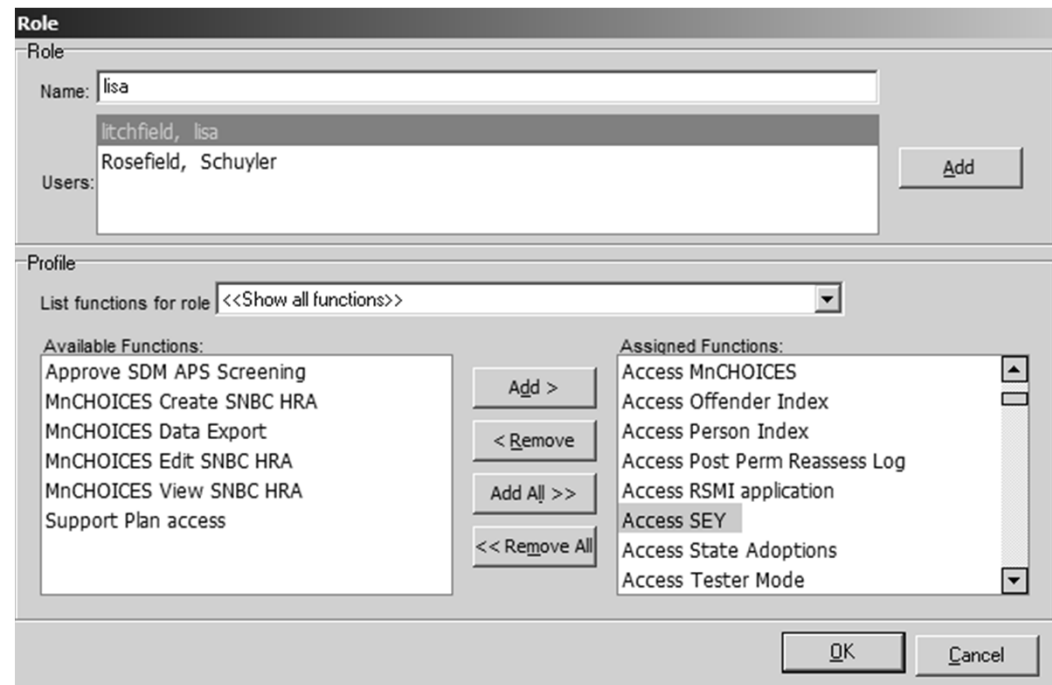


SSIS Entry of Sexually Exploited Youth Information

Presenter: Lisa Litchfield

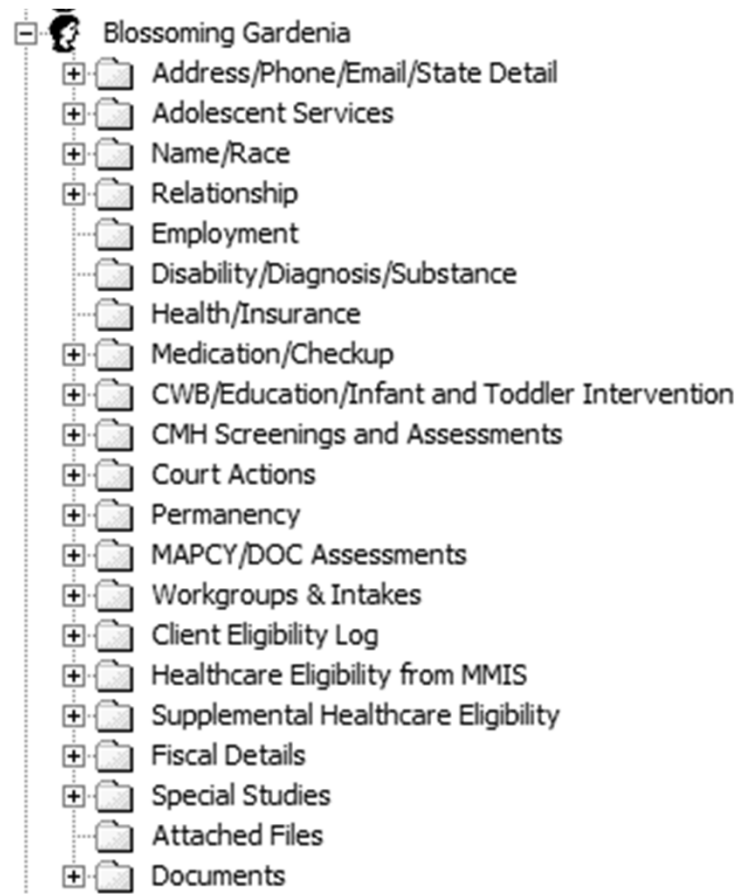
Required SSIS Administration Functions Access SEY

