Training”
1. Click the **Register** button
2. Complete the required fields
3. Click the **Submit** button

Once registered, you will receive an e-mail with instructions to use the day of training.

***Please Note:** The Q&A iLinc sessions will use a teleconference line for questions instead of using iLinc’s chat feature. There are only 150 phone lines available. If multiple people are attending from your agency, please join together in one room for this session.

ATTENTION:

Quarter 1, 2015 Child Foster Care Report Due Date Extended to April 28

The Quarter 1, 2015 Child Foster Care Report submission date has been extended to April 28th. The submission date has been extended to accommodate the new Northstar claims being created for these types of payments. This will give agencies more time to complete Payment Proofing. Reimbursement from the state for LCTS and SSTS may be delayed because of this change.

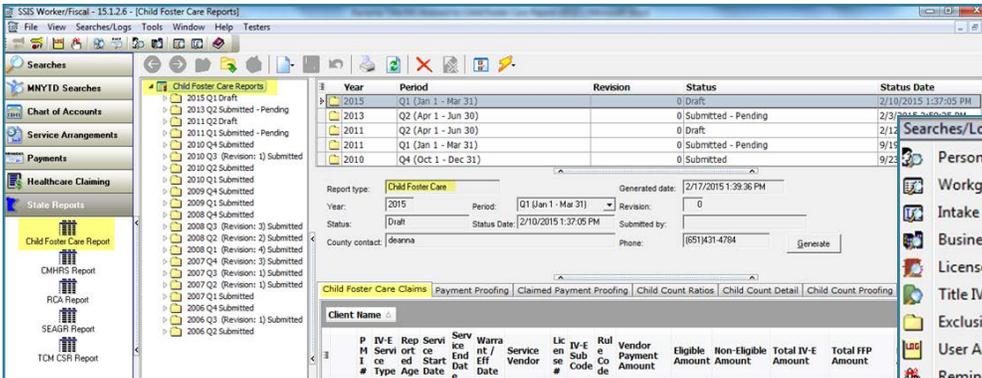
There are many new proofing messages in v15.1.5 for the Northstar claims. We recommend agencies generate the Title IV-E Abstract Report and complete your Title IV-E payment proofing now, to allow more time for the new Northstar proofing, once v15.1.5 is installed.

More detailed information will follow in a future update article.

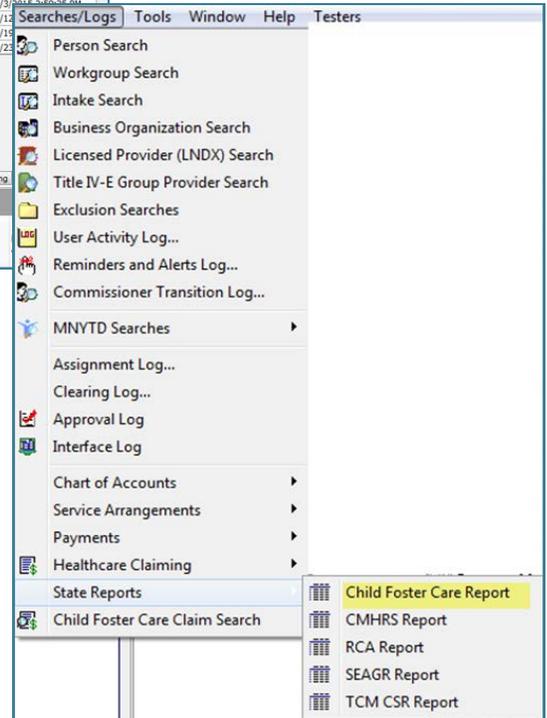
Child Foster Care Report

In v15.1 the Title IV-E Abstract Report has been renamed to Child Foster Care Report. This new report will include both Title IV-E and Northstar claims. The screen shots below provide a first look at some of the changes.

