

17th Annual AB 1058 Child Support Training Conference

For Child Support Commissioners, Family Law Facilitators, Title IV-D Administrative
and Accounting Staff, Paralegals, and Court Clerks



September 24–27, 2013
Los Angeles Airport Marriott Hotel



ADMINISTRATIVE OFFICE
OF THE COURTS

JUDICIAL AND COURT OPERATIONS
SERVICES DIVISION

CENTER FOR FAMILIES, CHILDREN & THE COURTS

Conference CD Usage Instructions
For Attendees of the 17th Annual AB 1058 Child Support Training Conference

The Center for Families, Children & the Courts (CFCC) is pleased to release this conference CD, which serves as an electronic binder of handout materials from the 17th Annual AB 1058 Child Support Training Conference.

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The points of view expressed at the conference and in the conference materials are those of the author(s) and presenter(s) and do not necessarily represent the official positions or policies of the Judicial Council of California.

We appreciate your attendance at the 17th Annual AB 1058 Child Support Training Conference. If you have any questions or comments, please contact the editors:

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TAB P

DCSS Guideline

Calculator Training:

Beginning/Intermediate/Advanced/Expert

**17th Annual Child Support Training Conference
September 24-27, 2013 – Los Angeles**

DCSS GUIDELINE CALCULATOR TRAINING

◆ **Presenters' Contact Information (for questions):**

Hon. David Gunn, Superior Court of Butte County:

dgunn@buttecourt.ca.gov

Hon. Louise Bayles-Fightmaster, Superior Court of Sonoma County:

lbayles@sonomacourt.org

Hon. Nancy Staggs, Superior Court of Madera County:

nancy.staggs@madera.courts.ca.gov

Hon. Adam Wertheimer, Superior Court of San Diego County:

AdamWertheimer@SDCourt.CA.Gov

Hon. Rebecca Wightman, Superior Court of San Francisco County:

rwightman@sftc.org

◆ **Public Guideline Calculator**

Websites:

<http://www.childsup.ca.gov> [DCSS Home page – click “Calculate Child Support”]

<http://www.childsup.ca.gov/Resources/CalculateChildSupport/tabid/114/Default.aspx>
[Guideline Calculator Welcome page – contains Alerts, link to User Guide]

<https://www.cse.ca.gov/ChildSupport/cse/guidelineCalculator>
[Guideline Calculator “Portal” page – brings you directly to calculator program]

NOTE: On portal page – you must enter the # of children for whom you are calculating support. You cannot change this number after starting a calculation (must start over).

Basic rules of navigation and default settings:

- Better to click OK/CANCEL/CALCULATE vs. browser back/forth buttons
- 30-minute timeout unless click a hyperlink or refresh
- Timeshare is defaulted to 20% visitation value; additional check box makes the timeshare factor of first-born the same as all other children and must be unchecked to enter different timeshare values for other children.
- To print out Results – must click View Printable Results button
- **Parent 1** = NCP (non-custodial parent); **Parent 2** = CP (custodial parent)
- CP tax settings defaulted to include # of children calculating support (must change if split custody case)

◆ **What to do if you are having problems:**

E-mail DCSS: CCSASGC@dcss.ca.gov

For Bench Officers: If you are having password issues (internal GC) – Contact the AOC’s CCTC Helpdesk at 1-877-847-3042

TAB P

DCSS Guideline Calculator Training–Beginning

*Hon. David E. Gunn &
Hon. Nancy Staggs*

17th Annual Child Support Training Conference
September 24-27, 2013
DCSS GUIDELINE CALCULATOR TRAINING
BEGINNING

Practice Exercise -- Scenario #1

Two children, ages 6 and 2, living primarily with Mom.

Timeshare: Dad has children every other weekend, shared or alternating holidays and two weeks in the summer.

Parent 1 (NCP Dad)

Single, 1
\$21.50/hr, 36 hrs/week (W-2)
\$350 health insurance, pre-tax
\$100 mandatory retirement, pre-tax

Parent 2 (CP Mom)

Head of Household, 3
\$500 per week
child care \$600: \$100 for 6 yr old &
\$500 for 2 yr old

Result: Total \$963
 c/s \$663
 c/c \$300

What if Father argues that the child support is too high?

- FC 4061(b) allocation of child support?

Result: c/c \$234

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DCSS GUIDELINE CALCULATOR TRAINING
BEGINNING

Practice Exercise -- Scenario #2

Three children, ages 0, 3 and 5, living primarily with Mom.

Timeshare: Dad has the 3 and 5 year old children every other weekend and one evening per week; he has no visitation yet with infant.

Parent 1 (NCP Dad)

Single, 1

\$8.50/hr, 25 hrs/week (W-2)

Parent 2 (CP Mom)

Head of Household, 3
lives with parents
on aid

Result: Total \$365-\$423 = guideline child support range with LIA

- Low income adjustment (LIA) must be selected (red error banner)

What if Dad asks for an imputation of income to Mom?

- Child care?

What if Mom is in the CalWorks Program? (likely exempt because of age of children)
Barron v. Superior Court (2009) 173 Cal. App. 4th 293

What if DCSS asks for a Seek Work Order for Dad? For Mom?

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BEGINNING

Practice Exercise -- Scenario #3

Two children, ages 14 and 8; 14 year old lives with Dad, 8 year old lives with Mom

Timeshare: Parents each have both children every other weekend, shared or alternating holidays and two weeks in the summer.

Parent 1 (CP Dad)

Head of Household, 2
Worker's Compensation \$2200/mo

Parent 2 (CP Mom)

Head of Household, 2
\$12,000 per month
\$400 property tax
\$2,500 mortgage interest
\$450 health insurance, pre-tax
\$500 401K
child care for 8 year old is \$900/mo

Result: Total \$1,135 (payable by Mom)
 c/s \$1,585
 c/c \$ -450

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BEGINNING

Practice Exercise -- Scenario #4

One child, age 17, lives with Mom.

No timeshare with Dad.

Parent 1 (NCP Dad)

Parent 2 (CP Mom)

Married, files jointly with spouse (MFJ, 4)

Self-employment \$3,500/mo

Wife \$1200/mo

One biological child with Wife

One stepchild (Wife's child)

Child support obligation for another child at \$400/mo

Head of Household, 2

\$20.00/hr full time

\$350 health insurance, pre-tax

Result: Total \$518

FC 4071(a)(2) discretionary hardships allowed for natural or adopted children,

- Not for stepchildren (haggard v. Haggard (1995) 38 Cal. App. 4th 1566

What if Dad complains that child support is too high...any basis for a deviation or departure from guideline – FC 4057?

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BEGINNING

Practice Exercise -- Scenario #5

One child, age 13.

Equal timeshare but Mom claims child.

Parent 1 (CP Dad)

Head of Household, 3
Two other children
YTD \$18,634 through 6/11/2011
Union dues - \$56/mo
Tools - \$50/mo
Receives child support - \$500/mo

Renter - \$1,700/mo

Parent 2 (CP Mom)

Head of Household, 2
SSDI - \$1,200
Child's auxiliary benefit - \$600/mo

Renter - \$275/mo

Result: Total \$352

What if Dad asks for two hardships for children in his household? FC 4071(a)(2)

Result: Total \$256

Does Dad get any credit from the derivative or auxiliary Social Security benefit received by child (\$600)? FC 4504 = No.

What if Dad asks for ½ of child's auxiliary Social Security benefit? Can you divide the benefit? (Social Security will not divide benefit between parents with equal timeshare.)

What if Dad asks for a deviation from guideline because his rent is so much higher than Mom's rent? FC 4057(b)(5)(B) does allow for deviation from guideline where one parent pays a much higher or lower percentage of income for housing.

TAB P

DCSS Guideline Calculator Training–Experienced

*Hon. Louise Bayles-
Fightmaster,*

*Hon. Adam Wertheimer &
Hon. Rebecca L. Wightman*

ADVANCED GUIDELINE CALCULATION

17th Annual AB1058 Conference—September 2013

Adam Wertheimer, Commissioner - San Diego

Rebecca Wightman, Commissioner - San Francisco

Guideline Calculator (ADVANCED)

“Rules of Engagement”

- **Unless otherwise noted:**
 - Assume income is **W-2**
 - Amounts in Hypos are **MONTHLY**
 - Always give full low income adjustment
- If something is not clear: **ASK!**
- No Q is a “stupid” question!
- We are here to **HELP** you! (**Really!!**)

WARM UP SCENARIOS

- **First scenario:** One child, CP mother receives cash assistance (i.e. it is an aided case). Father earns \$15/hr. working full-time, he does not see the child. No other add-ons, deductions, hardships (i.e. no other facts).
- **Second scenario:** Same facts as above, but now NCP father has a second case, and both cases are on your calendar. The second CP is also on aid, NCP does not see this child either, and no other facts.

What is the guideline child support amount for:

- **Scenario 1?** _____
- **Scenario 2?** 1st case _____ 2nd case _____

WARM UP RESULTS

- Scenario 1: \$525
- Scenario 2:
 - 1st case \$420
 - 2nd case \$420

HYP0 #1

- Your findings are:
 - Timeshare with Bob (NCP):
 - 10 yr. old Alice = 24%
 - 5 yr. old Ted = 5%
 - Gross monthly incomes:
 - Bob: \$10K Self-Employed + \$3K non-tax. income + \$1050 interest
 - Carol: \$5K W-2 + \$12K annual bonus
 - Tax filing status:
 - Bob: Single & one
 - Carol: Head of Household & three
 - Other factors:
 - Bob: \$2,200 mortgage int., \$350 Prop tax + \$375 pre-tax health ins + other child support of \$675
 - Carol: \$95 union dues + \$575 post tax health ins. + \$275 non Roth IRA, Texas resident
 - Carol seeking temporary guideline spousal support. You are sitting in Santa Clara County

"Optimize" the results, i.e. release exemptions (aka "tactic 9")

HYP0 #1 RESULTS

NON-OPTIMIZED RESULTS	OPTIMIZED RESULTS
Bob's net inc: \$9,661	Bob: S & 3 Carol: H/H & 1
Carol's net inc: \$4,471	Bob's net inc: \$9,873
Child Support:	Carol's net inc: \$4,146
Ted Support: \$1,668	Child Support:
Alice Support: \$ 795	Ted Support: \$1,705
Total C/S: \$2,463	Alice Support: \$ 827
Spousal Support: \$1,595	Total C/S: \$2,532
	Spousal Support: \$1,823

HYP0 #2

- You have two cases left on your Tuesday calendar, line items 3 & 4. Here are the facts:
 - Both cases involve the same NCP father, but different CP mothers, each with one child only.
 - Father (NCP):
 - \$4,625/mo. (W-2)
 - Single 1
 - Timeshare → → → → →
 - \$375 health ins. (post-tax)
 - \$50 Job related expenses
 - \$1,125 mortgage interest
 - \$275/mo. property taxes
 - Mother (line 3)
 - \$2,627/mo. (W-2)
 - HH2
 - 3% w/F
 - \$125 health ins. (pre-tax)
 - \$250/mo. Mand. Ret. (tax-deferred)
 - Mother (line 4)
 - \$6,375/mo. (W-2)
 - HH2
 - → 25% w/F
 - \$275 health ins. (post-tax)
 - \$50 union dues
- Your ruling as to monthly guideline child support? (Assume no deviation issues raised)

HYP0 #2 RESULTS

- Father net income:
 - Line 3: \$3,076
 - Line 4: \$2,555
- Line 3 Mother net income: \$2,091
- Line 4 Mother net income: \$4,581
- Child support Line 3: \$752
- Child support Line 4: \$231

HYP0 #3

- Both you in County A and a commissioner in County B, at the opposite end of the State have a case with the same NCP, but different mothers.
- You initiate a telephone conference with the other commissioner to coordinate the setting of support.
- Partner with the person next to you and simulate that call and calculate support using the following facts:

HYP0 #3 (cont.)

- **Father (NCP):** "A" Mother (1 child) "B" Mother (2 kids)
- \$4,425/mo. (W-2) \$1,387/mo. (W-2) \$2,425/mo. (W-2)
- Single & 1 HH & 2 HH & 4
(1 child different father)
- Timeshare → → 0% w/Father → → 15% w/Father
- \$325 hlth ins. \$125 hlth ins. \$315 hlth ins.
(pre tax) (pre-tax) (post-tax)
- \$50 union dues \$250/mo. child care \$1,215 mortgage int.
- \$225 other c/s (no pro-rate) \$275/mo. property tax
(3rd CP-not A or B)
- Your ruling as to monthly guideline child support? (Assume no deviation issues raised)

HYP0 #3 RESULTS

- **Father net income:**
 - County "A": \$2,133
 - County "B": \$2,146
- "A" Mother net income: \$1,617
- "B" Mother net income: \$2,430
- **Child support "A": \$658**
- **Child support "B": \$671 (total)**
 - Allocated: Eldest Child: \$245
 - Youngest Child: \$426

HYP0 #4

- You're down to your *last* case on your Wednesday calendar:
- Two children – split custody. Both file HH & 2. Father has the youngest child and is receiving CalWorks and participating in the welfare to work program ; Mother has the older child, and earns \$3775/mo. (W-2). Mother also has extraordinary medical expenses of \$75/mo. Father does not see the older child at all. Mother sees the younger child 40% of the time.
- Your order? Guideline monthly child support: _____, payable from _____ to _____.
- Allocation? 1st born _____ 2nd born _____
(payable in what direction for each?)
- What if the younger child emancipates *before* older child?

HYP0 #4 RESULTS

- \$489, "net" payable from Mother to Father.
- 1st born \$137 payable Father to Mother
- 2nd born \$626 payable Mother to Father
- If the younger child emancipates early (before older child), \$0

HYP0 #5

- In the middle of your long Monday afternoon calendar two parties are seated at counsel table to present the facts in their matter...
- Your order? Guideline monthly child support: _____, payable from _____ to _____.
- Allocation (payable in what direction for each)?
1st born _____ 2nd born _____ 3rd born _____

HYP0 #5

- DAD: Your honor, my youngest son Max is living with me, he sees his mom every other weekend, every other holiday and two weeks each summer. Sam, my middle child stays with me three days each week and my eldest Jack is with me half the time. I also have my daughter Kim from my first marriage living with me full time. I would like you to give me a hardship for her.
- MOM: Its OK to give him the hardship. Kim is expensive. Adam is telling the truth about our custody and visitation arrangement, but I think they should spend more time with me. I am their mother after all and they would be better off with me. Can you change that?
- DAD: If you ask them they would want to spend all the time with me. Do you want me to get them on the phone for you? I guess not... Anyway, ever since I retired from the Marines after honorably serving my country for 20 years including 3 combat tours of duty in the middle east I started my own business and I am now clearing \$4,775 each month on the average according to my profit and loss. I receive \$1,375 from my military retirement and \$775 in VA disability, which is not taxed. I claim Kim and Max for taxes. I pay \$475 per month for health insurance after taxes.
- MOM: I don't contest any of those facts. I have a good job making \$5,500 each month salary. I claim Sam and Jack for taxes. My union dues are \$75 each month, my health insurance before taxes is \$325 per month and I contribute \$175 each month to my 401(k). My mortgage interest is \$1235 each month and I pay \$225 each month in property taxes.

HYP0 #5 RESULTS

- \$238, payable from Mother to Father
- 1st born \$79 payable from F → M
- 2nd born \$268 payable from F → M
- 3rd born \$585 payable from M → F

HYP0 #6

- The first three matters on your Thursday calendar involve the same NCP mother, two separate CP fathers and one child in foster care (father deceased). Mother has split custody with father 1 of 2 children, and 2 children with father 2 who lives in Nevada. You make the following findings:
- Mother: \$2,600, HH & 2, \$335 post-tax health ins., \$298 in mandatory retirement, \$200 child care for child in her custody
- Father #1: \$4,967, HH & 2, \$576 health ins. (pre-tax), \$300 child care, child care to be split with mother, mort. int, \$1132, prop tax \$208, 67% with eldest child, 5% with youngest child
- Father #2: \$1560, MFJ & 4, new spouse \$8760, mort. int. \$2342, prop. tax \$387, \$50 union dues, 90% time share
- 0 time share with child in foster care
- Your findings?

HYP0 #6 RESULTS

- Mother net monthly income:
#1: \$1029, #2: \$1612, #3: \$1308
- Father #1 net monthly income: \$3799
- Father #2 net monthly income: \$1268
- Children with father #1:
\$1071, total "net" payable from Father to Mother
1st born \$244 payable from Father to Mother
2nd born \$877 payable from Father to Mother
Child care: \$50 net payable from Mother to Father
- Children with father #2:
Total: \$583 payable Mother to Father:
1st born: \$218, 2nd born: \$365
- Child in foster care: \$279 with low income adjustment

WARM UP SCENARIOS

First Scenario

One child

CP Mother on public assistance (i.e. it is an "aided" case)

NCP Father earns \$15/hr. full time

Father does not see the child

No other facts (no add-ons, deductions, etc.)

What is guideline child support amount? _____

Second Scenario

Two cases are on your calendar: the first case is Scenario 1 case above (all facts same)

Second case - is identical factually to the case above – i.e. it is also an aided case and

NCP Father does not see the child in this case either, no other facts.

What is guideline child support amount for:

1st case? _____

2nd case? _____

HYPO #1

▪ Assume you make the findings below: (All amounts monthly unless otherwise noted)

▪ Timeshare with Bob (NCP):

- 10 yr. old Alice = 24%
- 5 yr. old Ted = 5%

▪ Gross monthly incomes:

- Bob: \$10,000 Self-Employed + \$3,000 non-taxable income + \$1050 interest
- Carol: \$5,000 W-2 wages + \$12,000 *annual* bonus

▪ Tax filing status:

- Father: Single & one
- Mother: Head of Household & three

▪ Other factors:

- Bob: \$2,200 mortgage interest, \$350 property tax + \$375 pre-tax health ins. + other child support of \$675
- Carol: \$95 union dues + \$575 post tax health ins. + \$275 non Roth IRA; Carol is a Texas resident
- Carol is also seeking temporary spousal support (you are sitting in Santa Clara County)

“Optimize” (“Maximize”) the results – i.e. release the exemptions (aka “Tactic 9”)

What is **maximized** guideline child support? _____ Temporary SS? _____

What is **non-maximized** guideline child support? _____ Temporary SS? _____

HYPO #2

▪ You have two cases left on your Tuesday calendar, line items 3 and 4.
Here are the facts:

▪ Both cases involve the same NCP father, but different CP mothers, each with one child only.

<u>Father (NCP):</u>	<u>Mother (line 3)</u>	<u>Mother (line 4)</u>
▪ \$4,625/mo. (W-2)	\$2,627/mo. (W-2)	\$6,375/mo. (W-2)
▪ Single 1	HH2	HH2
▪ Timeshare → → → → →	3% w/F	→ → 25% w/F
▪ \$325 hlth ins. (post-tax)	\$125 hlth ins. (pre-tax)	\$275 hlth ins. (post-tax)
▪ \$50 job related expenses	\$250/mo. Mand. Ret.	\$50 union dues
▪ \$1,125 mortgage interest		
▪ \$275/mo. property taxes		

▪ Your ruling as to monthly guideline child support? (Assume no deviation issues raised)

Line 3 _____

Line 4 _____

HYPO #3

▪ Both you in County A and a commissioner in County B (at opposite ends of the State) have a case with the same NCP, but different mothers.

▪ You initiate a telephone conference with the other commissioner to coordinate the setting of support.

▪ Partner with the person next to you and simulate that call and calculate support using the following facts:

▪ <u>Father (NCP):</u>	<u>"A" Mother (1 child)</u>	<u>"B" Mother (2 kids)</u>
▪ \$4,425/mo. (W-2)	\$1,387/mo. (W-2)	\$2,425/mo. (W-2)
▪ Single & 1	HH & 2	HH & 4 (1 child different Father)
▪ Timeshare → → →	0% w/ Father	→ → 15% w/ Father
▪ \$325 health ins. (pre-tax)	\$125 health ins. (pre-tax)	\$315 health ins. (post-tax)
▪ \$50 union dues	\$250/mo. child care	\$1,215 mortgage int.
▪ \$225 other c/s (w/3 rd CP, not A or B)	(no pro-rate)	\$275/mo. property tax

▪ Your ruling as to monthly guideline child support? (Assume no deviation issues raised)

Guideline child support in County A _____

Guideline child support in County B _____

HYPO #4

▪ You're down to your *last* case on your Wednesday calendar, line item 5.
Here are the facts:

▪ Two children – split custody. Both file HH & 2. Father has the youngest child and is receiving CalWorks (participating in the welfare to work program). Mother has the older child, and earns \$3775/mo. (W-2). Mother also has extraordinary medical expenses of \$75/mo. Father does not see the older child at all. Mother sees the younger child 40% of the time.

▪ Your order? Guideline monthly child support: _____, payable from ____ to ____.

▪ Allocation? 1st born _____ 2nd born _____ (payable in what direction for each?)

▪ What if the younger child emancipates early (before older child)?

HYPO #5

▪ In the middle of your long Monday afternoon calendar you get another split custody case for 3 children as follows:

▪ Father: \$4,775 self-employment income, plus \$775 VA disability income (non-tax), plus \$1,375 military retirement; files taxes as HH & 3 (has another natural child in his home) for which you grant a full hardship; \$475 health ins. post tax. He sees his oldest child Jack half the time, his middle child Sam 3 days per week, and has youngest child Max with him the majority of time (with M visiting per schedule below).

▪ Mother: \$5,500 W-2, files taxes as HH & 3, \$75/mo. union dues, \$325 pre-tax health ins., \$175/mo. 401(k), \$1,235 mortgage int., \$225 property tax, has eldest child Jack 50% of time, the middle child four days a week, and she visits the youngest child Max on alternate weekends, alternate holidays and two weeks each summer.

▪ Your order? Guideline monthly child support: _____, payable from _____ to _____.

▪ Allocation? 1st born ___ 2nd born ___ 3rd born ___ (payable in what direction on each?)

HYPO #6

▪The first three matters on your Tuesday calendar, line items 5, 6 & 7, involve the same **NCP mother** and two separate **CP fathers** and one child in foster care, whose father is deceased. Mother has split custody with father #1 (of their 2 children), and 2 children with father #2 who lives in Nevada. You make the following findings:

▪Mother: \$2,600 W-2 wages, HH & 2, \$335 health ins. post-tax, \$298 in mandatory retirement, she pays \$200 child care for child in her custody.

▪Father #1: \$4,967 W-2 wages, HH & 2, \$576 health ins. pre tax; he pays \$300 child care (to be split with mother – no pro-rate), \$1,132 mortgage interest, \$208 property tax, timeshare of 67% with eldest child, 5% with youngest child

▪Father #2: \$1560 W-2 wages, MFJ & 4, new spouse income of \$8760 (W-2), \$2342 mortgage interest, \$387 property tax, \$50 union dues; his timeshare is 90% for both.

▪Mother does not see the child in foster care

▪Your findings?

