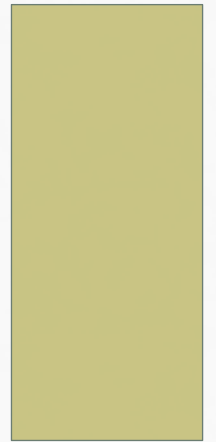


VERSION 14.2 HIGHLIGHTS AND
RELEASE NOTES/KNOWN DEFECTS
REPORT



VERSION 14.2 HIGHLIGHTS

GOOD TO KNOW

ATTACHED FILES SECURITY

- By Request: Attached Files can be added to closed intakes and workgroups
- New SSIS Admin Functions that apply to both Chronology and Person Attached Files
 - Create Attached Files
 - Delete Attached Files
 - View Attached Files

SPECIAL STUDIES

- General Report > Special Studies > Special Studies report
- Use grid columns to create Special Studies reports

Setup Special Studies

Association Type △

Study Start Date	Special Study Name	Study End Date	Associated Entity Name	Entity #	Association Start Date	Association End Date	Client DOB	Person Level	Staff Level	Study #	Study Description	Study Type	WG End Date	WG Level	WG Primary Worker	WG Start Date	WG Unit
+ Association Type : Person																	
+ Association Type : Staff																	
▶ Association Type : Workgroup																	
06/01/2011	JP Person Merge Sp Study 2	12/31/2011	Bear Dennis Family CW Case Management 03/19/2001	101864995	06/01/2011	12/31/2011		Yes	No	1034	Merge Test 2 for Sp Study	Agency		Yes	Test-Sys. Admin., Sonny	03/19/2001	Test-Child Welfare
08/03/2011	Lisa's study of all things good and wonderful		Borden Baby CP Assessment 07/10/2002	101720900	10/04/2011			Yes	Yes	1017	birdies and doggies	Agency		Yes	Hodgson, Pam	07/10/2002	Designers Etc.
08/03/2011	Lisa's study of all things good and wonderful		Borden Baby CP Assessment 07/10/2002	101720900	10/04/2011			Yes	Yes	1017	birdies and doggies	Agency		Yes	Zz-Help Desk, Ssis/Dhs X	07/10/2002	Designers Etc.
08/03/2011	Lisa's study of all things good and wonderful		Smile Don CW Case Management 7/3/2013	203151777	07/15/2013	08/10/2013		Yes	Yes	1017	birdies and doggies	Agency		Yes	Sunny, Sumitha	07/03/2013	Sumitha Unit
08/03/2011	Lisa's study of all things good and wonderful		Amboy Anna CP Assessment 01/02/2009	184225363	01/01/2012			Yes	Yes	1017	birdies and doggies	Agency		Yes	Litchfield, Lisa	01/02/2009	lisa's unit
06/01/2013	Moving Home Minnesota (MHM)		Fishing Opener CP Case Management 03/14/2008	184648367	06/01/2013			Yes	No	1	Moving Home Minnesota pilot project. A Money Follows the Person Rebalancing Demonstration Project.	DHS-Pilot		Yes	Desaer, Ruth	03/14/2008	DeSaer - Cool Unit

ADOPTION FORM CHANGES FOR BIRTH AND SOCIAL HISTORY

Changed to three new documents that are currently on eDocs. These will be in SSIS upon State document editor redesign:

- Social and Medical History for a Child in Foster Care
- Instructions for Completing a Social and Medical History for a Child in Foster Care
- Information to Accompany a Social and Medical History for a Child in Foster Care and Acknowledgement of Receipt

ICD-10 REDUX

- Must provide **ICD-9-CM codes until at least 9/30/2015** for claiming purposes. Only ICD-9-CM codes will be extracted for reimbursement for claiming purposes.
- Any ICD-9-CM codes ended due to MMIS agreement letters must have end dates deleted.
- Any ICD-10-CM codes entered due to MMIS service Agreement letters do not need to be deleted, as they may be used in the future.
- Must be cleaned up as it also impacts Service Plans.

