

Quick Links

SSIS in CountyLink

SSIS in DHS-SIR

TrainLink registration

ssishelp@state.mn.us

SSIS update

Social Services Information System

Issue 287
August 21, 2009

Invite BEARS to visit your county

SSIS has one more 2009 test spot open for a BEARS (Bjorn Emergency Assistance Recovery Server) exercise. If your county has not hosted BEARS and your workers wonder how SSIS personnel would respond to the catastrophic loss of your SSIS server, invite the BEARS team to "restore" your data and answer those questions.

SSIS brings trained recovery personnel and all the equipment necessary to recover your SSIS server. Using only the SSIS nightly backup tape, the team will rebuild your database on our BEARS. SSIS and county personnel then validate that all the data stored through the date of the backup is available. During the recovery test, the stand-alone server is not connected to the county's network, so it does not impact operations.

If your county would like to participate in a BEARS test in the first half of September, contact Greg Doyle at 651-431-4773 or gregory.doyle@state.mn.us for more information.

This one remaining 2009 slot will be filled on a first come, first served basis. There is no charge to the county to host the visit.

Fiscal Focus

SSIS Fiscal Mentor Meeting

October 7, 2009

9:00 a.m. - noon at 29 VPC Sites

This meeting will include MH-TCM billing to Managed Care Organizations (MCOs) options. Please share this meeting date with claiming staff who may register and attend. Register using [TrainLink](#). The agenda and handouts will be e-mailed to mentors and posted on CountyLink closer to the meeting.

CountyLink Updates

- ◆ SSIS-MMIS Interface spec
- ◆ HINT: Understand the Workgroup Change Log
- ◆ Ref. Doc #141: ODBC Client Install for County Ad Hoc Query Workers

Training requires preregistration

SSIS trainers strive to provide high-quality training in system navigation, limiting attendance to one trainee per available computer. This means that New Worker Training (NWT) trainees must preregister for classes using TrainLink. Mentors who register trainees for NWT must use their Unique Key ID's. If a class is closed to enrollment but vacancies are indicated, the mentor should use the *Contact Us* feature to email the TrainLink Registrar. Either the registrar or SSIS Training Team Lead, Lisa Litchfield (651-431-4795 or lisa.litchfield@state.mn.us) can explain enrollment options. Individuals who appear for an NWT class without preregistering are not accepted in the class.

Because NWT builds upon information entered by each trainee in a life-of-the-case format, attendance is limited to the number of available computer stations. Additionally, a trainee is not permitted to attend Day 3 training unless both Days 1 and 2 have been completed. (An exception can be made if Days 1 and 2 were completed within the preceding six months.)

New Worker Training is child welfare and child protection specific. While NWT offers an overview of the entire SSIS application, it does not train topics specific to Fiscal, income maintenance/financial, adult protection or adult case management services. If you have specific questions related to these areas, contact your agency's Fiscal Mentor or Coordinator, or visit SSIS's [Training page](#) on CountyLink and review job aides, modules, handouts, and resources posted there.

MPAC members and guest mentors preview template redesign

Nineteen statewide mentors attended an August 18 MPAC meeting at DHS offices, representing all but one region.

The meeting introduced how state documents, plans, and county templates will work beginning with SSIS Version 5.5. Mentors viewed the draft design and provided feedback to SSIS staff responsible for the redesign effort.

By August 25, MPAC members will receive meeting minutes and a packet of handouts and presentation materials to send to regional contacts for feedback. These members will also try to arrange for regional meetings after the September 1 VPC Mentor meeting to go over these materials. Mentors' feedback is critical to SSIS staff who are designing and developing the new document module and to those who will oversee the conversion of current county templates. MPAC members need the support and input from the agency staff, so please respond to their requests for a regional meeting.

Thanks to all the mentors who participated in this very informative meeting.