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dhs.ssishelp@state.mn.us

SSIS update

Social Services Information System

Issue 389

January 24, 2014

Pilot agencies use new Version 14.1 features

Agency staff at Dakota, Anoka and Cass Counties begin piloting V14.1 next week. Some of the V14.1 features that agency staff will help test include:

- ICD-10 Diagnosis Code Entry and Searches
- Relative Custody Assistance (RCA) Payment Worksheet
- Special Studies Report
- Exclusion Reason available as an optional column in all Exclusion Searches
- The MAPCY Rating Report is a full summary report.
- The TPR tab (Expanded Statewide Search) is now the Relationship/TPR tab and displays both Relationships and TPR information.

Version 14.1 is scheduled for statewide release on February 24-25. Draft pilot documentation will be emailed statewide late next week and posted on CountyLink on the SSIS>Support>[Release Notes](#) page.

Minor parents can be named caregivers

Just a reminder that minor parents can be selected as the Primary and/or Secondary Caregiver, when relevant, on the SDM tool setup section. When opening a new SDM tool, the minor parent initially displays in the Children section. To select as a Primary and/or Secondary Caregiver, uncheck him/her as a child in the Children section. You will then be able to select the minor parent in the Primary or Secondary Caregiver field.

Decision Tool: Strengths and Needs Assessment [Generate Tool]

Assessed By: Wilcox, Rebecca Assessment Date: 1/9/2014

Tool Status: Incomplete Finalize Date:

Primary Caregiver: Amboy, Anna Secondary Caregiver: Johnson, Jason

Children

- Johnson, Jason
- Johnson, Jase

1 Uncheck here

2 Select in the appropriate caregiver field

Cultural Identity Caregiver - Amboy, Anna Caregiver - Johnson, Jason Caregiver Priorities Child - Johnson, Jase

Family's perspective on culture and cultural identity

The household definitions apply to minor parents as well; be sure to identify the household prior to determining Primary vs. Secondary Caregivers. For more information regarding how to identify the household or Primary vs. Secondary Caregiver, see page two of the [SDM Policies and Procedures Manual](#). Rebecca Wilcox, SDM Policy Coordinator, can assist in answering any SDM Policy related questions. Contact her at 651-431-4699 or rebecca.wilcox@state.mn.us.

Help Desk employing WebEx to troubleshoot

The SSIS Help Desk acquired new software which will help staff address MnCHOICES and SSIS issues and problems.

WebEx allows Help Desk staff to remotely view or control the user's computer, engaging in troubleshooting on the user's workstation in real time. When SSIS Help Desk staff request access to the user's workstation, the user will follow a simple process to sign in to WebEx and allow the requested access. Not all problems will require the use of this software, but troubleshooting complicated issues that have been requiring multiple communications via telephone and email will be more efficient.

Help Desk will still engage with mentors to troubleshoot issues. If the problem is with a particular user's workstation, the mentor can ask the Help Desk to link to the user's workstation so that the mentor, user and Help Desk technician can troubleshoot together.

Upload Update

The next upload is due on Friday, January 31. This Upload provides information for the Quarterly Child Welfare Data Dashboard update.

Also due on January 30: SEAGR and TCM CSR