ICD-10 REDUX CONTINUED

- What to do if they get an ICD-10-CM code from a provider?
 - Ask for an ICD-9-CM in the interim
- What do you do if you receive a DSM-5 code from a non-payee Mental Health professional?
 - Ask for an ICD-9 in the interim
 - DMS-5 (American Psychiatric Association Diagnostic and Statistical Manual of Mental Disorders) has a code reference table in the appendix that lists the diagnostic name and ICD-9 code associated with it

DOCUMENT TEMPLATE FIELD CHANGE

Type-ahead search function added to the Document template field for documents and local agency service plans. This does not include state service plans.

Setup | Document | Properties |

No required fields needed to complete.

Document template:

Description:

Status: Finalized date:

Template Search

Template Search

- Adoption Assistance Agreement
- Adoption Assistance Certification
- Adoption Placement Agreement
- Adoption Placement Decision Summary
- Adult Foster Care Reference Letter - Corporate
- Adult Foster Care Reference Letter - Family

Searches: Search on open 0.06 Secs, 6 Results

Group type: Category:

Name:

Format:

Document identification:

MISCELLANEOUS

- State documents being fine-tuned for version 14.3
- Editor default font size issues have been partially remedied.
- Cannot do a person merge on a client if both clients have RCA payments. Call the Help Desk.
- State detail Relationship/TPR tab now includes “Involuntary transfers of custody” as well as Termination of parental rights and Suspension of parental rights.

MISCELLANEOUS CONTINUED #2

- SSIS Admin no longer allows an SSIS user to be deleted. This includes MnCHOICES users.
- New SSIS Admin functions for MnCHOICES have been added. Refer to MnCHOICES documentation for appropriate usage.
- New Admin security function of View Statewide AP Reports on state detail
- New SSIS Admin functions for the SSIS Mobile application (mCase) have been added. **Do not add or use these functions until SSIS directs your agency to do so.**

MNSURE CLIENTS ON SWNDX

MNsure clients *will* display on SWNDX. They will have different (and potentially less) information than MAXIS or local agency clients.

- They will have **Different PMI #'s**
- This is an inadvertent consequence of the technical roll-out of MNsure.
- Review Edie's example separately on-screen

DECIPHERING THE RELEASE NOTES AND KNOWN DEFECTS REPORT

WHAT'S WITH ALL THE TECHIE-SPEAK?

WHAT'S THE DIFFERENCE?



- Release Notes are one of the following:
 - Fixed Issues or items fixed enough that work can continue
 - New Things
 - Enhancements on current functionality
- Known Defects are bugs/glitches SSIS is aware of and are not yet fixed.
 - Fixes that need to wait for additional resources (including time)
 - Fixes that are dependent on other functionality in the application
 - Issues not likely to be fixed due to low impact
 - Issues not likely to be fixed due to what technology is available or not available

ANATOMY OF A RELEASE NOTE

The **module** is the primary category used for sorting the notes.

SSIS Pilot Version 14.2 - Software Release Notes

The **fix or change** is listed in this column.

MODULE AND DESCRIPTION

IMPROVEMENT

Docs Case Notes & Chronology

»»» Attached Files: Received a request to allow the creation of "New Attached File" in a closed Intake or Workgroup.

The "New Attached File" option is enabled in closed Intakes and Workgroups for both Chronology and Participant.

Written in past-tense, the **description** indicates what the problem was.

Security: The Worker Advisory Group requested that there be security settings added for the new Attached Files functionality.

1. Three new Role/Functions Create Attached Files, Delete Attached Files, and View Attached Files have been added in SSIS Administration
2. Only the "View Attached Files" is assigned to the following Roles in SSIS Admin: SSIS - Worker, SSIS - Case Aide, SSIS Supervisor, SSIS - QA/Auditor/Federal Reviewer, DHS Children's Services Staff, SSIS - Statewide Case Access, SSIS - Social Work Case Aide, SSIS - CP Social Worker, SSIS - Non-CP Social Worker, SSIS-Adoption Social Worker, and SSIS - Social Work Supervisor.
3. Individual agencies will need to decide which users need all, some or none of the new Functions and create policies and procedures for Attached Files functionality. For example, some agencies may want to phase in use of attaching files gradually. They plan to initially only assign the Create Attached Files and Delete Attached Files functions to a very small number of users.

