

Presenters: Wendy Woessner & Nan Beman

## SSIS V12.3 Pilot and Release

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- *OHP Plan – Trial Home Visit*
- *OHP Plan – Delinquency*

*SSIS Mentor Meeting  
August 21, 2012*



Minnesota Department of Human Services

## OHP-Setup Tab Merge Fields



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## OHPP - Setup Tab

Document: Out of Home Placement Plan - Trial Home Visit

Elements  
Review date: 10/24/2012

Agency  
Agency: Test County Family Services  
County or tribe or region: Aitkin

Workgroup  
Workgroup: Keroutwick Gus CMH Case Management 7/27/2012  
CW-TCM?  yes  
Display the language block?  no

Service plan  
Service plan: Out-of-Home Placement Plan  
Effective from date: 7/27/2012  
Effective to date: 10/24/2012

Child  
Participant: Keroutwick, Gus  
First name Last name: Gus Keroutwick  
First name: Gus  
Age: 18 years  
Date of birth: 01/03/1994  
Qualifies under ICWA:  Yes

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The CW-TCM? field only indicates that you wish to have 'CW-TCM Plan' display across the top of this service plan when printed.

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## OHPP - Setup Tab

Allergies or medical problems: Asthma diagnosis: collapsed left lung at age 8 - daily medication management. Peanut allergy; severe.

Other health considerations: Family doctor, allergist, asthma specialist, hospital preference, pharmacy, prescription coverage...

Special dental needs: None currently. Last dental appointment date - provider.

Health/Insurance  
Other Health  
Physician - Boys Will Be Boys Clinic:  
Dentist - Brace Yourself to Smile:  
Chemical Dependency Counselor - Twelve Steps:  
Psychologist - In Your Shoes:  
Absolute Coverage Agency Insurance

**Allergies or Medical problems, Other health considerations, and Dental needs** merge from three of the four **Other Health** fields within the **Health/Insurance** folder. The fourth field – *Medications* – does not merge because a specific Document tab screen is provided for this information and additional detail about it.

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## OHPP - Setup Tab

Statewide cumulative days in placement: Unable to calculate.

Diagnosis

- ICD-9-CM: 292.89 - DRUG MENTAL DISORDER NEC
- ICD-9-CM: 315.1 - MATHEMATICS DISORDER
- DSM-IV: 292.89 - Caffeine-induced sleep disorder
- DSM-IV: 315.1 - Mathematics disorder

Diagnosis type: DSM-IV

Diagnosis code: 315.1

Diagnosis description: Mathematics disorder

Permanency

- Continuous Placements
- Placements/Locations/Absences
- Removal and Adoption History

Gus Keroutwick

- Disability/Diagnosis/Substance

Every Diagnosis entered within the **Disability/Diagnosis/Substance Abuse** folder displays in the **Diagnosis** section.  
*\*New to this screen* – the name of the Diagnosis displays without having to expand the check box.

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## OHPP - Setup Tab

Medical Checkup

- Medical - 05/14/2012
- Comprehensive Child & Teen Checkup - 03/22/2011

Checkup date: 05/14/2012

Checkup type: Medical

CWB/Checkup/Education

- Cougar Prep Pre-School
- Comprehensive Child & Teen Checkup - 03/22/2011
- Medical - 05/14/2012

**Note:** The CWB-Tool is now a legacy document. Prior CWB-Tools may be viewed but not edited or printed. The CWB-Tool fields have been incorporated into the new SDM Tools.

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## OHPP - Setup Tab

The screenshot shows the 'OHPP - Setup Tab' interface. It includes sections for 'Dental Providers', 'Medical Providers', and 'Mental Health Provider'. The 'Medical Providers' section is active, showing a dropdown menu with 'Boys Will Be Boys Clinic: Doctor Bandaide' selected. Below this are fields for 'Field of practice' (Physician), 'Physician name' (Doctor Bandaide), 'Primary physician' (Yes), 'Clinic name' (Boys Will Be Boys Clinic), 'Clinic address' (Bjorn MN 55155), and 'Phone' ((952)123-4567). To the right, a folder tree for 'Health/Insurance' is shown, with a callout box highlighting the following items: 'Other Health', 'Physician - Boys Will Be Boys Clinic', 'Dentist - Brace Yourself to Smile', 'Chemical Dependency Counselor - Twelve Steps', 'Psychologist - In Your Shoes', and 'Absolute Coverage Agency Insurance'.

**Dental, Medical, and Mental Health Providers only merge if entered as a New or Existing Health Care Provider from the Health/Insurance folder.**

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## OHPP - Setup Tab

The screenshot shows the 'OHPP - Setup Tab' interface for education and placements. The 'Education' section has 'Cougar Prep Pre-School' entered in both the 'Education' and 'School name' fields. The 'Continuous placements' section shows 'Continuous placements' as 3/22/2011 and 'Days in current continuous placement' as 493. Below this is a table for 'Placements or locations or absences'. To the right, a folder tree for 'CWB/Checkup/Education' is shown, with a callout box highlighting 'Cougar Prep Pre-School', 'Comprehensive Child & Teen Checkup - 03/22/2011', and 'Medical - 05/14/2012'. Another callout box highlights the 'Permanency' folder, which contains 'Continuous Placements', 'Placements/Locations/Absences', and 'Removal and Adoption History'.