Worker with
Access SEY
security
function can
create, view,
edit, and delete
SEY screens.

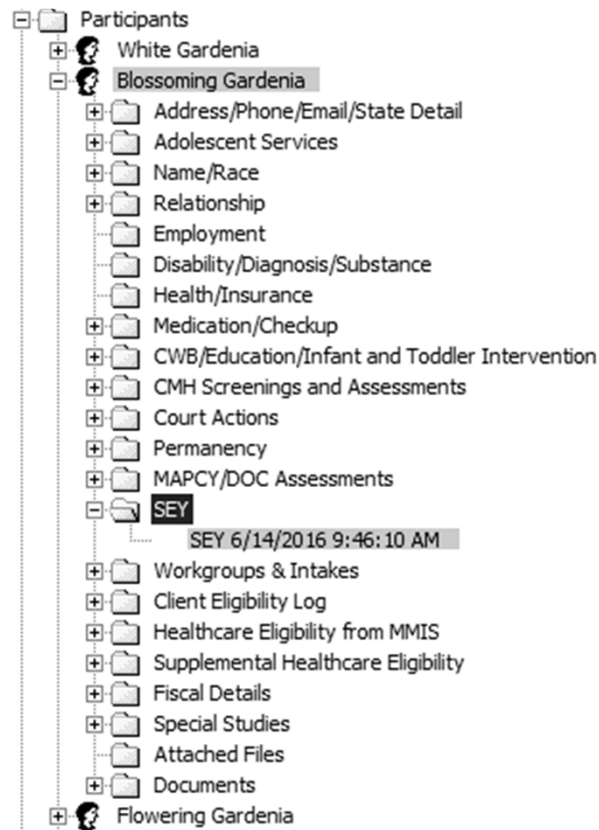


What happens if a worker does not have “View SEY” function?

Workers without assigned function are unable to see SEY folder in the Treeview:



SEY Folder Displays in Tree View Under the Client



For workers who do not have the Security Function Access SEY, the SEY folder does not display under the Child Client. This is protected information.

Create New SEY Folder



SEY Entry Screen

1. Has this child ever been a victim of sex trafficking? Yes No ⁹

Date of mandated sex trafficking report to Law Enforcement

2. Has the child ever been in Foster Care? Yes No

3. Was the child a victim **prior to** entering Foster Care for the first time? Yes No

4. Was the child a victim **while in** Foster Care? Yes No

Date Information Gathered: Worker:

Create Date: Finalized Date:

SEY Screen Mandatory Field Indicators

**Mandatory Field Indicators once Yes is selected for the question:
“Has this child every been a victim of sex trafficking?”**

1. Has this child ever been a victim of sex trafficking? Yes No

Date of mandated sex trafficking report to Law Enforcement ^θ

2. Has the child ever been in Foster Care? Yes No ^θ

3. Was the child a victim **prior to** entering Foster Care for the first time? Yes No

4. Was the child a victim **while in** Foster Care? Yes No

Date Information Gathered: Worker:

Create Date: Finalized Date:

SEY Grid Displays all SEY's Completed and the Date

	Type	Date Information Gathered
▶	SEY	03/17/2016

	Type	Date Information Gathered
	SEY	03/17/2016
▶	SEY	06/14/2016

Has the child ever been a victim of sex trafficking?

Blue Context Sensitive Help available by clicking on link:

Sex trafficking (as defined in section 103(10) of the Trafficking Victims Protection Act of 2000, PL 106-386) means the recruitment, harboring, transportation, provision, or obtaining of a person for the purpose of a commercial sex act.