Screen names are used to determine where in the module the fix is.

(Design Change) Documents: Request was submitted to use the Enter key to open the Template Search window on the New Document setup screen.

With the cursor in the "Document template" field, pressing Enter will bring up the Template Search window.

HIGHLIGHTING SPECIFIC IMPROVEMENTS

The »»» symbol indicates an especially noteworthy improvement.



- How does SSIS highlight important items?
 - The Release Notes display a double arrow symbol to highlight important items.
 - Information is published in the “What’s New in V14.2” document.
 - Topics may be furthered discussed in SSIS Updates or other mass publications.

ANATOMY OF A KNOWN DEFECT

SSIS Pilot V14.2 Software Defect Report for April 2014 - Prepared by the SSIS Quality Assurance Team

<u>Module</u>	<u>Date Reported</u>	<u>SSIS Version</u> <u>When Reported</u>	<u>Problem Description</u>	<u>User Impact</u>	<u>Workaround</u>
	3/26/2014	V14.1	Editor: The expanded editor window closes unexpectedly when saving the map. The error message is: 'The speech recognition software is not installed on this computer.'	User Impact is a brief summary of what users will experience as a result of the issue.	The Workaround is an alternative method for completing the task until the issue is resolved.
		3.3	Copy Clients: The Phone extension is being excluded when the client data is copied.		

The **Date Reported** and **SSIS Version When Reported** indicate when the issue was found.

The **Problem Description** explains what the current issue is.

User Impact is a brief summary of what users will experience as a result of the issue.

The **Workaround** is an alternative method for completing the task until the issue is resolved.

FREQUENTLY USED WORDS DEFINED

- Field
 - Any of the fillable/editable components on a screen
- Filter
 - Available on searches to help narrow down the results
- Function
 - Behind the scenes process that returns specified information (e.g. search function)
- Grid
 - Areas on the screen that look like a table
- Node
 - Treeview options that can be expanded

FREQUENTLY USED WORDS

CONTINUED

- Hotkeys, Shortcut Keys, Access Keys
 - Keystrokes that result in a specific action
- Message, Prompt, Dialogue
 - Pop-up windows
- Modal Window
 - Pop-up windows that must be finished or exited before the user can do anything else.
- Report
 - Tools > General Reports, anything printed, or screens with generated results

COMMONLY USED TERMS

1. Tab, Enter, Delete
 - Some capitalized words refer to keyboard keys
2. Enhancement
 - Requests from Local Agencies
3. Design Change
 - Internal changes due to legislation changes, redesign, etc.
4. Edit Mode vs Read-Only Mode
 - The screen can be edited vs cannot be edited
5. Enabled vs Disabled
 - Refers to the ability to edit a field

LINKING MODULES AND SCREENS

- What's included in a module?
 - Generally limited to a screen and all the actions associated with that screen
 - Most modules overlap with other modules
- Where do we look for changes made to...?
 - Consider what screens connect to the change
 - Example of a multi-module change:

Fixed: Leading zeroes are no longer required on the "County Vendor #" field.

 - Listed under the Business Organization/Provider module
 - Affects Business Organization, Vendor Import, and ***any screen that has a Business Organization search button.***

MODULE LIST

- Adoption – County/Tribal
- Business Organization
- Checklists
- Child maltreatment
- Children's mental health
- Clearing
- Conclude service
- Court
- Case notes and chronology
- Document help
- Document templates
- Expanded Statewide Search
- Intake
- IV-D Interface
- IV-E Eligibility
- IV-Eligibility Interface
- Licensing
- Licensing Offender
- LNDX
- Online Help

MODULE LIST CONTINUED

- Outcome Reports
- Person Search
- Person & Related
- Placement
- Purge
- Reminders & Alerts
- Repository – County
- Structured Decision Making Tools
- SELF/NYTD
- Service Plan & Review
- Special Studies
- Staff Activity
- Staff Assignment
- SW Case Access
- SWNDX – County
- Vulnerable Adult/Department of Health Interface
- Vulnerable Adult/Licensing Interface
- Vulnerable Adult/CEP
- Workgroup Change
- Workgroup & Related/Caseload List

ADDITIONAL MODULE RELATED ITEMS

Worker Related Applications

- Analysis and Charting
- Administration
- Repository
- Worker

Module Related

- General Reports

QUESTIONS ANSWERED

- Why do some release items seem like software defects?
 - Sometimes issues are partially fixed, and SSIS wants to let the users know.
- What are “workarounds,” and how do we know when there is one?
 - Workarounds are temporary alternatives to continue a task in SSIS while the defect is present.
 - Specific workarounds are listed in the Known Defects Report as a column.
 - The column may be blank or display “None” when there are no alternative methods for getting past a defect.