ANSWER SHEET

Advanced Guideline Calculation – 17th Annual AB1058 Conference- September 2013

WARM UP

Scenario #1: \$525

Scenario #2: Each case-\$420

HYPO #1

Non-Optimized: Total CS \$2,463

Bob's net income: \$9,661, Carol's net income: \$4,471

CS Allocation: Ted \$1,668, Alice \$795

Optimized: Total CS \$2,532

Bob's net income: \$9,873, Carol's net income: \$4,146

CS Allocation: Ted \$1,705, Alice \$827

HYPO#2

Child Support Line #3: \$752

Father net income \$3,076, Mother net income \$2,091

Child Support Line #4: \$231

Father net income \$2,555, Mother net income \$4,581

HYPO #3

County "A": CS \$658

Father's net income: \$2,133, Mother's net income: \$1,617

County "B": CS \$671 (total) – Allocated to eldest child: \$245, youngest child: \$426

Father's net income: \$2,146, Mother's net income: \$2,430

HYPO #4

Child Support: \$489, "net" payable Mother to Father

1st born: \$137 payable Father to Mother

2nd born: \$626 payable Mother to Father

If the younger child emancipates early (before older child), CS \$0

HYPO #5

Child Support: \$238, payable Mother to Father

1st born: \$79 payable Father to Mother

2nd born: \$268 payable Father to Mother

3rd born: \$585 payable Mother to Father

HYPO #6

Case with Father #1: Child Support \$1,071, total "net" payable Father to Mother

1st born \$244 payable F→M; 2nd born \$877 payable F→M; childcare \$50 net payable M→F

Mother's net income: \$1,029; Father's net income: \$3,799

Case with Father #2: Child Support \$583 payable Mother to Father

1st born: \$218; 2nd born \$365

Mother's net income: \$1,612; Father's net income: \$1,268

Child in Foster Care: \$279

Mother's net income: 1,308

Calculation Results Summary

Monthly Support Totals		Parent 1	Parent 2				
Monthly Child Support Amount		525.00	0.00				
Basic Child Support Amount		525.00	0.00				
Child Support Add-Ons Amount		0.00	0.00				
Child Care		0.00	0.00				
Visits/Travel Expenses		0.00	0.00				
School Expenses		0.00	0.00				
Uninsured Health Expenses		0.00	0.00				
Total Arrears Support Amount		0.00	0.00				
Temporary Spousal Support Amount (N/A)		0.00	0.00				
Monthly Tax/Income Information (Tax Year: 2013)		Parent 1	Parent 2				
Monthly Net Disposable Income		2101.00	0.00				
Monthly Taxable & Non-Taxable Gross Income		2600.00	0.00				
Monthly Taxable Gross Income		2600.00	0.00				
Monthly Non-Taxable Gross Income		0.00	0.00				
Federal Adjusted Gross Income		2600.00	0.00				
Federal Taxable Income		1788.00	0.00				
Net Income After Support		1576.00	525.00				
Federal Tax Filing Status		SINGLE	HEAD OF HOUSEHOLD				
Number of Tax Exemptions (Federal)		1	2				
State Tax Filing Status		SAME AS FEDERAL	SAME AS FEDERAL				
Number of Tax Exemptions (State)		1	2				
Federal Tax Liabilities		232.00	0.00				
State Tax Liabilities		42.00	0.00				
FICA (Social Security and/or Medicare)		199.00	0.00				
Self-Employment Tax		0.00	0.00				
CASDI		26.00	0.00				
TANF/CalWORKS		NO	NO				
Other Monthly Deduction Totals		Parent 1	Parent 2				
Child Support Paid (Other Relationships)		0.00	0.00				
Required Union Dues		0.00	0.00				
Mandatory Retirement		0.00	0.00				
Job Related Expenses & Spousal Support Other Relationship		0.00	0.00				
Health Insurance Premium		0.00	0.00				
Hardship Deduction Amount		0.00	0.00				
Hardship Deduction Children		0.0	0.0				
Extraordinary Health Expenses		0.00	0.00				
Uninsured Catastrophic Losses		0.00	0.00				
Monthly Support Amounts Per Child	% Time with Parent 1	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	0.0	0.00	525.00	525.00	0.00	0.00	0.00
Average % Time with Parent 1	0.0%	0.00	525.00	525.00	0.00	0.00	0.00

PARENT 1 is required to pay PARENT 2 \$525.00 in CURRENT SUPPORT

Total Child Support Arrears Per Child							
Child Name	Prior Period Date Range	Parent 1	Parent 1	Parent 1	Parent 2	Parent 2	Parent 2

Calculation Results Summary

Monthly Support Totals	Parent 1	Parent 2					
Monthly Child Support Amount	420.00	0.00					
Basic Child Support Amount	420.00	0.00					
Child Support Add-Ons Amount	0.00	0.00					
Child Care	0.00	0.00					
Visits/Travel Expenses	0.00	0.00					
School Expenses	0.00	0.00					
Uninsured Health Expenses	0.00	0.00					
Total Arrears Support Amount	0.00	0.00					
Temporary Spousal Support Amount (N/A)	0.00	0.00					
Monthly Tax/Income Information (Tax Year: 2013)	Parent 1	Parent 2					
Monthly Net Disposable Income	1681.00	0.00					
Monthly Taxable & Non-Taxable Gross Income	2600.00	0.00					
Monthly Taxable Gross Income	2600.00	0.00					
Monthly Non-Taxable Gross Income	0.00	0.00					
Federal Adjusted Gross Income	2600.00	0.00					
Federal Taxable Income	1788.00	0.00					
Net Income After Support	1261.00	420.00					
Federal Tax Filing Status	SINGLE	HEAD OF HOUSEHOLD					
Number of Tax Exemptions (Federal)	1	2					
State Tax Filing Status	SAME AS FEDERAL	SAME AS FEDERAL					
Number of Tax Exemptions (State)	1	2					
Federal Tax Liabilities	232.00	0.00					
State Tax Liabilities	42.00	0.00					
FICA (Social Security and/or Medicare)	199.00	0.00					
Self-Employment Tax	0.00	0.00					
CASDI	26.00	0.00					
TANF/CalWORKS	NO	NO					
Other Monthly Deduction Totals	Parent 1	Parent 2					
Child Support Paid (Other Relationships)	420.00	0.00					
Required Union Dues	0.00	0.00					
Mandatory Retirement	0.00	0.00					
Job Related Expenses & Spousal Support Other Relationship	0.00	0.00					
Health Insurance Premium	0.00	0.00					
Hardship Deduction Amount	0.00	0.00					
Hardship Deduction Children	0.0	0.0					
Extraordinary Health Expenses	0.00	0.00					
Uninsured Catastrophic Losses	0.00	0.00					
Monthly Support Amounts Per Child	% Time with Parent 1	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	0.0	0.00	420.00	420.00	0.00	0.00	0.00
Average % Time with Parent 1	0.0%	0.00	420.00	420.00	0.00	0.00	0.00

PARENT 1 is required to pay PARENT 2 \$420.00 in CURRENT SUPPORT

Total Child Support Arrears Per Child							
Child Name	Prior Period Date Range	Parent 1	Parent 1	Parent 1	Parent 2	Parent 2	Parent 2

Calculation Results Summary

Monthly Support Totals	Parent 1	Parent 2					
Monthly Child Support Amount	2463.00	0.00					
Basic Child Support Amount	2463.00	0.00					
Child Support Add-Ons Amount	0.00	0.00					
Child Care	0.00	0.00					
Visits/Travel Expenses	0.00	0.00					
School Expenses	0.00	0.00					
Uninsured Health Expenses	0.00	0.00					
Total Arrears Support Amount	0.00	0.00					
Temporary Spousal Support Amount (Santa Clara Formula)	1595.00	0.00					
Monthly Tax/Income Information (Tax Year: 2013)	Parent 1	Parent 2					
Monthly Net Disposable Income	9661.00	4471.00					
Monthly Taxable & Non-Taxable Gross Income	14050.00	6000.00					
Monthly Taxable Gross Income	10675.00	5725.00					
Monthly Non-Taxable Gross Income	3000.00	0.00					
Federal Adjusted Gross Income	9969.00	5725.00					
Federal Taxable Income	7102.00	4050.00					
Net Income After Support	7198.00	6934.00					
Federal Tax Filing Status	SINGLE	HEAD OF HOUSEHOLD					
Number of Tax Exemptions (Federal)	1	3					
State Tax Filing Status	SAME AS FEDERAL						
Number of Tax Exemptions (State)	1	0					
Federal Tax Liabilities	1445.00	400.00					
State Tax Liabilities	482.00	0.00					
FICA (Social Security and/or Medicare)	0.00	459.00					
Self-Employment Tax	1413.00	0.00					
CASDI	0.00	0.00					
TANF/CalWORKS	NO	NO					
Other Monthly Deduction Totals	Parent 1	Parent 2					
Child Support Paid (Other Relationships)	675.00	0.00					
Required Union Dues	0.00	95.00					
Mandatory Retirement	0.00	0.00					
Job Related Expenses & Spousal Support Other Relationship	0.00	0.00					
Health Insurance Premium	375.00	575.00					
Hardship Deduction Amount	0.00	0.00					
Hardship Deduction Children	0.0	0.0					
Extraordinary Health Expenses	0.00	0.00					
Uninsured Catastrophic Losses	0.00	0.00					
Monthly Support Amounts Per Child	% Time with Parent 1	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	24.0	0.00	795.00	795.00	0.00	0.00	0.00
SECOND-BORN	5.0	0.00	1668.00	1668.00	0.00	0.00	0.00
Average % Time with Parent 1	15.0%	0.00	2463.00	2463.00	0.00	0.00	0.00

PARENT 1 is required to pay PARENT 2 \$2463.00 in CURRENT SUPPORT

Total Child Support Arrears Per Child

Child Name	Prior Period Date Range	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
SECOND-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00

Guideline Calculation Results Detail

Tax Settings Information		Parent 1	Parent 2
Federal Tax Settings			
Include Self-Employment Taxes		YES	YES
Include FICA (Social Security and Medicare)		YES	YES
Include Medicare		YES	YES
Include Advanced Earned Income Credit		YES	YES
Number of Children for Child Care Credits		0	2
Number of Children for Earned Income Credits		0	2
Number of Children for Child Tax Credits		0	2
Parent is Blind		NO	NO
Parent is 65 or Older		NO	NO
New Spouse is Blind		NO	NO
New Spouse is 65 or Older		NO	NO
Married Filing Separately, Lived with Spouse Part of the Year		YES	YES
State Tax Settings			
Include California State Income Taxes		YES	NO
California State Disability Insurance		YES	NO
Dependency Credit for Dependent Parent(s)		NO	NO
Joint Custody Head of Household Credit		NO	NO
California Renter's Credit		NO	NO
Number of Children for Child Tax Credits		0	0
Include Other State Income Taxes		NO	YES
Other State Tax Rate		%	0.0%
Other State Tax Amount			
Deduction type when Parent 1 and Parent 2 are Married Filing Separately			

Monthly Income Information		Parent 1	Parent 2
Wages/Salary		0.00	6000.00
Parent 1: Based on earned income: \$0.00 MONTHLY			
Parent 2: Based on earned income: \$6000.00 MONTHLY			
Self-Employment Income		10000.00	0.00
Unemployment Compensation		0.00	0.00
Disability (Taxable)		0.00	0.00
Total Other Taxable Income		1050.00	0.00
Social Security Income (Taxable)		0.00	0.00
Other Income (Retirement, Annuity, SS Other Rel,		0.00	0.00

Operating Losses, etc)		
Short-Term Capital Gains	0.00	0.00
Long-Term Capital Gains	0.00	0.00
Line 4e from IRS Form 4952	0.00	0.00
Unrecaptured Section 1250 Gains	0.00	0.00
Nonqualified Dividends	0.00	0.00
Qualified Dividends	0.00	0.00
Interest Received	1050.00	0.00
Royalties	0.00	0.00
Rental Income	0.00	0.00
Other Taxable Income Adjustments	0.00	0.00
Total Other Non-Taxable Income	3000.00	0.00
Other Non-Taxable Income	3000.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Tax Exempt Interest	0.00	0.00
Disability	0.00	0.00
Worker's Compensation	0.00	0.00
Public Assistance and Child Support Received	0.00	0.00
Public Assistance	0.00	0.00
Child Support Received	0.00	0.00
New Spouse Income & Deductions		
Wages/Salary	0.00	0.00
Self-Employment Income	0.00	0.00
Social Security Income (Taxable)	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Other Taxable Income	0.00	0.00
Spousal Support Paid Other Marriage	0.00	0.00
Retirement Contribution if Adjustments to Income	0.00	0.00
Required Union Dues	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00

Monthly Deduction Information		
	Parent 1	Parent 2
Child Support Paid (Other Relationships)	675.00	0.00
Spousal Support Paid This Relationship	0.00	0.00
Property Tax	350.00	0.00
Mortgage Interest	2200.00	0.00
Other Itemized Deductions	0.00	0.00
Other Medical Expenses	0.00	0.00
Deductable Interest Expenses	0.00	0.00
Contribution Deduction	0.00	0.00
Miscellaneous Itemized	0.00	0.00
Required Union Dues	0.00	95.00
Total Health Insurance Premium	375.00	575.00
Health Insurance (Pre-Tax)	375.00	0.00
Health Insurance (Post-Tax)	0.00	575.00
Wage Deduction (Pre-Tax)	0.00	0.00
Wage Deduction (Post-Tax)	0.00	0.00
Retirement Contributions	0.00	275.00

Mandatory Retirement (Tax-Deferred)	0.00	0.00
Mandatory Retirement (Non-Tax-Deferred)	0.00	0.00
Voluntary Retirement (Tax-Deferred)	0.00	275.00
Other Guideline Deductions	0.00	0.00
Spousal/Other Partner Support Paid Other Relationship	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00
State Adjustments		
State Adjustments to Income	0.00	0.00
State Adjustments to Itemized Deductions	0.00	0.00
Monthly Hardship Deduction		
Hardship Deduction Amount	0.00	0.00
Hardship Deduction Children	0.0	0.0
Hardship Deduction Expenses		
Extraordinary Health Expenses	0.00	0.00
Uninsured Catastrophic Losses	0.00	0.00
Other Tax Deductions	0.00	0.00
Adjustments to Income	0.00	0.00
Other Discretionary Deductions	0.00	0.00
Alternative Minimum Tax Information		
Certain Interest on Home Mortgage	0.00	0.00
Investment Interest	0.00	0.00
Post-1986 Depreciation	0.00	0.00
Adjusted Gain or Loss	0.00	0.00
Incentive Stock Options	0.00	0.00
Passive Activities	0.00	0.00
Estates and Trusts, Schedule K-1	0.00	0.00
Tax Exempt Interest From Private Activity Bond	0.00	0.00
Other Preferences	0.00	0.00
Alternative Minimum Tax Operating Loss Deduction	0.00	0.00

Calculation Results Summary

Monthly Support Totals	Parent 1	Parent 2					
Monthly Child Support Amount	2532.00	0.00					
Basic Child Support Amount	2532.00	0.00					
Child Support Add-Ons Amount	0.00	0.00					
Child Care	0.00	0.00					
Visits/Travel Expenses	0.00	0.00					
School Expenses	0.00	0.00					
Uninsured Health Expenses	0.00	0.00					
Total Arrears Support Amount	0.00	0.00					
Temporary Spousal Support Amount (Santa Clara Formula)	1823.00	0.00					
Monthly Tax/Income Information (Tax Year: 2013)	Parent 1	Parent 2					
Monthly Net Disposable Income	9873.00	4146.00					
Monthly Taxable & Non-Taxable Gross Income	14050.00	6000.00					
Monthly Taxable Gross Income	10675.00	5725.00					
Monthly Non-Taxable Gross Income	3000.00	0.00					
Federal Adjusted Gross Income	9969.00	5725.00					
Federal Taxable Income	6469.00	4683.00					
Net Income After Support	7341.00	6678.00					
Federal Tax Filing Status	SINGLE	HEAD OF HOUSEHOLD					
Number of Tax Exemptions (Federal)	3	1					
State Tax Filing Status	SAME AS FEDERAL						
Number of Tax Exemptions (State)	3	0					
Federal Tax Liabilities	1286.00	725.00					
State Tax Liabilities	428.00	0.00					
FICA (Social Security and/or Medicare)	0.00	459.00					
Self-Employment Tax	1413.00	0.00					
CASDI	0.00	0.00					
TANF/CalWORKS	NO	NO					
Other Monthly Deduction Totals	Parent 1	Parent 2					
Child Support Paid (Other Relationships)	675.00	0.00					
Required Union Dues	0.00	95.00					
Mandatory Retirement	0.00	0.00					
Job Related Expenses & Spousal Support Other Relationship	0.00	0.00					
Health Insurance Premium	375.00	575.00					
Hardship Deduction Amount	0.00	0.00					
Hardship Deduction Children	0.0	0.0					
Extraordinary Health Expenses	0.00	0.00					
Uninsured Catastrophic Losses	0.00	0.00					
Monthly Support Amounts Per Child	% Time with Parent 1	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	24.0	0.00	827.00	827.00	0.00	0.00	0.00
SECOND-BORN	5.0	0.00	1705.00	1705.00	0.00	0.00	0.00
Average % Time with Parent 1	15.0%	0.00	2532.00	2532.00	0.00	0.00	0.00

PARENT 1 is required to pay PARENT 2 \$2532.00 in CURRENT SUPPORT

Total Child Support Arrears Per Child

Child Name	Prior Period Date Range	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
SECOND-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00

Guideline Calculation Results Detail

Tax Settings Information		Parent 1	Parent 2
Federal Tax Settings			
Include Self-Employment Taxes		YES	YES
Include FICA (Social Security and Medicare)		YES	YES
Include Medicare		YES	YES
Include Advanced Earned Income Credit		YES	YES
Number of Children for Child Care Credits		0	2
Number of Children for Earned Income Credits		0	2
Number of Children for Child Tax Credits		2	0
Parent is Blind		NO	NO
Parent is 65 or Older		NO	NO
New Spouse is Blind		NO	NO
New Spouse is 65 or Older		NO	NO
Married Filing Separately, Lived with Spouse Part of the Year		YES	YES
State Tax Settings			
Include California State Income Taxes		YES	NO
California State Disability Insurance		YES	NO
Dependency Credit for Dependent Parent(s)		NO	NO
Joint Custody Head of Household Credit		NO	NO
California Renter's Credit		NO	NO
Number of Children for Child Tax Credits		0	0
Include Other State Income Taxes		NO	YES
Other State Tax Rate		%	0.0%
Other State Tax Amount			
Deduction type when Parent 1 and Parent 2 are Married Filing Separately			

Monthly Income Information		Parent 1	Parent 2
Wages/Salary		0.00	6000.00
Parent 1: Based on earned income: \$0.00 MONTHLY			
Parent 2: Based on earned income: \$6000.00 MONTHLY			
Self-Employment Income		10000.00	0.00
Unemployment Compensation		0.00	0.00
Disability (Taxable)		0.00	0.00
Total Other Taxable Income		1050.00	0.00
Social Security Income (Taxable)		0.00	0.00
Other Income (Retirement, Annuity, SS Other Rel,		0.00	0.00

Operating Losses, etc)		
Short-Term Capital Gains	0.00	0.00
Long-Term Capital Gains	0.00	0.00
Line 4e from IRS Form 4952	0.00	0.00
Unrecaptured Section 1250 Gains	0.00	0.00
Nonqualified Dividends	0.00	0.00
Qualified Dividends	0.00	0.00
Interest Received	1050.00	0.00
Royalties	0.00	0.00
Rental Income	0.00	0.00
Other Taxable Income Adjustments	0.00	0.00
Total Other Non-Taxable Income	3000.00	0.00
Other Non-Taxable Income	3000.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Tax Exempt Interest	0.00	0.00
Disability	0.00	0.00
Worker's Compensation	0.00	0.00
Public Assistance and Child Support Received	0.00	0.00
Public Assistance	0.00	0.00
Child Support Received	0.00	0.00
New Spouse Income & Deductions		
Wages/Salary	0.00	0.00
Self-Employment Income	0.00	0.00
Social Security Income (Taxable)	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Other Taxable Income	0.00	0.00
Spousal Support Paid Other Marriage	0.00	0.00
Retirement Contribution if Adjustments to Income	0.00	0.00
Required Union Dues	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00

Monthly Deduction Information		
	Parent 1	Parent 2
Child Support Paid (Other Relationships)	675.00	0.00
Spousal Support Paid This Relationship	0.00	0.00
Property Tax	350.00	0.00
Mortgage Interest	2200.00	0.00
Other Itemized Deductions	0.00	0.00
Other Medical Expenses	0.00	0.00
Deductable Interest Expenses	0.00	0.00
Contribution Deduction	0.00	0.00
Miscellaneous Itemized	0.00	0.00
Required Union Dues	0.00	95.00
Total Health Insurance Premium	375.00	575.00
Health Insurance (Pre-Tax)	375.00	0.00
Health Insurance (Post-Tax)	0.00	575.00
Wage Deduction (Pre-Tax)	0.00	0.00
Wage Deduction (Post-Tax)	0.00	0.00
Retirement Contributions	0.00	275.00

Mandatory Retirement (Tax-Deferred)	0.00	0.00
Mandatory Retirement (Non-Tax-Deferred)	0.00	0.00
Voluntary Retirement (Tax-Deferred)	0.00	275.00
Other Guideline Deductions	0.00	0.00
Spousal/Other Partner Support Paid Other Relationship	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00
State Adjustments		
State Adjustments to Income	0.00	0.00
State Adjustments to Itemized Deductions	0.00	0.00
Monthly Hardship Deduction		
Hardship Deduction Amount	0.00	0.00
Hardship Deduction Children	0.0	0.0
Hardship Deduction Expenses		
Extraordinary Health Expenses	0.00	0.00
Uninsured Catastrophic Losses	0.00	0.00
Other Tax Deductions	0.00	0.00
Adjustments to Income	0.00	0.00
Other Discretionary Deductions	0.00	0.00
Alternative Minimum Tax Information		
Certain Interest on Home Mortgage	0.00	0.00
Investment Interest	0.00	0.00
Post-1986 Depreciation	0.00	0.00
Adjusted Gain or Loss	0.00	0.00
Incentive Stock Options	0.00	0.00
Passive Activities	0.00	0.00
Estates and Trusts, Schedule K-1	0.00	0.00
Tax Exempt Interest From Private Activity Bond	0.00	0.00
Other Preferences	0.00	0.00
Alternative Minimum Tax Operating Loss Deduction	0.00	0.00

Calculation Results Summary

Monthly Support Totals	Parent 1	Parent 2					
Monthly Child Support Amount	752.00	0.00					
Basic Child Support Amount	752.00	0.00					
Child Support Add-Ons Amount	0.00	0.00					
Child Care	0.00	0.00					
Visits/Travel Expenses	0.00	0.00					
School Expenses	0.00	0.00					
Uninsured Health Expenses	0.00	0.00					
Total Arrears Support Amount	0.00	0.00					
Temporary Spousal Support Amount (N/A)	0.00	0.00					
Monthly Tax/Income Information (Tax Year: 2013)	Parent 1	Parent 2					
Monthly Net Disposable Income	3076.00	2091.00					
Monthly Taxable & Non-Taxable Gross Income	4625.00	2627.00					
Monthly Taxable Gross Income	4625.00	2252.00					
Monthly Non-Taxable Gross Income	0.00	0.00					
Federal Adjusted Gross Income	4625.00	2252.00					
Federal Taxable Income	2862.00	894.00					
Net Income After Support	2324.00	2843.00					
Federal Tax Filing Status	SINGLE	HEAD OF HOUSEHOLD					
Number of Tax Exemptions (Federal)	1	2					
State Tax Filing Status	SAME AS FEDERAL	SAME AS FEDERAL					
Number of Tax Exemptions (State)	1	2					
Federal Tax Liabilities	393.00	-66.00					
State Tax Liabilities	100.00	0.00					
FICA (Social Security and/or Medicare)	354.00	201.00					
Self-Employment Tax	0.00	0.00					
CASDI	46.00	26.00					
TANF/CalWORKS	NO	NO					
Other Monthly Deduction Totals	Parent 1	Parent 2					
Child Support Paid (Other Relationships)	231.00	0.00					
Required Union Dues	0.00	0.00					
Mandatory Retirement	0.00	250.00					
Job Related Expenses & Spousal Support Other Relationship	50.00	0.00					
Health Insurance Premium	375.00	125.00					
Hardship Deduction Amount	0.00	0.00					
Hardship Deduction Children	0.0	0.0					
Extraordinary Health Expenses	0.00	0.00					
Uninsured Catastrophic Losses	0.00	0.00					
Monthly Support Amounts Per Child	% Time with Parent 1	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	3.0	0.00	752.00	752.00	0.00	0.00	0.00
Average % Time with Parent 1	3.0%	0.00	752.00	752.00	0.00	0.00	0.00