1. Has this child ever been a victim of sex trafficking?

Yes No ⁹

Date of mandated sex trafficking report to Law Enforcement

Blue Context Sensitive Help available by clicking on link:

Please use the date that the report to law enforcement was made, even if it was prior to this encounter.

A screenshot of a form field with a blue context sensitive help tooltip. The tooltip is a light blue box with a white border, containing the text "Date of mandated sex trafficking report to Law Enforcement" in a dark blue font. The text is underlined. To the right of the text is a small white square with a black downward-pointing triangle. The form field itself is a light gray rectangle with a white border, containing a white square with a black downward-pointing triangle. The tooltip is positioned above the form field, and a vertical dashed line indicates the tooltip's position relative to the form field.

Has the child ever been in Foster Care?

Question is self-explanatory.

2. Has the child ever been in Foster Care?

Yes No

Was the child a victim prior to entering Foster Care for the first time?

Blue Context Sensitive Help available by clicking on link:

Yes, if the child was a victim prior to their first entry into the foster care system.

3. Was the child a victim prior to entering Foster Care for the first time? Yes No

Was the child a victim while in Foster Care?

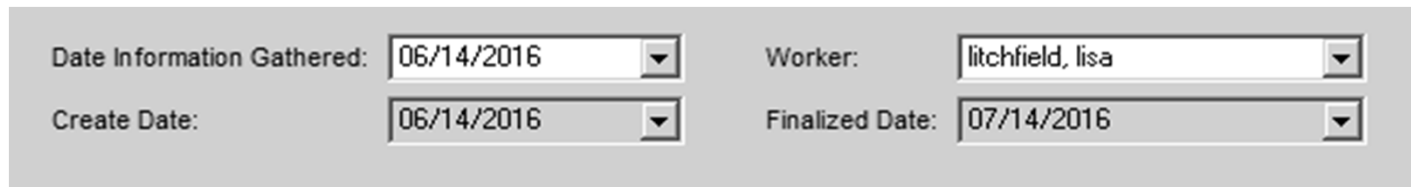
Blue Context Sensitive Help available by clicking on link:

Yes, if the child was a victim while there is an open continuous placement, even if the child was on runaway status. MN Stat. 260C.212 subd. 13 prohibits the agency from discharging a child from foster care while on runaway status.

4. Was the child a victim **while in** Foster Care?

Yes No

Explanation of Dates and SEY Assessment Worker



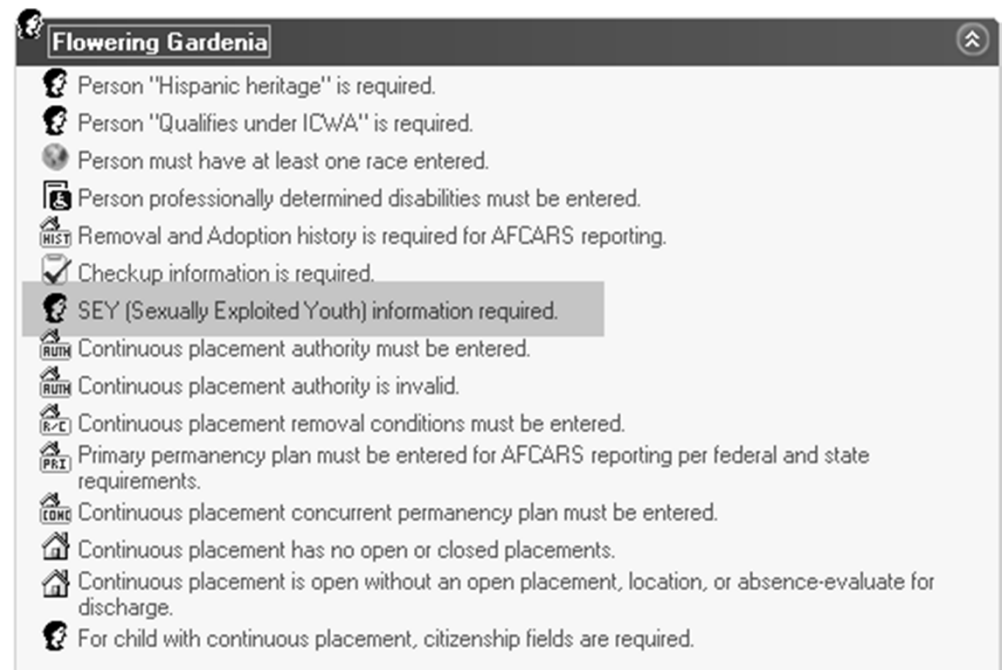
The screenshot shows a form with four dropdown menus arranged in a 2x2 grid. The top-left field is labeled 'Date Information Gathered:' and contains the date '06/14/2016'. The top-right field is labeled 'Worker:' and contains the name 'litchfield, lisa'. The bottom-left field is labeled 'Create Date:' and contains the date '06/14/2016'. The bottom-right field is labeled 'Finalized Date:' and contains the date '07/14/2016'. Each field has a small downward-pointing arrow on its right side, indicating it is a dropdown menu.

