

**MnCHOICES Mentor Alliance Meeting**  
**Thursday, February 22, 2018, 10 a.m. to 3:30 p.m.**

**Welcome & Checking in 10:00 to 10:10 a.m.**

**Circle Back: Updates 10:10 to 10:20 a.m.**

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Certified assessor list – Quarterly, revised dated  
MnCAT Update begins for MnA 2.0 launch  
Outage messages and outage schedule

**MnCHOICES Assessment Release 18.1 10:20 to 10:35 a.m.**

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**Help Desk 10:35 to 11 a.m.**

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Process for unanticipated outages  
MnA & Duplicate PMI's process  
I can't find a person to run a rate for in MnSP? – Add in MnA

**Break 11:00 to 11:10 p.m.**

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**Reassessment Roll Out Tools 11:10 to Noon**

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MICP list: Where is it and how do I make changes to it?  
Timing tool  
MnCHOICES Reassessment Communication form [DHS 6791E]

**Lunch Break Noon to 1 p.m.**

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**User Access 1:00 to 1:30 p.m**

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Security Liaisons – how to add them & the process  
Adding combinations for new contracted case management relationships  
Adding contracted agency users  
How do I check and see if a user is in MnSP?

**MnCHOICES Support Plan 18.1 Release 1:30 to 2:10 p.m.**

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Companion Notes Review  
LTSS Work Flow

**Break 2:10 to 2:20 p.m.**

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**MnCHOICES Support Plan: Writing a CSP/CSSP 2:20 to 3:20 p.m.**

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**Evaluation: Need your input & Closing 3:20 to 3:30 p.m.**

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