PARENT 1 is required to pay PARENT 2 \$752.00 in CURRENT SUPPORT

Total Child Support Arrears Per Child							
Child Name	Prior Period Date Range	Parent 1	Parent 1	Parent 1	Parent 2	Parent 2	Parent 2

		Add-Ons	Support	Total	Add-Ons	Support	Total
FIRST-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00

Guideline Calculation Results Detail

Tax Settings Information		Parent 1	Parent 2
Federal Tax Settings			
Include Self-Employment Taxes		YES	YES
Include FICA (Social Security and Medicare)		YES	YES
Include Medicare		YES	YES
Include Advanced Earned Income Credit		YES	YES
Number of Children for Child Care Credits		0	1
Number of Children for Earned Income Credits		0	1
Number of Children for Child Tax Credits		0	1
Parent is Blind		NO	NO
Parent is 65 or Older		NO	NO
New Spouse is Blind		NO	NO
New Spouse is 65 or Older		NO	NO
Married Filing Separately, Lived with Spouse Part of the Year		YES	YES
State Tax Settings			
Include California State Income Taxes		YES	YES
California State Disability Insurance		YES	YES
Dependency Credit for Dependent Parent(s)		NO	NO
Joint Custody Head of Household Credit		NO	NO
California Renter's Credit		NO	YES
Number of Children for Child Tax Credits		0	1
Include Other State Income Taxes		NO	NO
Other State Tax Rate		%	%
Other State Tax Amount			
Deduction type when Parent 1 and Parent 2 are Married Filing Separately			

Monthly Income Information		Parent 1	Parent 2
Wages/Salary		4625.00	2627.00
Parent 1: Based on earned income: \$4625.00 MONTHLY			
Parent 2: Based on earned income: \$2627.00 MONTHLY			
Self-Employment Income		0.00	0.00
Unemployment Compensation		0.00	0.00
Disability (Taxable)		0.00	0.00
Total Other Taxable Income		0.00	0.00
Social Security Income (Taxable)		0.00	0.00
Other Income (Retirement, Annuity, SS Other Rel, Operating Losses, etc)		0.00	0.00
Short-Term Capital Gains		0.00	0.00

Long-Term Capital Gains	0.00	0.00
Line 4e from IRS Form 4952	0.00	0.00
Unrecaptured Section 1250 Gains	0.00	0.00
Nonqualified Dividends	0.00	0.00
Qualified Dividends	0.00	0.00
Interest Received	0.00	0.00
Royalties	0.00	0.00
Rental Income	0.00	0.00
Other Taxable Income Adjustments	0.00	0.00
Total Other Non-Taxable Income	0.00	0.00
Other Non-Taxable Income	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Tax Exempt Interest	0.00	0.00
Disability	0.00	0.00
Worker's Compensation	0.00	0.00
Public Assistance and Child Support Received	0.00	0.00
Public Assistance	0.00	0.00
Child Support Received	0.00	0.00
New Spouse Income & Deductions		
Wages/Salary	0.00	0.00
Self-Employment Income	0.00	0.00
Social Security Income (Taxable)	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Other Taxable Income	0.00	0.00
Spousal Support Paid Other Marriage	0.00	0.00
Retirement Contribution if Adjustments to Income	0.00	0.00
Required Union Dues	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00

Monthly Deduction Information		
	Parent 1	Parent 2
Child Support Paid (Other Relationships)	231.00	0.00
Spousal Support Paid This Relationship	0.00	0.00
Property Tax	275.00	0.00
Mortgage Interest	1125.00	0.00
Other Itemized Deductions	0.00	0.00
Other Medical Expenses	0.00	0.00
Deductable Interest Expenses	0.00	0.00
Contribution Deduction	0.00	0.00
Miscellaneous Itemized	0.00	0.00
Required Union Dues	0.00	0.00
Total Health Insurance Premium	375.00	125.00
Health Insurance (Pre-Tax)	0.00	125.00
Health Insurance (Post-Tax)	375.00	0.00
Wage Deduction (Pre-Tax)	0.00	0.00
Wage Deduction (Post-Tax)	0.00	0.00
Retirement Contributions	0.00	250.00
Mandatory Retirement (Tax-Deferred)	0.00	250.00
Mandatory Retirement (Non-Tax-Deferred)	0.00	0.00

Voluntary Retirement (Tax-Deferred) . .	0.00	0.00
Other Guideline Deductions	50.00	0.00
Spousal/Other Partner Support Paid Other Relationship	0.00	0.00
Necessary Job-Related Expenses	50.00	0.00
State Adjustments		
State Adjustments to Income	0.00	0.00
State Adjustments to Itemized Deductions	0.00	0.00
Monthly Hardship Deduction		
Hardship Deduction Amount	0.00	0.00
Hardship Deduction Children	0.0	0.0
Hardship Deduction Expenses		
Extraordinary Health Expenses	0.00	0.00
Uninsured Catastrophic Losses	0.00	0.00
Other Tax Deductions	0.00	0.00
Adjustments to Income	0.00	0.00
Other Discretionary Deductions	0.00	0.00
Alternative Minimum Tax Information		
Certain Interest on Home Mortgage	0.00	0.00
Investment Interest	0.00	0.00
Post-1986 Depreciation	0.00	0.00
Adjusted Gain or Loss	0.00	0.00
Incentive Stock Options	0.00	0.00
Passive Activities	0.00	0.00
Estates and Trusts, Schedule K-1	0.00	0.00
Tax Exempt Interest From Private Activity Bond	0.00	0.00
Other Preferences	0.00	0.00
Alternative Minimum Tax Operating Loss Deduction	0.00	0.00

Calculation Results Summary

Monthly Support Totals	Parent 1	Parent 2					
Monthly Child Support Amount	231.00	0.00					
Basic Child Support Amount	231.00	0.00					
Child Support Add-Ons Amount	0.00	0.00					
Child Care	0.00	0.00					
Visits/Travel Expenses	0.00	0.00					
School Expenses	0.00	0.00					
Uninsured Health Expenses	0.00	0.00					
Total Arrears Support Amount	0.00	0.00					
Temporary Spousal Support Amount (N/A)	0.00	0.00					
Monthly Tax/Income Information (Tax Year: 2013)	Parent 1	Parent 2					
Monthly Net Disposable Income	2555.00	4581.00					
Monthly Taxable & Non-Taxable Gross Income	4625.00	6375.00					
Monthly Taxable Gross Income	4625.00	6375.00					
Monthly Non-Taxable Gross Income	0.00	0.00					
Federal Adjusted Gross Income	4625.00	6375.00					
Federal Taxable Income	2862.00	5017.00					
Net Income After Support	2324.00	4812.00					
Federal Tax Filing Status	SINGLE	HEAD OF HOUSEHOLD					
Number of Tax Exemptions (Federal)	1	2					
State Tax Filing Status	SAME AS FEDERAL	SAME AS FEDERAL					
Number of Tax Exemptions (State)	1	2					
Federal Tax Liabilities	393.00	733.00					
State Tax Liabilities	100.00	184.00					
FICA (Social Security and/or Medicare)	354.00	488.00					
Self-Employment Tax	0.00	0.00					
CASDI	46.00	64.00					
TANF/CalWORKS	NO	NO					
Other Monthly Deduction Totals	Parent 1	Parent 2					
Child Support Paid (Other Relationships)	752.00	0.00					
Required Union Dues	0.00	50.00					
Mandatory Retirement	0.00	0.00					
Job Related Expenses & Spousal Support Other Relationship	50.00	0.00					
Health Insurance Premium	375.00	275.00					
Hardship Deduction Amount	0.00	0.00					
Hardship Deduction Children	0.0	0.0					
Extraordinary Health Expenses	0.00	0.00					
Uninsured Catastrophic Losses	0.00	0.00					
Monthly Support Amounts Per Child	% Time with Parent 1	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	25.0	0.00	231.00	231.00	0.00	0.00	0.00
Average % Time with Parent 1	25.0%	0.00	231.00	231.00	0.00	0.00	0.00

PARENT 1 is required to pay PARENT 2 \$231.00 in CURRENT SUPPORT

Total Child Support Arrears Per Child							
Child Name	Prior Period Date Range	Parent 1	Parent 1	Parent 1	Parent 2	Parent 2	Parent 2

		Add-Ons	Support	Total	Add-Ons	Support	Total
FIRST-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00

Guideline Calculation Results Detail

Tax Settings Information		Parent 1	Parent 2
Federal Tax Settings			
Include Self-Employment Taxes		YES	YES
Include FICA (Social Security and Medicare)		YES	YES
Include Medicare		YES	YES
Include Advanced Earned Income Credit		YES	YES
Number of Children for Child Care Credits		0	1
Number of Children for Earned Income Credits		0	1
Number of Children for Child Tax Credits		0	1
Parent is Blind		NO	NO
Parent is 65 or Older		NO	NO
New Spouse is Blind		NO	NO
New Spouse is 65 or Older		NO	NO
Married Filing Separately, Lived with Spouse Part of the Year		YES	YES
State Tax Settings			
Include California State Income Taxes		YES	YES
California State Disability Insurance		YES	YES
Dependency Credit for Dependent Parent(s)		NO	NO
Joint Custody Head of Household Credit		NO	NO
California Renter's Credit		NO	YES
Number of Children for Child Tax Credits		0	1
Include Other State Income Taxes		NO	NO
Other State Tax Rate		%	%
Other State Tax Amount			
Deduction type when Parent 1 and Parent 2 are Married Filing Separately			

Monthly Income Information		Parent 1	Parent 2
Wages/Salary		4625.00	6375.00
Parent 1: Based on earned income: \$4625.00 MONTHLY			
Parent 2: Based on earned income: \$6375.00 MONTHLY			
Self-Employment Income		0.00	0.00
Unemployment Compensation		0.00	0.00
Disability (Taxable)		0.00	0.00
Total Other Taxable Income		0.00	0.00
Social Security Income (Taxable)		0.00	0.00
Other Income (Retirement, Annuity, SS Other Rel, Operating Losses, etc)		0.00	0.00
Short-Term Capital Gains		0.00	0.00

Long-Term Capital Gains	0.00	0.00
Line 4e from IRS Form 4952	0.00	0.00
Unrecaptured Section 1250 Gains	0.00	0.00
Nonqualified Dividends	0.00	0.00
Qualified Dividends	0.00	0.00
Interest Received	0.00	0.00
Royalties	0.00	0.00
Rental Income	0.00	0.00
Other Taxable Income Adjustments	0.00	0.00
Total Other Non-Taxable Income	0.00	0.00
Other Non-Taxable Income	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Tax Exempt Interest	0.00	0.00
Disability	0.00	0.00
Worker's Compensation	0.00	0.00
Public Assistance and Child Support Received	0.00	0.00
Public Assistance	0.00	0.00
Child Support Received	0.00	0.00
New Spouse Income & Deductions		
Wages/Salary	0.00	0.00
Self-Employment Income	0.00	0.00
Social Security Income (Taxable)	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Other Taxable Income	0.00	0.00
Spousal Support Paid Other Marriage	0.00	0.00
Retirement Contribution if Adjustments to Income	0.00	0.00
Required Union Dues	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00

Monthly Deduction Information		
	Parent 1	Parent 2
Child Support Paid (Other Relationships)	752.00	0.00
Spousal Support Paid This Relationship	0.00	0.00
Property Tax	275.00	0.00
Mortgage Interest	1125.00	0.00
Other Itemized Deductions	0.00	0.00
Other Medical Expenses	0.00	0.00
Deductable Interest Expenses	0.00	0.00
Contribution Deduction	0.00	0.00
Miscellaneous Itemized	0.00	0.00
Required Union Dues	0.00	50.00
Total Health Insurance Premium	375.00	275.00
Health Insurance (Pre-Tax)	0.00	0.00
Health Insurance (Post-Tax)	375.00	275.00
Wage Deduction (Pre-Tax)	0.00	0.00
Wage Deduction (Post-Tax)	0.00	0.00
Retirement Contributions	0.00	0.00
Mandatory Retirement (Tax-Deferred)	0.00	0.00
Mandatory Retirement (Non-Tax-Deferred)	0.00	0.00

Voluntary Retirement (Tax-Deferred)	0.00	0.00
Other Guideline Deductions	50.00	0.00
Spousal/Other Partner Support Paid Other Relationship	0.00	0.00
Necessary Job-Related Expenses	50.00	0.00
State Adjustments		
State Adjustments to Income	0.00	0.00
State Adjustments to Itemized Deductions	0.00	0.00
Monthly Hardship Deduction		
Hardship Deduction Amount	0.00	0.00
Hardship Deduction Children	0.0	0.0
Hardship Deduction Expenses		
Extraordinary Health Expenses	0.00	0.00
Uninsured Catastrophic Losses	0.00	0.00
Other Tax Deductions	0.00	0.00
Adjustments to Income	0.00	0.00
Other Discretionary Deductions	0.00	0.00
Alternative Minimum Tax Information		
Certain Interest on Home Mortgage	0.00	0.00
Investment Interest	0.00	0.00
Post-1986 Depreciation	0.00	0.00
Adjusted Gain or Loss	0.00	0.00
Incentive Stock Options	0.00	0.00
Passive Activities	0.00	0.00
Estates and Trusts, Schedule K-1	0.00	0.00
Tax Exempt Interest From Private Activity Bond	0.00	0.00
Other Preferences	0.00	0.00
Alternative Minimum Tax Operating Loss Deduction	0.00	0.00

#3 "A"

Calculation Results Summary

Monthly Support Totals	Parent 1	Parent 2					
Monthly Child Support Amount	658.00	0.00					
Basic Child Support Amount	533.00	0.00					
Child Support Add-Ons Amount	125.00	0.00					
Child Care	0.00	250.00					
Visits/Travel Expenses	0.00	0.00					
School Expenses	0.00	0.00					
Uninsured Health Expenses	0.00	0.00					
Total Arrears Support Amount	0.00	0.00					
Temporary Spousal Support Amount (N/A)	0.00	0.00					
Monthly Tax/Income Information (Tax Year: 2013)	Parent 1	Parent 2					
Monthly Net Disposable Income	2133.00	1617.00					
Monthly Taxable & Non-Taxable Gross Income	4425.00	1387.00					
Monthly Taxable Gross Income	4100.00	1262.00					
Monthly Non-Taxable Gross Income	0.00	0.00					
Federal Adjusted Gross Income	4100.00	1262.00					
Federal Taxable Income	3288.00	0.00					
Net Income After Support	1475.00	2275.00					
Federal Tax Filing Status	SINGLE	HEAD OF HOUSEHOLD					
Number of Tax Exemptions (Federal)	1	2					
State Tax Filing Status	SAME AS FEDERAL	SAME AS FEDERAL					
Number of Tax Exemptions (State)	1	2					
Federal Tax Liabilities	491.00	-432.00					
State Tax Liabilities	147.00	-42.00					
FICA (Social Security and/or Medicare)	339.00	106.00					
Self-Employment Tax	0.00	0.00					
CASDI	44.00	14.00					
TANF/CalWORKS	NO	NO					
Other Monthly Deduction Totals	Parent 1	Parent 2					
Child Support Paid (Other Relationships)	896.00	0.00					
Required Union Dues	50.00	0.00					
Mandatory Retirement	0.00	0.00					
Job Related Expenses & Spousal Support Other Relationship	0.00	0.00					
Health Insurance Premium	325.00	125.00					
Hardship Deduction Amount	0.00	0.00					
Hardship Deduction Children	0.0	0.0					
Extraordinary Health Expenses	0.00	0.00					
Uninsured Catastrophic Losses	0.00	0.00					
Monthly Support Amounts Per Child	% Time with Parent 1	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	0.0	125.00	533.00	658.00	0.00	0.00	0.00
Average % Time with Parent 1	0.0%	125.00	533.00	658.00	0.00	0.00	0.00

PARENT 1 is required to pay PARENT 2 \$658.00 in CURRENT SUPPORT

Total Child Support Arrears Per Child							
Child Name	Prior Period Date Range	Parent 1	Parent 1	Parent 1	Parent 2	Parent 2	Parent 2

		Add-Ons	Support	Total	Add-Ons	Support	Total
FIRST-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00

Guideline Calculation Results Detail

Tax Settings Information		
	Parent 1	Parent 2
Federal Tax Settings		
Include Self-Employment Taxes	YES	YES
Include FICA (Social Security and Medicare)	YES	YES
Include Medicare	YES	YES
Include Advanced Earned Income Credit	YES	YES
Number of Children for Child Care Credits	0	1
Number of Children for Earned Income Credits	0	1
Number of Children for Child Tax Credits	0	1
Parent is Blind	NO	NO
Parent is 65 or Older	NO	NO
New Spouse is Blind	NO	NO
New Spouse is 65 or Older	NO	NO
Married Filing Separately, Lived with Spouse Part of the Year	YES	YES
State Tax Settings		
Include California State Income Taxes	YES	YES
California State Disability Insurance	YES	YES
Dependency Credit for Dependent Parent(s)	NO	NO
Joint Custody Head of Household Credit	NO	NO
California Renter's Credit	YES	YES
Number of Children for Child Tax Credits	0	1
Include Other State Income Taxes	NO	NO
Other State Tax Rate	%	%
Other State Tax Amount		
Deduction type when Parent 1 and Parent 2 are Married Filing Separately		

Monthly Income Information		
	Parent 1	Parent 2
Wages/Salary	4425.00	1387.00
Parent 1: Based on earned income: \$4425.00 MONTHLY		
Parent 2: Based on earned income: \$1387.00 MONTHLY		
Self-Employment Income	0.00	0.00
Unemployment Compensation	0.00	0.00
Disability (Taxable)	0.00	0.00
Total Other Taxable Income	0.00	0.00
Social Security Income (Taxable)	0.00	0.00
Other Income (Retirement, Annuity, SS Other Rel, Operating Losses, etc)	0.00	0.00
Short-Term Capital Gains	0.00	0.00

Long-Term Capital Gains	0.00	0.00
Line 4e from IRS Form 4952	0.00	0.00
Unrecaptured Section 1250 Gains	0.00	0.00
Nonqualified Dividends	0.00	0.00
Qualified Dividends	0.00	0.00
Interest Received	0.00	0.00
Royalties	0.00	0.00
Rental Income	0.00	0.00
Other Taxable Income Adjustments	0.00	0.00
Total Other Non-Taxable Income	0.00	0.00
Other Non-Taxable Income	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Tax Exempt Interest	0.00	0.00
Disability	0.00	0.00
Worker's Compensation	0.00	0.00
Public Assistance and Child Support Received	0.00	0.00
Public Assistance	0.00	0.00
Child Support Received	0.00	0.00
New Spouse Income & Deductions		
Wages/Salary	0.00	0.00
Self-Employment Income	0.00	0.00
Social Security Income (Taxable)	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Other Taxable Income	0.00	0.00
Spousal Support Paid Other Marriage	0.00	0.00
Retirement Contribution if Adjustments to Income	0.00	0.00
Required Union Dues	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00

Monthly Deduction Information		
	Parent 1	Parent 2
Child Support Paid (Other Relationships)	896.00	0.00
Spousal Support Paid This Relationship	0.00	0.00
Property Tax	0.00	0.00
Mortgage Interest	0.00	0.00
Other Itemized Deductions	0.00	0.00
Other Medical Expenses	0.00	0.00
Deductible Interest Expenses	0.00	0.00
Contribution Deduction	0.00	0.00
Miscellaneous Itemized	0.00	0.00
Required Union Dues	50.00	0.00
Total Health Insurance Premium	325.00	125.00
Health Insurance (Pre-Tax)	325.00	125.00
Health Insurance (Post-Tax)	0.00	0.00
Wage Deduction (Pre-Tax)	0.00	0.00
Wage Deduction (Post-Tax)	0.00	0.00
Retirement Contributions	0.00	0.00
Mandatory Retirement (Tax-Deferred)	0.00	0.00
Mandatory Retirement (Non-Tax-Deferred)	0.00	0.00

Voluntary Retirement (Tax-Deferred)	0.00	0.00
Other Guideline Deductions	0.00	0.00
Spousal/Other Partner Support Paid Other Relationship	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00
State Adjustments		
State Adjustments to Income	0.00	0.00
State Adjustments to Itemized Deductions	0.00	0.00
Monthly Hardship Deduction		
Hardship Deduction Amount	0.00	0.00
Hardship Deduction Children	0.0	0.0
Hardship Deduction Expenses		
Extraordinary Health Expenses	0.00	0.00
Uninsured Catastrophic Losses	0.00	0.00
Other Tax Deductions	0.00	0.00
Adjustments to Income	0.00	0.00
Other Discretionary Deductions	0.00	0.00
Alternative Minimum Tax Information		
Certain Interest on Home Mortgage	0.00	0.00
Investment Interest	0.00	0.00
Post-1986 Depreciation	0.00	0.00
Adjusted Gain or Loss	0.00	0.00
Incentive Stock Options	0.00	0.00
Passive Activities	0.00	0.00
Estates and Trusts, Schedule K-1	0.00	0.00
Tax Exempt Interest From Private Activity Bond	0.00	0.00
Other Preferences	0.00	0.00
Alternative Minimum Tax Operating Loss Deduction	0.00	0.00

Calculation Results Summary

Monthly Support Totals		Parent 1	Parent 2				
Monthly Child Support Amount		671.00	0.00				
Basic Child Support Amount		671.00	0.00				
Child Support Add-Ons Amount		0.00	0.00				
Child Care		0.00	0.00				
Visits/Travel Expenses		0.00	0.00				
School Expenses		0.00	0.00				
Uninsured Health Expenses		0.00	0.00				
Total Arrears Support Amount		0.00	0.00				
Temporary Spousal Support Amount (N/A)		0.00	0.00				
Monthly Tax/Income Information (Tax Year: 2013)		Parent 1	Parent 2				
Monthly Net Disposable Income		2146.00	2430.00				
Monthly Taxable & Non-Taxable Gross Income		4425.00	2425.00				
Monthly Taxable Gross Income		4100.00	2425.00				
Monthly Non-Taxable Gross Income		0.00	0.00				
Federal Adjusted Gross Income		4100.00	2425.00				
Federal Taxable Income		3288.00	0.00				
Net Income After Support		1475.00	3101.00				
Federal Tax Filing Status		SINGLE	HEAD OF HOUSEHOLD				
Number of Tax Exemptions (Federal)		1	4				
State Tax Filing Status		SAME AS FEDERAL	SAME AS FEDERAL				
Number of Tax Exemptions (State)		1	4				
Federal Tax Liabilities		491.00	-530.00				
State Tax Liabilities		147.00	0.00				
FICA (Social Security and/or Medicare)		339.00	186.00				
Self-Employment Tax		0.00	0.00				
CASDI		44.00	24.00				
TANF/CalWORKS		NO	NO				
Other Monthly Deduction Totals		Parent 1	Parent 2				
Child Support Paid (Other Relationships)		883.00	0.00				
Required Union Dues		50.00	0.00				
Mandatory Retirement		0.00	0.00				
Job Related Expenses & Spousal Support Other Relationship		0.00	0.00				
Health Insurance Premium		325.00	315.00				
Hardship Deduction Amount		0.00	0.00				
Hardship Deduction Children		0.0	0.0				
Extraordinary Health Expenses		0.00	0.00				
Uninsured Catastrophic Losses		0.00	0.00				
Monthly Support Amounts Per Child	% Time with Parent 1	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	15.0	0.00	245.00	245.00	0.00	0.00	0.00
SECOND-BORN	15.0	0.00	426.00	426.00	0.00	0.00	0.00
Average % Time with Parent 1	15.0%	0.00	671.00	671.00	0.00	0.00	0.00

