

Quick Links

[SSIS Resources](#) via CountyLink

SSIS via [DHS-SIR](#)

[TrainLink](#) Registration

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In This Issue

PAGE ONE

**Pilot Release Update:
Pilot Agencies Use New
Version 15.4 Features**

**Mental Health Billable
Diagnosis Information
Now Available Online at
CountyLink**

PAGE TWO-FOUR

**How to Use the “Do Not
Claim” Detail Report to
Assist with MCO Billing**

PAGE FIVE

**ATTENTION: SSIS Basics
Now a Two-Day Course**

PAGE SIX

**V15.4 Fiscal Release
Training via iLinc**

Upcoming Events

NEXT REPOSITORY UPLOAD

NOV 30, 2015

Federal Reporting

SSIS Update

Social Service Information System News from **MN.IT @ DHS | SSIS | ISSUE 432 | NOV 12, 2015**

PILOT RELEASE UPDATE:

Pilot Agencies Use New Version 15.4 Features

Agency staff at Aitkin, Carver and St. Louis began piloting SSIS Version 15.4 last week. Some of the features that agency staff will help test include:

- Child Foster Care Report Flipping Claims functionality
- MAPCY Assessment enhancements and two new associated documents
- Trauma Prescreen that pulls data from existing safety and risk assessment tools and combines it with child age and prior placement history in order to provide the social worker with a level of trauma exposure rating. As part of an ongoing DHS pilot, the Trauma Prescreen will be available for specific agencies only.

V15.4 is scheduled for statewide release on December 7 – 8. Draft pilot documents were emailed statewide last week and posted online at CountyLink.

Mental Health Billable Diagnosis Information Now Available Online at CountyLink

The ICD-9 and ICD-10 billable mental health diagnosis code lists are now available on the SSIS website. The four lists are located in [Chapter 2: Claiming in the Fiscal Mentor Manual](#).

ICD—9 Mental Health Billable Diagnosis Codes [in Alpha Order by Description](#)

ICD—9 Mental Health Billable Diagnosis Codes [in Code Order](#)

ICD—10 Mental Health Billable Diagnosis Codes [in Alpha Order by Description](#)

ICD—10 Mental Health Billable Diagnosis Codes [in Code Order](#)

How to Use the Do Not Claim Detail Report to Assist with MCO Billing

The Do Not Claim Detail report contains a wealth of information that can be used to bill Managed Care Organizations (MCOs) for healthcare claimable services.

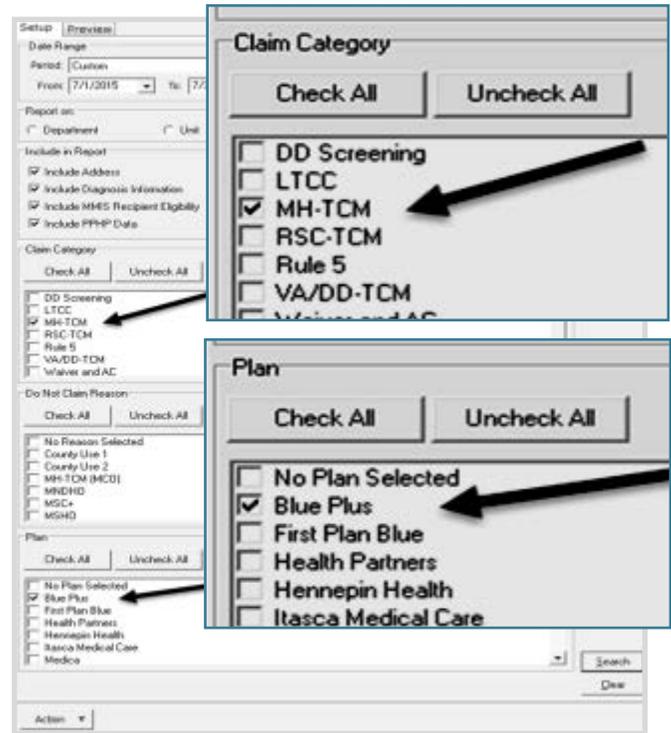
How to Access the Report

You can access the Do Not Claim Detail report from two different places:

- Task Panel > Healthcare Claiming > Healthcare Eligibility Reporting, *or*
- Tools > General Reports > Healthcare Eligibility

The report displays the following:

- Eligibility
- Healthcare Claiming Information from SSIS for clients who have a Do Not Claim Determination record entered in SSIS for the
 - selected Date Range, *and*
 - selected Claim Category



Above: Sample Setup Screen for custom report created to show results for MCO Blue Plus and Claim Category MH-TCM.

