

Federal Parent Locator Service

# **Intergovernmental Reference Guide**

## **State Profile Questions**

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Administration for Children and Families  
Office of Child Support Enforcement  
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## 1. STATE PROFILE QUESTIONS

This document contains a list of questions for states' IRG State Profiles. This version includes The Hague country profile questions, required by The Hague Treaty on International Recovery of Child Support and Other Forms of Family Maintenance.

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**Important:** We distinguished The Hague questions from other IRG questions by two asterisks (\*\*) following the question.

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<b>SECTION A: GENERAL/PROGRAM-AT-A-GLANCE</b>	
<b>Question Number</b>	<b>Question Displayed</b>
A1	How many local child support offices are in your state (excluding agencies with cooperative agreements)?
A2	Does your state have statutes that define the attorney-client relationship between the state's attorney and the agency only?
A2.1	If yes, what is the statutory citation?
A2.2	Did your state have the state's bar counsel issue an opinion setting the attorney-client relationship?
A2.3	If yes, please explain.

<b>SECTION B: UNIFORM INTERSTATE FAMILY SUPPORT ACT (UIFSA)</b>	
<b>Question Number</b>	<b>Question Displayed</b>
B2	What is the statutory citation for your state's UIFSA?
B4	How many copies or sets of documents does your state need for an intergovernmental case referral?

## SECTION C: RECIPROCITY

Question Number	Question Displayed
C1	With which foreign countries does your state have a state-level reciprocal agreement for child support services? (Do not include federal foreign reciprocating countries.)
C1.1	Does your state exercise its option to receive Federal Funding Participation (FFP) for enforcement of spousal-only orders for foreign reciprocating countries?
C1.2	If yes, please explain.
C2	Has your state established reciprocity with any Native American tribal courts?
C2.1	If yes, list the tribes and identify services provided, if less than full services.
C3	Does your state accept direct applications from parents in non-reciprocating or non-treaty countries? **
C4	When a Hague Convention country seeks registration of a Convention support order in your state, does your state allow the country to send an abstract (or summary) of the order on the Hague Abstract of a Decision form in lieu of the complete text? (See UIFSA § 706(b)(1).)**

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\*\* The Hague Country Profile question

**SECTION D: AGE OF MAJORITY**

Question Number	Question Displayed
D1	What is the age of majority in your state?
D2	What is the statutory citation for the age of majority?
D3	If not addressed in the order, at what age is child support automatically terminated as a matter of state law? Qualify, if necessary.
D4	Does the date of the order determine the law that is applied?
D4.1	If yes, please explain.
D5	Does child support end if the child leaves the household, but does not emancipate?
D5.1	Optional comments regarding emancipation.
D6	Does your state allow support to be paid beyond the age of majority under any circumstances (for example, the child is handicapped or in college)?
D6.1	If yes, please explain.
D7	Does your state automatically reduce current support owed for remaining children after one of the children in an order reaches the age of majority or otherwise emancipates?
D7.1	If yes, please describe the procedure.
D8	Does your state accept an application from a party after all of the children on the case have emancipated?
D8.1	If not, how does this affect interstate referrals?

**SECTION E: STATUTE OF LIMITATIONS**

Question Number	Question Displayed
E1	What is your state’s statute of limitations for collection of past-due support?
E2	What is your state’s statute of limitations for paternity establishment?
E3	Is dormancy revival/renewal possible?
E3.1	If yes, please explain the circumstances when it’s possible and how long it’s possible.



<b>SECTION F: SUPPORT DETAILS</b>	
Question Number	Question Displayed
F1	What guideline type or method does your state use to calculate child support (for example, Shared Income Model, Percentage of Income Model, Melson Formula)?
F2	Does your state charge interest on arrears?
F2.1	If yes, please indicate the amount of interest charged and any related conditions.
F3	Does your state charge interest on retroactive support?
F3.1	If yes, please indicate the amount of interest charged and any related conditions.
F4	Does your state charge interest on adjudicated arrears?
F4.1	If yes, please indicate the amount of interest charged and any related conditions.
F5	Will your state enforce a medical debt for 50 percent of the uninsured portion?
F5.1	If yes, under what circumstances?
F6	Does your state elect to recover costs or charge fees in your child support state plan?
F6.1	If yes, what costs are recovered from or fees charged to the obligee?
F6.2	If yes, what costs are recovered from or fees charged to the obligor?
F7	Does your state recover costs on behalf of the initiating state?
F7.1	Optional comments regarding recovery of initiating state's fees.
F8	What is the statutory citation for your state's long-arm statute to establish or enforce child support?
F9	Does your state establish, enforce, or modify spousal maintenance orders?
F9.1	If yes, under what circumstances?
F10	Does your state require the initiating state to include information about the new spouse or partner upon a request for establishment or modification (See General Testimony, AT 00-11)?
F10.1	Optional comments regarding required information on spouse or partner.
F11	How does your state impose and collect the mandatory annual fee applicable to IV-D cases for people who never received IV-A assistance?
F11.1	Does your state collect the fee by retaining the support collected on behalf of the person but not the first \$550.00?
F11.2	Does your state collect the fee from the person applying for child support services?



