



SSIS Fiscal Flyer

Winging Toward Integration

Issue 36

Social Services Information System

January 22, 2007

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Submit IV-E Abstract Report Jan. 22-26

Counties discovered several problems with the IV-E Abstract Report in version 4.2. Most of the problems have now been fixed. SSIS distributed the fixes to pilot counties last week for testing verification. The fixes will be distributed during the evening of January 22nd. DHS Financial Operations Division extended the due date for the IV-E Abstract Report to January 26th, so that counties can make these IV-E claims at this time, rather than waiting to submit them as supplementals in the April report.

The IV-E Abstract problems that were discovered, corrected and sent to counties are:

- Adjusted prior quarter child counts will be sent to Financial Operations Division as the difference from prior quarter counts rather than the revised total counts. (This does not affect the child counts screen which continues to display the revised total counts.)
- Rule 4 Admin costs (code D) and DOC Adjustments (code G) payments should be excluded from child counts.
- Error 1013, "ICWA indicator does not have a value. Child will not be counted as ICWA in the Child Count Ratio report," was displayed as a warning but was being counted as an error, preventing a claim from being made. It is now a warning only.
- Payments for BRA SSService 185X, Corrections placements, will be included when reimbursable.
- If all other items pass, a child is reimbursable for the entire month during which s/he turns 18 - or turns 19 when a fulltime student and the graduation date is in the same month as the birthday.
- A child who has waiver eligibility in addition to IV-E eligibility is eligible under IV-E for the cost of maintenance, including DOC. These children were incorrectly being excluded from both claims and child counts.

Time record discrepancies need cleanup process

SSIS is reviewing time records that have discrepancies between *time on behalf of duration* and *total time duration reported*. Counties with invalid records from January 1, 2006, to the present will be contacted. Invalid records may require correction, either by county workers or SSIS staff.

Edie Johnson will contact Fiscal mentors at the affected counties and will work with them to correct records. Please contact ssishelp@state.mn.us with questions about these records.

- Pending licenses for children in relative homes (both foster care and pre-adoptive settings) were resulting in payments incorrectly excluded that should have included the child in Line B (Eligible, non-reimbursable) of the Child Count Ratio. Also, multiple settings within a month that involved one non-reimbursable setting were resulting in exclusion from counts or inclusion on the wrong line. Priority is now given to Line A (Eligible, reimbursable) when there are multiple settings within a single month.
- Police protective hold authority is now appropriately excluded as a grouping on the IV-E Abstract. (This also affected claim amounts and service start dates.)
- Group facilities with more than one rule number (aka facility type) were not always getting the correct rule number identified. For example, Leo Hoffman has Rule 5 and Rule 8 facility with the same license and different IV-E license subcodes. Rule 5 or Rule 8 could appear randomly (50/50 chance of being correct!). The problem was that the program would check the IV-E Bulletin for license but not subcode. This has been fixed. *Continued*

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- Error 1062, "This payment record has a Special cost code of 'DOC only' but no corresponding Basic payment record," was appearing erroneously. SSIS now correctly finds the Basic payment record when it exists.
- In addition, we changed proofing messages 1014 (no maintenance payment) and 1025 (partial maintenance payment) from warnings to errors because we can't claim without the proper facility code. Financial Operations Division (FOD) currently holds these claims until they receive a maintenance claim. Instead, SSIS will hold until we have a corresponding maintenance payment claim with the appropriate facility type. A clothing or child care claim can be submitted without a matching maintenance claim if the facility type can be determined.
- Placement Error 1012 "Placement, [@start date 1], overlaps another placement, [@start date 2]," on the IV-E Payment Proofing report was being logged on placements that end and start on the same day. This error was changed to only display if the payment service dates are completely within the range of multiple placements.
- Adoption is no longer a reason for exclusion of the child from IV-E claims and child count ratio.

KNOWN BUG:

Group Facility Abstract, Data for County section: The data is not displaying correctly, but the correct information is sent to Financial Operations Division. Rule Codes OT1 and OSF - county area displays full amount as non-reimbursable, but the correct full amount is sent to Financial Operations. This will be fixed in V 4.3.

We appreciate your patience as we work to correct these issues!

SSIS Help Line: (651) 431-4801

ssishelp@state.mn.us

Accrual Codes can be positioned and sorted

Accrual Codes will not be available in Advanced Payment Search until SSIS Version 4.3. However, Accrual Codes are available in Tools>General Reports>Payments.

1. Right-click in the column headings band.
2. Select **Field Chooser**.
3. Drag Accrual Code to wherever you want it to appear in your report.

You cannot search on Accrual Code, but you can group or sort by it.

In the Setup tab, filter by Warrant>GL Effective Date (2007 dates)>Service Dates (2006), then click **Search**. You can drag the Accrual Code column to the Group Header line or simply sort by that column.

The Accrual code field is not an editable field on a paid payment request. To add an accrual code to the paid payment request, do a correcting entry adjustment.

Accrual code reminder

(IFS counties only)

When entering accrual codes in Admin/ Payment Accrual Codes, be sure to use all caps to match IFS. IFS is case sensitive and requires all caps. This edit is included in the payment batch validation routine. If the accrual codes do not match exactly, your batch status will be *errors* and you will have to cancel the submission and correct all accrual codes.

Workaround for exporting Payment Reports

Do not export Payment Reports from Tools > General Reports or from Payment Reporting under the Payment task panel. The results are inconsistent. The report in the application is accurate, but the export process drops some payments and/or duplicates others.

Workaround: The export process in Advanced Payment Search works properly.

- ◆ If you need to export, use Search.
- ◆ If you need to manipulate (sort, move columns, etc.) the data once you have exported it to the Excel spreadsheet, do not drag any column headings to the Group Panel in SSIS before exporting.
- ◆ If you don't need to export the Payment Report, just print the report.

CountyLink Additions _____

- ◆ CMH training module
- ◆ SEA GR Spec
- ◆ TCM -CSR Spec
- ◆ Ref. 141: County Ad Hoc Query User Install

How do I...

Q. What is the process if a county wants to stop or reduce its MMI Advances?

A. Call Pat Raschio at 651-431-3132 or submit a written request to her attention at PO Box 64993, St. Paul, MN, 55164-0993.