

Quick Links

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NEXT REPOSITORY UPLOAD

JULY 31, 2015

Quarterly Child Welfare Data Dashboard update.

SSIS Update

Social Service Information System News from [MN.IT @ DHS](#) | [SSIS](#) | [ISSUE 424](#) | JULY 15, 2015

Fiscal Updates in the June 30th Package Release

Below is a listing of the Fiscal changes, bugs and workarounds for the package release sent June 30, 2015.

Child Foster Care Report

- **Flipping Claims**

In Update #420 we announced that some functionality for flipping claims was included in v15.2. With this package release, flipping claims functionality has been backed out and claims will no longer automatically “flip” (create a negative claim and a new positive claim). When you receive the package release and re-generate the report, the flipped claims (negative and positive) will no longer exist.

We backed out flipping claims because there were bugs with this capability that we cannot fix prior to the package release going out. Flipping claims will return in a future release.

If a Title IV-E or Northstar claim needs to be backed out before the flipping claims functionality is available, enter an adjustment reversal and correcting entry adjustment(s) to manually back out the claim.

- **New EFC-SIL Monthly Maximum Allowed Calculation**

For 188 – EFC-SIL only

The EFC-SIL Monthly Maximum Allowed is calculated in the Child Foster Care Report, not at the time the Payment is created. Effective in V15.2.5, the Basic Per Diem (Monthly Basic Rate) will now be based on a 31 day calculation. The Supplemental Per Diem will not be updated to the 31 day calculation until V15.3.

Northstar Placements:

Basic Per Diem (Daily basic rate X 31 days)

Legacy Placements:

Basic Per Diem (Pre-Northstar daily basic rate X 31 days)

Regenerate the Child Foster Care Report after your agency receives the 15.2.5 release. The EFC-SIL Monthly Maximum Allowed will be recalculated.

- **Miscellaneous Changes to Claimed Payment Proofing**

Miscellaneous changes were made to Claimed Payment Proofing to align the proofing for Northstar claims with Title IV-E claims.

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Fiscal Updates in the June 30th Package Release *continued from page 1*

Service Arrangements and Payments

- MAPCY**

A change was made to Service Arrangements and Payments to use the Approved MAPCY if a later draft MAPCY exists for the service dates.

SEAGR Report

- State Revenue Line S04**

The description for State Revenue Line S04 will be changed from “Other (DHS Approved)” to “Child Protection Grant” on the Revenues tab of the SEAGR Report.

If you created a Draft Q2 2015 SEAGR Report before the package release went out, delete the report and regenerate for the new description to display.

If you have any questions about these updates, please contact the SSIS Help Desk at Dhs.Ssishelp@state.mn.us

Child Foster Care Report Bugs in V15.2 Package Release

Negative Claims

We have identified a bug that has existed since V15.1 on negative claims when the maintenance percent is not 100% (Rule 4 and Group Facilities).

For example:

The original claim was for a Rule 5 group facility payment. An Adjustment Reversal and Correcting Entry Adjustment was made to the claimed payment to change the Chart of Accounts. A negative claim was created from the Adjustment Reversal and a new positive claim was created from the Correcting Entry Adjustment. The amounts from all three claims are below.

Claim Field	Original Claim	Negative Claim	New Positive Claim
Vendor Payment Amount	\$5,973.36	(\$5,973.36)	\$5,973.36
Total Eligible Amount	\$5973.36	(\$2,253.15)	\$5973.36
Total Non-Eligible Amount	\$2253.15	(\$5,123.48)	\$2253.15
Total IV-E Amount	\$2,253.15	(\$849.88)	\$2,253.15
Total FFP Amount	\$1,126.58	(\$424.94)	\$1,126.58

As you can see, the negative claim amounts do not match the original claim amounts. This is a bug with how the non-eligible amount field is calculating.

This bug will not be fixed before the Q2 2015 Child Foster Care Report is due on July 20, 2015, but will be fixed in V15.3 for your Q3 2015 Child Foster Care Report.