## SECTION F: SUPPORT DETAILS

Question Number	Question Displayed
F11.3	Does your state collect the fee from the absent parent?
F11.4	Does your state pay the fee out of its own funds?
F12	When did your state implement the required Deficit Reduction Act (DRA) limited-assignment provision?
F13	Will your state pass through (and disregard for Temporary Assistance for Needy Families (TANF) eligibility purposes) the excepted portion to families in current assistance cases?
F14	Does your state participate in the pass-through in former assistance cases?
F14.1	If yes, provide the date.
F15	Will your state discontinue eligible assignments under the DRA of 2005?
F15.1	If yes, list the eligible assignments your state would discontinue.
F15.2	When will your state discontinue each type of assignment?
F16	Does your state follow the Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) or DRA distribution ordering rules in former assistance cases?
F17	What are your state's requirements to redirect payments from the court-order payee when a child on the order is receiving TANF with a different payee?
F17.1	What are your state's requirements to redirect payments from the court-order payee when a child on the order is receiving Medicaid only with a different payee?
F17.2	What are your state's requirements to redirect payments from the court-order payee when a child on the order is with a different payee and not receiving TANF or Medicaid only?
F17.3	How does your state collect the \$35.00 annual fee on never-TANF cases?
F18	Will your state recover costs from a U.S. resident noncustodial parent in foreign reciprocating or treaty cases? **
F18.1	If yes, describe all costs arising in practice (for example, court costs or legal fees). **
F19	Does your state send Child Support Enforcement Network (CSENet) transactions to request interest information? (MSC R GRINT)

\*\* The Hague Country Profile question

**SECTION F: SUPPORT DETAILS**

Question Number	Question Displayed
F20	Does your state send CSENet transactions to provide another state with interest and arrears information? (MSC P GSTAI)

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\*\* The Hague Country Profile question

<b>SECTION G: INCOME WITHHOLDING</b>	
Question Number	Question Displayed
G1	What specific sources of income are not subject to withholding?
G2	Does your state have any limits on income withholding in addition to the Consumer Credit Protection Act (CCPA) limits?
G2.1	If yes, what are those limits?
G3	What is the allowable fee per pay period employers may charge for processing income-withholding payments?
G4	After receiving an income withholding order or notice, what is the date by which the employer is required to implement income withholding?
G5	What is the date by which an employer must remit amounts withheld from an employee's pay?
G6	What are your state's procedures for sanctioning employers for not implementing income withholding?
G7	What is the penalty to an employer for failure to remit payments withheld?
G8	Does your state allow direct income withholding of unemployment insurance (UI) benefits across state lines?
G8.1	Explain your process for receiving direct withholding orders across state lines.
G8.2	What documents are required to intercept UI benefits?
G9	Does your state allow direct income withholding of workers' compensation (WC) benefits across state lines?
G9.1	Optional comments regarding direct withholding of WC benefits across state lines.
G10	How does an obligor contest income withholding in your state?
G11	When the obligor has more than one claim for child support against his or her income, what is your state's priority scheme for income withholding orders? (For example, the employer should allocate the available amount for withholding equally among all orders or prorate available amount across orders.)
G11.1	If an employer in your state receives more than one income withholding order for child support from other states, can the employer request your assistance?
G11.2	If assistance is not available, explain how employers should proceed. Provide a citation for the state law that governs how they should proceed.