Setting:	Classificati...	Setting	Reason
Bus org - provider:	Placement	Pre-adoptive Adoption	
	Placement	Foster family	Safety/stability

**Hint:** Enter **Permanency** folder data first, **Court Actions** second, and **IV-E Submissions** third. Information from one folder will automatically copy into the next folder –saving time.

**Hint:** For children in foster care, complete the **OHPP** before claiming for **CW-TCM** services.

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## OHPP - Setup Tab

The screenshot shows two panels. On the left, the 'Relatives' folder contains a list of names: Angela Keroutwick, Tim Keroutwick, Eva Keroutwick, Baby Bjorn Keroutwick, Bjornette Tina, and Officer Chris Walswick. On the right, the 'Relationship' folder contains a list of relationship descriptions: Gus Keroutwick's Birth mother is Angela Keroutwick, Gus Keroutwick's Birth father is Tim Keroutwick, Gus Keroutwick's Sister is Eva Keroutwick, Gus Keroutwick's Half-brother is Baby Bjorn Keroutwick, Gus Keroutwick's Kn/extended family is Bjornette Tina, and Gus Keroutwick's Other non-relative is Officer Chris Walswick. Arrows indicate the mapping between the names in the Relatives folder and the descriptions in the Relationship folder.

To display in the **Relatives** section of the OHPP Setup tab, each **Client** or **Collateral** must have a relationship to the identified child entered in the **Relationships** folder.

## OHPP - Setup Tab

The screenshot shows two detailed views. The top view is for Angela Keroutwick, showing her gender-specific relationship as 'Birth mother' and her address history. A table lists physical locations with effective and end dates. The bottom view is for Officer Chris Walswick, showing his gender-specific relationship as 'Other non-relative' and his address details. A table lists physical locations with effective and end dates. Arrows point from the relationship descriptions in the top view to the corresponding relationship entries in the bottom view.

T...	Effective ...	End Date	In Care Of	address
Ptr	08/10/2011	05/13/2012		444 Lafayette Road
Ptr	05/14/2012			7633 Garfield

**Addresses display on OHPP Setup tabs.**

## OHP-THV Document Screens



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## OHP Plan - Trial Home Visit

The screenshot shows a software interface for creating service plans. On the left, a 'Service Plans' menu is open, showing options for 'New State Service Plan' and 'New Plan'. Below this, a list of document templates is displayed, with 'Out of Home Placement Plan - Trial Home Visit' selected. On the right, a 'Document Properties' dialog box is open, showing the selected document template, its description, and its status (Draft) and status date (07/27/2012).

**Trial Home Visit** is a new addition to the revised OHP Plans.

Nan Beman will be reviewing the policy instruction as to when and why this service plan is to be used during her presentation.

She has additional PowerPoint slides.

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## OHP Plan THV Document Screens

Setup Document Properties

No required fields needed to complete.

Document template: Out of Home Placement Plan - Trial Home Visit

Description: Out of Home Placement Plan - Trial Home Visit

Status: Draft Status date: 07/27/2012

The following screens are specific to the *new Trial Home Visit OHP Plan.*

## OHP Plan THV Document Screens

Setup Document Properties

Title Page

- Title Page
- Trial Home Visit
  - Safety Plan
  - Family Needs
  - Services For Parent
    - Parent Services Detail
  - Sibling Separation Services
    - Sibling Separation Detail
  - Placement and Permanency
    - Permanency Plan
    - Child Functioning and Behavi...
    - Medical Needs
    - Educational Needs
    - Developmental Needs
    - History and Past Experiences
    - Religion and Culture
    - Community Connections
    - Interests and Talents
    - Preserving Relationships
    - Additional Needs
    - Services
  - Health Plan
    - Health Care Provider
    - Health Information

**Services for Parent**  
List the services for the parents and other care givers and the identify the provider of the services:  
(Select as many as apply)