How to Customize Search Results

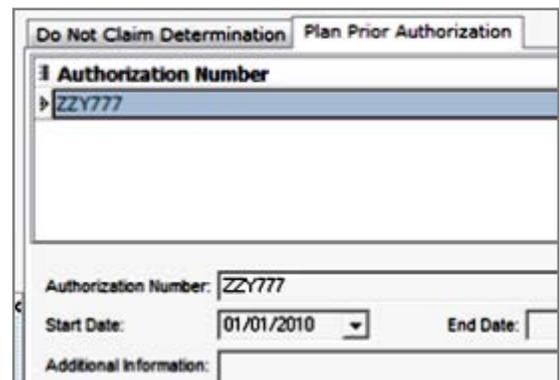
The Setup screen of the report (shown right) allows the user to customize search results, and create separate reports, by:

- Claim Category
- Do Not Claim Reason
- Plan

How to Display Authorization Details

If an MCO requires an Authorization for services, and you wish to have this information displayed on your report:

- Go to the Plan Prior Authorization tab, and
- Enter the Authorization Number
- *See example (right)*



Authorization information will display (*as shown right*) in the Do Not Claim Detail.

Do Not Claim	
Do Not Claim Plan Prior Authorization	
Authorization Number: ZZY777	
Start Date: 01/01/2010	End Date:
Additional Information:	

MCO Sample Do Not Claim Detail

See page 4 for a list of report features and details by number.

Do Not Claim Detail							
Date Range: Custom (07/01/2015 - 07/31/2015)							
Report on: All							
Include Address: Yes							
Include Diagnosis Information: Yes							
Include MMS Recipient Eligibility: Yes							
Include PPHP Data: Yes							
Include Payments For Claimable Services: Yes							
Include Time Record: Claimable Services: Yes							
Include TPL Policies: Yes							
Claim Category: MH-TCM							
Plan: Blue Plus							
TCM, Tommy 1							
Person Information							
Date of Birth:	08/23/1988 4	Age:	27	Gender:	Male 5	Date of Death:	
SSIS Person #:		County Person #:		PHI #:	88888888	SWIDX #:	
Address Type:	Physical location			Effective Date:	09/11/2014		
End Date:							
In Care of:							
Address:	123 Main Street 3 Bjornville MN 55100						
Directions/Comments:							
Diagnosis Information							
Source	Type	Diagnosis Code	Diagnosis	Action/Activity Date	SSIS Diagnosis Start Date	SSIS Diagnosis End Date	Primary
SSIS Entry	DSM-IV	298.9	Psychotic disorder NOS		01/29/2015		Yes
SSIS Entry	DSM-IV	303.90	Alcohol dependence		01/29/2015		No
SSIS Entry	DSM-IV	F40.241	Amphetamine dependence		01/29/2015		No
SSIS Entry	ICD-10		Acrophobia 12		08/15/2015		Yes
MMS Recipient Eligibility							
Major Program: MA - Federally-Paid Medical Assistance				Eligibility Type: AX - MA Adults without children			
Status: Closed				Begin Date: 05/04/2015		End Date: 07/31/2015	

