

SSIS Fiscal Flyer

Issue 68

Social Services Information System

December 19, 2008

SSIS Title IV-E Abstract Report child count changes listed

- ◆ Line E includes children in placement with a valid license or a relative placement.
- ◆ Children will not count on Line D in the same month they count on Line A or B. They also will not count on Line G if counted on Line E in the same month.
- ◆ By request of the Financial Operation Division, IV-E eligible children are only included in the child counts for Lines A through G in the months where an eligible maintenance payment is made.
- ◆ A child in a Voluntary placement over 180 days will not count on line A, B or E.

These changes will be sent to counties in a package release the first part of January for your Quarter 4 2008 Report. Child Counts will be automatically be adjusted for all four quarters of 2008 and the last quarter of 2007. Remember that the child is included in the monthly counts based on the Warrant/eff. date of the payment.

Employee Types included in State Reports

SSIS Version 5.2 changes how time records are selected in the three state reports created in SSIS. These changes are based on the Employee Type of the SSIS user creating the time record.

- ◆ "External Placement Case Manager" Employee Type was created to comply with P.L. 109-288. This requires completed monthly case-worker visits to children in placement. Contacts by this Employee Type will not be included in SEAGR or TCM CSR.
- ◆ Time records entered by staff with the Employee Type of "Volunteer" will no longer be included in the TCM CSR report.
- ◆ Time records entered by staff with a blank Employee Type in Admin will no longer be included in the TCM CSR or SEAGR report.

The table below summarizes which Employee Types are included in each report.

Employee Type	CMHRS	SEAGR	TCM CSR
County/Tribal Employee	Yes	Yes	Yes
Volunteer	Yes	No	No
Contractor	Yes	No	No
State employee	Yes	No	Yes
Collaborative Worker	Yes	No	No
External Placement Case Manager	Yes	No	No
Blank (no Employee Type entered)	Yes	No	No

Definitions for lines referenced:

Month 1	Month 2	Month 3	Reason Not Counted
Name: Boe, Alvin Timothy, #184581255			
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SSIS Location Conversion to MMIS Place of Service

Each claim requires a *Place of Service*. The SSIS *Location* is converted to an MMIS *Place of Service* for Time records and Payments as defined in the table below. Note: The table includes a new location of *Child's residence* that will be available in Version 5.2.

SSIS Location Code		MMIS Place of Service Code	
0	Nursing facility	32	Nursing facility
1	Field/home	12	Home
2	Office	99	Other unlisted facility
3	Health center/clinic/hospital	99	Other unlisted facility* <i>See Note</i>
4	School	03	School
5	Law enforcement	99	Other Unlisted Facility
7	Board and care facility	33	Custodial Care Facility
8	Other	99	Other Unlisted Facility
9	Residential treatment facility	99	Other Unlisted Facility
A	Clinic	11	Office
B	Inpatient Hospital	21	Inpatient Hospital
C	Outpatient Hospital	22	Outpatient Hospital
D	Child's residence	12	Home
Blank	Can occur only on Time records	99	Other Unlisted Facility
<p>**Note: The SSIS Location Code <i>Health center/clinic/hospital</i>, (code value 3), was inactivated in Version 4.0 and split into the three new codes: A, B and C. The conversion for <i>Health center/clinic/hospital</i> is to accommodate Time records created prior to Version 4.0.</p>			

CountyLink Updates__

- ◆ Fiscal mentor meeting handouts
- ◆ Worker mentor meeting handouts
- ◆ Implementation Memo #87: New Worker Training schedule
- ◆ Implementation Memo #88: Tools for Management course schedule

Upload Update_____

The next upload is due on Wednesday, December 31. It provides a general update of information for statewide research and reporting.



...from SSIS!

DEPARTMENT OF HUMAN SERVICES

Permanent Classified Position

Social Services Program Advisor (2 Vacancies)

\$19.33 to \$28.35 per hour (\$40,361 to \$59,195 per year).

The SSIS Help Line and Quality Assurance Unit of the Child Safety and Permanency Division at DHS has two Program Advisor positions available. Persons interested in a position need to have a resume posted on the DOER Resumix system at <http://www.doer.state.mn.us/employment>. Click on *My state job search*.

The County Exchange option is also available, allowing a county employee to retain his/her county employment while serving as a member of the Quality Assurance team. If you have questions about the position or a hiring option, contact Steve Zorn, Help Line and QA Supervisor, at:

SSIS

Child Safety and Permanency Division

P.O. Box 64239, St. Paul, MN 55164--0239

651-431-4288 stephen.m.zorn@state.mn.us

This position is responsible for applying software quality assurance and testing practices to discover SSIS software flaws prior to statewide release of the software. SSIS employs a client/server software architecture. Duties include:

- Document test results.
- Work with project staff to determine the appropriate resolution to software flaws.
- Conduct actual testing to determine efficiency and appropriateness of software design and design changes.
- Participate in the analysis and design of the SSIS software to ensure that the software meets users' needs.
- Provide a high level of data integrity and data value to counties and state agencies.
- Assist the testing team in establishing appropriate test environment and test procedures.
- Occasionally making presentations to committees and groups, identifying potential impact of various decisions and recommending resolution options.
- Serve as a backup for SSIS user support personnel.

This position requires an understanding of social services practices and software design/development methods to author and execute SSIS software test cases. Also required are excellent human relations and interpersonal communication skills, the ability to work in a team environment, and general knowledge of DHS and the relationship of county and state human services programs. Preferred candidates will have personal computer experience in a local area network environment, software testing experience, and knowledge of county social services programs. Some travel is required.