



SSIS Fiscal Flyer

Winging Toward Integration

Issue 42

Social Services Information System

June 5, 2007

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Q & A about Service Arrangements in closed workgroups

Question: Can you edit a Service Arrangement or add a new amendment in a closed workgroup?

Answer: You cannot edit a Service Arrangement or add a new amendment directly from the closed workgroup. The design decision was that there should be little editing of any items in closed workgroups. While there are reasons that payments are made from closed workgroups (RCA, for example), county staff should not use these closed workgroups to continue to provide case management and other services without opening a new workgroup.

Employee Type in Admin for TCM CSR

When a worker changes employee types (from collaborative worker to county worker or vice versa), the TCM CSR Report will look at the time records for that person based on the current employee type. Admin does not carry effective dates for those settings. So if a worker was a collaborative worker for part of the quarter, then became a county worker, the TCM CSR Report will query that worker's time records like they were a county worker for the whole quarter.

In order for the TCM CSR Report to be correct, SSIS recommends setting up a new user with the new employee type when a change of this significance is made.

Purge disabled in V4.3

An issue discovered in V4.3 could cause records to be purged before the intended destruction date. Because of this, Purge will be disabled in counties in mid-June when SSIS version 4.3 is installed. We expect Purge to be available again later this summer when SSIS V4.4 is available.

If you have questions or concerns about this, please contact the SSIS Help Desk.

To edit Service Arrangements, add amendments, add Service Arrangements or Service Agreements for closed workgroups, find the Service Arrangement using the Service Arrangement Search, Service Agreement Search or view County Detail from Person Search. These areas have menu options to Edit Service Arrangement, and add New Amendment, New Comment, or New Service Agreement, and Print.

Contact method is issue when transitioning to SSIS Claiming

One requirement for VA/DD TCM claiming is that the first contact must be face-to-face. After the face-to-face contact, the next two months of phone contacts are billable. Any time eligible face-to-face and phone contacts are completed in the same month, the face-to-face contact will always be claimed before the phone contact.

When VA/DD claiming is implemented in SSIS, and you have a client whose last billed face-to-face contact was through CSIS or a legacy system, in order to claim a phone contact for the two subsequent months (or one subsequent month if one phone contact has already been claimed in CSIS or the legacy system), you will need to claim directly through MN-ITS. SSIS cannot determine if a legacy face-to-face claim was paid. SSIS will let counties know when to begin this process for VA/DD and for other claim categories as we move forward. This issue will also be covered at the SSIS Fiscal general session at AMSSA on Friday, June 29.

CountyLink Additions _____

- ◆ V4.3 Release Training documents
- ◆ Health Care Claiming spec, Parts 1 & 2

Staff-provided rate entry tip

The Claim Detail field is only available, though not required, for HCPCS/Modifiers for the Waiver and AC claim categories. This field identifies which waiver has a specific rate when there are multiple rates for one HCPCS/Modifier. If all waivers for a specific HCPCS/Modifier have the same rate, the Claim Detail field can be left blank. If multiple waivers for a procedure code have the same rate, the Claim Detail field can be left blank for waivers with the same rate. Claim detail should be entered on the Staff-provided rate record for the waiver with a different rate.

Example: If your county's rate for T1016 UC is \$22.78 for the CAC, TBI, EW and CADI waivers but \$23.70 for AC and \$21.58 for MR/RC, then only three staff provided rate records should be created for the HCPCS/Modifier T1016 UC:

- ◆ One with a rate of \$23.70 and a Claim Detail of AC
- ◆ One with a rate of \$21.58 and a Claim Detail of MR/RC
- ◆ One with a rate of \$22.78 with no Claim Detail selected.

MSHO and PPHP Reports

The PPHP Report located under Tools>General Reports will list by worker the clients that have PPHP eligibility, along with the data that MMIS sends. MMIS currently sends the Provider name, Contract # and the Start and End Dates for PPHP.

We will be working with MMIS to send additional information required to bill for MSHO (Minnesota Senior Health Options). A change of that nature will take some time to complete. In the interim, SSIS has developed a report to assist you in MSHO billing. The MSHO report will be available in Version 4.3.

The MSHO report compiles all clients that have PPHP eligibility, an active eligibility span (with a status of A or C during requested dates), AND a Do Not Claim Determination for any claim category. When you set up the Do Not Claim Determination, use the Comment field to enter the additional information that you need to bill (e.g., product number, exclusion dates). That information will print on the report along with the client data.

MSHO ELIGIBILITY REPORT – (Client Legal Name)

Person Information				
Date of birth:	SSIS person #:			
Age:	County person #:			
Date of death:	SSN: - -			
SWNDX #:	PMI #:			

Recipient eligibility spans			
Major program	Eligibility status	Eligibility start date	Eligibility end date

PPHP				
Start date	End date	Contract	Provider name	Provider county

Waiver eligibility		
Waiver type:	Eligibility start date:	Eligibility end date:
Waiver type:	Eligibility start date:	Eligibility end date:

Do Not Claim Determination		
Claim Category:	Start date	End date
Comments: WRAPTEXT		
Claim Category:	Start date	End date
Comments:		

SSIS Help Line: (651) 431-4801

ssishelp@state.mn.us

New SWNDX reports available

In the ongoing effort to ensure data integrity for client records in SWNDX, several new reports have been created to assist counties in maintaining accurate client records. These reports are available upon request by email, SSIS.SWNDX@state.mn.us, and will become part of the routine *SWNDX Client Data Spot Check* reports that are sent to counties twice a year.

Reminder: When receiving reports from SSIS, please update and correct affected records as soon as possible. Bad data impacts SSIS users statewide. Our goal is to have the best client data available in SSIS and we appreciate your cooperation in making it happen.

New Report #	Problem	Solution
<i>Report #435 – SSN in County is Different Than SSN in SWNDX</i>	SSNs in county database are different from SSNs in SWNDX, typically due to typing mistakes. Or, county has SSNs in database but SWNDX does not have SSNs.	Review, make changes as appropriate and reclear the records to SWNDX. An SSN may need to be removed from the county record in order to accurately reflect the current SSN assignment.
<i>Report #443 – County has SSN, but State does not – Duplicate record with same SSN exists in SWNDX.</i>	SSNs that are in county detail but not state detail do not show up on other reports that identify duplicate SSNs in SWNDX.	Unclear these records and reclear them to SWNDX. This will update SWNDX with the missing SSNs. In some cases, reclearing a record may cause it to automerger with the duplicate record in SWNDX. Attention should be given to avoid merging adoption records that have different names and at one point, shared the same SSNs. SSNs may need to be removed from the county record to accurately reflect the current SSN assignment.
<i>Report #446 – Gender Code Discrepancies Between County and SWNDX records.</i>	Some county records have gender code “A” for clients and state detail has gender code “B” for the same clients.	Research these records and determine which gender code is correct. If the discrepancies exist in MAXIS, contact your county financial worker to have the gender code corrected in MAXIS.
<i>Report #447 – County DOB does not match DOB stored in SWNDX.</i>	The DOBs may differ by a day or month, e.g., 10/11/1996 vs. 10/12/1996, typically due to typing mistakes.	Review and determine which DOB is valid. Correct and reclear records as appropriate. If county DOB is accurate, inform the SWNDX DOB source listed on the report (county code or MAXIS - code 96), and request that the DOB be changed in their county or MAXIS system.