

SSIS Best Fiscal Practices

"SSIS is a good Administrator's Tool - if well cared for"

SSIS Best Practices

- Team Work!
- Mentors, mentors, mentors
- SSIS Time Reporting (100%) = Payroll
- Service Agreements via SSIS
- Internal SSIS Help Desk
- AFCARS Compliance Process
- Reports, Reports, Reports
- Using SSIS for all Social Services

SSIS Principles (a.k.a. SSIS Survival)

- Eliminate duplicate data entry, if possible
- Use the SSIS tools
- Social Workers enter most aspects of SSIS
- Aim to resolve issues at level closest to the problem
- Don't take eye off the ball
- IT, Financial Services, staff and management must be on the same page – team work
- Keep current with technology – replace equipment on reasonable timetable
- Communicate!



SSIS Team Work

Monthly SSIS Workgroup

Primary Mentors	Financial Services	Information Technology (IT)
SSIS Coordinator	Children's Services – mentors	Adult Services- Adult Protection, Mental Health & D.D. mentors
Help Desk staff	Management	Other Partners (contracted mental health provider)



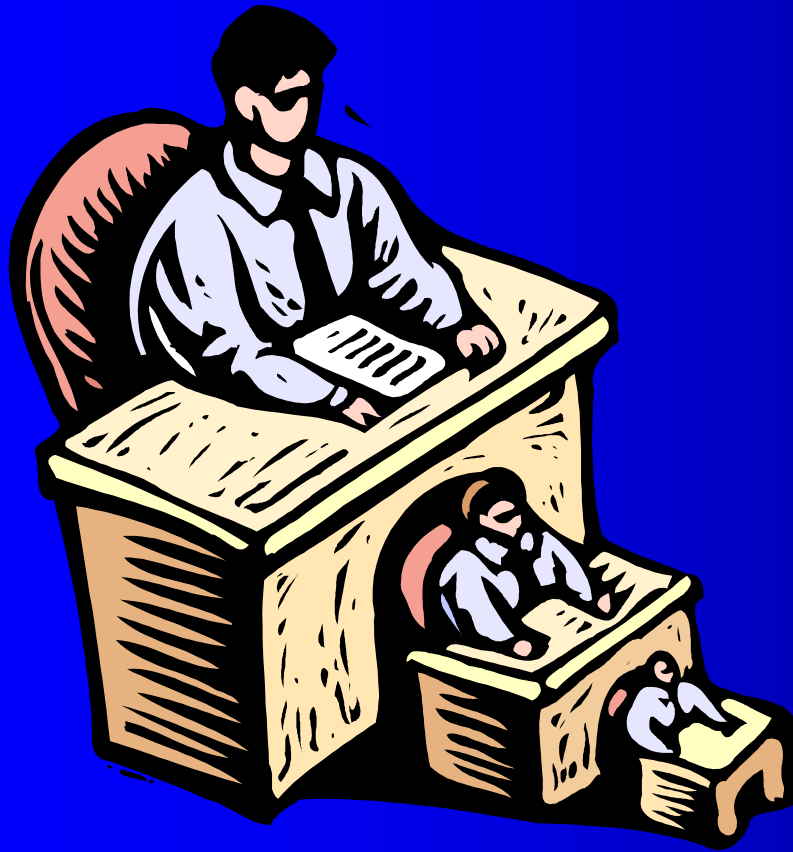
Mentors, Mentors, Mentors

SSIS Time Reporting

- 100% staff time reporting since the 1980's
- 100+ staff now using SSIS for 100% staff time reporting - generating payroll and case management billing
- Contracted staff time reporting is also entered into SSIS



SSIS Service Agreements



- Children's Services authorize purchased services via SSIS
- Three step process – checks and balances
- It's working
- Eliminate duplicate entry
- Reduces paperwork
- Improved accuracy

SSIS Internal Help Desk



- Established an internal SSIS help desk several years ago
- Goal: Solve the problem as soon as possible with internal staff
- Data base with resolutions are kept on file

AFCARS

Reports, Reports, Reports

- SSIS is a powerful and rich data base
- Reports can be generated on virtually any data element in SSIS
- SSIS has several “canned” reports to chose from
- Crystal Reports is another a way to access SSIS data elements and “run” custom reports

SSIS for All Social Services

SSIS Learnings



- It's only a tool!
- Don't take your eye off the ball!
- SSIS is a hungry beast!
- Lots of data is available via SSIS
- Speed is important!
- Keep current, keep cool and be patient!

Future Challenges with SSIS