PARENT 1 is required to pay PARENT 2 \$671.00 in CURRENT SUPPORT

Total Child Support Arrears Per Child

Child Name	Prior Period Date Range	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
SECOND-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00

Guideline Calculation Results Detail

Tax Settings Information		Parent 1	Parent 2
Federal Tax Settings			
Include Self-Employment Taxes		YES	YES
Include FICA (Social Security and Medicare)		YES	YES
Include Medicare		YES	YES
Include Advanced Earned Income Credit		YES	YES
Number of Children for Child Care Credits		0	3
Number of Children for Earned Income Credits		0	3
Number of Children for Child Tax Credits		0	3
Parent is Blind		NO	NO
Parent is 65 or Older		NO	NO
New Spouse is Blind		NO	NO
New Spouse is 65 or Older		NO	NO
Married Filing Separately, Lived with Spouse Part of the Year		YES	YES
State Tax Settings			
Include California State Income Taxes		YES	YES
California State Disability Insurance		YES	YES
Dependency Credit for Dependent Parent(s)		NO	NO
Joint Custody Head of Household Credit		NO	NO
California Renter's Credit		YES	NO
Number of Children for Child Tax Credits		0	2
Include Other State Income Taxes		NO	NO
Other State Tax Rate		%	%
Other State Tax Amount			
Deduction type when Parent 1 and Parent 2 are Married Filing Separately			

Monthly Income Information		Parent 1	Parent 2
Wages/Salary		4425.00	2425.00
Parent 1: Based on earned income: \$4425.00 MONTHLY			
Parent 2: Based on earned income: \$2425.00 MONTHLY			
Self-Employment Income		0.00	0.00
Unemployment Compensation		0.00	0.00
Disability (Taxable)		0.00	0.00
Total Other Taxable Income		0.00	0.00
Social Security Income (Taxable)		0.00	0.00
Other Income (Retirement, Annuity, SS Other Rel,		0.00	0.00

Operating Losses, etc)		
Short-Term Capital Gains	0.00	0.00
Long-Term Capital Gains	0.00	0.00
Line 4e from IRS Form 4952	0.00	0.00
Unrecaptured Section 1250 Gains	0.00	0.00
Nonqualified Dividends	0.00	0.00
Qualified Dividends	0.00	0.00
Interest Received	0.00	0.00
Royalties	0.00	0.00
Rental Income	0.00	0.00
Other Taxable Income Adjustments	0.00	0.00
Total Other Non-Taxable Income	0.00	0.00
Other Non-Taxable Income	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Tax Exempt Interest	0.00	0.00
Disability	0.00	0.00
Worker's Compensation	0.00	0.00
Public Assistance and Child Support Received	0.00	0.00
Public Assistance	0.00	0.00
Child Support Received	0.00	0.00
New Spouse Income & Deductions		
Wages/Salary	0.00	0.00
Self-Employment Income	0.00	0.00
Social Security Income (Taxable)	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Other Taxable Income	0.00	0.00
Spousal Support Paid Other Marriage	0.00	0.00
Retirement Contribution if Adjustments to Income	0.00	0.00
Required Union Dues	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00

Monthly Deduction Information		
	Parent 1	Parent 2
Child Support Paid (Other Relationships)	883.00	0.00
Spousal Support Paid This Relationship	0.00	0.00
Property Tax	0.00	275.00
Mortgage Interest	0.00	1215.00
Other Itemized Deductions	0.00	0.00
Other Medical Expenses	0.00	0.00
Deductable Interest Expenses	0.00	0.00
Contribution Deduction	0.00	0.00
Miscellaneous Itemized	0.00	0.00
Required Union Dues	50.00	0.00
Total Health Insurance Premium	325.00	315.00
Health Insurance (Pre-Tax)	325.00	0.00
Health Insurance (Post-Tax)	0.00	315.00
Wage Deduction (Pre-Tax)	0.00	0.00
Wage Deduction (Post-Tax)	0.00	0.00
Retirement Contributions	0.00	0.00

Mandatory Retirement (Tax-Deferred)	0.00	0.00
Mandatory Retirement (Non-Tax-Deferred)	0.00	0.00
Voluntary Retirement (Tax-Deferred)	0.00	0.00
Other Guideline Deductions	0.00	0.00
Spousal/Other Partner Support Paid Other Relationship	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00
State Adjustments		
State Adjustments to Income	0.00	0.00
State Adjustments to Itemized Deductions	0.00	0.00
Monthly Hardship Deduction		
Hardship Deduction Amount	0.00	0.00
Hardship Deduction Children	0.0	0.0
Hardship Deduction Expenses		
Extraordinary Health Expenses	0.00	0.00
Uninsured Catastrophic Losses	0.00	0.00
Other Tax Deductions	0.00	0.00
Adjustments to Income	0.00	0.00
Other Discretionary Deductions	0.00	0.00
Alternative Minimum Tax Information		
Certain Interest on Home Mortgage	0.00	0.00
Investment Interest	0.00	0.00
Post-1986 Depreciation	0.00	0.00
Adjusted Gain or Loss	0.00	0.00
Incentive Stock Options	0.00	0.00
Passive Activities	0.00	0.00
Estates and Trusts, Schedule K-1	0.00	0.00
Tax Exempt Interest From Private Activity Bond	0.00	0.00
Other Preferences	0.00	0.00
Alternative Minimum Tax Operating Loss Deduction	0.00	0.00

#4

split
custody

Calculation Results Summary

Monthly Support Totals		Parent 1	Parent 2				
Monthly Child Support Amount		0.00	489.00				
Basic Child Support Amount		0.00	489.00				
Child Support Add-Ons Amount		0.00	0.00				
Child Care		0.00	0.00				
Visits/Travel Expenses		0.00	0.00				
School Expenses		0.00	0.00				
Uninsured Health Expenses		0.00	0.00				
Total Arrears Support Amount		0.00	0.00				
Temporary Spousal Support Amount (N/A)		0.00	0.00				
Monthly Tax/Income Information (Tax Year: 2013)		Parent 1	Parent 2				
Monthly Net Disposable Income		0.00	3137.00				
Monthly Taxable & Non-Taxable Gross Income		0.00	3775.00				
Monthly Taxable Gross Income		0.00	3775.00				
Monthly Non-Taxable Gross Income		0.00	0.00				
Federal Adjusted Gross Income		0.00	3775.00				
Federal Taxable Income		0.00	2417.00				
Net Income After Support		489.00	2648.00				
Federal Tax Filing Status		HEAD OF HOUSEHOLD	HEAD OF HOUSEHOLD				
Number of Tax Exemptions (Federal)		2	2				
State Tax Filing Status		SAME AS FEDERAL	SAME AS FEDERAL				
Number of Tax Exemptions (State)		2	2				
Federal Tax Liabilities		0.00	228.00				
State Tax Liabilities		0.00	9.00				
FICA (Social Security and/or Medicare)		0.00	289.00				
Self-Employment Tax		0.00	0.00				
CASDI		0.00	38.00				
TANF/CalWORKS		NO	NO				
Other Monthly Deduction Totals		Parent 1	Parent 2				
Child Support Paid (Other Relationships)		0.00	0.00				
Required Union Dues		0.00	0.00				
Mandatory Retirement		0.00	0.00				
Job Related Expenses & Spousal Support Other Relationship		0.00	0.00				
Health Insurance Premium		0.00	0.00				
Hardship Deduction Amount		0.00	0.00				
Hardship Deduction Children		0.0	0.0				
Extraordinary Health Expenses		0.00	75.00				
Uninsured Catastrophic Losses		0.00	0.00				
Monthly Support Amounts Per Child	% Time with Parent 1	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	0.0	0.00	137.00	137.00	0.00	0.00	0.00
SECOND-BORN	60.0	0.00	0.00	0.00	0.00	626.00	626.00
Average % Time with Parent 1	30.0%	0.00	137.00	137.00	0.00	626.00	626.00

PARENT 2 is required to pay PARENT 1 \$489.00 in CURRENT SUPPORT

Total Child Support Arrears Per Child

Child Name	Prior Period Date Range	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
SECOND-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00

Guideline Calculation Results Detail

Tax Settings Information		Parent 1	Parent 2
Federal Tax Settings			
Include Self-Employment Taxes		YES	YES
Include FICA (Social Security and Medicare)		YES	YES
Include Medicare		YES	YES
Include Advanced Earned Income Credit		YES	YES
Number of Children for Child Care Credits		1	1
Number of Children for Earned Income Credits		1	1
Number of Children for Child Tax Credits		1	1
Parent is Blind		NO	NO
Parent is 65 or Older		NO	NO
New Spouse is Blind		NO	NO
New Spouse is 65 or Older		NO	NO
Married Filing Separately, Lived with Spouse Part of the Year		YES	YES
State Tax Settings			
Include California State Income Taxes		YES	YES
California State Disability Insurance		YES	YES
Dependency Credit for Dependent Parent(s)		NO	NO
Joint Custody Head of Household Credit		NO	NO
California Renter's Credit		YES	YES
Number of Children for Child Tax Credits		0	2
Include Other State Income Taxes		NO	NO
Other State Tax Rate		%	%
Other State Tax Amount			
Deduction type when Parent 1 and Parent 2 are Married Filing Separately			

Monthly Income Information		Parent 1	Parent 2
Wages/Salary		0.00	3775.00
Parent 1: Based on earned income: \$0.00 MONTHLY			
Parent 2: Based on earned income: \$3775.00 MONTHLY			
Self-Employment Income		0.00	0.00
Unemployment Compensation		0.00	0.00
Disability (Taxable)		0.00	0.00
Total Other Taxable Income		0.00	0.00
Social Security Income (Taxable)		0.00	0.00
Other Income (Retirement, Annuity, SS Other Rel,		0.00	0.00

Operating Losses, etc)		
Short-Term Capital Gains	0.00	0.00
Long-Term Capital Gains	0.00	0.00
Line 4e from IRS Form 4952	0.00	0.00
Unrecaptured Section 1250 Gains	0.00	0.00
Nonqualified Dividends	0.00	0.00
Qualified Dividends	0.00	0.00
Interest Received	0.00	0.00
Royalties	0.00	0.00
Rental Income	0.00	0.00
Other Taxable Income Adjustments	0.00	0.00
Total Other Non-Taxable Income	0.00	0.00
Other Non-Taxable Income	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Tax Exempt Interest	0.00	0.00
Disability	0.00	0.00
Worker's Compensation	0.00	0.00
Public Assistance and Child Support Received	0.00	0.00
Public Assistance	0.00	0.00
Child Support Received	0.00	0.00
New Spouse Income & Deductions		
Wages/Salary	0.00	0.00
Self-Employment Income	0.00	0.00
Social Security Income (Taxable)	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Other Taxable Income	0.00	0.00
Spousal Support Paid Other Marriage	0.00	0.00
Retirement Contribution if Adjustments to Income	0.00	0.00
Required Union Dues	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00

Monthly Deduction Information		
	Parent 1	Parent 2
Child Support Paid (Other Relationships)	0.00	0.00
Spousal Support Paid This Relationship	0.00	0.00
Property Tax	0.00	0.00
Mortgage Interest	0.00	0.00
Other Itemized Deductions	0.00	0.00
Other Medical Expenses	0.00	0.00
Deductable Interest Expenses	0.00	0.00
Contribution Deduction	0.00	0.00
Miscellaneous Itemized	0.00	0.00
Required Union Dues	0.00	0.00
Total Health Insurance Premium	0.00	0.00
Health Insurance (Pre-Tax)	0.00	0.00
Health Insurance (Post-Tax)	0.00	0.00
Wage Deduction (Pre-Tax)	0.00	0.00
Wage Deduction (Post-Tax)	0.00	0.00
Retirement Contributions	0.00	0.00

Mandatory Retirement (Tax-Deferred)	0.00	0.00
Mandatory Retirement (Non-Tax-Deferred)	0.00	0.00
Voluntary Retirement (Tax-Deferred)	0.00	0.00
Other Guideline Deductions	0.00	0.00
Spousal/Other Partner Support Paid Other Relationship	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00
State Adjustments		
State Adjustments to Income	0.00	0.00
State Adjustments to Itemized Deductions	0.00	0.00
Monthly Hardship Deduction		
Hardship Deduction Amount	0.00	0.00
Hardship Deduction Children	0.0	0.0
Hardship Deduction Expenses		
Extraordinary Health Expenses	0.00	75.00
Uninsured Catastrophic Losses	0.00	0.00
Other Tax Deductions	0.00	0.00
Adjustments to Income	0.00	0.00
Other Discretionary Deductions	0.00	0.00
Alternative Minimum Tax Information		
Certain Interest on Home Mortgage	0.00	0.00
Investment Interest	0.00	0.00
Post-1986 Depreciation	0.00	0.00
Adjusted Gain or Loss	0.00	0.00
Incentive Stock Options	0.00	0.00
Passive Activities	0.00	0.00
Estates and Trusts, Schedule K-1	0.00	0.00
Tax Exempt Interest From Private Activity Bond	0.00	0.00
Other Preferences	0.00	0.00
Alternative Minimum Tax Operating Loss Deduction	0.00	0.00

#5

Calculation Results Summary

Monthly Support Totals	Parent 1	Parent 2					
Monthly Child Support Amount	0.00	238.00					
Basic Child Support Amount	0.00	238.00					
Child Support Add-Ons Amount	0.00	0.00					
Child Care	0.00	0.00					
Visits/Travel Expenses	0.00	0.00					
School Expenses	0.00	0.00					
Uninsured Health Expenses	0.00	0.00					
Total Arrears Support Amount	0.00	0.00					
Temporary Spousal Support Amount (N/A)	0.00	0.00					
Monthly Tax/Income Information (Tax Year: 2013)	Parent 1	Parent 2					
Monthly Net Disposable Income	5174.00	4456.00					
Monthly Taxable & Non-Taxable Gross Income	6925.00	5500.00					
Monthly Taxable Gross Income	6150.00	5000.00					
Monthly Non-Taxable Gross Income	775.00	0.00					
Federal Adjusted Gross Income	5813.00	5000.00					
Federal Taxable Income	4138.00	2535.00					
Net Income After Support	5412.00	4218.00					
Federal Tax Filing Status	HEAD OF HOUSEHOLD	HEAD OF HOUSEHOLD					
Number of Tax Exemptions (Federal)	3	3					
State Tax Filing Status	SAME AS FEDERAL	SAME AS FEDERAL					
Number of Tax Exemptions (State)	3	3					
Federal Tax Liabilities	422.00	162.00					
State Tax Liabilities	100.00	6.00					
FICA (Social Security and/or Medicare)	0.00	421.00					
Self-Employment Tax	675.00	0.00					
CASDI	0.00	55.00					
TANF/CalWORKS	NO	NO					
Other Monthly Deduction Totals	Parent 1	Parent 2					
Child Support Paid (Other Relationships)	0.00	0.00					
Required Union Dues	0.00	75.00					
Mandatory Retirement	0.00	0.00					
Job Related Expenses & Spousal Support Other Relationship	0.00	0.00					
Health Insurance Premium	475.00	325.00					
Hardship Deduction Amount	79.00	0.00					
Hardship Deduction Children	1.0	0.0					
Extraordinary Health Expenses	0.00	0.00					
Uninsured Catastrophic Losses	0.00	0.00					
Monthly Support Amounts Per Child	% Time with Parent 1	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	50.0	0.00	79.00	79.00	0.00	0.00	0.00
SECOND-BORN	43.0	0.00	268.00	268.00	0.00	0.00	0.00
THIRD-BORN	81.0	0.00	0.00	0.00	0.00	585.00	585.00
Average % Time with Parent 1	58.0%	0.00	347.00	347.00	0.00	585.00	585.00

PARENT 2 is required to pay PARENT 1 \$238.00 in CURRENT SUPPORT

Total Child Support Arrears Per Child

Child Name	Prior Period Date Range	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
SECOND-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
THIRD-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00

Guideline Calculation Results Detail

Tax Settings Information		Parent 1	Parent 2
Federal Tax Settings			
Include Self-Employment Taxes		YES	YES
Include FICA (Social Security and Medicare)		YES	YES
Include Medicare		YES	YES
Include Advanced Earned Income Credit		YES	YES
Number of Children for Child Care Credits		2	2
Number of Children for Earned Income Credits		2	2
Number of Children for Child Tax Credits		2	2
Parent is Blind		NO	NO
Parent is 65 or Older		NO	NO
New Spouse is Blind		NO	NO
New Spouse is 65 or Older		NO	NO
Married Filing Separately, Lived with Spouse Part of the Year		YES	YES
State Tax Settings			
Include California State Income Taxes		YES	YES
California State Disability Insurance		YES	YES
Dependency Credit for Dependent Parent(s)		NO	NO
Joint Custody Head of Household Credit		NO	NO
California Renter's Credit		YES	NO
Number of Children for Child Tax Credits		0	3
Include Other State Income Taxes		NO	NO
Other State Tax Rate		%	%
Other State Tax Amount			
Deduction type when Parent 1 and Parent 2 are Married Filing Separately			

Monthly Income Information		Parent 1	Parent 2
Wages/Salary		0.00	5500.00
Parent 1: Based on earned income: \$0.00 MONTHLY			
Parent 2: Based on earned income: \$5500.00 MONTHLY			
Self-Employment Income		4775.00	0.00
Unemployment Compensation		0.00	0.00
Disability (Taxable)		0.00	0.00
Total Other Taxable Income		1375.00	0.00
Social Security Income (Taxable)		0.00	0.00

Other Income (Retirement, Annuity, SS Other Rel, Operating Losses, etc)	1375.00	0.00
Short-Term Capital Gains	0.00	0.00
Long-Term Capital Gains	0.00	0.00
Line 4e from IRS Form 4952	0.00	0.00
Unrecaptured Section 1250 Gains	0.00	0.00
Nonqualified Dividends	0.00	0.00
Qualified Dividends	0.00	0.00
Interest Received	0.00	0.00
Royalties	0.00	0.00
Rental Income	0.00	0.00
Other Taxable Income Adjustments	0.00	0.00
Total Other Non-Taxable Income	775.00	0.00
Other Non-Taxable Income	775.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Tax Exempt Interest	0.00	0.00
Disability	0.00	0.00
Worker's Compensation	0.00	0.00
Public Assistance and Child Support Received	0.00	0.00
Public Assistance	0.00	0.00
Child Support Received	0.00	0.00
New Spouse Income & Deductions		
Wages/Salary	0.00	0.00
Self-Employment Income	0.00	0.00
Social Security Income (Taxable)	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Other Taxable Income	0.00	0.00
Spousal Support Paid Other Marriage	0.00	0.00
Retirement Contribution if Adjustments to Income	0.00	0.00
Required Union Dues	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00

Monthly Deduction Information		
	Parent 1	Parent 2
Child Support Paid (Other Relationships)	0.00	0.00
Spousal Support Paid This Relationship	0.00	0.00
Property Tax	0.00	225.00
Mortgage Interest	0.00	1235.00
Other Itemized Deductions	0.00	0.00
Other Medical Expenses	0.00	0.00
Deductible Interest Expenses	0.00	0.00
Contribution Deduction	0.00	0.00
Miscellaneous Itemized	0.00	0.00
Required Union Dues	0.00	75.00
Total Health Insurance Premium	475.00	325.00
Health Insurance (Pre-Tax)	0.00	325.00
Health Insurance (Post-Tax)	475.00	0.00
Wage Deduction (Pre-Tax)	0.00	0.00
Wage Deduction (Post-Tax)	0.00	0.00

Retirement Contributions	0.00	175.00
Mandatory Retirement (Tax-Deferred)	0.00	0.00
Mandatory Retirement (Non-Tax-Deferred)	0.00	0.00
Voluntary Retirement (Tax-Deferred)	0.00	175.00
Other Guideline Deductions	0.00	0.00
Spousal/Other Partner Support Paid Other Relationship	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00
State Adjustments		
State Adjustments to Income	0.00	0.00
State Adjustments to Itemized Deductions	0.00	0.00
Monthly Hardship Deduction		
Hardship Deduction Amount	79.00	0.00
Hardship Deduction Children	1.0	0.0
Hardship Deduction Expenses		
Extraordinary Health Expenses	0.00	0.00
Uninsured Catastrophic Losses	0.00	0.00
Other Tax Deductions	0.00	0.00
Adjustments to Income	0.00	0.00
Other Discretionary Deductions	0.00	0.00
Alternative Minimum Tax Information		
Certain Interest on Home Mortgage	0.00	0.00
Investment Interest	0.00	0.00
Post-1986 Depreciation	0.00	0.00
Adjusted Gain or Loss	0.00	0.00
Incentive Stock Options	0.00	0.00
Passive Activities	0.00	0.00
Estates and Trusts, Schedule K-1	0.00	0.00
Tax Exempt Interest From Private Activity Bond	0.00	0.00
Other Preferences	0.00	0.00
Alternative Minimum Tax Operating Loss Deduction	0.00	0.00

#6 - F#1

Calculation Results Summary

Monthly Support Totals		Parent 1	Parent 2				
Monthly Child Support Amount		0.00	1071.00				
Basic Child Support Amount		0.00	1121.00				
Child Support Add-Ons Amount		0.00	-50.00				
Child Care		200.00	300.00				
Visits/Travel Expenses		0.00	0.00				
School Expenses		0.00	0.00				
Uninsured Health Expenses		0.00	0.00				
Total Arrears Support Amount		0.00	0.00				
Temporary Spousal Support Amount (N/A)		0.00	0.00				
Monthly Tax/Income Information (Tax Year: 2013)		Parent 1	Parent 2				
Monthly Net Disposable Income		1029.00	3799.00				
Monthly Taxable & Non-Taxable Gross Income		2600.00	4967.00				
Monthly Taxable Gross Income		2302.00	4391.00				
Monthly Non-Taxable Gross Income		0.00	0.00				
Federal Adjusted Gross Income		2302.00	4391.00				
Federal Taxable Income		944.00	2368.00				
Net Income After Support		2100.00	2728.00				
Federal Tax Filing Status		HEAD OF HOUSEHOLD	HEAD OF HOUSEHOLD				
Number of Tax Exemptions (Federal)		2	2				
State Tax Filing Status		SAME AS FEDERAL	SAME AS FEDERAL				
Number of Tax Exemptions (State)		2	2				
Federal Tax Liabilities		-121.00	170.00				
State Tax Liabilities		-28.00	-8.00				
FICA (Social Security and/or Medicare)		199.00	380.00				
Self-Employment Tax		0.00	0.00				
CASDI		26.00	50.00				
TANF/CalWORKS		NO	NO				
Other Monthly Deduction Totals		Parent 1	Parent 2				
Child Support Paid (Other Relationships)		862.00	0.00				
Required Union Dues		0.00	0.00				
Mandatory Retirement		298.00	0.00				
Job Related Expenses & Spousal Support Other Relationship		0.00	0.00				
Health Insurance Premium		335.00	576.00				
Hardship Deduction Amount		0.00	0.00				
Hardship Deduction Children		0.0	0.0				
Extraordinary Health Expenses		0.00	0.00				
Uninsured Catastrophic Losses		0.00	0.00				
Monthly Support Amounts Per Child	% Time with Parent 1	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	33.0	150.00	0.00	150.00	0.00	244.00	244.00
SECOND-BORN	95.0	0.00	0.00	0.00	100.00	877.00	977.00
Average % Time with Parent 1	64.0%	150.00	0.00	150.00	100.00	1121.00	1221.00