State Reports from the Task Panel



Searches/Logs from the Windows



Child Foster Care Claim Screen

Doc, Myla (12/10/2014 - 12/31/2014) Maintenance **Payment**

Claim Summary

Client Name: IV-E Claim: Yes No Northstar Claim: Yes No

Vendor Payment Amount: Eligible Amount: Non-Eligible Amount:

Total IV-E Amount: Total FFP Amount: Northstar Amount:

Service Start Date: Service End Date: Warrant / Eff Date:

IV-E Service Type: Per Diem Type:

Rule Code: FFP Type:

Client Details

SSIS Person #: PMI #: Date of Birth: Reported Age:

Claim Details

Maximum Allowed: Eligible MAPCY Level: Exclude Supplemental Amount: Yes No

IV-E Maintenance %: IV-E Maintenance Amount: FFP Maintenance Amount:

IV-E Intake & Plan %: IV-E Intake & Plan Amount: FFP Intake & Plan Amount:

IV-E Training %: IV-E Training Amount: FFP Training Amount:

Service Vendor Details

Name: County Vendor #: SSIS Bus Org #:

License #: IV-E Sub Code:

Continuous Placement Details

Start Date: Initial Placement Authority:

VPA Signed Date: Initial Best Interest Date: Cont Placement #:

CFC Claim #: Maint Claim #: Legacy IV-E Claim: Yes No

Original CFC Claim #: Payment #: Flipped: Yes No

In addition to the name change of the report, additional fields have been added to the Claim screen in the Child Foster Care Report in preparation for v15.1.5.

- None of these fields are editable on the Child Foster Care Claim.
- Not all the new fields are calculated in v15.1;
 - in v15.1.5 the fields will be calculated.
- All the fields on the Child Foster Care Claim are available on the Child Foster Care Report grid and the new Child Foster Care Claim Search in v15.1.

HINT: Detailed training will be provided for the Child Foster Care Report and the new fields on the claim screen v15.1.5 Statewide Release training. Refer to [Implementation Memo 162](#).

NEW Child Foster Care Claim Search

The new Child Foster Care Claim search has been added in v15.1. Use this search to find Title IV-E and Northstar claims. The search will only return Title IV-E Claims until you receive v15.1.5. This search functions like all other searches in SSIS. We have provided screen shots of the search screen, as well as how to access it within SSIS.

Child Foster Care Claim Search

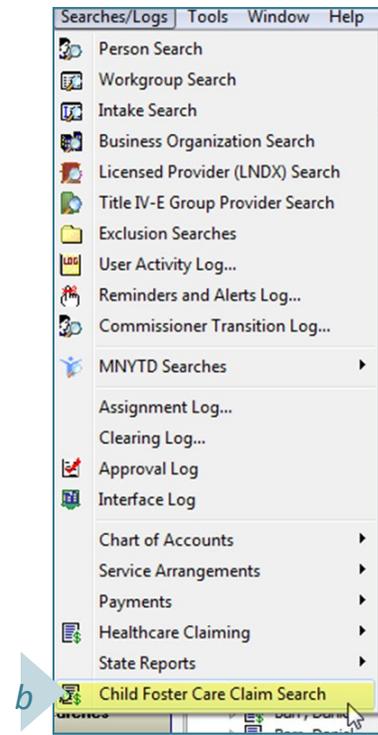
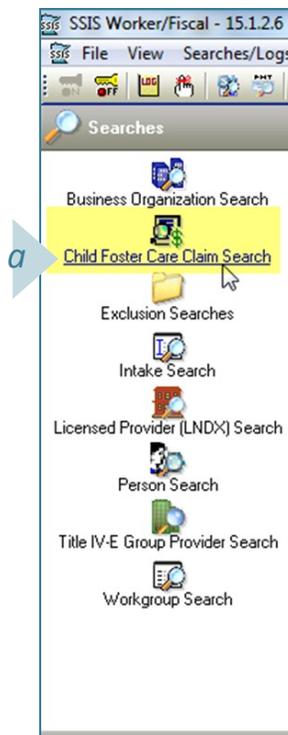
PMI #	IV-E Service Type	Reported Age	Service Start Date	Service End Date	Warrant / Eff Date	Service Vendor	License #	IV-E Sub Code	Rule Code	Vendor Payment Amount	Eligible Amount	Non-Eligible Amount	Total IV-E Amount	Total FFP Amount	Northstar Amount
0567 6442	Rule 4 Placing Agency's Administrative Fee	18	02/01/2006	02/28/2006	04/20/2006	LUTHERAN SOCIAL SERVICES	801447	E	4	\$0.00					
0567 6442	Rule 4 Placing Agency's Administrative Fee	18	02/01/2006	02/28/2006	04/20/2006	LUTHERAN SOCIAL SERVICES	801447	E	4	\$1,171.00					
0567 6442	Rule 4 Placing Agency's Administrative Fee	18	03/01/2006	03/31/2006	04/20/2006	LUTHERAN SOCIAL SERVICES	801447	E	4						
										\$,818,446.00	\$2,667.28	\$6,510.72	4,341.51	\$9,824.74	\$0.00

