



SSIS Fiscal Flyer

Winging Toward Integration

Issue 39

Social Services Information System

April 16, 2007

[Click here for the SSIS Fiscal home page on CountyLink](#)

TCM CSR adjustments will need to be entered

When counties receive TCM CSR functionality in Version 4.3, the adjustments made in their legacy systems for Current Quarter Line 1 (Quarter 1 of 2007) will not carry forward as adjustments to the Previous Quarter Final section in their Quarter 2 2007 report in SSIS. Counties will need to enter adjustments from Quarter 1 of 2007 on the Adjustment tab to be included in the Previous Quarter Final section (PQ1) of the TCM CSR report in SSIS.

Adjustments required to the Current Quarter (Q2) need to be entered in SSIS. To incorporate adjustments into the report, the report needs to be regenerated after the adjustments have been entered. This is part of the normal workflow. How to enter adjustments will be covered in the training documentation for the TCM/CSR report.

NOTE: Other pieces of the Previous Quarter report will be produced in SSIS because all of your time records are in SSIS.

For CSIS and custom counties, do not assume that the adjustments entered for the Current Quarter Line 1 (Quarter 1 of 2007) in your legacy system are the adjustment figures that should be entered in SSIS Previous Quarter Line 1. Because SSIS is programmed differently and there are some changes to what is included in the report, there could be some clients included in the SSIS TCM CSR counts that would have been adjustments in CSIS or other legacy systems.

CSIS Release 07.1 distributed statewide

CSIS Release 07.1 Release, installation instructions, and user documentation were distributed to counties on April 9.

This release extends the shutdown dates of certain pieces of the CSIS application. Counties **MUST** load the release to transmit the Quarter 1 TCM/FPCSR (DHS-3150.2) Report which is due April 30, 2007.

Please refer to released documentation which was sent to all CSIS Coordinators.

Next Fiscal Mentor meeting is in-person on May 9

The next Fiscal Mentor meeting is May 9, 2007 at the Holiday Inn, St. Cloud. The meeting runs from 9:00 a.m. – 3:00 p.m.

Registration for all meetings, in person and VPC, is required through [TrainLink](#). The agenda is on the [Meeting Information](#) page. Handouts will be posted a few days prior to the meeting.

CountyLink Additions

- ◆ Fiscal Mentor meeting agenda for 5/9/07
- ◆ Worker Mentor meeting agenda for 5/8/07
- ◆ TCM-CSR Tips (updated)
- ◆ IV-E Abstract Report Spec—Part 1 (updated)
- ◆ TCM-CSR spec (updated)
- ◆ Health Care Claiming spec (updated)
- ◆ V4.3 Intake spec (Draft)
- ◆ V4.3 Child Maltreatment Report spec (Draft)
- ◆ V4.3 Conversion of Intake and Child Maltreatment Report Data (Draft)
- ◆ How to add a User to the SSIS Server
- ◆ New Tape Labeling Naming Convention
- ◆ Ref 193—Create SSIS Client Install CD-Roxio 7
- ◆ Ref 196—Client and Workstation Imaging (updated)
- ◆ Ref 197—Copying SSIS User Settings to a New Workstation
- ◆ Ref 236—Quarterly Image of SSIS Server (updated)
- ◆ Ref 3500—Quarterly Imaging of the SSIS Server-IBM X3500

PMI Concerns for IV-E and Claiming

Counties need PMI numbers in order to claim reimbursement for certain services through the health care claiming processor or the IV-E Abstract Report. Currently, counties can obtain a client's PMI either through SSIS (the PMI being linked to the client's SWNDX record); or, if the PMI is missing from the SWNDX record, they can enter it directly into their county billing system (CIS).

SSIS Fiscal now produces the IV-E Abstract Report and will soon roll out new functionality for health care claiming from MMIS. After 7/30/07, counties will no longer be able to use CIS for billing. Counties have expressed concern about what to do about missing PMI numbers in SWNDX when CIS functionality is no longer available.

The chart below details what counties can do to obtain the missing information.

