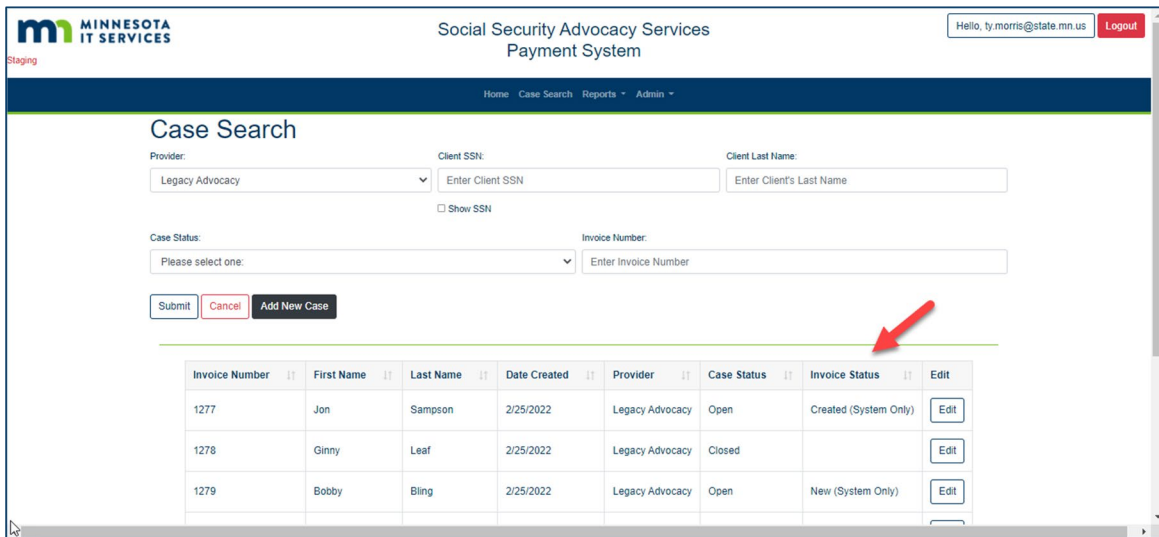


Social Security Advocacy Services Payment System Invoice Status Codes

Client data entered into the Social Security Advocacy Services (SSAS) Payment System will automatically be assigned an invoice status code as it moves through the payment process.

Invoice Status Codes are located in the Case Search section:



The screenshot shows the 'Case Search' section of the 'Social Security Advocacy Services Payment System'. It features several search filters: Provider (Legacy Advocacy), Client SSN (Enter Client SSN), Client Last Name (Enter Client's Last Name), Case Status (Please select one), and Invoice Number (Enter Invoice Number). Below the filters are 'Submit', 'Cancel', and 'Add New Case' buttons. A table below displays case information with columns: Invoice Number, First Name, Last Name, Date Created, Provider, Case Status, Invoice Status, and Edit. A red arrow points to the 'Invoice Status' column in the table.

Invoice Number	First Name	Last Name	Date Created	Provider	Case Status	Invoice Status	Edit
1277	Jon	Sampson	2/25/2022	Legacy Advocacy	Open	Created (System Only)	Edit
1278	Ginny	Leaf	2/25/2022	Legacy Advocacy	Closed		Edit
1279	Bobby	Bling	2/25/2022	Legacy Advocacy	Open	New (System Only)	Edit

The Social Security Advocacy Services Payment System Invoice Status Codes are:

Invoice Status Code	Description
	When the cell is blank it means that client data was only entered on the Case Information page.
New (System Only)	Client data has been entered into the SSAS payment system on both the Case Information page and the SSA Application Information page. Note: an invoice has not been submitted yet.
Created (System Only)	All client information has been entered into the SSAS payment system and an Invoice has been submitted by grantee for payment.
Approved	Invoice has been reviewed and approved by system administrator for payment.

Invoice Status Code	Description
Waiting for Provider	Invoice has been put on hold by system administrator as additional information is needed before invoice can be approved. Examples include: additional documentation is needed, or no SSI/RSDI payments have been made to client yet.
Denied	Invoice has been denied. No payment will be issued. Check case notes for denial reason.
Ready (FOD Only)	Invoice has been approved by system administrator and will be paid electronically overnight by DHS' Financial Operations Division (FOD).
Paid (FOD Only)	Invoice has been paid electronically through DHS' Financial Operations Division (FOD). The SSAS system will automatically close the case.

If you have additional questions, please contact the SSAS system administrator Ty Morris at: ty.morris@state.mn.us or call 651-431-6271.