Access the Child Foster Care Claim Search

- a. from the Task Panel
- or
- b. from the Searches/Logs tab in the Windows toolbar

HINTS

- Detailed training will be provided on this search in v15.1.5 Statewide Release training. Refer to [Implementation Memo 162](#).
- If you enter a CFC Claim # or Payment # in the Search criteria, all other criteria entered are ignored for the search.



How to Pay for Bed Holds

There have been questions coming to the SSIS Helpdesk and the Northstar policy email regarding how to set up payments for “bed holds”. Please review the charts on pages 4-5 for answers to these questions.

Client Specific – Temporary Absence			
SCENARIO	PAY TO	PAYMENT ENTRY	REPORTING IMPACT
1 Child is TEMPORARILY absent from the child family foster home placement due to hospitalization, home visit, camp, runaway status or other situation. Foster care maintenance is NOT being paid to a different caregiver or facility.	Current family foster care provider	Continue to pay using BRASS code 180 or 181 for 14 days of the temporary absence. <i>Hint: If the child does not return within 14 days, Scenario 2 applies.</i>	Included in the Title IV-E Abstract Report and Northstar Care Fiscal Reconciliation*.
2 Child is no longer TEMPORARILY absent (<i>Scenario 1</i>) from the child foster home placement because it has been longer than 14 days, and foster care maintenance is NOT being paid to a different caregiver or facility.	Current family foster care provider	Continue to pay using BRASS Code 180 or 181. Select Special cost code “96 – additional foster care (non-reimbursable)”	Not eligible for Title IV-E or Northstar reimbursement and is not included in Northstar Care Fiscal Reconciliation*.
3 Child is TEMPORARILY absent from the child foster home placement and foster care maintenance is NOT being paid to the current child foster home provider.	Current family foster care provider	No Payment	N/A
	Second caregiver or facility	Select the appropriate BRASS Code for the service.	Depending on the appropriate BRASS code selected, the payment may or may not be included in the Title IV-E Abstract Report or Northstar Care Fiscal Reconciliation*.

Client Specific – Respite Care			
SCENARIO	PAY TO	PAYMENT ENTRY	REPORTING IMPACT
4 Child is TEMPORARILY absent from the child foster home placement, and receiving Respite services. Foster care maintenance is being paid to current provider.	Current family foster care provider	Continue to pay using BRASS Code 180 or 181.	Included in the Title IV-E Abstract Report and Northstar Care Fiscal Reconciliation*.
	Respite provider	Pay using BRASS Code 189.	Not eligible for Title IV-E or Northstar reimbursement and is not included in Northstar Care Fiscal Reconciliation*.

How to Pay for Bed Holds *continued*

Client Specific – Pre-Placement Location				
SCENARIO	PAY TO	PAYMENT ENTRY	REPORTING IMPACT	
5	Child is in a child foster home placement, but is in a pre-placement location with a different provider and foster care maintenance is NOT being paid to a different caregiver or facility.	Current family foster care provider	Continue to pay using BRASS code 180 or 181 for 14 days of the temporary absence. <i>Hint: If the child does not return within 14 days, Scenario 2 applies.</i>	Included in the Title IV-E Abstract Report and Northstar Care Fiscal Reconciliation*.
6	Child is in a child foster home placement, but is in a pre-placement location with a different provider and foster care maintenance is also being paid to the pre-placement provider.	Current provider	Continue to pay using appropriate BRASS code for current provider.	Included in the Title IV-E Abstract Report and Northstar Care Fiscal Reconciliation*.
		Pre-placement provider	Pay using BRASS Code 180 or 181 for Pre-Placement location. Select Special cost code “96 – additional foster care (non-reimbursable)”.	