Problem	Action		
	County	SSIS	Other
County record in SWNDX has SSN but no PMI. or Client is currently receiving MAXIS services; SWNDX does not contain the MAXIS record.	Search SWNDX (State option) for duplicate record (from MAXIS) by SSN and/or Name. If no duplicate record found, notify SSIS of record(s) in question with identifying data: Name DOB SSN PMI Eligible major program dates (e.g., MA).	SSIS will search DHS data warehouse for MAXIS record. If MAXIS record is found, SSIS will import the missing record and notify county. SSIS will add reports to <i>General Reports, Client Data</i> , to help counties identify problems: Duplicate SSN's SSN's without PMI's NOTE: SSIS will import missing records or add missing PMI's/SSN's for current IV-E eligible clients only.	SWNDX contains client records from MAXIS that had active cases as of January 1, 1995. SSIS will not import records from MAXIS that were closed prior to January 1, 1995. Clients that are designated as being 'Affiliated' with cases in MAXIS (e.g., roommates), are not included in monthly updates to SWNDX. SSIS will not import client records that are only designated as being Affiliated with cases.

MAXIS client information, such as PMI and SSN, can be delayed for up to a month due to once-a-month uploads of MAXIS client data from the DHS data warehouse. Once the PMI has been established in the client record, the MAXIS IV-E eligibility results are sent to counties within minutes of the approved results, and MMIS updates are sent to the counties nightly.

This timing issue may cause the appearance of missing or unsynchronized data.

We anticipate the timing of getting the PMI and other initial data from MAXIS will improve once the DHS Shared Master Index (SMI), which covers all DHS programs, is fully implemented, sometime in 2008.

Alternative Care – Process to determine SFY2008 allocations for counties

Background: CSIS counties have not been able to submit their purchased services claims for Alternative Care (AC) since they began using SSIS for processing Social Service payments in 2006. Staff time could (and should) be submitted through CSIS. Non-CSIS counties should have submitted claims through their legacy systems or through MN-ITS.

AC program staff use the information from MMIS claims for services delivered on dates of service April 1, 2006 through March 31, 2007. This information is needed to determine the AC base allocation amounts for SFY 2008.

SSIS will not have the Waiver and AC claiming portion of Fiscal tested and piloted early enough for counties to proof and submit several months of these claims to MMIS for the last payment run (May 30) prior to this date.

Alternative Solutions: SSIS and the AC policy staff discussed options to make the payment information available for the months counties haven't been able to claim. We discussed:

- ◆ Delaying the due date,
- ◆ Asking counties to submit these claims through MN-ITS
- ◆ Creating an allocation based on actual and estimated claim data.

After several meetings about the options, we decided to create an allocation using a formula based on both actual and estimated claim data.

Decision: On June 1, 2007, SSIS will run a query of SSIS payment data for payments with service dates of April 2006 through March 31, 2007, and with a paid status as of May 30, 2007, for all CSIS counties and the paper counties. This amount is included in the AC allocation formula.

Assumptions CSIS counties are continuing to submit AC claims based on staff time reporting from CSIS. If counties have not been entering their time in SSIS, importing to CSIS and submitting AC claims, they must do so before May 26, 2007 to have that information included in the MMIS report for AC. Custom (non-CSIS) counties (Anoka, Blue Earth, Dakota, Hennepin, Ramsey and Scott) have continued to submit claims using their legacy systems.

AC Payment and Encumbrance Reports

Because of this delay of claim information transferred to MMIS, the following reports will not reflect current AC claim activity:

- ◆ PWM W9200-R2208 AC Cumulative Service Encumbrance and Payments (Using Date of Payment)
- ◆ PWM W9200-R2457 AC Cumulative Service Encumbrance and Payments (Using Date of Service)
- ◆ PWM W9200-R2460 AC Cumulative Encumbrance and Payments (Using Date of Service).

If you have questions, please have your Fiscal Mentor contact the SSIS Help Line.

NPI or UMPI?

Julie Hervas works in the MMIS Provider Enrollment Unit, and is the specialist assigned for Mental Health billing providers. She confirmed that if counties are currently billing for MH-TCM services using their county social services provider number (i.e., the same number used to bill for waived services), the county would also use the new county UMPI billing number for MH-TCM services. This means there should be no change in current practice.

If the county currently uses a separate billing provider number for MH-TCM services, most likely it is because they provide services under the auspices of a county mental health

agency which is considered a *medical* provider by MMIS. These MH agencies are getting replacement NPI numbers for their current medical provider numbers. These same MH centers are not considered social service agencies, so counties would not bill for their *medical* mental health claims through SSIS. These agencies provide other mental health services that SSIS does not intend to bill for.

Click on this link to MHCP Provider Update HPA-06-01R: http://www.dhs.state.mn.us/main/idcplg?IdcService=GET_DYNAMIC_CONVERSION&RevisionSelectionMethod=LatestReleased&dDocName=id_059938#atypical