PPHP Data							
Product: MA12 - PMAP PREPAID MEDICAL ASSISTANCE							
Begin Date: 07/01/2015				End Date: 07/31/2015			
Provider Name: BLUE PLUS 6				NPI/UMPI: A065813800 7			
Provider County: Ramsey				Other Insurance: No			
Do Not Claim							
Claim Category: MH-TCM		Start Date: 07/01/2015		End Date: 07/31/2015			
Reason: Other							
Plan: Blue Plus							
Individual Policy Number: A9999 2				Group Policy Number: ZB777 9			
Comments: 12245 8							
Worker: Alsdorf, Stacey				Workgroup Name: TCM Tommy AMH Case Management 02/19/2015			
Workgroup Status: Open				Workgroup Open Date: 02/19/2015		Workgroup Close Date:	
Time Records for MH-TCM Claimable Services							
Activity Date:	07/31/2015 16	Pgm:	AMH	Svc Code:	491	Service Description:	Adult Rule 79 Case Management 13
Cnty Sub-Svc:	20						
Re: hh:mm:	00:15	Activity:	Client contact	Status:	Completed	Method:	Phone
Location:	Office 11						
Worker:	Alsdorf, Stacey						
Workgroup:	TCM Tommy AMH Case Management 02/19/2015						
Cnty Acctg:							
Activity Date:	07/27/2015 16	Pgm:	AMH	Svc Code:	491	Service Description:	Adult Rule 79 Case Management 13
Cnty Sub-Svc:	20						
Re: hh:mm:	00:30	Activity:	Collateral contact	Status:	Completed	Method:	Phone
Location:	Field/home						
Worker:	Alsdorf, Stacey						
Workgroup:	TCM Tommy AMH Case Management 02/19/2015						
Cnty Acctg:							
Total Re:	00:45 15						

Payments for Waiver and AC Claimable Services							
Payment Type:	Posted payment		Payment Status:	Paid		Service Start Date:	02/17/2008 15
Service Vendor:	ARROWHEAD MEDICAL SUPPLY		Service County Vendor #:	000001581		Service End Date:	02/17/2008 16
Payee Vendor:			Payee County Vendor #:			Service SSIS Bus Org #:	115665406
Svc Code:	641	Service Description:	Env. Accessibility Adaptations, Spec. Supplies & Equip		Cty Sub-Svc #:	HCPCS/Modifiers: S5160 13	
Unit Type:	Item	Rate:	600	Units:	1 15	Amount:	600 16
Location:	Other 11						

MCO Sample Do Not Claim Detail: Report Features and Locations

See page 3 to view the sample report.

Item	Section
1	<p>Client Last Name Client First Name</p> <p>Displays above Person Information section (Tommy TCM)</p>
2	<p>Client Identifier</p> <p>Do Not Claim Individual Policy Number: (A9999)</p>
3	<p>Client Address, City, State, Zip Code</p> <p>Person Information Address: (123 Main Street Bjornsville MN 55100)</p> <p><u>Note:</u> must enter Physical Location Address Type under client's Address/Phone/Email/State Detail folder for address to display on the report.</p>
4	<p>Client Birth Date</p> <p>Person Information Date of Birth: (08/23/1988)</p>
5	<p>Client Gender Code</p> <p>Person Information Gender: (Male)</p>
6	<p>Payer Name (MCO)</p> <p>PPHP Data Provider Name: (BLUE PLUS)</p>
7	<p>Payer ID</p> <p>PPHP Data NPI/UMPI or enter Payer ID in Do Not Claim Comments</p>
8	<p>Patient Account Number</p> <p>Do Not Claim Comments: (12345)</p>
9	<p>Group Policy Number</p> <p>Do Not Claim Group Policy Number: (ZB777)</p>
10	<p>Total Claim Charge Amount</p> <p>*Only available on Payments Payments for Waiver and AC Claimable Services Amount: 600</p>
11	<p>Place of Service Code</p> <p>Time Records for MH-TCM Claimable Services Location: (Office (convert to MMIS Place of Service Code 99))</p> <p>Payments for Waiver and AC Claimable Services Location: Other (convert to MMIS Place of Service Code 99))</p>
12	<p>Diagnosis Code</p> <p>Diagnosis Information Diagnosis Code (F40.241)</p>
13	<p>HCPCS/Modifiers</p> <p>Time Records for MH-TCM Claimable Services Svc Code: (491 (convert to HCPCS/modifiers T2023 HE U4))</p> <p>Payments for Waiver and AC Claimable Services HCPCS/Modifiers: S5165</p>
14	<p>Line Item Charge Amount</p> <p>*Payments only: If one line item of service, use Total Claim Charge Amount</p>
15	<p>Units</p> <p>Time Records for MH-TCM Claimable Services Total Re: (45 (divide by 15 minutes = 3 units))</p> <p>Payments for Waiver and AC Claimable Services Units: 1</p>
16	<p>Service Date</p> <p>Time Records for MH-TCM Claimable Services Activity Date: (07/31/2015)</p> <p>Payments for Waiver and AC Claimable Services Service Start Date: 02/17/2008 Service End Date: 02/17/2008</p>

ATTENTION: SSIS Basics Now a Two-Day Course

The SSIS Basics course has changed!