Non-Client Specific – Available for Emergency/Law Enforcement Placements

SCENARIO	PAY TO	PAYMENT ENTRY	REPORTING IMPACT	
7	A per diem, monthly payment, or other service fee is being paid to a family foster home. This is not for a specific child, but rather for the purpose of having the home available to accept emergency placements from law enforcement.	A family foster home	Option 1 (preferred): Pay using BRASS Code 198 Licensing and Resource Development.	Non-client specific Payments are not eligible for Title IV-E or Northstar reimbursement and are not included in Northstar Care Fiscal Reconciliation*.
		REVISED 2.20.15 	Option 2 (acceptable): Pay by not selecting a client and use BRASS Code 180 or 181. Select Special cost code “96 – additional foster care (non-reimbursable)”. <i>Hint: By selecting a Special cost code units are not reported to SEAGR.</i>	

* Northstar Care Fiscal Reconciliation: Expenditures included in the Northstar Fiscal Reconciliation process will earn Northstar Care state share reimbursement.

► Placement - Northstar or Legacy?

With the release of the Northstar Care for Children functionality in SSIS, one of the new features is that Placements are classified as Northstar, Legacy, or neither. This information sheet explains the main ideas of how this classification works and what each one means.

Placement Classifications At-a-glance		
CLASSIFICATION	APPLIES TO	RATE DETERMINATION
Northstar	Qualifying placements (Foster care BRASS codes 180, 181 and 188) <i>(e.g. Family type settings and corporate licensed (shift-staff) foster homes)</i>	Use MAPCY
Legacy	Qualifying placements (Foster care BRASS codes 180, 181 and 188) <i>(e.g. Family type settings and corporate licensed (shift-staff) foster homes)</i>	Use DOC
Neither (no label)	Absences, Locations and Non-qualifying placements <i>(e.g. Group facilities)</i>	Use other rate setting processes (e.g. per diem rate)

Concept Statement

SSIS calculates Legacy or Northstar based on the following:

1. **Any young person who is in a new continuous placement (new removal) that starts on or after 1/1/15 will be served under Northstar Foster Care when, or if, they are placed into a qualifying placement.**
2. **Any young person who was in a qualifying placement prior to 1/1/15 is eligible to be served under Legacy Foster Care.**

If the young person was in any qualifying placement other than EFC-SIL prior to 1/1/15, the young person remains eligible for Legacy Foster Care *until* the young person:

- moves to a qualifying placement that is:
 - different than the qualifying placement they were in on 1/1/15, or
 - if they were not in a qualifying placement on 1/1/15, different than the qualifying placement immediately prior to 1/1/15
- is removed from the specific qualifying placement (on, or immediately prior to, 1/1/15) for more than a year,
- has a trial home visit, or
- is discharged from continuous placement

If any of those events occur, any new qualifying placement for the young person will be under Northstar Foster Care.

If a youth ages 18 until 21 is, or was, in an EFC-SIL placement immediately prior to 1/1/15, the youth remains eligible for Legacy Foster Care until the youth:

- is removed from an EFC-SIL setting for more than a year,
- has the EFC-SIL placement end and the local agency starts a new qualifying placement that is not EFC-SIL on or after 1/1/15,
- has a trial home visit (not standard policy or likely for EFC, but possible), or
- is discharged from continuous placement.

If any of those events occur, any new qualifying placement for the youth will be under Northstar Foster Care.

3. **Any young person who is not in a qualifying placement is not considered to be served under Northstar related services at that time.**

Qualifying Placement ...continued from page 7, "Placement - Northstar or Legacy?"

SSIS determines **qualifying placement** (as noted in the grids below) based on a combination of values entered for:

- Placement Setting
- Placement Reason
- Courtesy Supervision

If *both* setting and reason values on a placement are **qualifying** (using the grids below), *and* the Courtesy Supervision question is either "No" or not answered, the placement is considered a foster care setting that qualifies for Northstar Foster Care services.