**SECTION G: INCOME WITHHOLDING**

Question Number	Question Displayed
G12	Does your state require any mandatory deductions, such as union dues or medical insurance premiums, to arrive at net pay from gross pay when calculating disposable income for child support purposes?
G13	When does your state require the employer to send notice of an employee's termination?
G14	How long should an employer retain the income withholding orders (IWO) after terminating an employee, in anticipation of reinstating the withholding should the employee be rehired?
G15	Does your state charge any fees to the obligor that the employer must withhold and remit to the state?
G16	Does your state offer an alternate web-based payment mechanism in addition to paper and Electric Funds Transfer/Electric Data Interchange (EFT/EDI)?
G17	Can another state send a direct income withholding order to any of the following in your state: employer, financial institution (explain which institutions), bureau of workers' compensation, or other income payer?
G18	If there is insufficient income for an employer to withhold for both the total amount of child support and medical support, describe your state's prioritization between child support and medical support.
G19	If your state has more than one state or jurisdiction requesting to collect support for the same obligor/obligee combination under the same court order for the same children, (for example where current support goes to the custodial parent (CP) and other states have claims for past periods based on payment of TANF), what is your state's procedure for distributing payments among these arrears claims?
G20	If your practice for distribution of payments between cases is directed by state law or rule, what is the citation?
G21	Does your state's law require a signature on the income withholding order?

<b>SECTION H: PATERNITY</b>	
Question Number	Question Displayed
H1	When your state enters an order establishing paternity, do you also address issues of custody and visitation?
H1.1	If yes, please explain.
H2	What is the percentage of probability for genetic testing that creates a rebuttable or conclusive presumption of paternity?
H3	Optional comments regarding legislation that makes paternity acknowledgments conclusive.
H4	What is the effective date of the state law that makes paternity acknowledgments conclusive?
H4.1	Were acknowledgments prior to that effective date rebuttable?
H4.2	Optional comments regarding paternity acknowledgments before that date.
H5	Does marriage constitute a rebuttable presumption of paternity?
H5.1	If yes, how is the presumption rebutted?
H6	If the father's name is on the birth certificate and paternity has not been established by any other means, does this mean conclusive determination of paternity?
H6.1	If no, briefly explain.
H7	What is the effective date of the state law that makes a father's name on the birth certificate a conclusive determination of paternity?
H8	Does your state have any other paternity-related presumptions?
H8.1	If yes, briefly explain.
H9	Does your state have a putative fathers' registry?
H9.1	If yes, what is the name of that entity?
H10	Are there any fees for requesting searches, paternity documents, and data from your state's bureau of vital statistics?
H10.1	If yes, please describe any circumstances under which these fees may be waived.
H11	Is common-law marriage recognized in your state?
H11.1	If yes, briefly describe the standard that defines common-law marriage.
H11.2	When did your current common-law standard go into effect?

**SECTION H: PATERNITY**

Question Number	Question Displayed
H11.3	If there was a common-law standard in effect before your current standard, what was that standard and when did it go into effect?
H12	When the custodial party and/or other witnesses are not able to appear in person for paternity hearings, what methods of testimony are acceptable (for example, written, videotape, and teleconferencing)?
H13	Give the statutory citation for your state's long-arm statute and list any special provisions.
H14	Does your state recover genetic testing costs for another state?
H14.1	If yes, please explain.
H15	List any documents required to get the father's name on the birth certificate (for example, is an acknowledgement of paternity needed)?
H16	If there is more than one child with the same custodial party and the same alleged father, should one set of documents be sent to your state (with a paternity affidavit for each child) or should a separate packet be sent for each child?



<b>SECTION I: SUPPORT ORDER ESTABLISHMENT</b>	
<b>Question Number</b>	<b>Question Displayed</b>
I1	Does your state use an administrative, judicial, or a combined process to establish a support obligation?
I1.1	If your state can establish under both, under what circumstances would the administrative process be used?
I1.2	Under what circumstances a judicial process would be used?
I1.3	If your state uses an administrative process, provide the statutory citations for your state's administrative procedures.
I2	In setting support under your state's guidelines, whose income is considered in addition to the noncustodial parent's (NCP's) (for example, new spouses or children)?
I3	What criteria for rebutting your presumptive guidelines have been established in your state?
I4	Will your state establish support orders for prior periods?
I4.1	If yes, for what prior periods (for example, birth of the child, date of separation, prenatal expenses, five years retroactive)?
I4.2	What information or documentation does your state require to proceed?
I4.3	Will your state allow a petition for support when the only issue is retroactive support?
I4.4	If there are limitations upon your state's ability to establish support for prior periods, specify those limitations.
I5	What actions can your state perform using the administrative process? For example does your state use an administrative process for paternity, establishment, modification, and the enforcement of child support?
I6	What is your state's statutory authority for the administrative process?
I7	Is there a local state law that allows an interstate administrative subpoena?
I8	Does your state require that a custodial party receiving public assistance, who is not one of the biological parents, have legal custody of a child before establishing an order for support for that child?
I9	Does your state require that a custodial party, who is not one of the biological parents, have legal custody of a child before establishing an order for support for that child when public assistance is not being expended?