Services	Provider
<input checked="" type="checkbox"/> Parenting education	Name of Parent Educator - Organization... Address, E-mail, Telephone, Fax, Hours of Operation, Other...
<input checked="" type="checkbox"/> Counseling/Therapy	Name of Counselor - Organization... Address, E-mail, Telephone, Fax, Hours of Operation, Other...
<input checked="" type="checkbox"/> Child development services	Name of PH Nurse - Organization... Address, E-mail, Telephone, Fax, Hours of Operation, Other...
<input checked="" type="checkbox"/> Child care services	Name of Daycare Center - Organization... Address, E-mail, Telephone, Fax, Hours of Operation, Other...
<input type="checkbox"/> Mental health assessment	
<input checked="" type="checkbox"/> Mental health services	Name of Play Therapist - Organization... Address, E-mail, Telephone, Fax, Hours of Operation, Other...
<input type="checkbox"/> Chemical health assessment	
<input checked="" type="checkbox"/> Chemical health services	Name of CD Counselor - Organization... Address, E-mail, Telephone, Fax, Hours of Operation, Other...
<input type="checkbox"/> Recreational services	
<input checked="" type="checkbox"/> Transportation	Name of Transport Person - Organization... Address, E-mail, Telephone, Fax, Hours of Operation, Other...
<input type="checkbox"/> Domestic violence services	
<input checked="" type="checkbox"/> Employment services	Name of Job Specialist - Organization... Address, E-mail, Telephone, Fax, Hours of Operation, Other...

Complete

## OHP Plan THV Document Screens

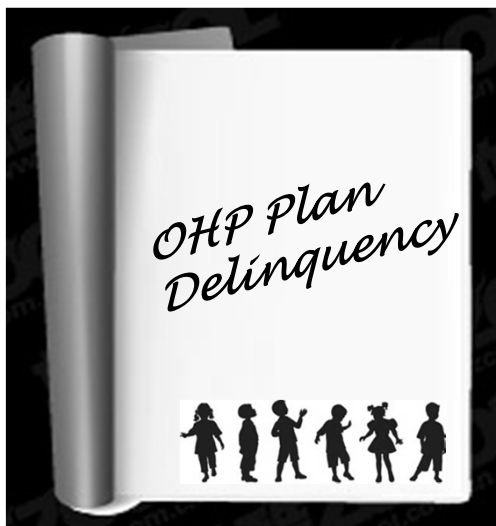
**Parent Service Detail**  
How will these services help the parent address the risk factors to achieve full reunification?  
**E** This is how the identified services will help full reunification to occur...

What is the time frame of the services?  
**E** This is the time frame for each service... and what to do next...

What does the parent need to accomplish or demonstrate for the trial home visit to end with full reunification?  
**E** These are the actions we need to see from the parent for reunification to be successful and to end the THV...

Complete

## OHP-Delinquency Document Screens



## Delinquency Document Screens

Setup	Document	Properties
No required fields needed to complete.		
Document template:		
Description:	Child Protective Services Plan Family Assessment Service Plan	
Status:	Out of Home Placement Plan - Adoption/Guardianship Out of Home Placement Plan - Child 18-21 Out of Home Placement Plan - Continuing Foster Care Out of Home Placement Plan - Delinquency Petition	

The following screens are specific to the *revised Delinquency OHP Plan*.

## Delinquency Plan Merge Fields

Setup	Document	Properties
Continuous placements		
Continuous placements:	3/22/2011	
Days in current continuous placement:	494	
Foster care extension		
<input checked="" type="checkbox"/>	Completing high school or GED - 10/17/2011	
Extension condition:	Completing high school or GED	

- Permanency
- Continuous Placements
- Placements/Locations/Absences
- Removal and Adoption History
- Child Ward

The Delinquency Plan adds the **Foster Care Extension** section if it is applicable to the child's age (18-21).

## Delinquency Plan Merge Fields

Cont plcmt - 03/22/2011 Authority Removal Conditions Permanency Plans Reviews **Foster Care Extension**

Extension Conditions Extension Reviews

Extension Condition	Effective Date	End Date
Completing high school or GED	10/17/2011	

Extension Condition:

Effective Date:

End Date:

Not eligible-no foster care extension condition applies

Completing high school or GED

Documented medical condition prevents education/work

Employed at least 80 hrs per month

Enrolled in post secondary or vocational education

Participating in activities to remove employment barriers

The **Extension Condition** entered in the **Continuous Placements** folder-**Foster Care Extension** tab displays and may be selected to merge into the plan document.

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## Delinquency Petition Screen

Setup Document Properties

Title Page

- Title Page
- Delinquency Petition
  - Delinquency Petition Details
- Placement and Permanency
  - Permanency Plan
  - Child Functioning and Behavi...
  - Medical Needs
  - Educational Needs
  - Developmental Needs
  - History and Past Experiences
  - Religion and Culture
  - Community Connections
  - Interests and Talents
  - Preserving Relationships
  - Additional Needs
  - Services
  - Child/Youth Preference
  - Placement Stability
- Health Plan
  - Health Care Provider
  - Health Information

**Delinquency Petition Details**

What is the behavior that caused placement?

**E** These are the *behaviors* that contributed to the child's placement...

How will these services help the child correct their behavior?

**E** These are the *services* designed to help the child correct behavioral issues...

What is the time frame of the services?

**E** These are the *time frames* for each of the services... and who to call with questions...

How will the parent maintain their parental responsibilities and remain connected to their child?

**E** This is how the parent will *maintain parenting responsibilities* and *connections* to the child...

Complete

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## Questions?



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