In SSIS V20.3, a new Data Integrity Report will be implemented, along with several Data Cleanup messages, all designed to increase the agency's ability to locate the children in placement. The messages will display either on the Bus Org or on the child in placement in different situations, but only when the Bus Org/Provider does not have a current physical location address with a valid county selected:

- Tools > General Reports > Data Integrity > Child Placement Providers Without a Physical Location Address – The report gives the agencies a way to identify the Child Placement Providers who need to have a current physical location address entered, or the County field entered or corrected.
- Three new Data Cleanup messages for Child Placement Providers - the messages will display either on the Bus Org or on the child in placement in different situations, but only when the Bus Org/Provider does not have a current physical location address with a valid county selected:
  - Physical location address with valid county is required for a Bus Org/ Provider on an open placement or location. This displays on the Bus Org when they are the current provider on an open placement.
  - Physical location address with valid county is required for child placement providers. This displays on the Bus Org when they are set up as a child placement provider and have an active Bus Org status.
  - Physical location address with a valid county is required for the Bus Org/Provider for a child in an open placement or location: [Bus Org Name will display]. This displays on the child who is in an open placement. It is not required to close the workgroup.

Adding a physical location address to a Business Organization (Bus Org)

When using the report, it identifies the Bus Org in several ways that you can use in Bus Org Search:
1). Name
2). SSIS Bus Org #
3). County Vendor #
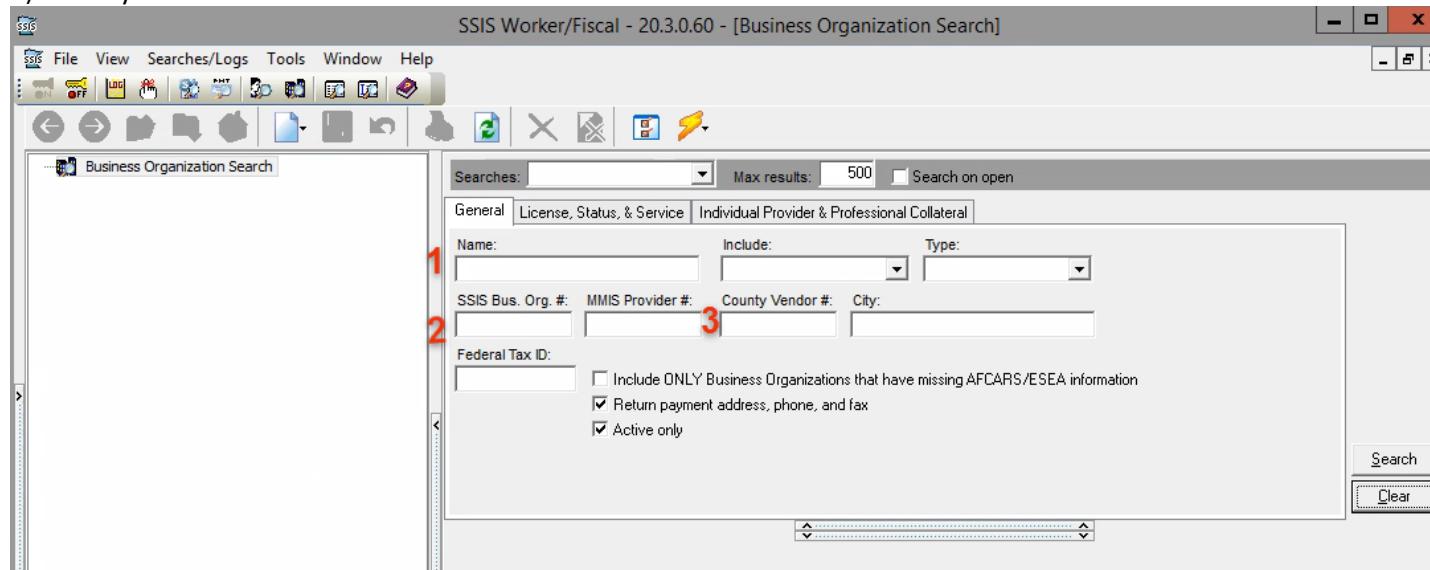
You can either add an existing address if the Physical Location address already exists in SSIS OR

