Quick Links

- SSIS in **CountyLink**
- SSIS in **DHS-SIR**
- **TrainLink** Registration
- **Help Desk** 651.431.4801 dhs.ssishelp@state.mn.us

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CountyLink Additions

Next Repository Upload Due:
March 28, 2014

SSIS update
Social Services Information System

ISSUE NO. 392
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ICD-10 Diagnosis Entry is a Phased Process

SSIS released the capability to enter ICD-10 diagnosis codes in Version 14.1 so that local agencies could enter the codes as they received them from MMIS Service Agreement letters or from mental health or other medical professionals.

Agencies do not need to contact medical professionals or others now to get ICD-10 codes. Mental Health professionals are being instructed to share the ICD-10 code with case management partners.

Although agencies may not have all ICD-10 diagnosis codes added to SSIS as of October 1, 2014, that should not be a significant problem because:

1. Agencies have up to a year from the date of service to claim.
2. For some TCM categories such as VA/DD-TCM, SSIS will use a default code if there is no ICD-10 diagnosis code entered. For CW/TCM, SSIS will automatically use a default code.
3. SSIS uses codes entered on DD and LTC screenings for many claim categories. DD and LTC screenings done on or after October 1, 2014 will use ICD-10 codes. SSIS receives that code information through a daily upload and will use the ICD-10 codes for claiming.

For more on ICD-10 Codes, see p. 2

BUG BUSTER

Printing Legacy Documents and Service Plans

The Bug:
Legacy documents and service plans display and print with unusual text formatting.

The Workaround:
Save the document as a PDF first and then print the PDF.

1. Click the "Save" icon within the SSIS embedded PDF viewer, and save the file to an external location. *This process saves the document using the Local Agency's PDF Viewer (i.e., Adobe's Acrobat Reader).*
2. Locate the saved file in the external location and open it.
3. Print the document from this PDF view.

How to Enter Mental Health Diagnoses into SSIS Using ICD-10 Codes

ICD-10 Diagnosis Coding Begins April 1, 2014

The Chemical and Mental Health Service (CMHS) Administration instructed mental health and chemical health providers responsible for diagnosing clients that effective April 1, 2014 they should begin to evaluate for ICD-10-CM diagnosis. Providers who have not already begun using DSM-5 should start to transition from DSM-IV if they are going to use DSM-5.

Beginning April 1, 2014, mental health professionals using DSM-5 criteria must clearly document a client's diagnosis when identifying the description between the different code sets. Even though DSM-5 is a subset of ICD-10 there is not always a one to one match between DSM-5 and ICD names/diagnoses. Because of these differences, some diagnostic assessments or letters from mental health providers to counties and tribes may contain different diagnostic descriptions from three code sets.

Here is an example of three different code set descriptions:

EXAMPLE	**DSM-5**	A new diagnosis called *Disruptive Mood Dysregulation Disorder*
	ICD-9 diagnosis is **296.99**	Other specified episodic mood disorder
	ICD-10 diagnosis is **F34.8**	Other persistent mood (affective) disorders

County and tribal staff should select ICD-10 code (F34.8) in SSIS.

ICD-10 codes are required for *services provided on or after 10/1/2014*. ICD-10 codes are available in SSIS *before* being required so that local agency staff may enter the new codes as they receive them from diagnosing professionals, rather than requiring that all the new codes be entered from October 1 – 30, 2014. We anticipate diagnosing mental health professionals will update diagnostic assessments beginning April 1, 2014. It is our understanding that the DSM-5 contains directions for diagnosing mental health professionals on ICD-9 and ICD-10 codes to be used for each DSM-5 diagnosis.

SSIS recommends that local agencies wait for the specific ICD-10 code from the mental health professionals as there is not always a direct conversion from ICD-9 to ICD-10, nor from DSM to ICD-10. If, over the course of late spring and summer, your agency concludes that the new ICD-10 codes are not being addressed, agency administrators will likely choose to address this directly with the local mental health agencies and individual providers.

Questions regarding entry into SSIS should be directed to the SSIS Help Desk. Call 651-431-4801 or email dhs.ssishelp@state.mn.us.

Questions regarding mental health policy and the switch to ICD-10 diagnoses should be directed to MHCP Provider Call Center. Call 651-431-2700 or 1-800-366-5411 or email dhs.healthcare-providers@state.mn.us.