- **Date Information Gathered:** Defaults to the current date; allows user to select a different date; does not allow entry of future dates
- **Worker:** Defaults to the logged on worker; allows user to select a different worker
- **Create Date:** Defaults to the current date. This date is to know when the user tried to create this SEY record. SSIS generates this date.
- **Finalized Date:** This date is a calculated date by SSIS; Create date + 30 days. After this date the worker cannot Edit or Delete the SEY screen. The SEY screen will be locked.

Data Clean-up Message

Message states:

SEY (Sexually Exploited Youth) information required.



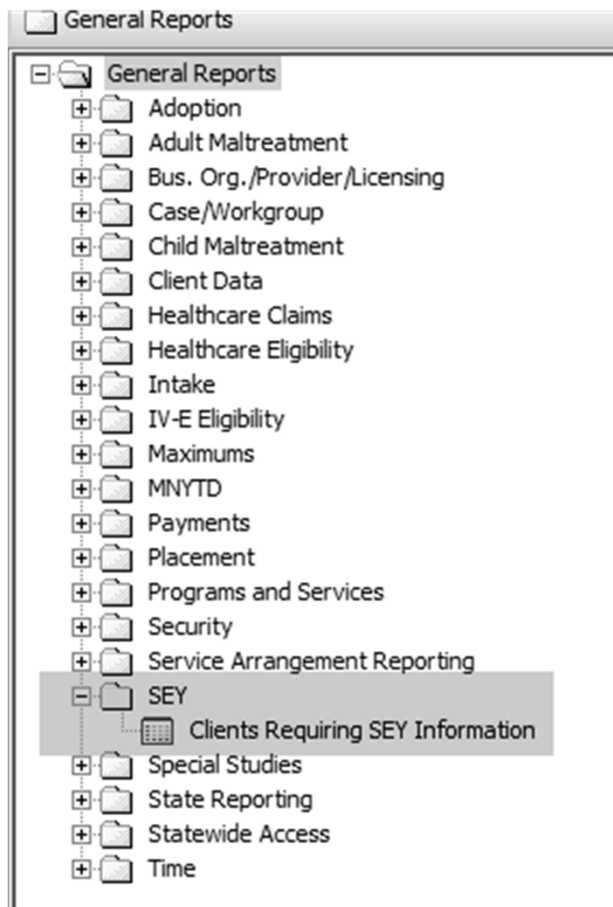
Can Workers Close Workgroups Without SEY?

The answer is Yes. SSIS is not preventing workers from closing workgroups.

However, it is required for Federal reporting purposes.

Once workgroup is closed, the SEY for all children in Child Welfare Workgroups can be entered through Person Search>County Detail if they have the “View SEY” function.