Add a new address if the Phsyical location address is not in SSIS
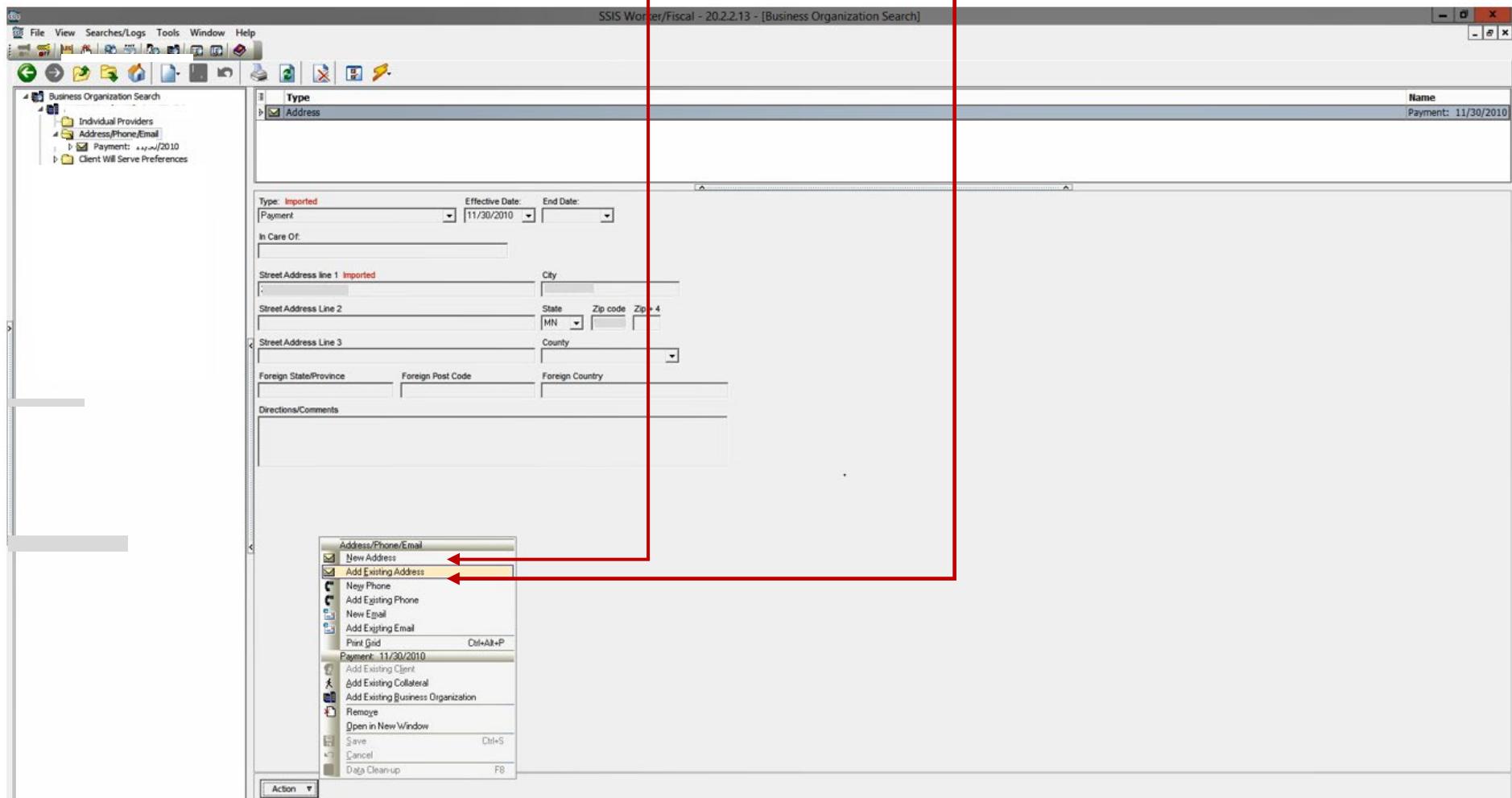
First, search for an existing address. It may have been entered as another type of address, or associated with an individual provider instead of the Bus Org directly. The system will display all adresses already associated with the Bus Org and the individual providers. Choose the current physical location address from the list of existing addresses if available.