PARENT 2 is required to pay PARENT 1 \$1071.00 in CURRENT SUPPORT

Total Child Support Arrears Per Child							

Child Name	Prior Period Date Range	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
SECOND-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00

Guideline Calculation Results Detail

Tax Settings Information		Parent 1	Parent 2
Federal Tax Settings			
Include Self-Employment Taxes		YES	YES
Include FICA (Social Security and Medicare)		YES	YES
Include Medicare		YES	YES
Include Advanced Earned Income Credit		YES	YES
Number of Children for Child Care Credits		1	1
Number of Children for Earned Income Credits		1	1
Number of Children for Child Tax Credits		1	1
Parent is Blind		NO	NO
Parent is 65 or Older		NO	NO
New Spouse is Blind		NO	NO
New Spouse is 65 or Older		NO	NO
Married Filing Separately, Lived with Spouse Part of the Year		YES	YES
State Tax Settings			
Include California State Income Taxes		YES	YES
California State Disability Insurance		YES	YES
Dependency Credit for Dependent Parent(s)		NO	NO
Joint Custody Head of Household Credit		NO	NO
California Renter's Credit		YES	NO
Number of Children for Child Tax Credits		0	2
Include Other State Income Taxes		NO	NO
Other State Tax Rate		%	%
Other State Tax Amount			
Deduction type when Parent 1 and Parent 2 are Married Filing Separately			

Monthly Income Information		Parent 1	Parent 2
Wages/Salary		2600.00	4967.00
Parent 1: Based on earned income: \$2600.00 MONTHLY			
Parent 2: Based on earned income: \$4967.00 MONTHLY			
Self-Employment Income		0.00	0.00
Unemployment Compensation		0.00	0.00
Disability (Taxable)		0.00	0.00
Total Other Taxable Income		0.00	0.00
Social Security Income (Taxable)		0.00	0.00
Other Income (Retirement, Annuity, SS Other Rel,		0.00	0.00

Operating Losses, etc)		
Short-Term Capital Gains	0.00	0.00
Long-Term Capital Gains	0.00	0.00
Line 4e from IRS Form 4952	0.00	0.00
Unrecaptured Section 1250 Gains	0.00	0.00
Nonqualified Dividends	0.00	0.00
Qualified Dividends	0.00	0.00
Interest Received	0.00	0.00
Royalties	0.00	0.00
Rental Income	0.00	0.00
Other Taxable Income Adjustments	0.00	0.00
Total Other Non-Taxable Income	0.00	0.00
Other Non-Taxable Income	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Tax Exempt Interest	0.00	0.00
Disability	0.00	0.00
Worker's Compensation	0.00	0.00
Public Assistance and Child Support Received	0.00	0.00
Public Assistance	0.00	0.00
Child Support Received	0.00	0.00
New Spouse Income & Deductions		
Wages/Salary	0.00	0.00
Self-Employment Income	0.00	0.00
Social Security Income (Taxable)	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Other Taxable Income	0.00	0.00
Spousal Support Paid Other Marriage	0.00	0.00
Retirement Contribution if Adjustments to Income	0.00	0.00
Required Union Dues	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00

Monthly Deduction Information		
	Parent 1	Parent 2
Child Support Paid (Other Relationships)	862.00	0.00
Spousal Support Paid This Relationship	0.00	0.00
Property Tax	0.00	208.00
Mortgage Interest	0.00	1132.00
Other Itemized Deductions	0.00	0.00
Other Medical Expenses	0.00	0.00
Deductable Interest Expenses	0.00	0.00
Contribution Deduction	0.00	0.00
Miscellaneous Itemized	0.00	0.00
Required Union Dues	0.00	0.00
Total Health Insurance Premium	335.00	576.00
Health Insurance (Pre-Tax)	0.00	576.00
Health Insurance (Post-Tax)	335.00	0.00
Wage Deduction (Pre-Tax)	0.00	0.00
Wage Deduction (Post-Tax)	0.00	0.00
Retirement Contributions	298.00	0.00

Mandatory Retirement (Tax-Deferred)	.298.00	0.00
Mandatory Retirement (Non-Tax-Deferred)	0.00	0.00
Voluntary Retirement (Tax-Deferred)	0.00	0.00
Other Guideline Deductions	0.00	0.00
Spousal/Other Partner Support Paid Other Relationship	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00
State Adjustments		
State Adjustments to Income	0.00	0.00
State Adjustments to Itemized Deductions	0.00	0.00
Monthly Hardship Deduction		
Hardship Deduction Amount	0.00	0.00
Hardship Deduction Children	0.0	0.0
Hardship Deduction Expenses		
Extraordinary Health Expenses	0.00	0.00
Uninsured Catastrophic Losses	0.00	0.00
Other Tax Deductions	0.00	0.00
Adjustments to Income	0.00	0.00
Other Discretionary Deductions	0.00	0.00
Alternative Minimum Tax Information		
Certain Interest on Home Mortgage	0.00	0.00
Investment Interest	0.00	0.00
Post-1986 Depreciation	0.00	0.00
Adjusted Gain or Loss	0.00	0.00
Incentive Stock Options	0.00	0.00
Passive Activities	0.00	0.00
Estates and Trusts, Schedule K-1	0.00	0.00
Tax Exempt Interest From Private Activity Bond	0.00	0.00
Other Preferences	0.00	0.00
Alternative Minimum Tax Operating Loss Deduction	0.00	0.00

#6-F#2

Calculation Results Summary

Monthly Support Totals	Parent 1	Parent 2					
Monthly Child Support Amount	583.00	0.00					
Basic Child Support Amount	583.00	0.00					
Child Support Add-Ons Amount	0.00	0.00					
Child Care	0.00	0.00					
Visits/Travel Expenses	0.00	0.00					
School Expenses	0.00	0.00					
Uninsured Health Expenses	0.00	0.00					
Total Arrears Support Amount	0.00	0.00					
Temporary Spousal Support Amount (N/A)	0.00	0.00					
Monthly Tax/Income Information (Tax Year: 2013)	Parent 1	Parent 2					
Monthly Net Disposable Income	1612.00	1268.00					
Monthly Taxable & Non-Taxable Gross Income	2600.00	1560.00					
Monthly Taxable Gross Income	2302.00	1560.00					
Monthly Non-Taxable Gross Income	0.00	0.00					
Federal Adjusted Gross Income	2302.00	10320.00					
Federal Taxable Income	944.00	6324.00					
Net Income After Support	1029.00	1851.00					
Federal Tax Filing Status	HEAD OF HOUSEHOLD	MARRIED FILING JOINTLY (NOT WITH PARENT 1)					
Number of Tax Exemptions (Federal)	2	4					
State Tax Filing Status	SAME AS FEDERAL						
Number of Tax Exemptions (State)	2	0					
Federal Tax Liabilities	-121.00	123.00					
State Tax Liabilities	-28.00	0.00					
FICA (Social Security and/or Medicare)	199.00	119.00					
Self-Employment Tax	0.00	0.00					
CASDI	26.00	0.00					
TANF/CalWORKS	NO	NO					
Other Monthly Deduction Totals	Parent 1	Parent 2					
Child Support Paid (Other Relationships)	279.00	0.00					
Required Union Dues	0.00	50.00					
Mandatory Retirement	298.00	0.00					
Job Related Expenses & Spousal Support Other Relationship	0.00	0.00					
Health Insurance Premium	335.00	0.00					
Hardship Deduction Amount	0.00	0.00					
Hardship Deduction Children	0.0	0.0					
Extraordinary Health Expenses	0.00	0.00					
Uninsured Catastrophic Losses	0.00	0.00					
Monthly Support Amounts Per Child	% Time with Parent 1	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	10.0	0.00	218.00	218.00	0.00	0.00	0.00
SECOND-BORN	10.0	0.00	365.00	365.00	0.00	0.00	0.00
Average % Time with Parent 1	10.0%	0.00	583.00	583.00	0.00	0.00	0.00

PARENT 1 is required to pay PARENT 2 \$583.00 in CURRENT SUPPORT

Total Child Support Arrears Per Child

Child Name	Prior Period Date Range	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
SECOND-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00

Guideline Calculation Results Detail

Tax Settings Information		Parent 1	Parent 2
Federal Tax Settings			
Include Self-Employment Taxes		YES	YES
Include FICA (Social Security and Medicare)		YES	YES
Include Medicare		YES	YES
Include Advanced Earned Income Credit		YES	YES
Number of Children for Child Care Credits		1	2
Number of Children for Earned Income Credits		1	2
Number of Children for Child Tax Credits		1	2
Parent is Blind		NO	NO
Parent is 65 or Older		NO	NO
New Spouse is Blind		NO	NO
New Spouse is 65 or Older		NO	NO
Married Filing Separately, Lived with Spouse Part of the Year		YES	YES
State Tax Settings			
Include California State Income Taxes		YES	NO
California State Disability Insurance		YES	NO
Dependency Credit for Dependent Parent(s)		NO	NO
Joint Custody Head of Household Credit		NO	NO
California Renter's Credit		YES	NO
Number of Children for Child Tax Credits		0	0
Include Other State Income Taxes		NO	YES
Other State Tax Rate		%	0.0%
Other State Tax Amount			
Deduction type when Parent 1 and Parent 2 are Married Filing Separately			

Monthly Income Information		Parent 1	Parent 2
Wages/Salary		2600.00	1560.00
Parent 1: Based on earned income: \$2600.00 MONTHLY			
Parent 2: Based on earned income: \$1560.00 MONTHLY			
Self-Employment Income		0.00	0.00
Unemployment Compensation		0.00	0.00
Disability (Taxable)		0.00	0.00
Total Other Taxable Income		0.00	0.00
Social Security Income (Taxable)		0.00	0.00
Other Income (Retirement, Annuity, SS Other Rel,		0.00	0.00

Operating Losses, etc)		
Short-Term Capital Gains	0.00	0.00
Long-Term Capital Gains	0.00	0.00
Line 4e from IRS Form 4952	0.00	0.00
Unrecaptured Section 1250 Gains	0.00	0.00
Nonqualified Dividends	0.00	0.00
Qualified Dividends	0.00	0.00
Interest Received	0.00	0.00
Royalties	0.00	0.00
Rental Income	0.00	0.00
Other Taxable Income Adjustments	0.00	0.00
Total Other Non-Taxable Income	0.00	0.00
Other Non-Taxable Income	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Tax Exempt Interest	0.00	0.00
Disability	0.00	0.00
Worker's Compensation	0.00	0.00
Public Assistance and Child Support Received	0.00	0.00
Public Assistance	0.00	0.00
Child Support Received	0.00	0.00
New Spouse Income & Deductions		
Wages/Salary	0.00	8760.00
Self-Employment Income	0.00	0.00
Social Security Income (Taxable)	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Other Taxable Income	0.00	0.00
Spousal Support Paid Other Marriage	0.00	0.00
Retirement Contribution if Adjustments to Income	0.00	0.00
Required Union Dues	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00

Monthly Deduction Information		
	Parent 1	Parent 2
Child Support Paid (Other Relationships)	279.00	0.00
Spousal Support Paid This Relationship	0.00	0.00
Property Tax	0.00	387.00
Mortgage Interest	0.00	2342.00
Other Itemized Deductions	0.00	0.00
Other Medical Expenses	0.00	0.00
Deductible Interest Expenses	0.00	0.00
Contribution Deduction	0.00	0.00
Miscellaneous Itemized	0.00	0.00
Required Union Dues	0.00	50.00
Total Health Insurance Premium	335.00	0.00
Health Insurance (Pre-Tax)	0.00	0.00
Health Insurance (Post-Tax)	335.00	0.00
Wage Deduction (Pre-Tax)	0.00	0.00
Wage Deduction (Post-Tax)	0.00	0.00
Retirement Contributions	298.00	0.00

Mandatory Retirement (Tax-Deferred)	298.00	0.00
Mandatory Retirement (Non-Tax-Deferred)	0.00	0.00
Voluntary Retirement (Tax-Deferred)	0.00	0.00
Other Guideline Deductions	0.00	0.00
Spousal/Other Partner Support Paid Other Relationship	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00
State Adjustments		
State Adjustments to Income	0.00	0.00
State Adjustments to Itemized Deductions	0.00	0.00
Monthly Hardship Deduction		
Hardship Deduction Amount	0.00	0.00
Hardship Deduction Children	0.0	0.0
Hardship Deduction Expenses		
Extraordinary Health Expenses	0.00	0.00
Uninsured Catastrophic Losses	0.00	0.00
Other Tax Deductions	0.00	0.00
Adjustments to Income	0.00	0.00
Other Discretionary Deductions	0.00	0.00
Alternative Minimum Tax Information		
Certain Interest on Home Mortgage	0.00	0.00
Investment Interest	0.00	0.00
Post-1986 Depreciation	0.00	0.00
Adjusted Gain or Loss	0.00	0.00
Incentive Stock Options	0.00	0.00
Passive Activities	0.00	0.00
Estates and Trusts, Schedule K-1	0.00	0.00
Tax Exempt Interest From Private Activity Bond	0.00	0.00
Other Preferences	0.00	0.00
Alternative Minimum Tax Operating Loss Deduction	0.00	0.00

#6 - FC case

Calculation Results Summary

Monthly Support Totals	Parent 1	Parent 2					
Monthly Child Support Amount	279.00	0.00					
Basic Child Support Amount	279.00 to 327.00	0.00					
Child Support Add-Ons Amount	0.00	0.00					
Child Care	0.00	0.00					
Visits/Travel Expenses	0.00	0.00					
School Expenses	0.00	0.00					
Uninsured Health Expenses	0.00	0.00					
Total Arrears Support Amount	0.00	0.00					
Temporary Spousal Support Amount (N/A)	0.00	0.00					
Monthly Tax/Income Information (Tax Year: 2013)	Parent 1	Parent 2					
Monthly Net Disposable Income	1308.00	0.00					
Monthly Taxable & Non-Taxable Gross Income	2600.00	0.00					
Monthly Taxable Gross Income	2302.00	0.00					
Monthly Non-Taxable Gross Income	0.00	0.00					
Federal Adjusted Gross Income	2302.00	0.00					
Federal Taxable Income	944.00	0.00					
Net Income After Support	1029.00	279.00					
Federal Tax Filing Status	HEAD OF HOUSEHOLD	HEAD OF HOUSEHOLD					
Number of Tax Exemptions (Federal)	2	2					
State Tax Filing Status	SAME AS FEDERAL	SAME AS FEDERAL					
Number of Tax Exemptions (State)	2	2					
Federal Tax Liabilities	-121.00	0.00					
State Tax Liabilities	-28.00	0.00					
FICA (Social Security and/or Medicare)	199.00	0.00					
Self-Employment Tax	0.00	0.00					
CASDI	26.00	0.00					
TANF/CalWORKS	NO	NO					
Other Monthly Deduction Totals	Parent 1	Parent 2					
Child Support Paid (Other Relationships)	583.00	0.00					
Required Union Dues	0.00	0.00					
Mandatory Retirement	298.00	0.00					
Job Related Expenses & Spousal Support Other Relationship	0.00	0.00					
Health Insurance Premium	335.00	0.00					
Hardship Deduction Amount	0.00	0.00					
Hardship Deduction Children	0.0	0.0					
Extraordinary Health Expenses	0.00	0.00					
Uninsured Catastrophic Losses	0.00	0.00					
Monthly Support Amounts Per Child	% Time with Parent 1	Parent 1 Add-Ons	Parent 1 Support	Parent 1 Total	Parent 2 Add-Ons	Parent 2 Support	Parent 2 Total
FIRST-BORN	0.0	0.00	279.00	279.00	0.00	0.00	0.00
Average % Time with Parent 1	0.0%	0.00	279.00	279.00	0.00	0.00	0.00

PARENT 1 is required to pay PARENT 2 \$279.00 in CURRENT SUPPORT

Total Child Support Arrears Per Child							
Child Name	Prior Period Date Range	Parent 1	Parent 1	Parent 1	Parent 2	Parent 2	Parent 2

		Add-Ons	Support	Total	Add-Ons	Support	Total
FIRST-BORN	Not Applicable	0.00	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00

Guideline Calculation Results Detail

Tax Settings Information		Parent 1	Parent 2
Federal Tax Settings			
Include Self-Employment Taxes		YES	YES
Include FICA (Social Security and Medicare)		YES	YES
Include Medicare		YES	YES
Include Advanced Earned Income Credit		YES	YES
Number of Children for Child Care Credits		1	1
Number of Children for Earned Income Credits		1	1
Number of Children for Child Tax Credits		1	1
Parent is Blind		NO	NO
Parent is 65 or Older		NO	NO
New Spouse is Blind		NO	NO
New Spouse is 65 or Older		NO	NO
Married Filing Separately, Lived with Spouse Part of the Year		YES	YES
State Tax Settings			
Include California State Income Taxes		YES	YES
California State Disability Insurance		YES	YES
Dependency Credit for Dependent Parent(s)		NO	NO
Joint Custody Head of Household Credit		NO	NO
California Renter's Credit		YES	YES
Number of Children for Child Tax Credits		0	1
Include Other State Income Taxes		NO	NO
Other State Tax Rate		%	%
Other State Tax Amount			
Deduction type when Parent 1 and Parent 2 are Married Filing Separately			

Monthly Income Information		Parent 1	Parent 2
Wages/Salary		2600.00	0.00
Parent 1: Based on earned income: \$2600.00 MONTHLY			
Parent 2: Based on earned income: \$0.00 MONTHLY			
Self-Employment Income		0.00	0.00
Unemployment Compensation		0.00	0.00
Disability (Taxable)		0.00	0.00
Total Other Taxable Income		0.00	0.00
Social Security Income (Taxable)		0.00	0.00
Other Income (Retirement, Annuity, SS Other Rel, Operating Losses, etc)		0.00	0.00
Short-Term Capital Gains		0.00	0.00

Long-Term Capital Gains	0.00	0.00
Line 4e from IRS Form 4952	0.00	0.00
Unrecaptured Section 1250 Gains	0.00	0.00
Nonqualified Dividends	0.00	0.00
Qualified Dividends	0.00	0.00
Interest Received	0.00	0.00
Royalties	0.00	0.00
Rental Income	0.00	0.00
Other Taxable Income Adjustments	0.00	0.00
Total Other Non-Taxable Income	0.00	0.00
Other Non-Taxable Income	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Tax Exempt Interest	0.00	0.00
Disability	0.00	0.00
Worker's Compensation	0.00	0.00
Public Assistance and Child Support Received	0.00	0.00
Public Assistance	0.00	0.00
Child Support Received	0.00	0.00
New Spouse Income & Deductions		
Wages/Salary	0.00	0.00
Self-Employment Income	0.00	0.00
Social Security Income (Taxable)	0.00	0.00
Social Security Income (Non-Taxable)	0.00	0.00
Other Taxable Income	0.00	0.00
Spousal Support Paid Other Marriage	0.00	0.00
Retirement Contribution if Adjustments to Income	0.00	0.00
Required Union Dues	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00

Monthly Deduction Information		
	Parent 1	Parent 2
Child Support Paid (Other Relationships)	583.00	0.00
Spousal Support Paid This Relationship	0.00	0.00
Property Tax	0.00	0.00
Mortgage Interest	0.00	0.00
Other Itemized Deductions	0.00	0.00
Other Medical Expenses	0.00	0.00
Deductable Interest Expenses	0.00	0.00
Contribution Deduction	0.00	0.00
Miscellaneous Itemized	0.00	0.00
Required Union Dues	0.00	0.00
Total Health Insurance Premium	335.00	0.00
Health Insurance (Pre-Tax)	0.00	0.00
Health Insurance (Post-Tax)	335.00	0.00
Wage Deduction (Pre-Tax)	0.00	0.00
Wage Deduction (Post-Tax)	0.00	0.00
Retirement Contributions	298.00	0.00
Mandatory Retirement (Tax-Deferred)	298.00	0.00
Mandatory Retirement (Non-Tax-Deferred)	0.00	0.00

Voluntary Retirement (Tax-Deferred)	0.00	0.00
Other Guideline Deductions	0.00	0.00
Spousal/Other Partner Support Paid Other Relationship	0.00	0.00
Necessary Job-Related Expenses	0.00	0.00
State Adjustments		
State Adjustments to Income	0.00	0.00
State Adjustments to Itemized Deductions	0.00	0.00
Monthly Hardship Deduction		
Hardship Deduction Amount	0.00	0.00
Hardship Deduction Children	0.0	0.0
Hardship Deduction Expenses		
Extraordinary Health Expenses	0.00	0.00
Uninsured Catastrophic Losses	0.00	0.00
Other Tax Deductions	0.00	0.00
Adjustments to Income	0.00	0.00
Other Discretionary Deductions	0.00	0.00
Alternative Minimum Tax Information		
Certain Interest on Home Mortgage	0.00	0.00
Investment Interest	0.00	0.00
Post-1986 Depreciation	0.00	0.00
Adjusted Gain or Loss	0.00	0.00
Incentive Stock Options	0.00	0.00
Passive Activities	0.00	0.00
Estates and Trusts, Schedule K-1	0.00	0.00
Tax Exempt Interest From Private Activity Bond	0.00	0.00
Other Preferences	0.00	0.00
Alternative Minimum Tax Operating Loss Deduction	0.00	0.00

TAB Q

**UIFSA: Refresher/
Interjurisdictional Issues
of Interest**

TAB Q

UIFSA Refresher

Mr. Barry J. Brooks

barry.brooks@texasattorneygeneral.gov

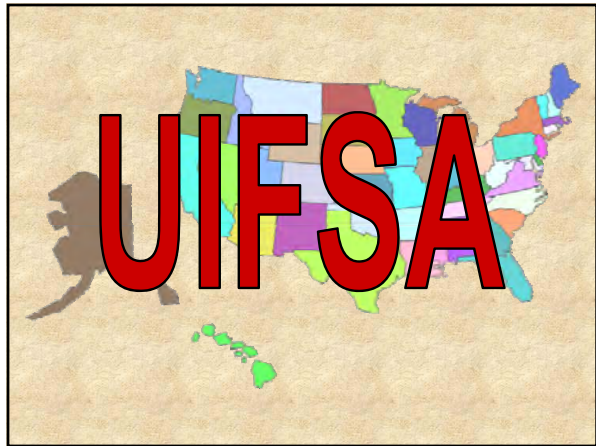
(512) 433-4678

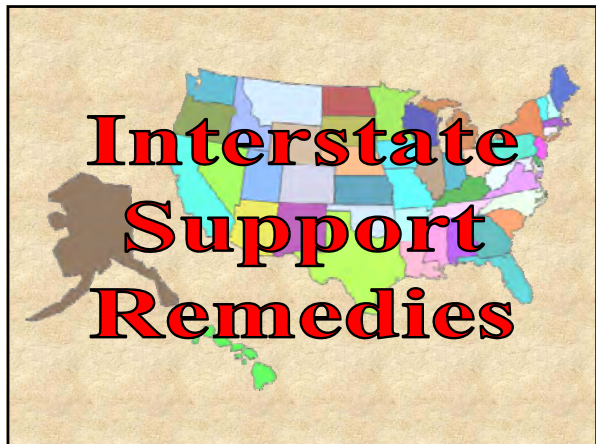


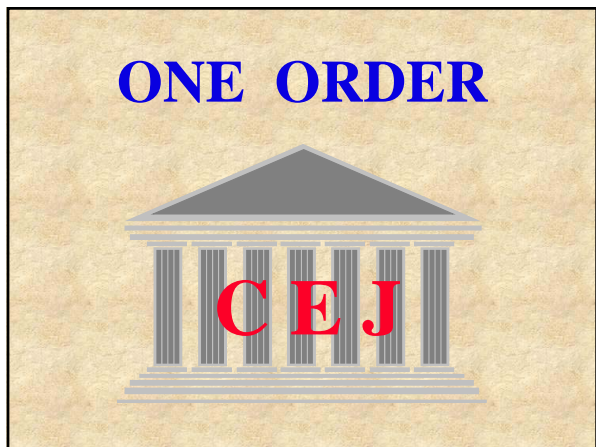
ADMINISTRATIVE OFFICE
OF THE COURTS

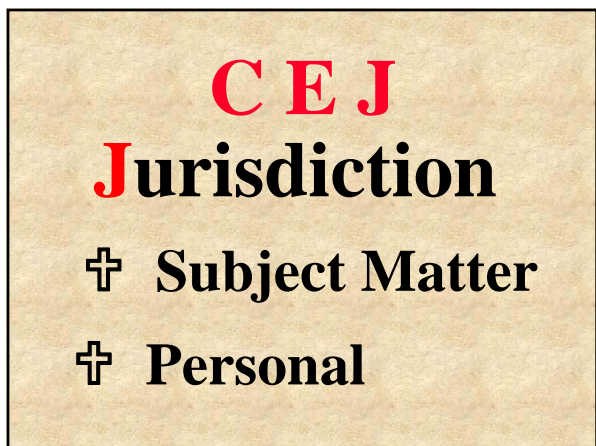
UIFSA Refresher

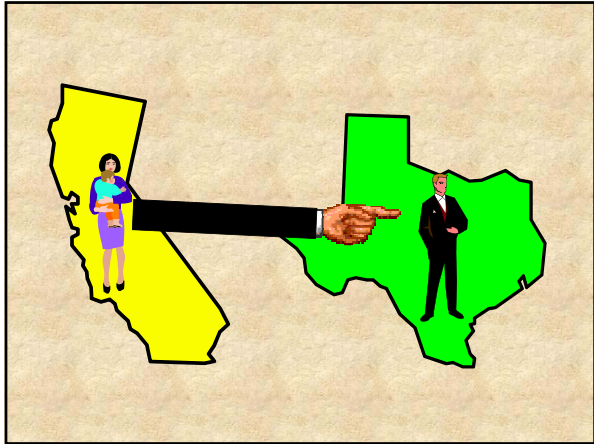
17th Annual Child Support Training Conference
September 25-27, 2013