<b>SECTION I: SUPPORT ORDER ESTABLISHMENT</b>	
Question Number	Question Displayed
I10	Does your state require that a custodial party, who is not one of the biological parents, have legal custody of a child before enforcing an order for support that was issued to the biological parents as the parties for non-public assistance cases?
I11	When your state has issued an order that reserves support and now child support should now be ordered, should the other state request an establishment or a modification?
I12	When there is an existing support order between the parents of a child, and the child's residence changes from one parent to the other, does your state require that the new custodian obtain legal custody before a support order is modified or established?
I13	When there is an existing support order between the parents of a child, and the child's residence changes from one parent to the other, does your state require that the new custodian obtain legal custody before support can be redirected to the new payee?
I14	What methods of personal service does your state use? ** Copy and paste all that apply: Forward documents needing to be served to the sheriff or other public official Forward documents needing to be served to a private contractor Other, please specify
I15	Does your state send and receive pleadings and documents electronically in international cases? **
I15.1	If yes, specify the types of pleadings and documents your state can send and receive electronically. **
I16	When establishing a child support order, what can be included as add-ons to the child support guideline amount? ** Copy and paste all that apply: Child care expenses Extra-curricular activities Attorney's fees Cash medical support Extraordinary expenses (explain)
I17	Please provide the relevant statutory or case law citation. **

\*\* The Hague Country Profile question

**SECTION I: SUPPORT ORDER ESTABLISHMENT**

Question Number	Question Displayed
I18	Does your state encourage amicable solutions between parents to promote voluntary payment of support, such as the use of mediation, conciliation, or similar consent processes? **
I18.1	If yes, indicate the appropriate responses. ** Copy and paste all that apply: The use of mediation, conciliation, or similar processes is mandatory in every child support case The use of mediation, conciliation, or similar processes is encouraged in every child support case The use of mediation, conciliation, or similar processes depends upon the facts of the case. Specify As a general rule, before initiating an enforcement procedure that is not automatic, an amicable solution is sought with the noncustodial parent, to whom the possibility to make voluntary payments is offered

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\*\* The Hague Country Profile question

<b>SECTION J: SUPPORT ENFORCEMENT</b>	
Question Number	Question Displayed
<b>J1</b>	<b>Indicate whether your state has the following enforcement remedies available. Also indicate what procedures are available (for example, judicial, administrative, or both).</b>
J1.1	Are your state income tax refund procedures judicial, administrative, or both?
J2	Is the lien process in your state judicial, administrative, or both?
J2.1	What are the trigger criteria for filing a lien?
J2.2	Where are your state liens filed?
J2.3	Does your state charge a fee for filing a lien?
J2.4	If yes, please indicate the amount.
J3	Does your state enforce property seizure and sale?
J3.1	Are the property seizure and sale procedures judicial, administrative, or both?
J4	Are the Multistate Financial Institution Data Match (MSFIDM) freeze and seize procedures in your state judicial, administrative, or both?
J4.1	When must an NCP receive notice that a MSFIDM freeze and seize action is an enforcement remedy and may be used by the state to collect delinquent child support?
J4.2	Does your state's income withholding definition include amounts in financial institutions?
J4.3	Does your state require a new notice to be sent when intent to freeze and seize is sent?
J4.3.1	If yes, who notifies the NCP, the state or the financial institution?
J5	What are the time frames if a new notice of intent to freeze and seize must be sent?
J5.1	What are the criteria that must be met to deem an obligor eligible for freeze and seize action in your state?
J5.2	What is the minimum dollar amount that the obligor must be delinquent before becoming eligible for asset seizure?
J5.3	Is there a specified amount of time for the obligor to be delinquent before proceeding with freeze and seize?