Tools/General Reports – Clients Requiring SEY Information



Clients Requiring SEY Information Report

Setup Clients Requiring SEY Information										
Name	DOB	Age	Gender	Most Recent SEY Date Info Gathered	Workgroup Name	Primary Worker	SSIS Person #	SSIS Workgroup #	WG End Date	
Gardenia, Blossoming	04/21/2001	15	Female	06/14/2016	Spruce Spruce CP Assessmer	Litchfield, Lisa	188574182	102082002		
Gardenia, Blossoming	04/21/2001	15	Female	06/14/2016	Gardenia Blossoming CMH Ass	Litchfield, Lisa	188574182	203679490		
Gardenia, Blossoming	04/21/2001	15	Female	06/14/2016	Gardenia Blossoming CP Case	Litchfield, Lisa	188574182	191863864		
Gardenia, Blossoming	04/21/2001	15	Female	06/14/2016	Gardenia Blossoming CP Asse	Litchfield, Lisa	188574182	188574202		
Amboy, Anna	04/03/1995	21	Female	06/03/2016	Amboy Anna CP Assessment	Litchfield, Lisa	101995211	184225363		
Spruce, Spruce	09/23/1999	16	Female	02/27/2013	Spruce Spruce A/G Case Mar	Litchfield, Lisa	101648181	118673221		
Spruce, Spruce	09/23/1999	16	Female	02/27/2013	Spruce Spruce ALS Case Mar	Litchfield, Lisa	101648181	187101506		
Spruce, Spruce	09/23/1999	16	Female	02/27/2013	spruce evergreen CP Case Mi	Litchfield, Lisa	101648181	102081336		
Spruce, Spruce	09/23/1999	16	Female	02/27/2013	Spruce Spruce CP Assessmer	Litchfield, Lisa	101648181	102082002		
Spruce, Spruce	09/23/1999	16	Female	02/27/2013	Spruce Spruce A/G Case Mar	Litchfield, Lisa	101648181	115410042		
Spruce, Spruce	09/23/1999	16	Female	02/27/2013	spruce evergreen CP Assessr	Litchfield, Lisa	101648181	102081332		
Spruce, Spruce	09/23/1999	16	Female	02/27/2013	spruce evergreen CP Assessr	Litchfield, Lisa	101648181	102081128		
Spruce, Spruce	09/23/1999	16	Female	02/27/2013	Spruce Spruce A/G Case Mar	Litchfield, Lisa	101648181	181432001		
Spruce, Spruce	09/23/1999	16	Female	02/27/2013	Spruce Spruce A/G Case Mar	Litchfield, Lisa	101648181	187101530		
Spruce, Spruce	09/23/1999	16	Female	02/27/2013	Spruce Emerald CP Assessme	Litchfield, Lisa	101648181	200908170		
Spruce, Spruce	09/23/1999	16	Female	02/27/2013	Spruce Spruce A/G Case Mar	Litchfield, Lisa	101648181	181432009		
Amboy, Amazing	01/09/2004	12	Female		Amboy Anna CP Assessment	Litchfield, Lisa	195950564	184225363		
Apple, Green	03/09/2010	6	Female		McCracken Kathy Ann A/G C	Litchfield, Lisa	115285895	102081842		
Bitsy, Itsy	01/27/2006	10	Female		Bitsy Itsy CP Assessment 02/	Huberty, Tammy	116125117	116125108		
Burnett, Marquise T	12/23/1995	20	Male		Amboy Anna CP Assessment	Litchfield, Lisa	181648542	184225363		
Cauliflower, Calvin	04/13/1991	25	Male		Kiwi Kurt K A/G Case Manage	Doyle, Mary	115278899	115278381		
Christianson, Daniel	03/12/2005	11	Male		Christianson William T MP Cas	J - Judd, Dan	203265693	188959636		
Christianson, Rhonda Anne	03/10/2005	11	Female		Christianson William T MP Cas	J - Judd, Dan	212555730	188959636		
Christianson, Sally	03/12/2001	15	Female		Christianson William T MP Cas	J - Judd, Dan	205829805	188959636		
Christianson, Samuel	03/12/2005	11	Male		Christianson William T MP Cas	J - Judd, Dan	203265717	188959636		

Questions?

Lisa Litchfield

MN-ITS@DHS-SSIS Worker Mentor Program Coordinator

Contact: SSIS Help desk at dhs.ssishelp@state.mn.us or 651-431-4801

Kim Lemcke

SELF Coordinator (policy questions)

Kim.Lemcke@state.mn.us