

Xochitl Esparza, TANF Program Manager
Authorized Signature

Number: SS-IM-12-032
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Topic: Child Support

- New “Yes” flag for TANF and Medicaid cases with good cause for noncooperation with support;

Subject: • Division of Child Support now working cases with an unknown father.

Applies to (check all that apply):

- | | | | |
|-------------------------------------|-------------------------------|-------------------------------------|--|
| <input type="checkbox"/> | All DHS employees | <input type="checkbox"/> | County Mental Health Directors |
| <input checked="" type="checkbox"/> | Area Agencies on Aging | <input type="checkbox"/> | Health Services |
| <input type="checkbox"/> | Children, Adults and Families | <input checked="" type="checkbox"/> | Seniors and People with Disabilities |
| <input type="checkbox"/> | County DD Program Managers | <input checked="" type="checkbox"/> | Other (please specify): <i>SSP Transmittal Group</i> |

Message: DHS, OHA and the Division of Child Support (DCS) are pleased to announce the interface between the DHS client maintenance system (CM) and the DCS Child Support Enforcement Automated system (CSEAS) has been updated. The updates are expected to result in more accurate referrals of TANF and Medicaid recipients to DCS as well as decrease systems-related issues between DHS/AAA/OHA and DCS.

While most of the changes to the interface will not be visible to DHS/AAA and OHA, workers should be aware of the following:

New “Y” Flag for Coding Good Cause for Noncooperation with Support

When a person who is applying for or getting TANF or Medicaid has a safety concern with establishment of paternity and/or pursuit of child support, the person may ask to be granted good cause for noncooperation with support. When DHS/AAA or OHA grants good cause, the DHS/AAA or OHA worker adds good cause coding under the appropriate absent parent on PCMS or CMUP. Adding good cause coding stops DCS from establishing paternity and pursuing support from that absent parent.

Prior to the CMS/CSEAS interface updates, DHS/AAA and OHA staff coded an absent parent good cause for noncooperation with support with an “A,” “B,” “C” or “M” under

the appropriate absent parent on PCMS or CMUP. With the implementation of these updates, when DHS/AAA or OHA finds there is good cause for noncooperation with support, the worker will instead add the code “Y” under the appropriate absent parent on PCMS or CMUP.

A good cause code of “A,” “B,” “C” or “M” added to the absent parent prior to the CMS/CSEAS update will continue to stop DCS from establishing paternity and pursuing support. However, when the TANF or Medicaid case is reviewed, including at redetermination, the TANF or Medicaid recipient should be asked if good cause still exists, and if it does, the worker should change the good cause coding to “Y.” In addition, any time a worker updates a case with a good cause code of “A,” “B,” “C” or “M,” the worker will be prompted to update that good cause coding to a “Y.”

Unknown Father (“UF”)

Along with the interface changes, DCS will begin working cases with an unknown father.

An unknown father case is referred to DCS when an open TANF or Medicaid case includes a child coded with an exception code of “U.” When the case is referred to DCS (in an automated overnight process):

- A child support case is created by the DCS system and placed into an unknown father (“UFXX”) caseload. Each DCS branch will have a process to work the unknown father caseload;
- If, upon review of the child support case, the DCS worker finds there is a father or alleged father for the child, or the DCS worker finds the unknown father is coded incorrectly, the DCS case worker will contact the assigned DHS/AAA or OHA case worker to review and correct the coding to “AF,” “FA” or “UF,” whichever is appropriate;
- DCS will check birth records to see if a father is listed;

(Note: DHS/AAA and OHA also must check birth records (BBCN) to see if a father is listed for a child on a TANF or Medicaid case.)

- If no father is listed in the birth records, DCS must contact the mother and conduct an interview of the mother for additional information;
- If the mother provides additional information, the case will move through the DCS system as appropriate;
- DCS will make two attempts to contact the mother. If DCS is unable to contact the mother or if the mother does not cooperate in providing information to help identify the unknown father, DCS will move to either request DHS/AAA or OHA apply a sanction or move to DCS case closure.

(Note: Before DHS/AAA or OHA can sanction a client, the worker must determine whether the client has good cause for noncooperation for support.)

Please Note:

- Clients getting TANF and Medicaid must cooperate with DHS/AAA/OHA and DCS to establish paternity and pursue support unless the client has good cause for noncooperation with support;
- TANF workers should have the client complete a paternity affidavit ([MSC 112 FSL/CSF 11 0112](#)) even when a father is unknown;
- Medicaid clients at **application** and **redetermination** have minimal DCS cooperation requirements. Medicaid clients must sign the application but cannot be required to complete the paternity affidavit or additional tasks;
- When a child connected to a “UF” leaves the household because of age or other reason, the worker should remove the “UF” coding from the case;
- Edits have been added to the system to prevent workers from adding both the “U” exception code (unknown father) and an alleged father (“AF”) or father (“FA”) in the Dad field.

Child Support Coding Reminder

- “FA” – Father: Use when paternity has been legally established;
- “AF” – Alleged father: Use when the client names one man as the alleged father or if a client says more than one man may be the father. If a client says more than one man may be the father, code the man the client says is the most likely to be the father as “AF” and ask the client to complete a paternity affidavit ([MSC 112 FSL/CSF 11 0112](#)) for that man. If DCS rules out that man as the father, the client will name the next most likely man and DCS will proceed with either ruling out that man or establishing paternity;
- “UF” – Unknown father: Use *only when* the client cannot name any man as an alleged father;
- “MO” – Absent mother.

Resources

For more information about cooperation with support and good cause for noncooperation with support, see:

- Oregon Administrative Rules:
 - [461-120-0340](#) (Client Required To Help Department Obtain Support From Noncustodial Parent; TANF);
 - [461-120-0345](#) (Clients Required to Obtain Health Care Coverage and Cash Medical Support; CEM, EXT, GAM, MAA, MAF, OHP (except OHP-CHP), OSIPM, SAC);

- [461-120-0350](tel:461-120-0350) (Clients Excused for Good Cause from Compliance with Requirements to Pursue Child Support, Health Care Coverage, and Medical Support).
- [Family Services Manual Child Support C](#);
- [DHS 8660](#) (Client Safety Packet on Good Cause);
- For TANF only: [DHS 428A](#) (Cooperating with Child Support Enforcement);
- For TANF only: Child Support Program Partner Agency Training – Self-Study on Child Support Sanctions and Good Cause for Non-Cooperation with Child Support at <https://www.dcs.state.or.us/training/outreach/index.html>. (Accessing this website requires a user ID and password. The user ID is “dojweb\child.” If you do not have the password, please check with your local DHS child support point person. If the point does not have the password, please contact one of the staff listed below.)

If you have any questions about this information, contact:

Contact(s):	Amy Sevdy, Policy Analyst 503-945-7017 Lisa Buss, Policy Analyst 503-945-7017 Karen Gulliver, APD/AAA 503-946-6460
Email:	Amy.sevdy@state.or.us Lisa.buss@state.or.us Karen.l.gulliver@state.or.us