**SECTION J: SUPPORT ENFORCEMENT**

Question Number	Question Displayed
J5.3.1	If yes, please provide the time frame.
J5.4	Are only a certain percentage of the obligor’s financial assets eligible for freeze and seize?
J5.4.1	If yes, provide the percentage.
J5.4.2	Is the percentage different for joint accounts?
J5.4.3	If yes, describe.
J5.5	Does your state require that a minimum amount of money must be in a financial account for the funds to be eligible for freeze and seize action? If so, provide the amount.
J5.6	Who is responsible for applying the minimum amount, your state or the financial institution?
J5.7	How long does the obligor or other account holders have to contact your state child support agency or court to challenge the freeze and seize action?
J5.8	If state law or policy allows for a second contest to a freeze and seize action, how long does the obligor or joint account holder have to contact your child support agency or court to challenge the freeze and seize action?
J5.9	On what basis can an obligor and/or other account holder challenge a freeze and seize action?
J5.10	Is your state’s complaint review process judicial, administrative, or both?
J5.11	What are your state’s penalties for incorrect seizures?
J5.12	Is the second challenge administrative, judicial, or both?
J5.13	What are your state’s appeal time frame, unique appeal requirements, and recourse for non-debtor accounts?
J5.14	Is the freeze and seize operation in your state centralized or automated?
J5.15	Are there additional freeze and seize requirements or limitations not otherwise noted in this profile?
J5.16	Does your state have procedures to liquidate non-liquid assets (for example, stocks, bonds, etc.)?
J5.16.1	If yes, provide the state authority and the procedures financial institutions should follow to liquidate non-liquid assets.

<b>SECTION J: SUPPORT ENFORCEMENT</b>	
Question Number	Question Displayed
J5.17	Does your state law or policy instruct the financial institution or state to hold the frozen assets during the challenge or appeal time frame or freeze period?
J5.18	How long does the financial institution have to send the obligor’s assets to your child support agency?
J6	Does your state withhold state funds or benefits?
J6.1	If yes, is the method of withholding state benefits judicial, administrative, or both?
J7	Describe any other administrative enforcement procedures your state may have.
J8	Describe any other judicial enforcement procedures your state may have.
J9	If your state has established specific procedures for registering administrative liens, what are the procedures that another state must follow?
J10	Which of your state’s enforcement remedies are available without judicial actions?
J11	Describe your state’s procedures for registering and enforcing another state’s order.
J12	Describe additional judicial procedures required after registration, if any, to enforce a support order.
J13	Has your state adopted the Uniform Enforcement of Foreign Judgments Act (UEFJA)?
J13.1	If yes, provide the statutory citation.
J14	What are your state’s criteria for reporting an obligor’s child support information to credit bureaus?
J15	To which credit bureaus does your state report an obligor’s child support information?
J16	Is the method for credit bureau reporting judicial, administrative, or both?
<b>J17</b>	<b>These questions describe state procedures for Automated Administrative Enforcement in Interstate Cases (AEI). Refer to OCSE-AT-08-06 for additional information about AEI.</b>
J18	What data matches with financial institutions and other entities (and the seizure of such assets) are available through AEI in your state? (Examples may include liens and levies, MSFIDM, Financial Institution Data Match (FIDM), state benefits [lump sum], state lottery, state income tax, etc.)
J19	What documentation does your state require to proceed with an AEI request?

## SECTION J: SUPPORT ENFORCEMENT

Question Number	Question Displayed
J20	What mandatory data elements does your state need to process AEI requests?
J21	Which additional data elements would aid your state in processing AEI requests?
J22	How many copies/sets of documents does your state require with an AEI request?
J23	What are the criteria that must be met to deem an obligor eligible for any AEI matches available in the state, aside from liens/levies and MSFIDM?
J24	Does your state's law require financial institutions doing business in your state to accept freeze and seize actions directly from other states?
J24.1	If no, then describe the process for a freeze and seize action from another child support agency (for example, a Transmittal #3) and list additional documentation required.
J25	What is the procedure for obtaining a certified copy of a court order?
J26	What is the procedure for obtaining a certified payment record?
J27	Is there a cost for requesting a certified copy of a court order or payment record?
J28	What are your state's policies and practices for driver's license revocation for nonpayment of support and reinstatement, especially for low income parents or a hardship exemption?
J29	What triggers a driver's license revocation?
J29.1	Is there a threshold arrears amount that serves as the basis to revoke or suspend a driver's license?
J29.2	If yes, what is the amount?
J30	Under what conditions may a noncustodial party restore the driver's license?
J30.1	What is the process for restoring a driver's license?
J31	Does your state allow temporary or conditional driver's licenses allowed?
J31.1	If yes, what are the conditions?
J32	Describe any innovations or special practices your state uses regarding driver's license revocation and reinstatement.
J33	When your state is the initiating state, does it submit delinquent cases to the Debtor File for federal administrative offset?
J33.1	If yes, does your state require a minimum dollar amount greater than \$25.00 before submitting delinquent cases for administrative offset?

