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NEXT REPOSITORY UPLOAD

NOV 28 2016

ESEA reporting period &
social worker contact
reporting

SSIS Update

Social Service Information System News from **MN.IT @ DHS | SSIS | ISSUE 457 | NOV 14, 2016**

SSIS Fiscal V16.4 Statewide Release Training—Via WebEx

V16.4 Fiscal Release Training includes the following topics:

- New Proofing Message in the Child Foster Care report
- Updates to the IV-E Remittance Advice tab in the Child Foster Care Report
- New tabs with additional information for Northstar Care Fiscal Reconciliations in SSIS
- Updates to ICD-9 and ICD-10 codes
- SEAGR Revenue Line Changes for 2017

SSIS Fiscal designed and developed this training with a fiscal focus, however any agency staff working in these areas are encouraged to attend.

Materials and Resources

Handouts will be available on the [SSIS Fiscal Release Training webpage](#) by 3:00 PM on Monday, December 5th, 2016.

Training Date & Time

Tuesday, December 6th, 2016

2:30 PM—3:30 PM

Note: SSIS Fiscal will record this training for future viewing.

Registration Process

All attendees must register through WebEx.

1. Click on the following link: <https://mndhs.webex.com/mndhs/onstage/g.php?MTID=ebc30b0be894e8b3d7afb3f89fd2dd1bc>
2. Click on the option to **Register**.
3. Complete the required fields.
4. Click the **Submit** button.

After registering, you will receive an email with a join link and additional instructions to use the day of the training.

Minnesota Fails AFCARS Discharge Timeliness

Minnesota's AFCARS report was not in substantial compliance with federal regulation for the 2016B reporting period. It is **very** important that every local agency make this a priority. Minnesota policy, as expressed in DHS Bulletin #15-68-22, is that you have 30 days after a discharge to get the discharge date entered into SSIS. Think of this as **less than** a month: seven of twelve months have more than 30 days. This reporting period, for all discharges statewide, we had 10.77% that were recorded in SSIS 60 or more days after the discharge occurred. We need to keep this below 10% to be considered in substantial compliance with federal requirements.

The federal Administration for Children and Families (ACF) has put states on notice that they will begin implementing penalties once new AFCARS regulations are finalized. In the meantime, states may have to respond to the issue via federal Program Improvement Plan (PIPs), which can be very costly in terms of staff time spent in planning and documenting how we are progressing towards meeting federal goals.

Some tips from agencies that have successfully met the timeliness requirement for entering discharges:

- Review all continuous placements that are open in the system every month:
 - If still in care, you need a contact with the child;
 - If the child/youth is discharged, enter the discharge date into SSIS that same day.
- Review all open continuous placements for current data as a standing item on regular unit meeting or placement review committee meeting agendas.
- Set an agency goal of routinely entering the discharge date into SSIS within 30 days of the discharge—or as a real challenge, within 7 days of the discharge.

Please review DHS Bulletin #15-68-22 of November 17, 2015, "Timely Case Documentation in the Social Service Information System (SSIS) Supports Case Practice," http://www.dhs.state.mn.us/main/groups/publications/documents/pub/dhs16_198156.pdf .

For foster care program questions, please contact Deborah Beske Brown at 651-431-4731 or deborah.beske.brown@state.mn.us, or Autumn Baum at 651-431-4678 or autumn.baum@state.mn.us.

SSIS Worker Mentor Meeting Upcoming

December 7, 2016

The Tuscan Center at Midtown Square
3333 W Division #116
St. Cloud, MN 56301

Please register for the meeting using [TrainLink](#).

The agenda and handouts will be closer to the meeting date.

SSIS Fiscal Mentor Meeting Upcoming

December 8, 2016

Holiday Inn and Suites
75—37th Avenue South
St. Cloud, MN 56301

Please register for the meeting using [TrainLink](#). The [Agenda](#) has been posted and handouts will be posted closer to the meeting date.

SSIS Basics Course 2017 Registration Dates

1/11/2017—1/12/2017—2-day Basics Training—Bemidji

2/15/2017-2/16/2017—2-day Basics Training—Metro

3/8/2017-3/9/2017—2-day Basics Training—Metro

4/12/2017-4/13/2017—2-day Basics Training—Duluth

CountyLink Updates

General SSIS Release Information

[DHS Systems and IT Updates > SSIS Resources > Support > Release Notes](#)

[V16.4 Release Notes—DRAFT \(Excel\)](#)

[What's New in SSIS Version 16.4? - DRAFT \(Word\)](#)

[What's New in SSIS Version 16.4? - DRAFT \(PDF\)](#)

[2017 SSIS Release Schedule](#)

Fiscal Mentor Meeting Information

[DHS Systems and IT Updates > SSIS Resources > Fiscal Mentor Program > Meeting Information](#)

[Fiscal Mentor Meeting Agenda for December 8, 2016](#)

Data Definitions Documents

[DHS Systems and IT Updates > SSIS Resources > Support > Data Definitions](#)

[16.4 to 16.3 Schema Comparison Report](#)