Once selected, it will be added as an "Other/Unknown" address type by default. Change the address type to "Physical location", and select the correct effective date, and save the address record.

 If the current physical location address is not available to select, it will need to be added as a new address.

If the address says "Imported", that means it has come over from the County Accounting System. The address fields (street address, city, state, etc.) cannot be edited in SSIS on an imported address, but it can be copied, and the address type and effective date can be updated on the copied address.

Type: Imported | Effective Date: | End Date:
Payment | 04/26/2016 |

In Care Of:

Street Address line 1 Imported | City
| ANNANDALE

Street Address Line 2 | State | Zip code | Zip + 4
| MN | 55302 |

Street Address Line 3 | County

Foreign State/Province | Foreign Post Code | Foreign Country

Directions/Comments
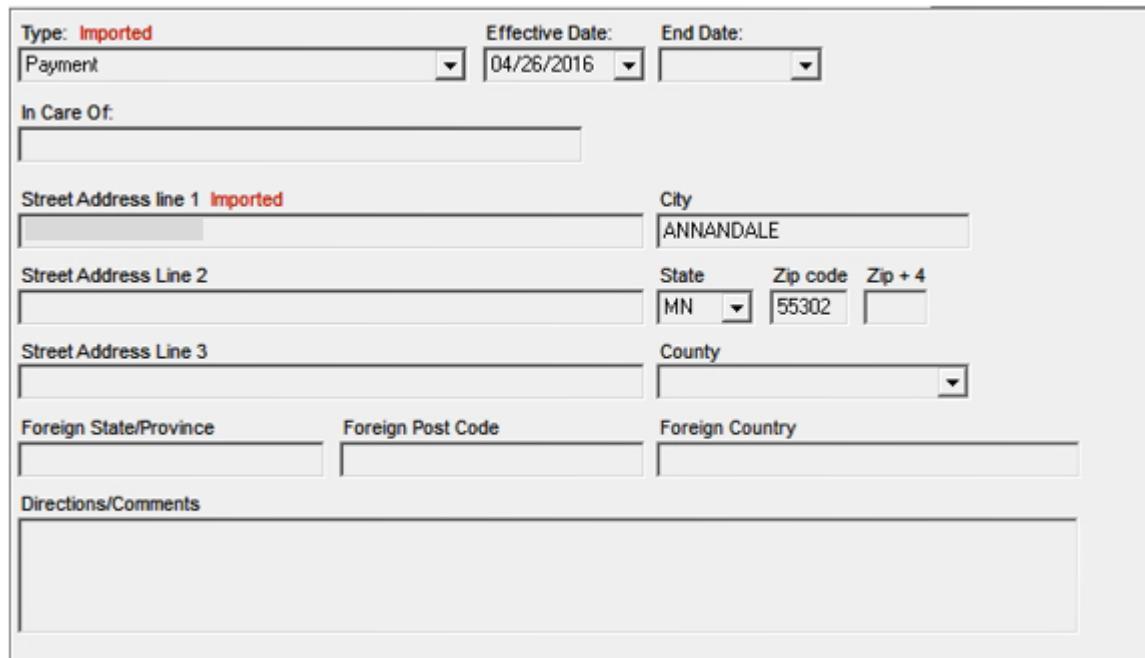
If you have any questions, please reach out to the SSIS Helpdesk at dhs.ssishelp@state.mn.us