## SECTION J: SUPPORT ENFORCEMENT

Question Number	Question Displayed
J33.2	What is the dollar amount?
J34	<b>(Private)</b> <sup>1</sup> When your state is the initiating state, does it submit delinquent cases to the Debtor File for MSFIDM?
J34.1	<b>(Private)</b> If yes, does your state require a minimum dollar amount greater than \$25.00 before submitting delinquent cases for MSFIDM?
J34.2	<b>(Private)</b> What is the dollar amount?
J35	When your state is the initiating state, does it submit delinquent cases to the Debtor File for insurance match?
J35.1	If yes, does your state require a minimum dollar amount greater than \$25.00 before submitting delinquent cases for insurance match?
J36	When your state is the responding state, does it submit delinquent cases to the Debtor File for federal administrative offset?
J36.1	If yes, does your state require a minimum dollar amount greater than \$25.00 before submitting delinquent cases for federal administrative offset?
J36.2	What is the dollar amount?
J37	<b>(Private)</b> When your state is the responding state, does it submit delinquent cases to the Debtor File for MSFIDM?
J37.1	<b>(Private)</b> If yes, does your state require a minimum dollar amount greater than \$25.00 before submitting delinquent cases for MSFIDM?
J37.2	<b>(Private)</b> What is the dollar amount?
J38	When your state is the responding state, does it submit delinquent cases to the Debtor File for insurance match?
J38.1	If yes, does your state require a minimum dollar amount greater than \$25.00 before submitting delinquent cases for insurance match?
J38.2	What is the dollar amount?
J39	When your state is the responding state, does it submit delinquent cases to the Debtor File for passport denial?
J40	Does your state give the NCP credit for Retirement, Survivors, and Disability Insurance (RSDI) benefits received directly by the CP?

<sup>1</sup> Question and response not available to public users.



**SECTION J: SUPPORT ENFORCEMENT**

Question Number	Question Displayed
J41	<b>(Private)</b> Give the statutory citations for your state’s MSFIDM administrative process, and list any special provisions.
J42	<b>(Private)</b> Describe any special processes needed for financial institutions in your state (for example, specific language in the lien and levy forms) for FIDM administrative liens.
J43	<b>(Private)</b> Are there specific account types exempt from the administrative lien process in your state?
J43.1	<b>(Private)</b> If yes, which account types are exempt?

<b>SECTION K: MODIFICATION AND REVIEW/ADJUSTMENT</b>	
Question Number	Question Displayed
K1	How frequently does your state conduct order reviews in IV-D cases (for example, every year or every three years)?
K2	Briefly describe your state’s modification procedure.
K3	What are your criteria for modification (for example, \$50 or 20 percent from present order)?
<b>K4</b>	<b>Which of the following criteria for demonstrating a change in circumstances apply for modifying an order?</b>
K4.1	The earnings of the obligor have substantially increased or decreased.
K4.2	The earnings of the obligee have substantially increased or decreased.
K4.3	The needs of a party or the child(ren) have substantially increased or decreased.
K4.4	The cost of living as measured by the Federal Bureau of Vital Statistics has changed.
K4.5	The child(ren) has extraordinary medical expenses not covered by insurance.
K4.6	There has been a substantial change in childcare expenses.
K4.7	What other criteria does your state use for demonstrating a change in circumstances for modifying an order?
K5	Does your state have cost of living adjustments (COLAs) for orders?
K5.1	If yes, what index does your state use?
K6	How does your state credit SSA disability to current and past-due support?
K7	Does your state abate support? For example, when the child is not living with the CP for more than 30 days and there has not been a change in custody or when the NCP is in prison, etc.
K7.1	If yes, explain the circumstances?
K7.2	What is the statutory citation for your abatement law?
K7.3	What documents does your state require for each type of referral other than UIFSA referrals? For example, pay records and certifications for TANF, etc.
K7.4	What information does your state need to obtain copies of paternity acknowledgements/affidavits and birth records, including where to make requests and the cost of processing the requests.

**SECTION K: MODIFICATION AND REVIEW/ADJUSTMENT**

Question Number	Question Displayed
K8	What information does your state require to register an out-of-state order for enforcement/modification?
K9	When a child reaches the age of emancipation and arrears are owed on the order, and there is no established payment on arrears, does your state statute allow collection to continue at the same rate as current support?
K9.1	When a child reaches the age of emancipation and arrears are owed on the order, and there is an established payment on arrears, does your state statute allow collection to continue at the same rate as current support, current support plus arrears, or the arrears payment amount only?
K10	<p>What circumstances will cause your state to end child support before the normal duration? **</p> <p>Copy and paste all that apply:</p> <p>The child emancipates before the normal duration</p> <p>The child is no longer under the care of the custodial parent and there is no decision re-directing payments to someone else</p> <p>The child marries</p> <p>The child is adopted by someone other than the noncustodial parent</p> <p>The child has been removed from the family and is a civil ward of the state</p> <p>The child support order states that child support ceases before the normal duration</p> <p>The child enters into military service before the normal duration</p>