If *either* the setting *or* reason is **not qualifying**, *or* if Courtesy Supervision value is "Yes", then the placement is not a qualifying placement for Northstar Foster Care purposes.

Placement Setting

Code	Description	Qualifying
01	Pre-adoptive home – relative	✓
02	Pre-adoptive home - non-relative	✓
03	Foster family home – relative	✓
04	Foster family home - non-relative	✓
05	Group home	
06	Residential treatment center	
07	Supervised independent living	✓
09	Foster home - corporate/shift staff	✓
10	Juvenile correctional facility (non-secure, 12 or fewer children)	
11	Juvenile correctional facility (non-secure, 13 or more children)	
12	Juvenile correctional facility (locked)	
13	Child's reunification home	
14	Hospital	
15	Camp	
16	ICF-DD	
19	Unauthorized absence	
20	Non-custodial parent's home	
21	Pre-kinship – relative	✓

Placement Reason

Code	Description	Qualifying
01	Adoption	✓
02	Aftercare	✓
03	Behavioral consequences - less than 30 days	
04	Child with parent	
05	Consequences - 30 days or more	✓
06	Corrections	✓
07	Detention	✓
08	Education	✓
09	Employability	✓
10	Evaluation	✓
11	Medical	✓
12	Pre-placement visit	
14	Respite	
15	Safety/stability	✓
16	Shelter	✓
17	Treatment	✓
24	Treatment for CD	✓
25	Treatment for SED	✓

CountyLink Updates

Fiscal Mentor Meeting Information

DHS Systems and IT Updates > SSIS resources > Fiscal Mentor Program > [Meeting Information](#)

- [Local Collaborative Reporting](#)
- [Consortium Reporting](#)
- [Consortium & Collaborative Reporting](#)
- [Healthcare Help Desk Claiming Q&A, Reports and Claiming Tips - Slide Presentation](#)
- [Common Fiscal Help Desk Questions - Slide Presentation](#)
- [Northstar Schedule](#) (2015)
- [Fiscal Training Update - Slide Presentation](#)
- [Overview of RCA Report and Child Foster Care Report - Slide Presentation](#)
- [Overview of RCA Report and Child Foster Care Report - 3-slide Handout](#)
- [Common Fiscal Help Desk Questions - 3-slide Handout](#)

Implementation Memos

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

- #161 [SSIS Fiscal New Worker Training \(FNWT\) - 2015](#)
- #162 [SSIS V15.1.5 Fiscal Release Training](#)
- #163 [SSIS V15.1.5 Fiscal Open Q&A Sessions #1, 2, 3 & 4](#)

Data Definitions Documents

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

Version 15.1 Documents

- [15.1 to 14.4 Schema Comparison Report](#)

Worker Mentor Meeting Information

DHS Systems and IT Updates > SSIS resources > Worker Mentor Program > [Meeting Information](#)

- V15.1 MAPCY Update
 - [\[Slideshow\]](#) [\[3-Slide Handout\]](#)
- Commissioner Transition Screenshots
 - [\[Slideshow\]](#) [\[3-Slide Handout\]](#)
- Northstar Adoption Assistance Eligibility Screenshots Presentation
 - [\[Slideshow\]](#) [\[3-Slide Handout\]](#)
- Northstar Care Commissioner Transitions and Named Successors for Northstar Kinship
 - [\[Slideshow\]](#) [\[3-Slide Handout\]](#)
- Northstar Kinship Eligibility Presentation
 - [\[Slideshow\]](#) [\[3-Slide Handout\]](#)
- SSIS V15.1 General Release Highlights Presentation
 - [\[Slideshow\]](#) [\[3-Slide Handout\]](#)

Upcoming Events

SSIS Fiscal New Worker 2-Day Training (FNWT)

This course is designed for the new Fiscal worker 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.

Upcoming Class Dates & Locations for FNWT

March 25-26 Metro (St. Paul)
May 6-7 Willmar

See [Implementation Memo 161](#) for more information and all FNWT sessions scheduled in 2015

Mentor Changes?

Send mentor information changes 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.

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