EXAMPLES

RELEASE NOTE EXAMPLE #1

- Cannot do a person merge on an RCA Client with another Client if both have RCA claims
- This is new and functioning as designed
- Fiscal or Worker category? Or both?

WHERE TO LOOK

This is new functionality. The information for new functionality is in the Release Notes.

SSIS Pilot Version 14.2 - Software Release Notes

MODULE AND DESCRIPTION

IMPROVEMENT

Clearing

Person Merge: The Merge process needed to be updated, because RCA Payment Worksheets are now associated with persons.

All of the RCA Payment Worksheets transfer from the person being deleted to the person being saved.

Person Merge: With the addition of RCA Claims, merge needed to be updated.

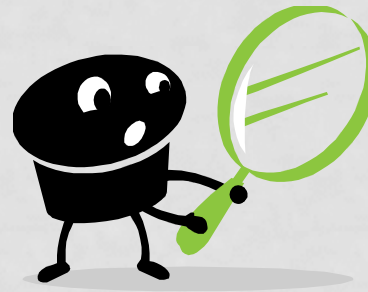
1. If both clients have RCA Claims, they cannot be merged. An error message, "Person cannot be merged because RCA claims exist.", displays.
2. If only one of the clients has RCA Claims, the client with RCA Claims must be the one that is saved.

RELEASE NOTE EXAMPLE #2

- Search functions added to the “Document template” field for documents and local agency service plans.
- Typing in the “Document template” field, and pressing Enter brings up the Template Search screen.
- This affects multiple modules in SSIS...so where is it?

WHAT MODULE IS IT UNDER?

- This is a change in design for the Setup tab on documents and local agency service plans. Changes to documents may be listed in one of three modules:
 - Docs Case Notes & Chronology
 - Documents
 - Service Plans



WHERE IS IT?

- This is a change in functionality, and is listed in the Release Notes.
- As this function relates to a chronology item, specifically the Setup tab, the change is located in Docs Case Notes & Chronology.

MODULE AND DESCRIPTION

Docs Case Notes & Chronology

(Design Change) Documents: Request was submitted to use the Enter key to open the Template Search window on the New Document setup screen.

IMPROVEMENT

With the cursor in the "Document template" field, pressing Enter will bring up the Template Search window.

KNOWN DEFECT EXAMPLE

Item: SSIS appears to be locked-up after going idle. It is not possible to click on any fields or exit the application.

Issue: Occurs if a new form with required fields was created but not saved. An error message may be displaying behind the window.

- Applies to multiple areas in SSIS.
- Where do we find the way to fix this?

WHERE IS IT IN THE RELEASE DOCUMENTATION?

- As this applies to multiple areas, it is under the Architecture module.
- This is a Known Defect found during version 11.3.

SSIS Pilot V14.2 Software Defect Report for April 2014 - Prepared by the SSIS Quality Assurance Team

<u>Module</u>	<u>Date Reported</u>	<u>SSIS Version When Reported</u>	<u>Problem Description</u>	<u>User Impact</u>	<u>Workaround</u>
Architecture - SSIS	8/26/2011	V11.3	SSIS appears to be locked-up after going idle. It's not possible to click on any fields or exit the application.		An error message may be displaying behind the window that has focus, which cannot be seen, but prevents working in the application until it is addressed. (This problem occurs if a new form with required fields was created, but not saved, prior to going idle.) Clicking on the SSIS icon from the computer's task bar will bring the error message to the front so that it can be seen and closed. Once the error is closed, users may resume working in SSIS.

QUESTIONS?