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\*\* The Hague Country Profile question

## SECTION L: PAYMENTS

Question Number	Question Displayed
L1	Does your state define a lump sum payment?
L1.1	If yes, give your state's definition. (Be specific, for example, severance pay, incentives, relocation lump sum payments, etc.).
L1.2	Provide the statutory citation.
L2	Does your state law require employers to report lump sum payments?
L2.1	If yes, give the statutory citation or rule.
L3	Are employers required to report lump sum payments for all income withholding orders (including cases with no arrears)?
L3.1	If yes, what is the threshold amount at which a lump sum payment must be reported?
L4	How are employers instructed to report a pending lump sum?
L5	What is the time frame within which the child support agency must respond to the employer with instructions for attaching the lump sum payment?
L6	Does your state use the income-withholding order to attach the lump sum payment?
L7	Does your state use the lien/levy process to attach lump sum payments?
L7.1	If yes, what is the name of the document your state uses to attach lump sum payments?
L8	What other documents does your state use to attach lump sum payments?
L9	If the lump sum payment is considered earnings as defined by CCPA, does your state have higher limits on withholding than the CCPA limit?
L9.1	If yes, what are those limits?
L9.2	If the lump sum is not considered to be earnings as defined by the CCPA, does your state limit the withholding/attachment?
L9.3	If yes, what are those limits?
L9.4	If no, what percentage is the employer required to withhold?
L10	If an employer pays the lump sum in addition to regular wages in a single payment, would the CCPA limits apply?
L10.1	If yes, would the employer only withhold for that period's obligation?
L11	Does your state have a direct deposit program?

## SECTION L: PAYMENTS

Question Number	Question Displayed
L11.1	If so, specify the vendor.
L12	Does your state have a debit card program?
L12.1	If so, specify the vendor.
L13	Is the debit card used for any other state government programs (TANF, Supplemental Nutrition Assistance Program (SNAP), etc.)?
L13.1	If so, are there fees involved?
L14	What are the fees associated with using the card?
L15	<p>How does your state facilitate the collection of child support payments in cases from foreign reciprocating and treaty countries? **</p> <p>Copy and paste all that apply:</p> <p>Payments must be made to a central location</p> <p>Payment may be made by preauthorized withdrawal from a financial institution account</p> <p>Payments may be made by income withholding</p> <p>Payments may be made by check or warrant</p> <p>Payments may be made by credit card</p> <p>Payments may be made by electronic funds transfer</p> <p>Payments may be made in cash</p>
L16	<p>How does your state facilitate the disbursement of child support payments in cases from foreign reciprocating and treaty countries? **</p> <p>Copy and paste all that apply:</p> <p>Payments may be by check</p> <p>Payments may be by electronic funds transfer</p> <p>Other (specify)</p>

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\*\* The Hague Country Profile question

## SECTION L: PAYMENTS

Question Number	Question Displayed
L17	<p>What actions does your state take to reduce the costs and fees associated with international payment processing? **</p> <p>Copy and paste all that apply:</p> <p>All payments are processed through a designated authority</p> <p>All payments are processed upon receipt</p> <p>Payments under a certain amount are collected, banked, and combined into one payment sent at intervals agreed with the creditor. Specify the amount and currency using the International Organization for Standards (ISO) code.</p> <p>Other (specify)</p>
L18	Does your state process electronic payments in international cases? **
L18.1	If so, describe the process. **
L19	What is your state's International Bank Account Number (IBAN)? **

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\*\* The Hague Country Profile question