For any negative claims where the calculations are incorrect and that have been submitted prior to the fix in V15.3 SSIS will do a data fix to ensure the correct amounts are reflected for Title IV-E claiming purposes. However, SSIS requests that you only back out claims where the maintenance percent is less than 100%, on your Q2 2015 Child Foster Care Report if the original claim was in Q2 2014 Child Foster Care Report. Please wait to do any other adjustment reversals of claimed payments until V15.3. This limits the number of data fixes required by SSIS.

Call Center Implementation—Known Defects

The Minnesota Adult Abuse Reporting Center (MAARC) began operation on July 1, 2015. This included some changes to the local agency Adult Maltreatment Report. A Known Bugs document was sent to agencies at the time of implementation. The following is some additional information on known defects and tips.

Known Defects

Reports forwarded from the Call Center have the following issues :

- Reports sent to a Lead Investigative Agency (LIA) and an Emergency Protective Services (EPS) county...the EPS county doesn't see the LIA... the Referral tab will show the EPS county as both the LIA and the EPS county.
- An "ORA-01403: no data found" error displays on the "Referral" tab when selecting "Bounce Referral" from the Action menu. This occurs when the county is the Emergency Protective Services County. The "Bounce Referral" option is not intended for situations where the receiving county is the Emergency Protective Services provider.

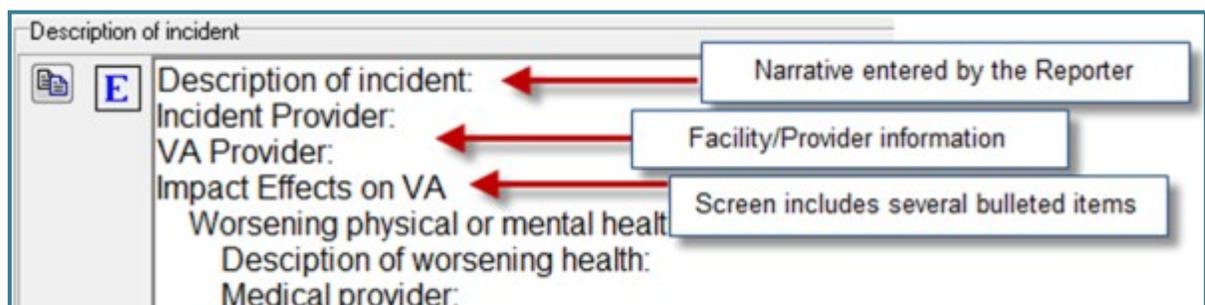
Workaround: Click "OK" on the error message, and complete the Adult Maltreatment Report and Intake for Emergency Protective Services.
- "Criminal" and "Law Enforcement Agency" information will not display on the "Referral" tab as the Call Center does not have the corresponding fields/data in their system.
- Some Client records are displaying "Unknown" in the First and Last Name fields, and the "Clearing Status" is set to "Uncleared Client". This occurs when the Call Center is not given full name information.

Workaround: Change the "Clearing Status" to "Uncleared Client – do not clear".

UPDATE: A fix for this topic was implemented on 7/14/2015. Client records with First and Last Name fields that display "Unknown" now have a "Clearing Status" of "Uncleared Client – do not clear".

Reports that originate from the website have two situations where information does not have a corresponding field in SSIS. In these situations, the information is added to the "Description of Incident".

1. The Facility/Provider fields have no access to a search. Reporters manually add text to the field.



2. The "Impact Effects on VA" screen exists on the website, but does not exist in SSIS.

UPCOMING TRAINING: SSIS Basics

(Formerly SSIS New Worker Training)

August Classes in Brainerd

Instructor: Renetta Walk

- AUG 18 8:30-4:30 Intake Basics
- AUG 19 8:30-4:30 Case & Workgroup Basics
- AUG 20 8:30-4:30 Child Services Basics

September-October Classes in Rochester

Instructor: Angela Walswick

- SEP 29 8:30-4:30 Intake Basics
- SEP 30 8:30-4:30 Case & Workgroup Basics
- OCT 1 8:30-4:30 Child Services Basics

