What’s New in SSIS Version 15.1?
March 2015

Highlights:

Commissioner Transitions
Northstar Care for Children legislative and resulting program changes for child welfare became effective January 1, 2015. As part of phasing out the legacy programs, commissioner transitions are one of the four types of transitions into Northstar Care. A limited number of children each year will transition into Northstar Care through a commissioner transition. Commissioner transitions are ordered by the DHS when it makes sense to transition a child who is on a pre-Northstar Care permanency program (Relative Custody Assistance, legacy Adoption Assistance, or the Minnesota Permanency Demonstration Project) into Northstar Care.

SSIS features the related functionality to transition Relative Custody Assistance to Northstar Kinship Assistance: Commissioner Transition Verification, Commissioner Transition Log, Commissioner Transition Benefit Agreement, and Commissioner Transition related documents.

DHS initiates every commissioner transition and DHS will notify caregivers. At DHS direction, the local agency in SSIS performs verifications, sends out preliminary notification to relative custodians, prints out the new Benefit Agreement, arranges for signatures, and ends RCA payments.

Users need the new security function Access Commissioner Transition in their user role in order to access this functionality.

MAPCY Assessment
• By selecting the purpose on the assessment set-up screen, an assessor can enter MAPCY without placement (primarily for re-assessment of children post-permanency)
• The error messages when MAPCY is sent for agency approval have been updated.
• Within each MAPCY domain, a text box for documentation has been added to each child needs and parenting indicator sections.
• Within each MAPCY tool numbering has been corrected.
• MAPCY approval menu – only those approval action items that pertain are enabled
• MAPCY notification letters are updated.
• The MAPCY Rating Reports is updated, specifically the sections for the Document tab to include free text fields from each domain, scoring grid changes, and the section “MAPCY Reassessment and Appeals.”
• Changes on the MAPCY Grid View: new Current Approved Level column
• Changes on the MAPCY Setup Tab: two new fields for purpose and placement data.
• Changes to the MAPCY Scoring tab with new and revised fields.
A new general report has been developed **Assessment Due – MAPCY or DOC** that is found at General Reports > Placement > Assessments Due – MAPCY or DOC. The report lists children and youth in currently open Northstar Care or Legacy placement settings where the MAPCY or DOC next due date is anytime on or before the date selected by the user, and could be useful for assessors, approvers, supervisors, and others who need to know about missing or upcoming MAPCY or DOC assessments.

**Northstar Adoption Assistance**
Northstar Adoption Assistance Eligibility Determination and Benefit agreements are automated. Two new documents are available under the Person > Documents node related to Adoption:

- Northstar Adoption Assistance Benefit Agreement
- Northstar At Risk Adoption Assistance Benefit Agreement

Document titles of the current versions will be appended with the word “manual.”

In order for the adoptive parents to receive Adoption Assistance benefits on behalf of the child, an Adoption Assistance Eligibility Determination must be completed. This is now done via an automated process with SSIS. The Adoption Assistance Eligibility Determination, which includes Income Offsets, Required Documents, and Discussion Log, is created from the Child Ward node. The Adoption Assistance Eligibility Determination is used to generate one of the two Northstar Adoption Assistance Agreements.

**Child Foster Care (CFC) Report**

- Title IV-E Abstract Report has been renamed to Child Foster Care Report. This new report includes both Title IV-E and Northstar claims.
- Additional calculated fields on Child Foster Care Claim screens in preparation for V15.1.5. Some calculated fields will not be populated until V15.1.5.

**Child Foster Care Claim Search**

- All the fields on the Child Foster Care Claim are available on the Child Foster Care Claim Search grid results as either default or optional columns.
- Will only include IV-E claim search until 15.1.5 when Northstar is added
- Available from Searches in the Task Panel and under Searches/Logs in the Windows toolbar

**Module Changes:**

**Adoption – County**
SAE Status Verification: Exempt with a reason of “Child placed with parents under signed APA” is now system created when an Adoptive Placement Verification is completed.
**Document Templates**

The following documents were inactivated as they are not used for children on a legacy program or for Northstar: Adoption Assistance Certification, Adoption Assistance Agreement, and Relative Custody Assistance Agreement.

The following list of documents is new in V15.1:

- Prospective Adoptive Parent Statement to Decline Northstar Adoption Assistance (add a RTF Header)
- Prospective Relative Custodian Statement to Decline Northstar Kinship Assistance (add a RTF Header)
- Commissioner Transition – Benefit Agreement Cover letter (add a RTF Header)
- Commissioner Transition – Notification to Relative Custodian (add a RTF Header)
- Northstar Kinship RCA Commissioner Transition Benefit Agreement

The following documents have been updated with text changes and Federal compliance language:

- Northstar Kinship Assistance Benefit Agreement
- Extraordinary Level Approval Notice
- Extraordinary Level Denial Notice – Auto-Denial
- Extraordinary Level Denial Notice – Requirements Not Met
- Extraordinary Level Withdrawal Notice
- MAPCY Assessment Notice – Caregiver
- MAPCY Assessment Notice – Youth

All of these documents, updated and new, are found in the Person folder under documents.

**MA Eligibility**

Living Arrangement information is included on the Other Healthcare Eligibility report.

**Payments and Service Arrangements**

There are two new Service Arrangement and Payment warning messages.

- A MAPCY Assessment was due more than two months ago on “mm/dd/yyyy”. The “Supplemental Per Diem” is not reimbursable if the MAPCY Assessment is more than three months overdue.
- The “License #” does not have a License History where “Can Serve Clients: = “Yes” on or before the “Service Start Date.”

**Placement**

To help ensure Continuous Placements and Placements are entered correctly in SSIS, the following placement entry rules will be enforced:

- Only one Continuous Placement may be open for a child at a time.
• One Continuous Placement cannot overlap the dates of another Continuous Placement for the same child.
• Only one Placement may be open for a child at a time (not enforced for Locations or Absences).
• One Placement cannot overlap the dates of another Placement for the same child (not enforced for Locations or Absences).
• Cannot create a new Continuous Placement for a child whose last Continuous Placement was discharged with a reason of “Finalized adoption” or “Tribal customary adoption”. (Post-adoption services should be recorded under the child’s new adoptive identity.)

There will also be warning messages displayed in the following situations, directing the worker to review the placement dates for accuracy:

• When a Continuous Placement is saved that has a start date that is the same as, or within one day after, the discharge date of the previous Continuous Placement for the same child. (This can be valid, but is rare enough to warrant further review.)
• When a Continuous Placement is saved with dates that overlap, but do not completely encompass, an existing Placement for the same child.
• When a Placement is saved with dates that overlap, but are not completely encompassed by, an existing Continuous Placement for the same child.

Security
The new security function Access Commissioner Transition is available for those staff utilizing this new functionality.