

**DHS
REACHES
MILESTONE**



The Business Side of Life

EXTRA! EXTRA! READ ALL ABOUT IT!!!!



CAPI AND ONLINE APPLICATION RELEASE 2 GONE LIVE!!!!

That's right! June 1st was our second release for the Self Sufficiency Modernization Program, which includes a more functional Caseworker Application Processing Interface and updates to the Online Application for SNAP. Release 2 will be available to pilot and expansion sites in District 2 (Metro Processing Center & SE Portland SSP), District 5 (McKenzie Center, Springfield and Eugene SSP), District 10 (Bend and Warm Springs SSP) and District 14 (Ontario SSP).

This is our first version with CAPI in its full capacity. It is far from a finished product and we are relying on your feedback from the pilot and expansion sites to make improvements. In approximately 6 weeks we will release another update providing additional functionality and changes. Please be sure to view the following pages for examples from CAPI.

Inside this issue:

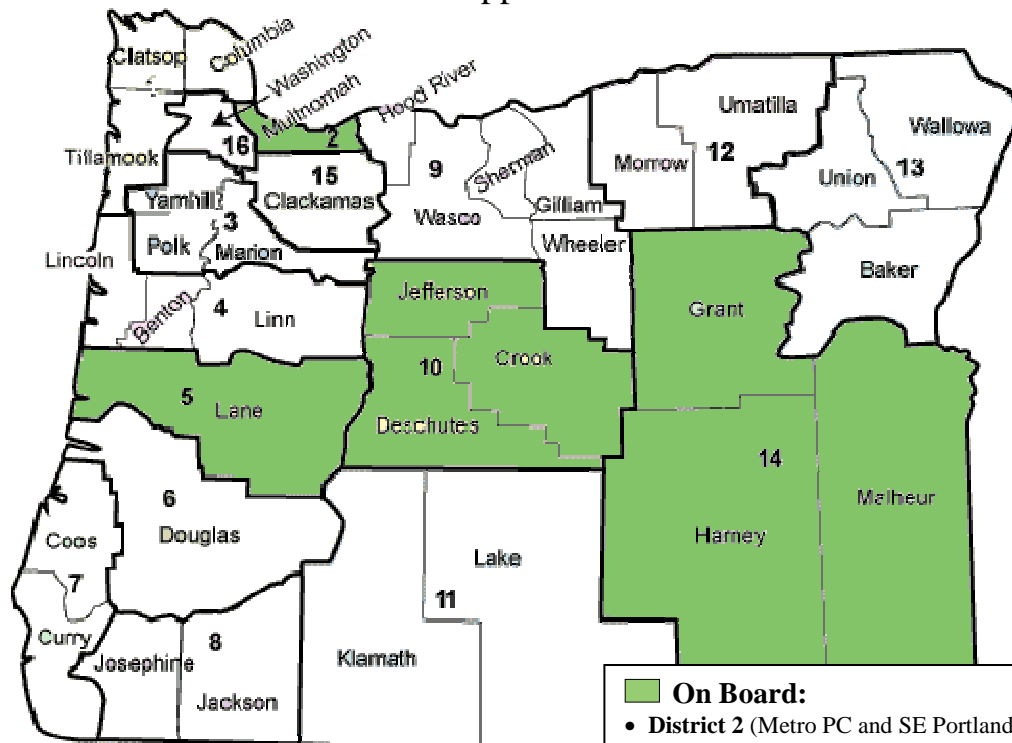
The Business
Side of Life

Capi Update

Seniors and
People with
Disabilities
Corner

SSM Field
Representation

Expansion Project for Online Application and CAPI



- On Board:**
- District 2 (Metro PC and SE Portland)
 - District 5 (McKenzie, Springfield, and Eugene)
 - District 10 (Bend and Warm Springs)
 - District 14 (Ontario)
 - NWSNSD

CAPI UPDATE

We have added a way to indicate applications are pending; they will not be removed from the queue until eligibility is determined:

Application Routing Application Processing Site Administration You are bra

Unassigned Applications Scheduled Appointments Missed Appointments

List Search: Last Name: First Name: SSN:

Select	Application Tracking #	Last Name	First Name	Mi	SSN	Date Submitted
<input type="checkbox"/>	43051 (P)	De Roy	Brandon		607725336	05/04/20
<input type="checkbox"/>	43207	De Aldridge	LaMarcus		902380008	05/04/20
<input type="checkbox"/>	43803 (P)	Gregg	Mary		541112222	05/11/20
<input type="checkbox"/>	44258	Gregg	Mary		541112222	05/11/20
<input type="checkbox"/>	44302 (P)	Gregg	Mary		541112222	05/11/20

Eligibility or View & Edit - This is where eligibility workers will do their work in CAPI:

Caseworker Application Processing Interface

Applications sections that coincide with current narration guidelines

The eligibility decision documented

The narrative is populated by each sections individual narration.

Case Name: **Mary Gregg** SSN: **541-11-2222** Application Tracking #: **44204**

Programs Applying For: ERDC Food Benefit Medical TADVS TANF

Additional Applications Submitted

Application Information	Household Composition	Income	Individual Deduction	Household Deductions	Eligibility	Narrative
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Application Select an Application Section to View: Application Detail ▾

CAPI provides a way to edit the application and a reminder of what has been edited to narrate any changes.