<b>SECTION M: INSURANCE MATCH</b>	
	Question Displayed
M1	Note: The CCPA limits may apply to any insurance payments issued as an income loss replacement.
M1.1	Additional information on the CCPA.
M2	Does your state have legislation that requires insurance companies doing business in your state to provide, exchange, or look up information with or for your child support agency to determine whether a claimant owes past-due child support?
M2.1	If yes, give the statutory citation.
M2.1.2	What information is an insurer required to provide, exchange, or look up with your child support agency?
M2.2	How long before making a payment to a claimant must an insurer provide information to the agency?
M2.3	What criteria must an obligor meet to be eligible for your state’s insurance match, exchange, look up, or intercept program? For example, is the law limited to specific claimants (such as policyholder, beneficiary, or joint policyholder), types of claims (such as life, property/casualty, or workers’ compensation), or specific policies (such as annuities, short term/long term disability)?
M2.4	Must the obligor meet a monetary threshold (dollar amount or percentage of payment) to be eligible for your state’s insurance match program?
M2.5	What does the law require an insurer to do to determine whether a claimant owes past-due child support (for example, log into a secure web application and enter identifying information about the claimant)?
M2.6	Does your state law provide an alternative method or measure that an insurer may use to determine whether the claimant owes past-due child support (for example, participation in the OCSE Insurance Match Program satisfies the requirement).
M2.7	Does your state law establish a penalty for an insurer that fails to comply with the requirement for determining whether a claimant owes past-due child support? If so, provide the statutory citation.
M2.8	Does your state law protect an insurer from liability for acting in accordance with the insurance match law?
M3	If there is no law, are insurers required to respond to subpoenas or requests for information and liens/levies or IWOs?
M3.1	Provide the statutory citation.
M4	What forms does your state use to intercept insurance payments, settlements, or awards (such as IWO, Notice of Lien/Levy)?

<b>SECTION M: INSURANCE MATCH</b>	
	Question Displayed
M5	Who is required notify the NCP of the insurance intercept activity: the child support agency, the insurance agency, or both?
M5.1	Provide your statutory citation for notifying an NCP of insurance intercept.
M5.2	Once notified, is there an appeal period for the obligor and what is its length? Give the statutory citation.
M6	Are there attorney fees associated with the insurance intercept activity?
M7	How does another state initiate and intercept collections from your state workers' compensation agency?
M7.1	What is the process, the points of contact, and what forms?



<b>SECTION N: CASE CLOSURE</b>	
	Question Displayed
N1	Does your state send a CSENet case closure transaction to let the responding state know its intergovernmental services are no longer needed? (MSC P GSC15)
N2	Does your state send a CSENet case closure transaction to notify the initiating state that its case is closed based on one of the following reasons: (MSC P GSC16) <ul style="list-style-type: none"> <li>• Initiating state failure to take an action essential for the next steps?</li> <li>• The initiating state requested the responding state to close the case?</li> </ul>
N3	Does your state send a CSENet case closure transaction to notify the responding state that it must stop any income withholding orders or notices and close the intergovernmental case? (MSC P GSC17)
N4	Does your state send a CSENet case closure transaction to notify the initiating state that per its request the case is closed and your state has stopped its income withholding order? (MSC P GSC18)

<b>SECTION O: FAMILY VIOLENCE</b>	
	Question Displayed
O1	What policies and procedures does the state use to determine when to place a family violence indicator on a party to a case?
O2	How does the state determine if additional members (e.g., dependents) on a case need the family violence indicator?
O3	What policies and procedures does the state use to review if parties with family violence indicators are still in need of that protection and to update or remove the family violence indicator if it is no longer needed?
O4	Does your state system interface with protective order registries?
O4.1	If so, how often?
O5	When did the state last review or update its policies for the family violence indicator?
O6	Does the state have specialized policies and procedures for providing safety-informed child support services to victims of family violence?
O6.1	If yes, what are the procedures available to victims to enhance safety?

## 2. SUMMARY OF CHANGES

Chart A-1 lists the new Program Category and Profile questions added to the IRG state profile form.

<b>CHART A-1: NEW IRG PROGRAM CATEGORY AND PROFILE QUESTIONS</b>	
Program Category	Profile Question Number
O: Family Violence	O1, O2, O3, O4, O4.1, O5, O6, O6.1 (New program category and questions added)

PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13) STATEMENT OF PUBLIC BURDEN: Through this information collection ACF, pursuant to 42 U.S.C. § 652(a)(7), is gathering information from state and tribal child support agencies that contain descriptions of the state and tribal Child Support Enforcement (CSE) program and procedures. The purpose of the voluntary IRG information collection is to help state and tribal CSE agencies expedite processing intergovernmental child support cases. Public reporting burden for this collection of information is estimated to average .3 hours per response, including the time for reviewing instructions, gathering, maintaining the data needed, and reviewing the collection of information. The IRG does not collect confidential information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information subject to the requirements of the Paperwork Reduction Act of 1995, unless it displays a currently valid OMB control number. The OMB # is 0970-0209 and the expiration date is January 31, 2022. If you have any comments on this collection of information, please contact [OCSEFedSystems@acf.hhs.gov](mailto:OCSEFedSystems@acf.hhs.gov).