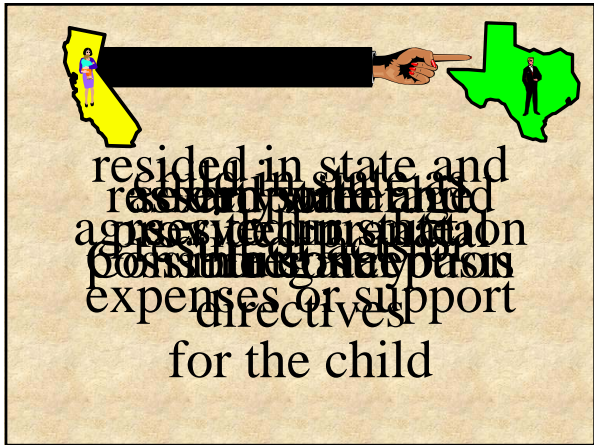












resided in state and
received child support
for the child's maintenance
expenses or support
for the child

CEJ
Continuing
Until "lost"

CEJ
Exclusive
To
Modify

Enforcement

- ☺ Against the PERSON
- ☺ Against an ASSET
- ☺ Simultaneously in multiple States
- ☹ Interstate Income Withholding

Enforcement
↓
Registration

Registration

- Notice
- No Contest - Confirmation
- Contest - Limited Defenses

Enforcement

UIFSA

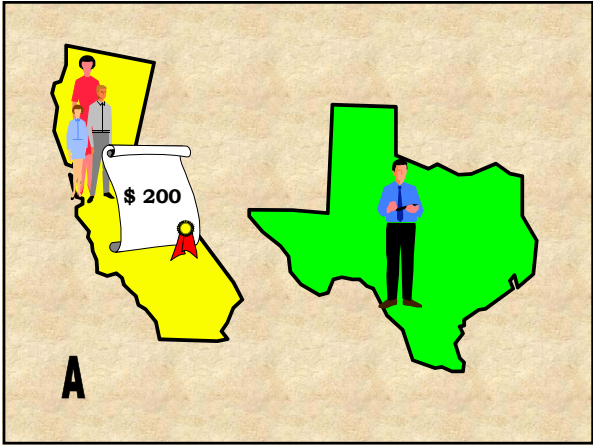
- Issuing State Law
 - Nature, Extent, Amount
 - Computation of Arrears
 - Interest Rate and Method
 - Defenses to Judgment

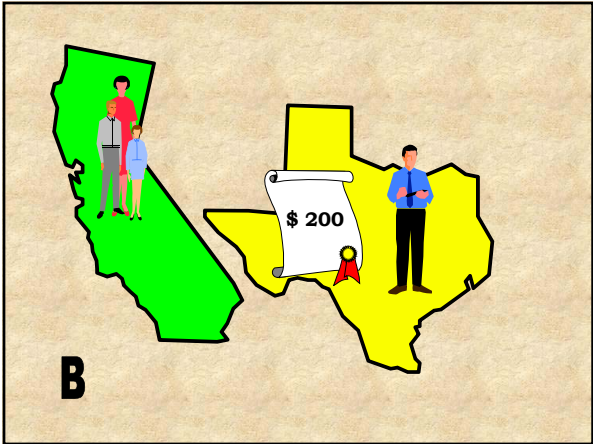
Enforcement

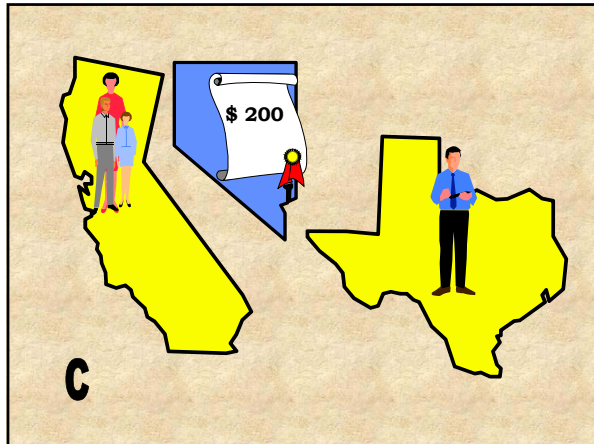
UIFSA

- Enforcing State Law
 - Defenses to Remedy
- Statute of Limitation
 - Longer of Issuing or Enforcing

CEJ
Exclusive
To
Modify







Modification

- Assumption Upon Showing
 - All Parties Left Issuing State
 - Petitioner is Nonresident
 - Jurisdiction over Respondent
- Agreement

Modification

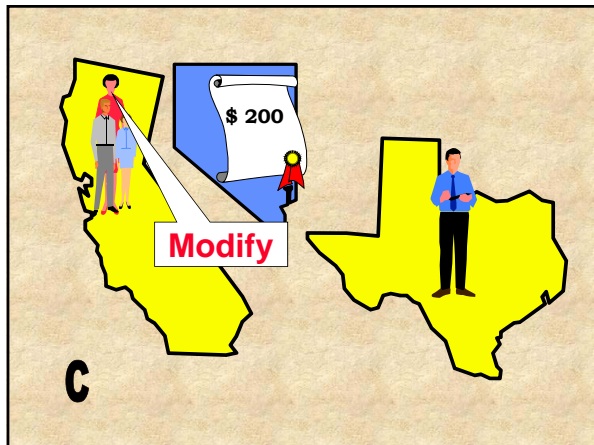
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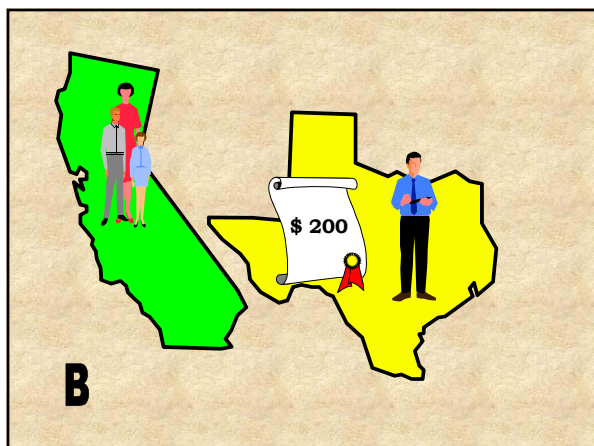
Registration

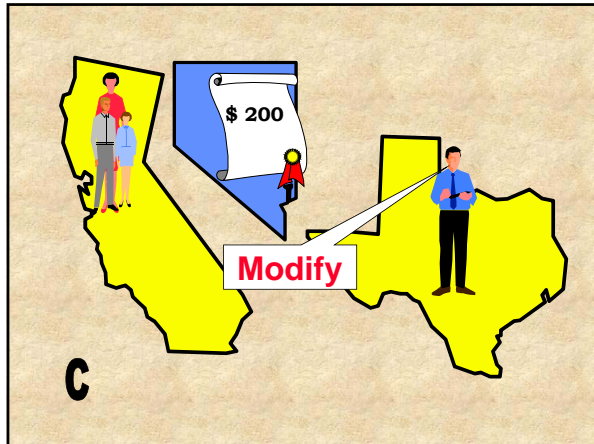
Modification

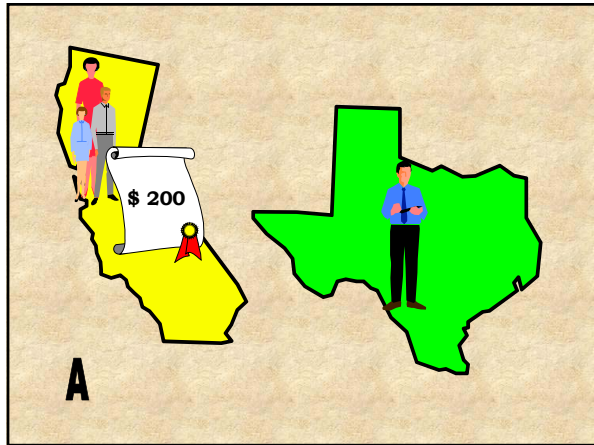
UIFSA

- Upon Assuming
 - Modify CHILD Support
 - NOT Spousal Support
 - Assuming State's Guidelines
- Can NOT Modify Duration









October
20
1994

Reconciliation of Arrears

- * URESA, RURESAs, and UIFSA provide for simultaneous accrual and simultaneous credit under multiple orders
- * Computation based upon the highest order in existence at the time

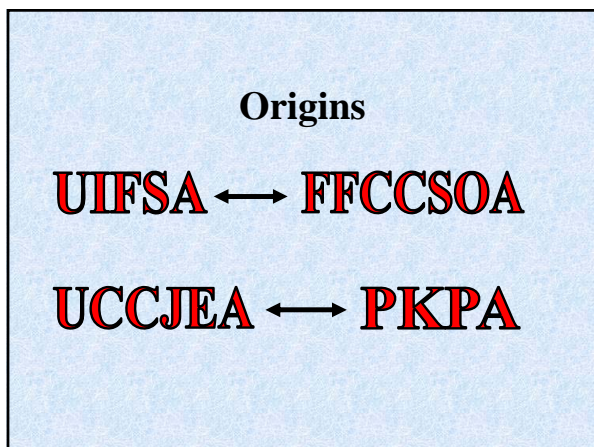
Reconciliation of Arrears

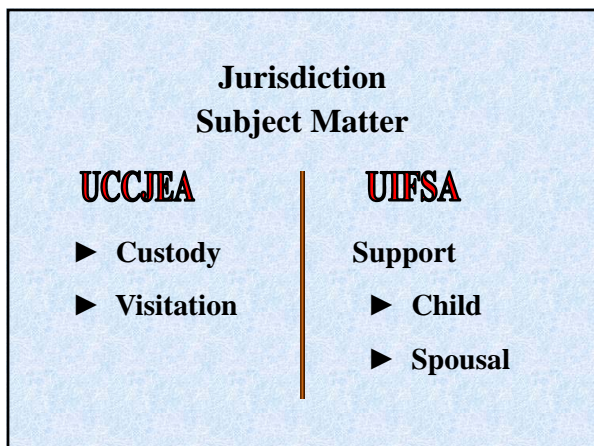
Provides an accounting for ALL arrears owed under ALL known orders up until the date of the determination of which order will control the prospective child support obligation

Interest on Arrears

- UIFSA 96 – the law of the state that contributed the arrears
- UIFSA 2001 & 2008 – the law of the state that contributed the arrears unless another state modifies ongoing support; then, the law of the new CEJ state applies to arrears and prospectively missed payments.







**Jurisdiction
Additional**

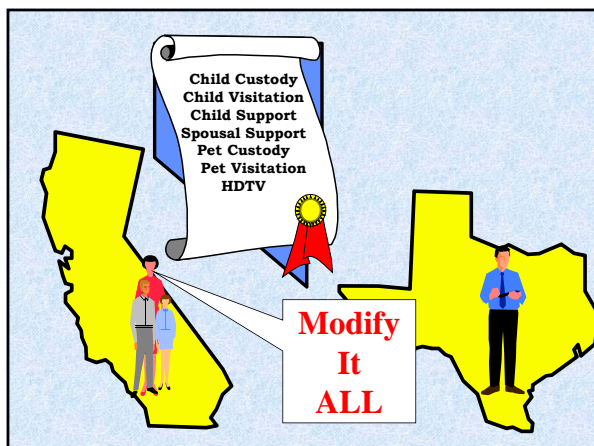
<p>UCCJEA</p> <ul style="list-style-type: none"> ▶ “Status” ▶ Home State ▶ Significant Contacts 	<p>UIFSA</p> <ul style="list-style-type: none"> ▶ Personal ▶ Long-Arm
-----------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

ONE ORDER



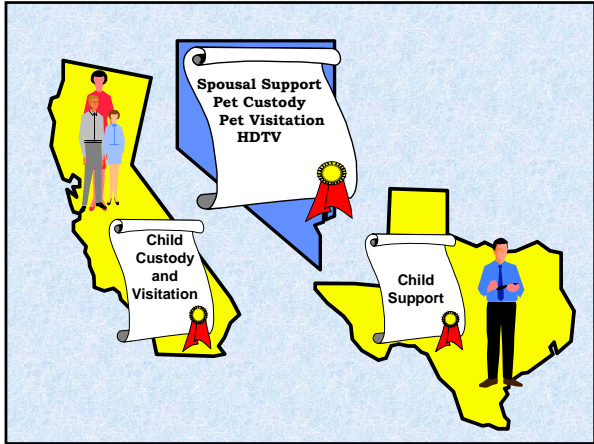
UCCJEA	UIFSA
ECJ	CEJ

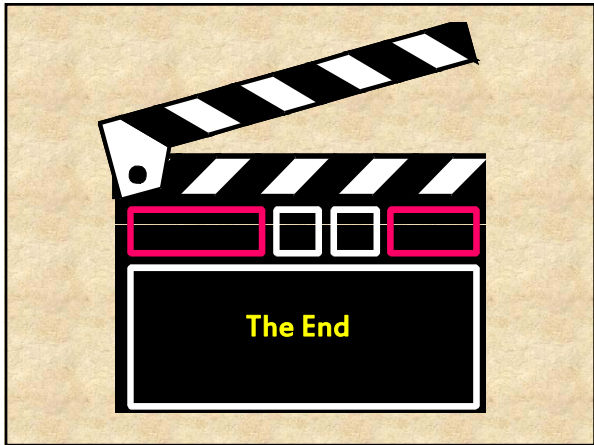
Exclusive Jurisdiction to MODIFY




Child Custody
 Child Visitation
 Child Support
 Spousal Support
 Pet Custody
 Pet Visitation
 HDTV

**Modify
It
ALL**





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UIFSA Modification Scenarios



One Order = CEJ state = controlling order

Obligee/ "home" state

Enforcement - anywhere with jurisdiction over obligor's person or property; can have simultaneous enforcement in multiple states

Modification - CEJ state, unless all parties agree in writing for another state (obligor) to assume CEJ

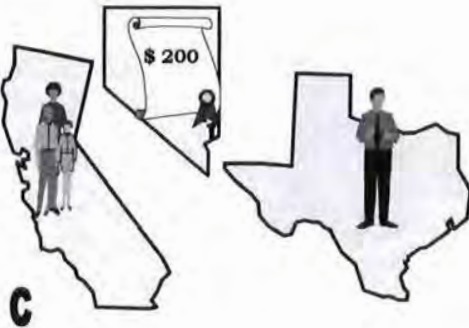


One Order = CEJ state = controlling order

Obligor state

Enforcement - anywhere with jurisdiction over obligor's person or property; can have simultaneous enforcement in multiple states

Modification - CEJ state, unless all parties agree in writing for another state (obligee) to assume CEJ



One Order = CEJ state = controlling order

Enforcement - anywhere with jurisdiction over obligor's person or property; can have simultaneous enforcement in multiple states

Modification - Petitioner must "play away" and have respondent state assume CEJ, unless all parties agree in writing for CEJ to go to petitioner's state or (2001) remain in issuing state.

UCCJEA Modification Scenarios



One Order = ECJ State

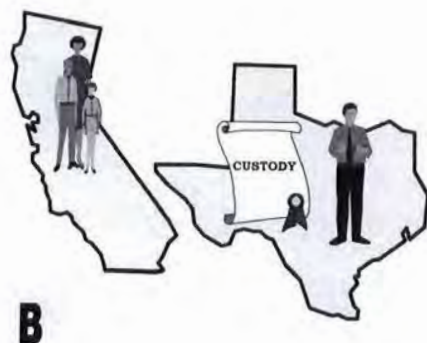
Custodian/ "Home" State of child

Modification - ECJ State

unless the ECJ Court transfers the custody issue to a new state finding:

Neither child, nor child and one parent, nor child and person acting as a parent have a significant connection with ECJ State and there is no substantial evidence in ECJ State

OR New State is more convenient



One Order = ECJ State

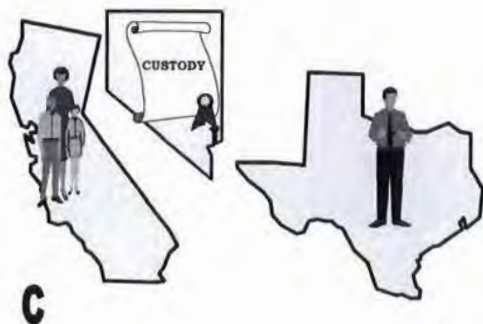
Non-Custodian State

Modification - ECJ State

unless the ECJ Court transfers the custody issue to a New State finding:

Neither child, nor child and one parent, nor child and person acting as a parent have a significant connection with ECJ State and there is no substantial evidence in ECJ State

OR New State is more convenient



One Order = ECJ State

Modification - ECJ State

Unless

ECJ State transfers finding no one (child, parent, or person acting as a parent) resides in Order State

OR

New State assumes finding no one (child, parent, or person acting as a parent) resides in Order State and New State is "Home" State or there are significant connections

UIFSA - the Basics

I. Uniform

- A. Pursuant to **PRWORA** (Personal Responsibility Work Opportunity Recognition Act), all states were required to adopt UIFSA 96 by January 1, 1998 .
- B. It is the only **NCCUSL** (National Conference of Commissioners on Uniform State Laws) Act to be federally mandated for adoption.
- C. During the time states were adopting UIFSA, **FFCCSOA** (Full Faith and Credit for Child Support Orders Act, 28 U.S.C. 1738b) was enacted October 20, 1994, and contains similar provisions to UIFSA.
- D. UIFSA was revised in 2001 and states can adopt UIFSA 2001 by obtaining a waiver from **OCSE** (Office of Child Support Enforcement) while awaiting federal legislation mandating its adoption.
- E. UIFSA was revised again in 2008 to have it comport with the Hague Convention on the International Recovery of Child Support and Other Forms of Family Maintenance which the US Senate has approved. Implementation requires the enactment of **UIFSA 2008** by all states. Federal legislation to mandate adoption of UIFSA 2008 has not been introduced.

II. Interstate

- A. Applies any time not all parties are residing in the same state. EX: parties both in State O at the time of the divorce; one party now in another state and either party wants a modification.
- B. Applies when a state is exercising long-arm jurisdiction.
- C. UIFSA has always had the ability to apply to cases involving international residents or foreign jurisdiction orders and UIFSA 2001 enhances the ability.
- D. Remedies are cumulative. § 103 [96], § 104 [01]

III. Family Support

- A. “Family support” includes child and spousal support. § 101(21) [96], § 102(23) [01]
- B. UIFSA does not apply to custody or visitation issues. § 104 [01]

IV. Users

- A. UIFSA creates a State information agency to process incoming requests. § 310
- B. UIFSA sets out the duties of the support enforcement (IV-D) agency in interstate cases. § 307
- C. UIFSA is the law to be used by private practitioners. § 309

V. CEJ - Continuing, Exclusive Jurisdiction § 205

- A. “Exclusive” means the exclusive jurisdiction to modify the prospective support obligation. Any tribunal with personal or *in rem* jurisdiction can enforce the obligation.
- B. Having exclusivity results in ONE order.
 - 1. **URES**A (Uniform Reciprocal Enforcement of Support Act) and **RURES**A (Revised Uniform Reciprocal Enforcement of Support Act) allowed for the creation of subsequent valid orders as the obligor moved from state to state. There was no requirement that the previous order be given full faith and credit as to prospective support. However, the obligation continued to accrue.
 - 2. UIFSA & FFCCSOA contain the rules for determining the one prospectively “controlling” order when multiple, valid orders exist. § 207
 - 3. Case law has held that subsequent orders created after the adoption of UIFSA or FFCCSOA are VOID since the tribunal lacked subject matter jurisdiction to enter them.
- C. A tribunal may lose the exclusivity to modify child support, but will still retain the continuing jurisdiction to enforce the support obligation. § 206 [01]
- D. The tribunal that issued the spousal support order retains the exclusive jurisdiction to modify it regardless of the location of the parties. § 205(f) [96], § 211 [01]

VI. Establishment

Long-arm Jurisdiction

- A. UIFSA created a uniform set of criteria for asserting long-arm personal jurisdiction over a non-resident. § 201
 - 1. The individual is personally served with summons within this state;

2. The individual submits to the jurisdiction of this state by consent, by entering a general appearance, or by filing a responsive document having the effect of waiving any contest to personal jurisdiction;
 3. The individual resided with the child in this state;
 4. The individual resided in this state and provided prenatal expenses or support for the child;
 5. The child resides in this state as a result of the acts or directives of the individual;
 6. The individual engaged in sexual intercourse in this state and the child may have been conceived by that act of intercourse;
 7. [the individual asserted parentage in the [putative father registry] maintained in this state by the [appropriate agency];] or
 8. There is any basis consistent with the Constitution of this state and the United States for the exercise of the personal jurisdiction.
- B. While most of the bases are relevant to child support, these can also serve as a basis to assert personal jurisdiction for spousal support.
- C. The long-arm bases are also the bases for establishing paternity under the **UPA** (Uniform Parentage Act). UPA § 604(b)
- D. The tribunal that establishes the order applies its laws regarding the support amount and duration of the support obligation. § 303
- E. Long-arm jurisdiction under this section of UIFSA cannot be used to modify an order unless the requirements of § 611 or § 615 are met. § 201(b) [01]

Two-State Case:

- F. If a state cannot exercise long-arm jurisdiction over the non-resident to establish paternity and/or support, an interstate case must be filed to that party's state of residence. This process includes:
1. Completing all UIFSA required paperwork
 2. Forwarding the documents to the Central Registry of the responding state
 3. Continued follow-up of case
 4. The tribunal that establishes the order applies its laws regarding the

support amount and duration of the support obligation and typically continues to enforce its order on behalf of the initiating state.

