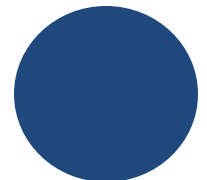


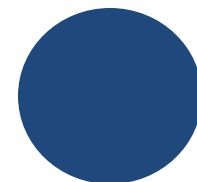
Inactive MnCHOICES users in SSIS

- Reviewing User Maintenance MnC Assessment
- Inactive User Report for MnC Assessment
- Data Security with MnC Mentors
 - Second Tuesday of the month
 - Inactive User Report – list and months inactive



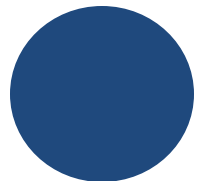
Security Access – Why does it matter?

- Inactive MnC Users 2,536
- Protect the Data of MN Resident
- State & Federal Data Privacy Law
- State of MN Security Standards
 - 30 days inactive - remove access to password
 - 45 days – notify disabling/removing access
 - 90 days disable/remove access



Message to MnC Mentors

- User access part of Mentor role
- User access – Give and Take
- Monitor
- Work with SSIS Administrator
Mentor to remove inactive users
- Who provides access in your agency
– SSIS Mentor, SSIS Admin, Other?



Removing Assigned MnC Functions

Role

Role Name: Social Worker

Users: [Empty list] [Add]

Profile

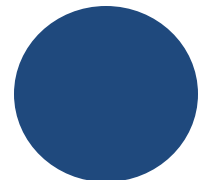
List functions for role: <<Show all functions>>

Available Functions:	Assigned Functions:
Access Charting and Analysis	MnCHOICES Access Intake Queue
Access Commissioner Transition	MnCHOICES Access Person Search
Access kinship reports	MnCHOICES Assessment Queue
Access malt detail reports	MnCHOICES Assignment
Access mCase	MnCHOICES Assignment Queue
Access MnCHOICES	MnCHOICES Create Assessment HD
Access Offender Index	MnCHOICES Create Assessments
Access Post Perm Reassess Log	MnCHOICES Create HRA
Access SEY	MnCHOICES Create Intake
Administer County Repository	MnCHOICES Create Person
Administer Push/Pull	MnCHOICES Create SNBC HRA
Administer System	MnCHOICES Data Export
Approve MAPCY	MnCHOICES Edit Assessment HD
Approve Payment Requests	MnCHOICES Edit Assessments
Approve SDM reunification	MnCHOICES Edit HRA
Approve SDM risk assess	MnCHOICES Edit Intake
Approve SDM risk reassess	MnCHOICES Edit Offline
Approve Service Plan	MnCHOICES Edit Person
Approve Statewide Case Access	MnCHOICES Edit SNBC HRA
Approve Svc Arr - Fiscal	MnCHOICES Reassignment
Approve Svc Arr - Service	MnCHOICES Transfer
Clear Clients	MnCHOICES View Assessment
Create Ad Hoc Report	MnCHOICES View Eligibility Log
Create Attached Files	MnCHOICES View HRA
Create Bus Org	MnCHOICES View Intake

Buttons: Add >, < Remove, Add All >>, << Remove All

Buttons: OK, Cancel

MnCHOICES



Other Resources

Minnesota Department of Human Services

CountyLink Home Page | DHS Home Page | Bulletins | eDocs | A-Z Topics |

County Reports/Results | DHS Program Resources | **DHS Systems & IT Updates** | Fiscal Reporting & Accounting | Manuals | Policy Inquiry

> [DHS Systems and IT Updates](#) > [MnCHOICES](#)

MnCHOICES

Communications

[Subscribe](#) to **MnCHOICES Matters** electronic mailing list

- MnCHOICES Matters – [November 2015](#)
- MnCHOICES Matters – [July 2015](#)
- MnCHOICES Matters – [April 2015](#)
- MnCHOICES Matters – [February/March 2015](#)
- MnCHOICES Matters – [January 2015](#)
- MnCHOICES Matters – [December 2014](#)
- MnCHOICES Matters – [November 2014](#)
- MnCHOICES Matters – [October 2014](#)
- MnCHOICES Matters – [September 2014](#)
- MnCHOICES Matters – [August 2014](#)
- MnCHOICES Matters – [July 2014](#)

Getting Started

About MnCHOICES
[Initiative Fact Sheet](#)

Launch Planning
[MnCHOICES Launch Checklist](#)
[Revised Launch Plan Groups and Dates](#)

Setting Up Workstations
[MnCHOICES Workstation Technical Specifications](#)

Using MnCHOICES
[Navigating the Application](#)
[Offline-Online Screen-by-Screen Walkthrough](#)
[Offline-Online Quick Study](#)

MnCHOICES County Link

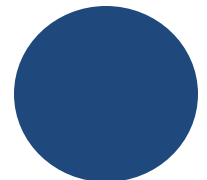
- **Forms & Processes**

Security Access Management
Instructions

- **Getting Help**

Assigning SSIS Users MnC
Functions

MnCHOICES



Next Steps – Your Role

- Work with MnC Mentors to Clean up Inactive Users
- MnC Team will provide updated report
- Support the ongoing MnC User Access



*Mn*CHOICES