Beginning Nov. 4, you can expect the following:

- › Shorter, 2-day course (no longer three days)
NOTE: Both days are required for credit.
- › 14 hrs. of instruction
- › 8:30am to 4:30pm each day
- › Training designed for Child Protection new hires* (who have likely attended Child Welfare Foundation training)
*** Non-child protection staff can register, but child protection social workers will receive waitlist priority.**
- › Learn how to take a child protection case from intake to permanency via reunification using SSIS, including:
 - › Investigation
 - › Case Management Workgroups
 - › Basic SSIS computer navigation

New Dates for November & December

- › **Nov. 12-13** in Metro
- › **Nov. 18-19** in Bemidji and Rochester
- › **Dec. 2-3** in Brainerd
- › **Dec. 9-10** in Metro
- › **Dec. 16-17** in Duluth and Willmar

WHAT TO DO IF...

...you registered prior to November 4th?

If you registered for SSIS Basics training in November and December, you have automatically been enrolled in the new two-day training for the **same week** at the **same location**. You will receive an email notice of this change.

...you are a new Child Protection social worker?

You are encouraged to take the Child Welfare Foundation training *in addition to* the SSIS Basics course.

...you need to register for SSIS Basics?

[Register online at TrainLink](#). Registration will close three days prior to the start of each class.

Please note, SSIS trainers cannot register students. If classes are full, registered students will be waitlisted and notified if seats open.

...you need training handouts?

Paper copies of training handouts will no longer be available at the class. Participants will receive handouts via email prior to training. Print the handouts before arriving to class.

Class Locations

Bemidji Lab

County Administration Building
701 Minnesota Ave. NW, Room 213
Bemidji, MN 56601

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.

Duluth Lab

Government Service Center (GSC)
320 W. 2nd St – 3rd Floor
Computer Training Lab
Duluth MN 55802

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

COB Building
400 Benson Avenue
Willmar, MN 56201

V15.4 Fiscal Release Training via iLinc

V15.4 Release Training includes topics, such as:

Healthcare Claiming

- Changes to grids and reports
- A new proofing message
- Various code updates

Child Foster Care (CFC) Report

- Security Function Names changed
- Field and Column changes
- New Manage Grid Settings
- Flipping Claims

Service Arrangements

- Use Other Vendors enabled for some Services & Special Cost Code combinations

BRASS Changes for 2016

Table Viewer Access

Other Miscellaneous Changes

SSIS Fiscal designed and developed this training with a fiscal focus, however, any agency staff working in these areas are encouraged to attend.

Training Information

Tuesday, December 8th, 2015
1:30PM – 3:30PM

Registration Process

All attendees must register via iLinc. Please register 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 “SSIS V15.4 Fiscal Release Training.”
4. Click the **Register** button.
5. Complete the required fields.
6. Click the **Submit** button.

After registering, you will receive an e-mail with a join link to use the day of the training.

See [Implementation Memo 167](#) for more information

Upcoming Events

SSIS Worker Mentor Meeting Tuesday, December 8, 2015

[Register online at TrainLink.](#)

SSIS Fiscal Mentor Meeting Thursday, December 17, 2015

9:00 am—3:00 pm

Holiday Inn, St. Cloud, MN

[Register online at TrainLink.](#)

SSIS Fiscal goes “Back to the Future” for this Fiscal Mentor Meeting. Fiscal Mentors have the opportunity for an overall review of SSIS Fiscal Functionality, beyond the basics covered at FNWT. This day covers functionality developed when SSIS was first released as well as new and improved functionality developed throughout the years. The agenda for this Fiscal Mentor Meeting will be posted on the [Fiscal Mentor Meeting Information page](#) soon.

SSIS Fiscal New Worker (FNWT)

[Register online at TrainLink.](#)

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

December 9-10 — Metro (St. Paul)

Attention: This is the last session in 2015. Watch for a new Implementation Memo to announce the 2016 FNWT sessions.

See [Implementation Memo 161](#) for more information regarding the December 2015 FNWT session.