VII. Enforcement

- A. Multiple states can have or acquire continuing jurisdiction to enforce a support order. The jurisdiction is based on personal jurisdiction over the obligor or *in rem* jurisdiction over an asset.
- B. UIFSA “legalized” the practice of sending a support order issued in a case in State O to an employer in State E. §§ 501-506
 - 1. An employer who receives an order that appears “regular on its face” is to honor the order as if it was issued in the employer’s state.
 - 2. OCSE has promulgated a “federal form” to implement income withholding.
 - 3. The terms of the obligation are fixed by the law of the state that issued the support order.
 - 4. The process to be followed by the employer is determined by the law of the obligor’s principle place of employment.
 - a. One component is the maximum that can be withheld.
 - b. Another component is the allocation of support when there are multiple obligees.
 - 5. UIFSA allows for a withholding order to be sent from state A to an employer in state B based on a support order not issued by state A. The payment destination cannot be changed from that of the underlying support order. OCSE PIQ 01-01.
 - 6. If the employee wishes to contest the withholding order, it may be done in the employer state, in the same manner as if the order had been issued in the employer state. § 506
- C. UIFSA provides processes for enforcement and modification but is not the exclusive enforcement remedy.
 - 1. Administrative enforcement without Registration is limited to support enforcement agencies. § 507
 - 2. Other non-UIFSA remedies:

- a. Lien
- b. **UEFJA** (Uniform Enforcement of Foreign Judgments Act), but not **UFMJRA** (Uniform Foreign Money Judgments Recognition Act)
- c. FIDM, IRS intercept and passport denial – available to IV-D agencies

VIII. Registration §§ 601- 603, §§ 605 - 610

- A. The initial process for enforcement and modification.
 - 1. The registering party provides the tribunal with a certified copy of the order and an arrears calculation.
 - 2. The clerk of the tribunal sends the nonregistering party a Notice that includes the amount of asserted arrears along with a copy of the order.
 - 3. The Notice informs the nonregistering party that failure to contest in the statutory time allowed results in confirmation, by operation of law of:
 - a. The validity of the order
 - b. The amount of arrears
- B. A remedy can be sought simultaneously with Registration
- C. A limited number of defenses to registration.
 - 1. The issuing tribunal lacked personal jurisdiction over the contesting party
 - 2. The order was obtained by fraud
 - 3. The order has been vacated, suspended, or modified by a later order
 - 4. The issuing tribunal has stayed the order pending appeal
 - 5. There is a defense under the law of this State to the remedy sought
 - 6. Full or partial payment has been made
 - 7. The statute of limitation under Section 604 (Choice of Law) precludes enforcement of some or all of the alleged arrearage
 - 8. The alleged controlling order is not the controlling order

9. Nonparentage is not a defense § 315

IX. Modification § 611, § 613, § 615 [01]

- A. The tribunal that issued the spousal support order retains the exclusive jurisdiction to modify regardless of the location of the parties.
- B. The tribunal that issued the child support order retains the exclusive jurisdiction to modify:
 - 1. So long as the obligor, individual obligee, or child resides in the state at the time of filing.
 - 2. The parties who are individuals have filed written consent for the issuing tribunal to continue the exclusive jurisdiction. § 205 [01]
- C. Another tribunal can assume the exclusive jurisdiction to modify child support
 - 1. If it determines:
 - a. The obligor, individual obligee, and the child have left the issuing state;
 - b. The party seeking the modification is not a resident of the state being asked to assume jurisdiction; and
 - c. The tribunal has jurisdiction over the respondent to the motion to modify.
 - 2. The parties agree that a tribunal with jurisdiction over at least one individual party can assume jurisdiction
 - 3. No consent is needed if all parties move to the same state.
- D. If the conditions for assumption of jurisdiction are met, the consent of the original issuing tribunal is not an issue.
- E. Upon assuming jurisdiction, the tribunal
 - 1. Can prospectively modify the support amount in accordance with the guidelines of the assuming state
 - 2. Cannot modify the duration of the support obligation unless it was modifiable in the original issuing state.
- F. When all parties have left the issuing state with one in another US state and the

other in another country, the original order state retains the exclusive jurisdiction to modify and the “play away” requirement does not apply § 611(f) [08]

X. Multiple Orders § 207

- A. URESA and RURESAs allowed for the creation of subsequent valid orders as the obligor moved from state to state. There was no requirement that the previous order be given full faith and credit as to prospective support. However, the initial obligation continued to accrue. In applying UIFSA, a consolidated arrears amount should be obtained. This is accomplished by accruing at the highest amount in existence at the time.
- B. UIFSA & FFCCSOA contain similar rules for determining the one prospectively “controlling” order when multiple, valid orders exist. (Note: this process applies to original orders issued before 10/20/94.)
 - 1. If only one issuing state still has a person residing in it, that state’s order controls.
 - 2. The order in the “home state” of the child always controls.
 - 3. If there are multiple orders, none in the child’s home state, but orders in both the obligee’s and obligor’s states, the most recent order controls. (This most often occurs when the obligee and child have moved within the last six months, so the child doesn’t have a “home state”.)
 - 4. If there are multiple orders and no one (obligor, individual obligee, or child) resides in any state that issued an order, a tribunal with jurisdiction must establish a new, controlling order and apply its guidelines and duration.
 - 5. In determining the prospectively controlling order or issuing a new controlling order, the tribunal should make a finding of the consolidated arrears under all previous, valid orders.

Resources

The home website of the Uniform Law Commission (ULC) which contains information about the adoption of Acts:

<http://www.uniformlaws.org/>

The latest version of Uniform Acts as well as copies of drafts of those acts:

<http://www.law.upenn.edu/bll/ulc/ulc.htm#drafts>

The Office of Child Support Enforcement has

<http://www.acf.dhhs.gov/programs/cse/index.html>

a link to the Online Interstate Roster and Referral Guide (IRG)

<http://ocse3.acf.hhs.gov/ext/irg/sps/selectastate.cfm>

a link to Forms, Reports, & Other Resources [withholding, lien, and “UIFSA” forms]
choose “Selected ACF/OCSE Forms”

<http://www.acf.hhs.gov/programs/cse/forms/>

NCSEA also has helpful resources

<http://www.ncsea.org/resources/links.php3>

John J. Sampson & Barry Brooks, *Uniform Interstate Family Support Act (2001) With Prefatory Note and Comments (With Still More Unofficial Annotations)*, 36 FAM. L. Q. 329 (2002)
(Available on Westlaw and Lexis).

John J. Sampson, *Uniform Interstate Family Support Act (1996) (with More Unofficial Annotations by John J. Sampson)*, 32 FAM. L. Q. 385 (1998).

According to the NCCUSL website, as of August 10, 2011, the following 22 states have enacted UIFSA 2001:

Arizona	Nevada*
California	New Mexico*
Colorado	Oklahoma
Connecticut	Rhode Island*
Delaware	South Carolina
District of Columbia	Texas
Idaho	Utah*
Illinois	Virginia
Maine*	Washington
Mississippi	West Virginia
Nebraska	Wyoming

* and UIFSA 2008

According to the NCCUSL website, as of July 30, 2012, the following 10 states have enacted UIFSA 2008:

Florida	North Dakota
Maine	Rhode Island
Missouri	Tennessee
Nevada	Utah
New Mexico	Wisconsin

TAB Q

Interjurisdictional Issues of Interest

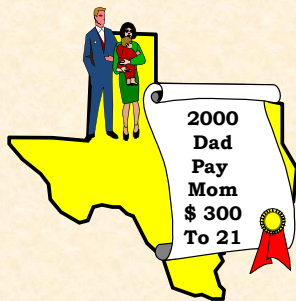
Mr. Barry J. Brooks

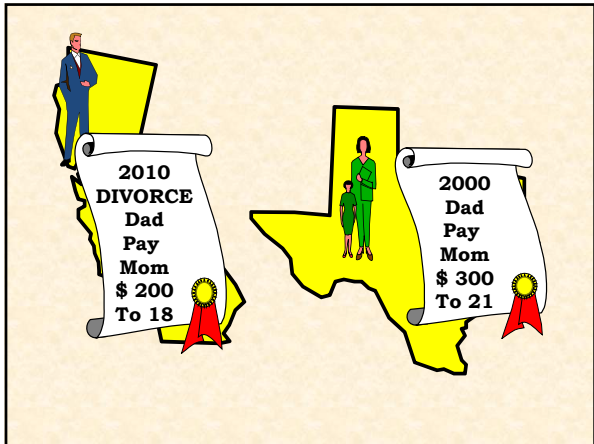
Tribal Issues

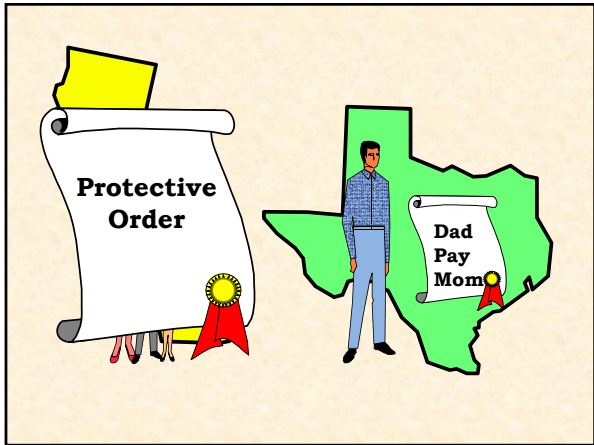
- ❖ ICWA only applies to Child Custody issues, not support
- ❖ ICWA does not apply to domestic actions between parents
- ❖ UIFSA & FFCCSOA apply to Tribal modifications of State Orders



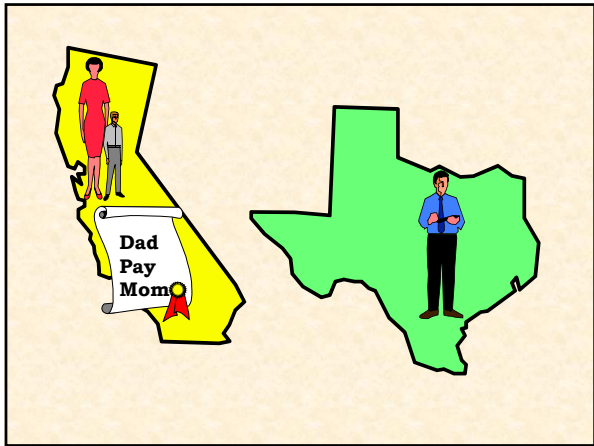
Subsequent Divorce

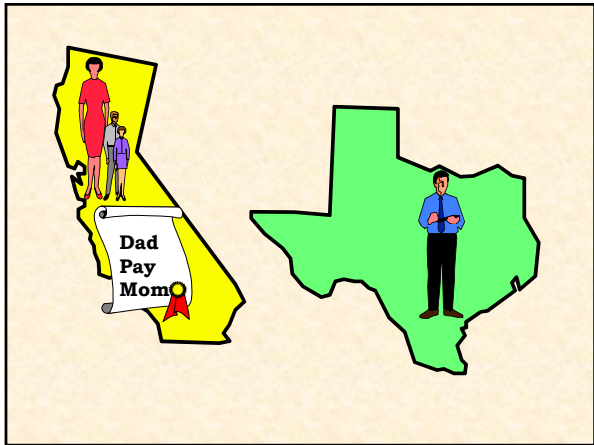


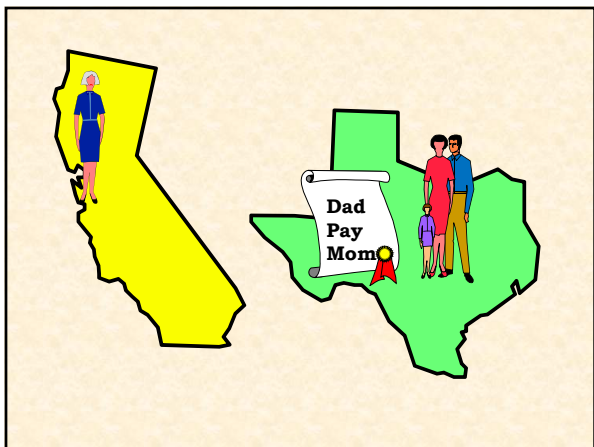


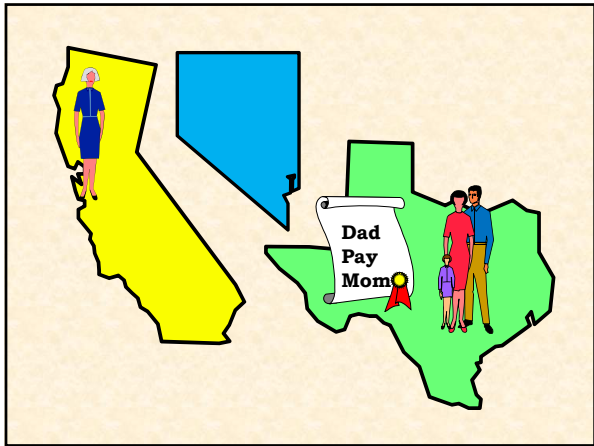


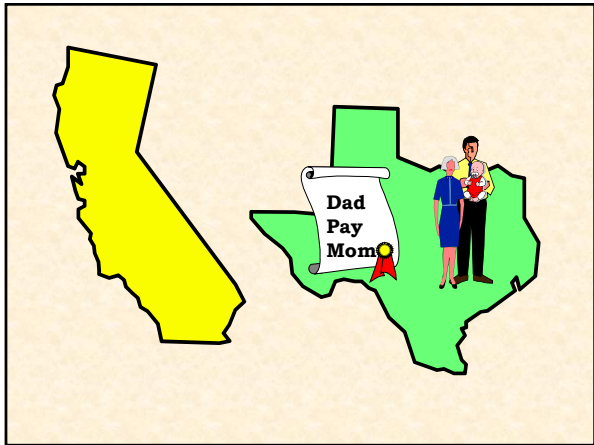


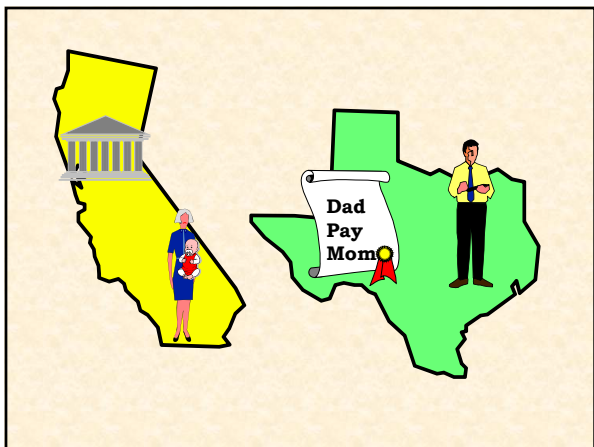














Presumed
Acknowledged
Adjudicated
Adopted
Artificial

Presumed

- In the Context of Marriage
 - > Before
 - > During
 - > After
- Holding Out

Acknowledged

- Signed
 - Mother
 - Biological Father
 - Presumed Father
- Filed

Adjudicated

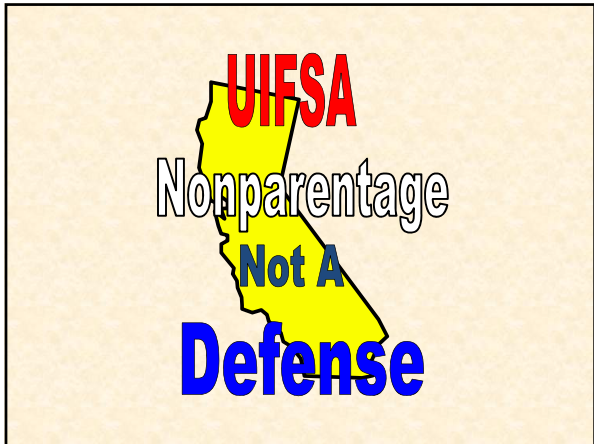
- Court
 - Jurisdiction
 - Parties
- Genetic Test

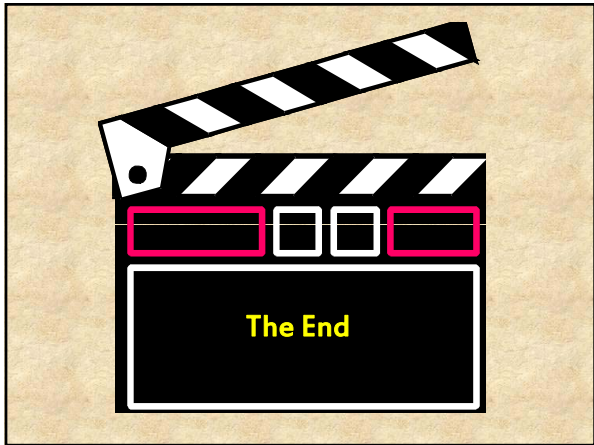
Full

Faith
and


Credit







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 ADMINISTRATIVE OFFICE
OF THE COURTS

Selected Statutes

CA Family Code § 4901 [UIFSA 96 § 101] (21) “Support order” means a judgment, decree, or order, whether temporary, final, or subject to modification, for the benefit of a child, a spouse, or a former spouse, which provides for monetary support, health care, arrearages, or reimbursement, and may include related costs and fees, interest, income withholding, attorney’s fees, and other relief.

28 USCA § 1738B. Full faith and credit for child support orders

(b) “child support” means a payment of money, continuing support, or arrearages or the provision of a benefit (including payment of health insurance, child care, and educational expenses) for the support of a child.

“child support order”--

(A) means a judgment, decree, or order of a court requiring the payment of child support in periodic amounts or in a lump sum; and

(B) includes--

- (i) a permanent or temporary order; and
- (ii) an initial order or a modification of an order.

28 USC § 1738A. Full faith and credit given to child custody determinations

(a) The appropriate authorities of every State shall enforce according to its terms, and shall not modify except as provided in subsections (f), (g), and (h) of this section, any custody determination or visitation determination made consistently with the provisions of this section by a court of another State.

(b) As used in this section, the term—

- (1) “child” means a person under the age of eighteen;
- (2) “contestant” means a person, including a parent or grandparent, who claims a right to custody or visitation of a child;
- (3) “custody determination” means a judgment, decree, or other order of a court providing for the custody of a child, and includes permanent and temporary orders, and initial orders and modifications;

18 USC § 2265. Full faith and credit given to protection orders

(a) Full Faith and Credit.— Any protection order issued that is consistent with subsection (b) of this section by the court of one State, Indian tribe, or territory (the issuing State, Indian tribe, or territory) shall be accorded full faith and credit by the court of another State, Indian tribe, or territory (the enforcing State, Indian tribe, or territory) and enforced by the court and law enforcement personnel of the other State, Indian tribal government or Territory as if it were the order of the enforcing State or tribe.

18 USC § 2266 - Definitions

(5) Protection order.— The term “protection order” includes—

(A) any injunction, restraining order, or any other order issued by a civil or criminal court for the purpose of preventing violent or threatening acts or harassment against, sexual violence, or contact or communication with or physical proximity to, another person, including any temporary

or final order issued by a civil or criminal court whether obtained by filing an independent action or as a pendente lite order in another proceeding so long as any civil or criminal order was issued in response to a complaint, petition, or motion filed by or on behalf of a person seeking protection; and

(B) any support, child custody or visitation provisions, orders, remedies or relief issued as part of a protection order, restraining order, or injunction pursuant to State, tribal, territorial, or local law authorizing the issuance of protection orders, restraining orders, or injunctions for the protection of victims of domestic violence, sexual assault, dating violence, or stalking.

CA Family Code § 4929 [UIFSA 315] NONPARENTAGE AS DEFENSE. A party whose parentage of a child has been previously determined by or pursuant to law may not plead nonparentage as a defense to a proceeding under this [Act].

42 U.S.C. §666. Requirement of statutorily prescribed procedures to improve effectiveness of child support enforcement

(a) Types of procedures required

(5) Procedures concerning paternity establishment

(C) Voluntary paternity acknowledgment.—

(iv) Use of paternity acknowledgment affidavit.—Such procedures must require the State to develop and use an affidavit for the voluntary acknowledgment of paternity which includes the minimum requirements of the affidavit specified by the Secretary under section 652(a)(7) of this title for the voluntary acknowledgment of paternity, and to give full faith and credit to such an affidavit signed in any other State according to its procedures.

CA Family Code § 4930 [UIFSA316] SPECIAL RULES OF EVIDENCE AND PROCEDURE.

(a) The physical presence of ~~the [petitioner]~~ a nonresident party who is an individual in a responding tribunal of this State is not required for the establishment, enforcement, or modification of a support order or the rendition of a judgment determining parentage.

(b) ~~A verified [petition];~~ An affidavit, a document substantially complying with federally mandated forms, and or a document incorporated by reference in any of them, which would not be excluded under the hearsay rule if given in person, is admissible in evidence if given under oath penalty of perjury by a party or witness residing in another State.

(c) A copy of the record of child-support payments certified as a true copy of the original by the custodian of the record may be forwarded to a responding tribunal. The copy is evidence of facts asserted in it, and is admissible to show whether payments were made.

(d) Copies of bills for testing for parentage, and for prenatal and postnatal health care of the mother and child, furnished to the adverse party at least [ten] days before trial, are admissible in evidence to prove the amount of the charges billed and that the charges were reasonable, necessary, and customary.

(e) Documentary evidence transmitted from another State to a tribunal of this State by telephone, telecopier, or other means that do not provide an original writing record may not be excluded from evidence on an objection based on the means of transmission.

(f) In a proceeding under this [Act], a tribunal of this State ~~may~~ shall permit a party or witness residing in another State to be deposed or to testify under penalty of perjury by telephone, audiovisual means, or other electronic means at a designated tribunal or other location in that State. A tribunal of this State shall cooperate with tribunals of other States in designating an appropriate location for the deposition or testimony.

(g) If a party called to testify at a civil hearing refuses to answer on the ground that the testimony may be self-incriminating, the trier of fact may draw an adverse inference from the refusal.

(h) A privilege against disclosure of communications between spouses does not apply in a proceeding under this [Act].

(i) The defense of immunity based on the relationship of husband and wife or parent and child does not apply in a proceeding under this [Act].

(j) A voluntary acknowledgment of paternity, certified as a true copy, is admissible to establish parentage of the child.

CA Family Code § 4953 [UIFSA 604] CHOICE OF LAW.

(a) ~~The~~ Except as otherwise provided in subsection (d), the law of the issuing State governs:

(1) the nature, extent, amount, and duration of current payments and other obligations of support and under a registered support order;

(2) the computation and payment of arrearages and accrual of interest on the arrearages under the support order; and

(3) the existence and satisfaction of other obligations under the support order.

(b) In a proceeding for ~~arrearages~~ arrears under a registered support order, the statute of limitation ~~under the laws~~ of this State or of the issuing State, whichever is longer, applies.

(c) A responding tribunal of this State shall apply the procedures and remedies of this State to enforce current support and collect arrears and interest due on a support order of another State registered in this State.

(d) After a tribunal of this or another State determines which is the controlling order and issues an order consolidating arrears, if any, a tribunal of this State shall prospectively apply the law of the State issuing the controlling order, including its law on interest on arrears, on current and future support, and on consolidated arrears.

TAB R

Domestic Violence Issues in Child Support Cases: A Trauma Informed Approach

*Mr. Steve Baron,
Ms. Frances Henderson &
Ms. Fariba R. Soroosh*

**DOMESTIC VIOLENCE ISSUES
IN CHILD SUPPORT CASES:
A TRAUMA INFORMED APPROACH**

17th Annual AB 1058 Child Support Training

Sept. 26, 2013

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[Some slides from Nancy Marshall, Dom. Violence Intervention Collaborative]

**“Let me explain.
No...that is too much. Let
me sum up.”**

What’s the movie?
Who’s the character?
His most famous line?