Current Unsaved Changes

Field:	Changed To:
Mailing Address:	P O Box 999
Work	5039989992EXT :1010

REFRESH

Additional Narrative Information

Date | **Narration History**

Situation: *(The circumstances that brought the client(s) in include items such as date of request, filing date, interview date, program(s) applying for, alternate formats, expedited criteria.)*

Single person applying for SNAP. Filing date is 05/11/2010. No other roommates. Per interview reports they are now employed and has provided a work phone and extension. Mail is rec'd at a PO Box... information updated.

Application Information Reviewed (Check when complete)

VIEW ORIGINAL APPLICATION | PRINTABLE APPLICATION | CLOSE | **SAVE**

Information that was changed per the interview

Narrative section – information you would normally enter into TRACS

SAVE will save your narrative and any edited information. It will also send your narrative to the Narrative section in CAPI

Clicking on the Narrative Tab brings up your current narration;

Application Information | **Household** | **Individual** | **Household Deductions** | **Eligibility** | **Narrative**

When each section has been marked reviewed, it will turn green.

Food Stamp Certification Narrative

Food Stamp Certification Narrative Summary

Eligibility Decisions:

Situation:

Single person applying for SNAP. Filing date is 05/11/2010. No other roommates. Per interview reports they are now employed and has provided a work phone and extension. Mail is rec'd at a PO Box... information updated.

Information from each section populates your narrative

Seniors and People with Disabilities Corner

Jennifer DeJong – SPD Business Transition Manager

SPD/AAA

Pilot Sites:

*50+ Center,
Salem*

*Salem/Keizer
Senior Center,
Keizer*

*Monmouth
Senior Center*

*Tillamook
Library*

*Woodburn
Senior Center
(coming soon!)*

I must first say that I welcome having my first month on the job behind me! There has been much to do and I was anxious for the foundation of our business transition plan to be laid. One of the most important parts of this plan will be the input and the support of the District Representative (DR) group. The vision is for the group to be the voice for the field and to provide the field with support and information during the transition.

This group convened for their first meeting on May 11 and they did not disappoint in their role as a voice for the field! They were as engaged and as enthusiastic as I could have hoped. They immediately honed in on the issues that will need to be addressed so that the impact of the roll-out is minimal. During the demonstration of the Online Application and the Caseworker Application Processing Interface (CAPI), they were paying close attention to the details that they know will be important to staff. I could almost see the wheels turning as the reps were thinking about how a pilot might work in their areas. Jesse Parsons from District 13 eagerly said “When can we start?”

I have been excited about this project for a long time and it is inspiring to see how many others feel the same way. I hope you will all agree and see the tremendous benefits to providing clients with access to our benefits in a new and innovative way.

As SPD moves into “their own” with Modernization we will be moving this section of the Newsletter to “In the Loop” (the SPD newsletter) so all staff will be sure to note our progress.



The “SSM TRAIN” is on the move and although the scenery is changing, our goal to bring services to people in Oregon remains the same! A huge thank you to SPD for their involvement and advancement of this new technology!! They will continue to be engaged with us and we are working closely together to ensure the project moves ahead smoothly.

Self Sufficiency Modernization Committees and Representation

Executive Steering Committee:

Rick Howard
Kathryn Naugle
Vic Todd
Jerry Waybrant
Marge Reinhart
Jim Neely
Carolyn Ross
Leo Ott
Jean Phillips
Belit Stockfleth
Monte Burke
Karen House
Kim Fredlund

Working Steering Committee:

Marge Reinhart
Belit Stockfleth
Monte Burke
Karen House
Xochitl Esparza
Rhonda Prodzinski
Donna Weaver
Carol Mauser
Chere LeFore
Ron Parsons
Leo Ott
Vivian Levy
Linda Weight
Kathryn Naugle
Kim Fredlund

Business Representation for Field Transition:

Bonnie Murray
Bonnie Wakeland
Carol Mauser
Carole Cole
Chere LeFore
Christina Kocks
Dave Flock
Donna Weaver
Doug Wilkinson
Jennifer DeJong
Kim Fredlund
Michelle Taylor
Penney Latimer
Ron Taylor
Scott Ciullo
Susan Gabay
Traci Sahlberg

SSM Business Transition Team:

Kim Fredlund
SSM Business Transition Manager

Jennifer DeJong
SPD Business Transition Manager

Scott Ciullo
SSM Trainer

Courtney Hill
Business Transition Coordinator

District Reps:

Ann McGranahan
Angela Molthan
Barbara Cole
Cayle Tern
Christina Kocks
Dan Ramirez
Debbie Vantassel
Debra Siegle
Diane Niko
Dianna Ilaoa
Gina Bradshaw
Janet Scott
Jonathan Saylor
Jorge Baldiviesoblanco
Kathy Brooks
Kate Bullard
Kaye Hostetler
Laura Neilson
Linda Weight
Matt Bogart
Med Policy Analysts
Misty Dvorak
SNAP Policy Analysts
Rosa Mendez
Scott Ciullo
Sherrie Burrell
Stephen Harris
Steve Fedorko
Traci Sahlberg
Yer Vue-Xiong



If you have any ideas or questions please contact your district rep, or the program at SSM.Program@State.OR.US