ICD-10 Q&A

Q: Is MMIS going to add/convert from ICD-9 to ICD-10 Diagnosis codes on the DD and LTC screenings on or around October 1, 2014? *(October 1, 2014 is the implementation date for ICD-10 diagnosis codes.)*

A: No, the code will remain ICD-9 (since agencies can still claim ICD-9 for services provided before October 1, 2014) until a new diagnosis code is entered on the screening. MMIS is sending out Service Agreement letters (to the MN-ITS mailbox) with the ICD-9 and ICD-10 codes for Service Agreements that span the October 1, 2014 date.

SSIS New Worker Training: SSIS BASICS

New Worker Training Now Offered in Three Independent Classes

SSIS New Worker Training is now **SSIS Basics**! This training provides technical training on navigation and data entry into SSIS Worker. SSIS Basics is instructed from a child welfare perspective; however the system navigation and data entry instruction provided is applicable to all program areas.

SSIS Basics consists of three independent trainings:

- **Day 1—Intake Basics**
  Including entering an Intake, entering a Child maltreatment report, adding Participants, closing an Intake, and entry of demographics.
- **Day 2—Case and Workgroup Basics**
  Including review of Case Details folder, Participants folder, User Activity Log, Data Clean-up, Service Plans, and Chronology; and attaching files.
- **Day 3—Child Services Basics**
  Including the Permanency folder, SDM Tools, and the OHPP plan.

For new SSIS Users, attendance at SSIS Basics Days 1 and 2 is recommended to learn fundamental and time-saving SSIS skills. Day 3 attendance is additionally recommended for new SSIS Users who work in children's services program areas that include foster care placements. You may take one, two, or all three of the trainings! These courses are now open for registration on TrainLink; trainees must register at least one week prior to the date of training.

SSIS Basics Training Schedule

April, May, June 2014

APRIL 2014 Training	Date and Time	Location
SSIS Basics Day 1	Tuesday 04-01 (8:30 to 4:30)	DHS Training Lab #1230
SSIS Basics Day 2	Wednesday 04-02 (8:30 to 4:30)	444 Lafayette Road North
SSIS Basics Day 3	Thursday 04-03 (8:30 to 4:30)	St. Paul MN 55155
MAY 2014 Training	**Date and Time**	**Location**
SSIS Basics Day 1	Tuesday 05-06 (8:30 to 4:30)	Bemidji Training Lab #213
SSIS Basics Day 2	Wednesday 05-07 (8:30 to 4:30)	701 Minnesota Avenue NW
SSIS Basics Day 3	Thursday 05-08 (8:30 to 4:30)	Bemidji MN 56601
JUNE 2014 Training	**Date and Time**	**Location**
SSIS Basics Day 1	Tuesday 06-17 (8:30 to 4:30)	DHS Training Lab #1244
SSIS Basics Day 2	Wednesday 06-18 (8:30 to 4:30)	444 Lafayette Road North
SSIS Basics Day 3	Thursday 06-19 (8:30 to 4:30)	St. Paul MN 55155

SSIS BASICS

- Training is open to all SSIS users, but is not required.
- Attendance at SSIS BASICS may occur in addition to—*but not instead of*—attendance at **Child Welfare Foundation Training (CWFT)** for CP Social Workers.
- New Child Protection Caseworkers are required to complete **Child Welfare Foundation Training (CWFT)** through **TrainLink**.
- Contact **Andrea Bartels** with CWFT registration questions.

Note: If you work with **SSIS Fiscal**, you should attend **Fiscal New Worker Training**.

REGISTER NOW: SSIS FISCAL NEW WORKER TRAINING [FNWT] in Crookston April 9-10, 2014

This course is designed for new fiscal workers and can also be used as a refresher for current fiscal workers. Participants will work directly with the software during the two days of class.

Register on **TrainLink** at least one week prior to the class date.
Registration closes on April 2, 2014.

FNWT may be cancelled if fewer than seven registrants enroll.
Currently, this class is at risk of being cancelled due to low enrollment.

For more information on this training session, see Implementation Memo #146.

CountyLink Additions

REF. 146 / Fiscal New Worker Training, 2Q, 2014 Revised Version

V.14.1 Code Table Listing—SSIS.SUBPROG and the **V.14.1 Code Table Listing—SSIS.TR_ACTIVITY** files have been updated.