October Classes in Metro

Instructor: Angela Walswick

- OCT 27 8:30-4:30 Intake Basics
- OCT 28 8:30-4:30 Case & Workgroup Basics
- OCT 29 8:30-4:30 Child Services Basics

November Classes in Bemidji

Instructor: Renetta Walk

- NOV 17 8:30-4:30 Intake Basics
- NOV 18 8:30-4:30 Case & Workgroup Basics
- NOV 19 8:30-4:30 Child Services Basics

December Classes in Metro

Instructor: Angela Walswick

- DEC 8 8:30-4:30 Intake Basics
- DEC 9 8:30-4:30 Case & Workgroup Basics
- DEC 10 8:30-4:30 Child Services Basics

Instructor Contact Info

angela.m.walswick@state.mn.us

(651) 431-4793

renetta.walk@state.mn.us

(651) 431-4917

Class Locations

Bemidji Lab

County Administration Building
701 Minnesota Ave. NW, Room 213
Bemidji, MN

Brainerd Lab

11630 State Ave—Bldg #20
Brainerd, MN 56401
This is a secure building. Use phone in main hallway to contact Security for access to the building.

Metro Lab

DHS – Lafayette Building
Training Center
444 Lafayette Road North
St. Paul, MN 55155

Rochester Lab

Olmsted County Public Health Building
2100 Campus Drive SE, Room 244
Rochester, Minnesota 55904

Willmar Regional Training Lab

Willmar Regional Training Basement Lab #0020
Kandiyohi County Health & Human Services Bldg.
2200 23rd St NE
Willmar, MN 56201

Mentor Changes?

Send mentor information changes to:

[Mary Klinghagen](#),
Fiscal Mentor Coordinator
OR

[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.*

▶ August SSIS Worker Mentor Meeting

The August 17th SSIS Worker Mentor Meeting is now available for registration on [TrainLink](#). The Meeting Agenda will be available [online](#) and will also be sent to mentors.

Save the Date!

▶ V15.3 Fiscal Release Training – via iLinc

V15.3 training includes changes in Healthcare Claiming to add Essential Community Supports (ECS) to Waiver and AC claiming and the implementation of ICD-10 codes in the Healthcare Claiming process.

Other items covered in V15.3 Fiscal Release Training are changes and enhancements to:

- Service Arrangements & Payments
- Child Foster Care (CFC) Report, which includes IV-E and Northstar claims

We will include some Northstar Care Fiscal Reconciliation reminders (high level only) and we have a new grid feature to share with you!

This training has been designed and developed with a fiscal focus, however, any agency staff working in these areas are encouraged to attend.

Training Information

Wednesday, September 9th, 2015

1:30PM – 3:30PM

Registration Process

Please register on iLinc at least one day prior to the training 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 **“V15.3 SSIS Fiscal Release Training”**
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.

Handouts will be available on the SSIS Fiscal Release Training webpage by 3pm on Tuesday, September 8th, 2015.

Implementation Memo coming soon!

SSIS Fiscal New Worker (FNWT) 2-day Training

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

July 22-23 — Crookston

August 12-13 — Brainerd

September 23-24 — Metro (St. Paul)

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

Register Now on [TrainLink](#)

CountyLink Updates

SSIS Fiscal Documentation

New Section Added for AMSSA 2015

DHS Systems and IT Updates > SSIS resources > Training: Worker & Fiscal > [F - Documentation](#)

AMSSA 2015

Presentations

[NC4C Session1- Review, Scenarios ,Planning and Proofing](#)
[NC4C Session 2 – Fiscal Reports and Begin Fiscal Reconciliation](#)
[NC4C Session 3 – Finish Fiscal Reconciliation and Dealing with Outputs](#)
[NC4C Session 3 –Reconciliation Data Back to Agencies Stayin’ Alive in the SSIS Fiscal World](#)
[Special Cost Codes for Payments and Reporting](#)
[Essential Community Supports \(ECS\)](#)
[Rule 5 Healthcare Claiming In SSIS](#)