

Quick Links

SSIS in CountyLink

SSIS in DHS-SIR

TrainLink registration

ssishelp@state.mn.us

SSIS update

Social Services Information System

Issue 298
February 4, 2010

Fiscal Focus

Leading zeros for MMIS numbers added to SSIS processing

MMIS now generates ID numbers with leading zeros for MMIS Service Agreement Prior Authorization Numbers and DD and LTC Screening Document Numbers. An example is: 00045678901. The numbers are displayed with the leading zeros in MMIS. Programming to display the leading zeros is not currently available in SSIS.

The leading zeros are suppressed when these Service Agreements and Screening Documents are imported into SSIS from MMIS through the Data Warehouse. SSIS stores and displays the Prior Authorization Numbers and Document Numbers without the leading zeros. Example: 00045678901 is shown as 45678901 in SSIS.

The updated SSIS Health Care Claims submission process places leading zeros into the Prior Authorization Numbers when they are used in Waiver and AC claims that are submitted to MMIS. The padding with leading zeros is done behind the scenes and is not visible in SSIS. This ensures that the Prior Authorization Number in claims is correctly recognized by the MMIS claims edit process.

Workers will see the **Service Agreement Prior Authorization Numbers** displayed without leading zeros on the following SSIS screens and reports:

- Health Care Eligibility from MMIS – Service Agreements tab
- MMIS Service Agreement Report (produced in SSIS)
- Claim Detail Report (if Prior Authorization Number is selected for display)
- Claim Audit Report (if Prior Authorization Number is selected for display).

Workers will see **Screening Document Numbers** displayed without leading zeros on the following SSIS screens and reports:

- Health Care Eligibility from MMIS – DD Screenings tab
- Health Care Eligibility from MMIS – LTC Screenings tab
- DD Screenings report (if Document Number is selected for display)
- MMIS LTC screenings report (if Document Number is selected for display).

In a future release, SSIS will display the leading zeros for Prior Authorization Numbers and Document Numbers on SSIS displays and in reports.

CountyLink Updates

- CMHRS Report spec
- Worker Mentor Meeting agenda, 2/24/10
- HINT: Transfer Workgroup to Another Case
- Surplus IT Equip. (items #2, #3, #4 remain)
- Bulletin 09-32-17: BRASS Manual for 2010-2011
- What's New in Version 5.3

Upload Update

The February upload provides a general update of information for statewide research and reporting. The upload is due on February 26, 2010.

Mentor-abilia_____**Worker Focus****Worker Mentor Meeting****Wednesday, February 24**

9:00-11:00 a.m. via VPC

The [agenda](#) is posted on CountyLink.**Fiscal Focus****Fiscal Mentor Refresher Webinar****February 10**

8:00-9:30 a.m. via iLinc

Refresher topics covered:

- Chart of Accounts (COA)
- COA Maximums
- Business Organizations.

To register:

1. Log on to <https://minnesota.ilinc.com>.
2. Select Public sessions.
3. Check Fiscal Mentor Refresher – COA, COA Maximums, Business Organizations.
4. Click Register.
5. Complete Registration information.
6. Click Submit.

Two changes affect SSIS trainees**Lab Move**

Brainerd's computer training lab site moved to a new location. An updated map and directions are included in all TrainLink registration confirmation letters. To preview Brainerd's new site and read directions to all lab locations, go to CountyLink>SSIS>Training>[Lab Site Maps](#).

CBT Eliminated

The Relationships video module has been dropped as an SSIS New Worker Training prerequisite CBT. It no longer reflects SSIS's updated functionality.

The three remaining required CBT's are: *Prerequisite* (General Navigation), *SSIS Staff Activity*, and *Enhanced Grid* trainings. Trainees must bring a Certificate of Completion from each CBT when attending the classroom training. This certificate prints at the end of each completed CBT course.