**TRAUMA INFORMED CARE
GOALS**

- The overall goal of trauma-informed care is to restore a sense of SAFETY, trust, autonomy, and control to the survivor.

TRAUMA INFORMED CARE GOALS

- SAFETY first (both physical and emotional);
- Respect boundaries;
- Share control and ensure that the survivor has choices;
- Collaborate with the individual;
- Empower; and;
- Minimizing Re-Traumatization.

TRAUMA 101 COMING UP

- The most toxic emotion is:
 - SHAME
- The antidote is:
 - DIGNITY & RESPECT

TRAUMA 101 COMING UP

- The most disabling emotion is:
 - HELPLESSNESS
- The antidote is:
 - EMPOWERMENT

They're With You Every Day

- Recognize that a high percentage of the individuals coming to court have trauma histories.
- Often the reason for court engagement is trauma related.

Trauma Informed Services

- Recognize that reactive behaviors (“difficult people”) can be an individual’s attempts to cope and survive.

Remember

- Coming to court can be traumatic.
- Facing an abusive former partner can be triggering.
- Feeling overwhelmed can impact cognitive process.

**Fundamental 3-Step Process
for
Helping Relationships**

- 1. BE PRESENT & ATTUNED - LISTEN
- 2. Take a COLLABORATIVE approach
- 3. REPAIR RELATIONSHIP BREAKDOWNS

Working with DV or Traumatized Parties/Customers Fundamental #1

- 1. Be totally PRESENT & ATTUNED to not only what the person says, but also their non-verbal communication, the person's INTERNAL experience – then ACTIVELY LISTEN to all of that, without judgment, e.g.
- “OK, Ms. Smith. You want to know about how to get a restraining order and file for child support. Are you worried about anything else today related to this?”

Working with DV or Traumatized Parties/Customers Fundamental #2

- 2. Take a COLLABORATIVE APPROACH in working with the individual, **ask for feedback**, e.g.:
- “OK, Ms. Smith, so after we just talked about it, what's your understanding of what you have to do now?..... Great, that's correct. Do you have any questions?....Please feel free to ask questions at any time, especially if you don't understand something.”

Working with DV or Traumatized Parties/Customers Fundamental #2

- NOTE: Feelings of helplessness, hopelessness, disempowerment can cause parties to not pursue, or to drop a RO.
- It is appropriate to educate them on the potential consequences of doing so, including information on the impact of DV on children.
- It is important for them to understand that they have control over that choice, to demonstrate respect for their decisions, and reassure them that the door is always open for them to return to Facilitator/Self Help Center.

Working with DV or Traumatized Parties/Customers Fundamental #3

- 3. If you detect the presence of any problem in the helping relationship between you and the individual, attempt to REPAIR THE HELPING RELATIONSHIP PROBLEM, e.g.,
- “Ms. Smith, are you upset with me? Is there something I have done or said to upset you?OK, I understand. Thanks for telling me. Let’s see if there’s anything I can do to fix that.”

BASIC SAFETY FACTORS TO CONSIDER?

Prevention & Deterrence

- VISIBILITY OF SECURITY STAFF outside and inside the building, in the courtroom.
- Reception & Waiting areas
 - Separate seating areas for petitioners and defendants.
- Security staff escorts for DV victims following court.

BASIC SAFETY FACTORS TO CONSIDER?

Prevention & Deterrence

- It should be clear to the parties that the Bench Officer is in charge of the courtroom and has and will respectfully, but unambivalently, enforce expectations for safety and behavior.

BASIC SAFETY FACTORS TO CONSIDER?

Prevention & Deterrence

- It is suggested that court staff, prior to the Judge's entrance, announce the Court's security procedures and expectations for courtroom behavior, e.g. separate seating, no informal communication between petitioner and respondent, etc., and that:
- The Judge then reiterate same.

BASIC SAFETY FACTORS TO CONSIDER?

- Are there existing restraining orders? Bench Officers need to know - criminal, civil, provisions?
- Judges and staff can use the **California Courts Protective Order Registry (CCPOR)**.
- Procedures need to be developed for insuring Bench Officers have this information prior to the actual court appearance.

ARE THERE SAFETY FACTORS TO CONSIDER?

- PROVISIO: Never be naïve with respect to safety.
- Treating people with dignity and respect is not incompatible with being appropriately vigilant, setting appropriate limits, and refusing to tolerate abusive or dangerous behavior.

BASIC SAFETY FACTORS

- Fariba, Francis:
 - Comments?

Re-Examining "Battering": Are All Acts of Violence Against Intimate Partners the Same" by Ellen Pence & Shamita Das Dasgupta

- BATTERING (aka "Intimate Terrorism" or "Coercive Control"): An ongoing patterned use of intimidation, coercion, and violence as well as other tactics of CONTROL to establish and maintain a relationship of DOMINANCE over an intimate partner. Such violence has historical precedence and (typically) involves widespread use of superior strength and coercion. (Pence and Das Gupta)

"Battering" contin.

- Violence used by men against women who are their intimate partners has its historic roots in centuries of institutionally sanctioned dominance of one gender over the other in key spheres of relationships such as economic, sexual, intellectual, cultural, spiritual, and emotional.

"Battering"; Pence & Das Gupta

- While it is not unusual for a woman to use violence in her intimate relationship, it is exceptional for her to achieve the kind of dominance over her male partner that characterizes battering.
- "We...believe that ...a 'one-size-fits-all' intervention approach...would meet neither the goals of fairness nor public safety."
- They identified five distinct categories of DV and "...contend that each category...has different social and historical roots (and) requires distinct interventions."

2. Resistive Violence

- Victims of battering often retaliate and resist battering by using force themselves in order to escape and/or stop the violence used against them, and as a method of protecting themselves or their children.
- A woman who cannot access any resource (YOU are the resource) may use violence to self protect more readily than those who can access alternative resources (YOU AGAIN) or recourses.

3. Situational Violence

- Intimate partners often use violence against each other to express anger, disapproval, or reach an objective. But here the partner being violent does not use a pattern of intimidation and violence to establish control or dominance.
- The victim of an episode is typically not fearful of the partner.
- The position of victim and perpetrator may shift and change continuously.

Caution!

- "Battering" is often misdiagnosed as a form of situational violence because:
 - Practitioners typically intervene in a specific incident and tend not to investigate for any pattern of abuse.
 - Victims of battering are generally not free to describe the totality of the abuse and often do not recognize the pattern in the ongoing violence.

4. Pathological Violence

- In this category, individuals use violence against others including their intimate partners clearly secondary to alcohol or drug use, mental illness or physical disorders, or neurological damage. In this type, when the cause is removed or successfully treated, the violence ends.

Caution!

- Practitioners need to be astute in discriminating Pathological Violence from other types, e.g. batterers who also abuse alcohol/drugs and who batter when using or sober.

5. Antisocial Violence

- Violence is not typically focused on any particular person or gender.
- Similar to batterers as they use violence to dominate, but a very resistant to change.
- Nearly 25% of men who are court ordered to batterer's programs are anti-social.

Note:

- Categories are not always mutually exclusive (and the nature or severity of the violence may override the need for categorizing the violence.)
- Practitioners may get only one chance to successfully intervene, and misjudging battering for other kinds of violence might make an enormous difference for the victim and children.
- "We would rather err on the side of caution."

Reference

- Ellen Pence, Praxis International, Inc.; Shamita Das Dasgupta, Manavi, Inc., & Praxis International, Inc. 2004.

DANGER ASSESSMENT

- Jacquelyn C. Campbell, PhD. RN, FAAN, Copyright 2004 Johns Hopkins University, School of Nursing.
- Several risk factors have been associated with increased risk of homicides of women and men in violent relationships.

Risk Factors

- Has the physical violence increased in severity or frequency over the past year?
- Does he own a gun?
- Have you left him during the past year?
- Is he unemployed?
- Has he ever used a weapon against you or threatened you with a lethal weapon? If yes, was the weapon a gun?
- Does he threaten to kill you?
- Has he avoided being arrested for DV?

Risk Factors contin.

- Do you have a child that is not his?
- Has he ever forced you to have sex when you did not wish to do so?
- Does he ever try to choke you?
- Does he use illegal drugs, e.g. amphetamines, meth, PCP, cocaine, street drugs or mixtures?
- Is he an alcoholic or problem drinker?
- Has he ever forced you to have sex when you did not wish to do so?

Risk Factors contin.

- Does he control most or all of your daily activities? E.g., does he tell you whom you can be friends with, when you can see your family, how much money you can use, or when you can take the car?
- Is he violently and constantly jealous of you? E.g., does he say "If I can't have you, no one can."?
- Have you ever been beaten by him while you were pregnant?
- Has he ever threatened or tried to commit suicide?

Risk Factors contin.

- Does he threaten to harm your children?
- Do you believe he is capable of killing you?
- Does he follow or spy on you, leave threatening notes or messages on answering machine, destroy your property, or call you when you don't want him to?
- Have you ever threatened or tried to commit suicide?

Brief General Narrative Assessment Questions: Jan Johnston, PhD.

- Describe the FIRST, WORST, & MOST RECENT incidents or threats of violence in the relationship.
- Tell me everything about each, from beginning to end including when they happened. (Expand with open ended questions, e.g. "And then what happened?")
- What other incidents have occurred?
- How often does the violence occur? In the past year, has the frequency decreased, increased, or remained the same? Why?

Toxic Stress

- Strong & prolonged activation of stress response systems in the absence of buffering protection of interpersonal support
 - Recurrent abuse, neglect, severe maternal depression, substance abuse, DOMESTIC VIOLENCE
 - Increased susceptibility to cardiovascular disease, hypertension, obesity, diabetes and mental health problems

What is "Trauma" per DSM V definition of PTSD?

- Exposure to actual or threatened death, serious injury, or sexual violence in one (or more) of the following ways:
 - Directly experiencing the traumatic event(s)
 - Witnessing, in person, the event(s) as it occurred to others
 - Learning that the event(s) occurred to a close family member or friend (must have been violent or accidental)
 - Experiencing repeated or extreme exposure to aversive details of the event(s)

What is "Trauma" per DSM V definition of PTSD?

- INTRUSIVE SYMPTOMS - e.g., recurrent distressing memories or dreams of the event(s), dissociative reactions (e.g. flashbacks), **intense or prolonged psychological distress or physiological reactions when exposed to reminders.**
- PERSISTANT AVOIDANCE of stimuli associated with the events.

What is "Trauma" per DSM V definition of PTSD?

- NEGATIVE ALTERATIONS IN COGNITIONS AND MOOD -e.g., **inability to remember important aspects**, negative beliefs about self ("I'm bad) - or others – ("No one can be trusted"); excessive blame of self or others; persistent negative emotional state such as fear, horror, anger, guilt, or shame; diminished interest/participation in significant activities; feelings of detachment or estrangement from others; inability to experience positive emotions.

What is "Trauma" per DSM V definition of PTSD?

- RELATED ALTERATIONS IN AROUSAL & REACTIVITY - e.g., irritability, angry outbursts; reckless or self-destructive behavior; hypervigilance; exaggerated startle response; problems in concentration; sleep disturbance.

What is "Trauma" per DSM V definition of PTSD?

- Duration of disturbance more than 1 month
- Causes clinically significant distress or impairment in social, occupational, or other important areas of functioning.

PTSD for Children 6 and younger.

- Exposure to actual or threatened death, serious injury, or sexual violence, e.g.
 - Directly experiencing the traumatic events
 - Witnessing, in person, the event(s) as it occurred to others, ESPECIALLY PRIMARY CAREGIVERS.
 - Learning that the event occurred to a parent or caregiving figure.
- Symptoms are similar to those of older trauma victims

Why Does Trauma Cause Symptoms? It Overwhelms & Dysregulates The Brain's Limbic System

- When one is faced with something perceived to be a threat, the brain (limbic system) triggers the release of the stress hormones to prepare you to effectively respond - up to the level of "fight or flight or freeze"
- Epinephrine/nor epinephrine (adrenaline) pumps up your system (heart rate, blood pressure, breathing) to deal with the threat, and
- Cortisol, among other functions, may act as a "brake," slow the system down, and return stress hormones to baseline levels.

**Why Does Trauma Cause Symptoms?
It Overwhelms & Dysregulates
Brain's Limbic System contin.**

- Something is "traumatic" when it overwhelms (due to the severity, or the prolonged or cumulative nature of the experience) the limbic system's ability to regulate those stress hormones, and they don't return to healthy baseline levels.
- This state of dysregulation in the brain and stress hormone levels can interfere with healthy emotional, behavioral, and cognitive functioning, and over the long run – physical health.

"Complex Trauma"

- Not in the DSM V. Identified by Judith Herman, M.D., Bessel van der Kolk, M.D. and other trauma specialists. It is usually the result of REPETITIVE INTERPERSONAL TRAUMA - like repetitive DV - and or serious emotional abuse, "battering."
- These symptoms associated with complex trauma typically go beyond those contained in PTSD category.

**"Trauma & Recovery" by
Judith Herman, M.D.**

- Prolonged, repeated trauma ("complex trauma") occurs only in circumstances of CAPTIVITY, as can occur for:
 - prisoners of war;
 - hostages, and;
 - women and children in abusive situations

Complex Trauma Symptoms

- Emotional Regulation problems
 - Anger, self destructive, suicidal, excessive risk taking.
- Attention, Consciousness probs.
 - **Difficulty maintaining focus and attention**, dissociation, amnesia
- Self Perception problems
 - "Damaged goods," guilt (feels responsible), **SHAME**, "Nobody can understand," minimizing.

Complex Trauma Symptoms

- Problems in Relationships
 - Inability to trust, revictimization, victimizing others.
- Somatization
 - Digestive system problems, chronic pain, various physical symptoms
- Loss of Meaning in Life
 - Despair, hopelessness, loss of previously sustained beliefs.

Chronic Trauma Impacts Physical Health

- Chronic trauma can negatively impact the immune system and physical, as well as emotional, health. See the ACE (Adverse Childhood Events) studies.

Now that You are "Trauma Informed," What to Do?



Be an Emotional Regulator, Not a Trauma Reminder.

- Trauma creates neural networks in the right brain which holds "implicit," non-verbal memory (images, facial characteristics, feelings, sounds) which are triggered by trauma reminders, e.g., like the stress of going to court, being in proximity to the abuser, or feelings of helplessness.

Be an Emotional Regulator, Not a Trauma Reminder.

- When these neural networks are triggered by trauma reminders, or serious stress, the brain and nervous system sometimes begins reacting like it did during the trauma. That's often a reason why people sometimes act "inappropriately," or they don't understand or follow directions, when you are trying to help.

**Be an Emotional Regulator,
Not a Trauma Reminder.**

- When the brain is emotionally dysregulated, the left pre-frontal cortex responsible for “executive functioning” is not optimally activated and people may have greater difficulty understanding, thinking clearly, analyzing information, problem solving, and effectively planning.

**Be an Emotional Regulator,
Not a Trauma Reminder.**

- Very stressed human beings may not be able to hear and understand you, until you hear them and communicate back in a manner that makes clear that you have just understood what they have said.
- This very basic step, together with providing a safe and structured environment, usually helps most upset people begin to calm emotionally, physically, and behaviorally, process information better, think more clearly, and make better decisions than they can when they are more emotionally stressed or overwhelmed.

**Working with Traumatized
Parties/Customers**

- First, actively & reflectively listen until party/customer feels understood.
- Take more time and GO SLOWER, and make sure they are understanding you correctly.
- Use summarizing statements.
- Be supportive.
- Setting limits is fine, firmly & respectfully.
- All of this helps the customer emotionally re-regulate themselves, and helps them think, problem solve, and plan more effectively.

Parties/Customers Who May Have a History of Violent Behavior

- Due to their own, often disavowed, history of trauma or neglect, many are preoccupied with fears of rejection and abandonment, or fear of being seen as inferior and being shamed.
- Feelings of helplessness are intolerable for them.

Parties/Customers Who May Have a History of Violent Behavior

- When they experience those trauma reminders or feelings, they sometimes automatically respond as if it's some level of threat to their very survival, and they respond accordingly, usually with some form of anger ("fight") or withdrawal ("flight").

Parties/Customers Who May Have a History of Violent Behavior

- Under stress, they tend to be hyper vigilant and hypersensitive to anything THEY PERCEIVE as criticism, judgment, disagreement with their views (which they may perceive as your "not understanding" and which feels like personal rejection), personal slight, insult, unfairness, or shaming. **It's not what you intend by your comments, it's what they perceive.**
- This may be triggered as much by NON-VERBAL BEHAVIOR, facial reactions, vocal tone, body posture, as by anything you say.

Parties/Customers Who May Have a History of Violent Behavior

- This stress response may sometimes erode their inhibitions, interfere with their cognitive functions, and make it more difficult for them to control their impulses and consider the real world consequences of their own behavior.

Parties/Customers Who May Have a History of Violent Behavior

- The potential for violence escalates whenever anyone with that potential feels grossly disrespected or humiliated, hopeless, or that they have nothing to lose. They are most at risk of taking it out on those upon whom they have access and/or identify as being associated with the cause of their pain or frustration.

Parties/Customers Who May Have a History of Violent Behavior

- If they don't think they have access to justice or are being treated justly by the system, they are more likely to pursue "self-help justice," e.g., abusive, dangerous, non-compliant behavior.
- (Steven Pinker, Ph.d., Harvard, in *The Better Angels of our Nature – Why Violence has Declined* – 2011)

For Parties/Customers Who May Have a History of Violent Behavior

- Justice system & Bench Officer responses that may facilitate compliance:
 - Orient them to the process;
 - Listen to them until they feel heard and understood (not synonymous with agreement);
 - Explain and answer questions (taking more time as necessary);
 - Provide structure, containment, accountability – respectfully and in a non-shaming manner, AND
 - Take responsibility for legal decision-making (child support, protective orders, etc.) onto the law and off the victim.

Working With an Angry Customer in the Clinic: Example

- “Mr. Jones, I know you are extremely upset and you feel that you are not being treated fairly, that the system is unjust and biased, and that you will not be given a fair shake. Is that accurate?”
- (Authoritatively and supportively WITHOUT SHAMING) “Mr. Jones, again, I know that it is extremely upsetting and frustrating, but it will be hard for me to know how I can be helpful when you are yelling. So I need you to stop. Thank you.”
- If he continues: “Mr. Jones, I’m going to step away a give you a couple minutes, and then I’ll return and try one more time. I’ll be back in 2 or 3 minutes.”
- Never place a customer in a situation where they feel trapped cannot walk away from you.

What Else To Do

- Pay particular attention to NON VERBAL cues that they may be upset. Check in with them, e.g. “Is there something I said that you found upsetting?” “Do you feel like I’m not being supportive of you?”
- Take responsibility for the misunderstanding and try and repair it.
- Again, keep clear and firm boundaries without shaming/rejecting/judging/abandoning.

Summary of "Do's"

- Always strive to be in and create a physically and emotionally **safe, structured**, and calming environment for yourself and your customer.
- Treat customers with dignity and respect, and when you're with them, give them your full attention.
- Be attuned to and empathize with the customer without getting hooked or encouraging emotional dependence.
- Maintain clear professional presence and boundaries in a respectful and caring but clear manner. Set limits as needed. Do not tolerate abusive or otherwise inappropriate behavior.

Summary of "Do's" contin.

- Actively listen.
- Orient and educate about the process.
- Let the customer know what to expect.
- Acknowledge and utilize customer strengths.
- Break overwhelming problems down into do-able tasks; mobilize customer strengths in assigning tasks.
- Connect customer with appropriate services and resources.
- Readily seek consultation, supervision, support and assistance as needed. **IF NOBODY ELSE IS THERE, USE THE PHONE.** Take good care of yourself outside of work.

Some "Don'ts"

- Be naïve or forget about safety.
- Get distracted, be disrespectful, patronizing, dismissive, personally judgmental, shaming, angry, critical, argumentative.
- Assume they understand what's happening unless they are able to accurately feed it back to you.

Some Don'ts contin.

- Support justifications for violent, abusive or otherwise inappropriate behavior. You can communicate that you understand the customer's point of view without communicating you agree with it. Your agreement is not the point. Your service is.
- Get pressured or trapped into feeling like you have to believe your customer. You weren't there. You don't know what happened.
- Argue with your customer.
- Make promises or guarantees you may not be able to keep.
- Let yourself become isolated.

Related Child Custody & Visitation Considerations

- Exposure of a child to domestic violence is ALWAYS potentially emotionally abusive and traumatic. And remember, it's emotional abuse that typically does the most damage for adult victims and children exposed to DV.

Encouraging Compliance With Child Support Orders

- FIRST, be "attuned" to the experience of the parent, actively listen. Remember, validation and understanding are not synonymous with agreement, and that people are often unable to listen until they experience having been heard and understood.
- Example: "I know you feel this is very unfair and unjust."

Encouraging Compliance With Child Support Orders

- Ask parents the names of their children and to tell you a little bit about their children.
- Validate that they “must care very much about ...” and name the children.
 - Be careful not to patronize.
- Make sure they understand the nature of the orders, and continue to validate.

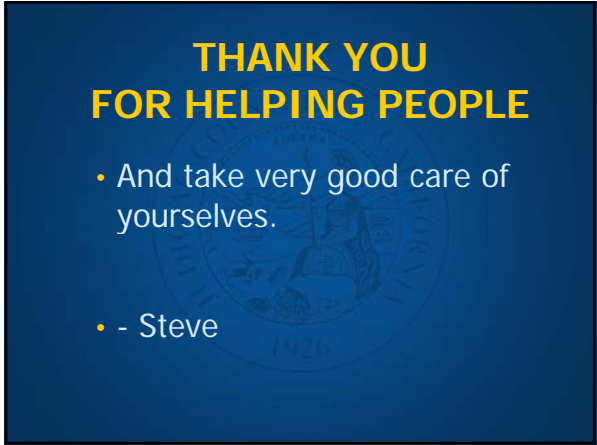
Encouraging Compliance With Child Support Orders

- Next, appeal to the parent’s self interest.
- Example: “Even though you believe it’s unfair, when you comply with the court order, you’ll be demonstrating to the court, from the court’s point of view, that you are a responsible and genuinely concerned parent.”

Encouraging Compliance With Child Support Orders

- Then educate the customer as to the potential consequences of failure to comply.
- Don’t argue. Continue to validate and communicate understanding of the parent’s response, treat with dignity and respect, and continue to educate.





TAB S

Qualifying Ethics 5 Core Course

*Hon. James R. Dabney &
Hon. Joanne B. O'Donnell*

**Materials were distributed,
not available online.**

TAB T

Cultural Complexities: Becoming Aware, Sensitive and Competent

*Hon. D. Zeke Zeidler &
Dr. Gitu Bhatia*

Cultural Complexities:
Becoming Aware, Sensitive and Competent

Judge D. Zeke Zeidler
Dr. Gitu Bhatia

17th Annual Child Support Training Conference
September 25-27, 2013

What is Cultural Competence?

What is Cultural Competence?

- A set of attitudes, skills, behaviors, and policies that enable organizations and staff to develop proficiency and work effectively in cross-cultural situations.
- A way by which individuals, agencies and systems integrate and transform awareness of assumptions, values, biases and knowledge about themselves and others

Why Cultural Competence is important

By responding respectfully and effectively across diverse aspects (cultures, language, socioeconomic status, race, ethnic background, religion, gender, sexual strengths of individuals, families and communities), then we protect and preserve the worth and dignity of each.

Ethical Considerations

Judicial Canons – 1, 2, 2(a), 3, 3(b)(2), 3(b)(4-6):

- Integrity
- Impartiality
- Patient and Courteous
- Respectful
- Unbiased (& require same of attorneys)

Objectives For Today Gitu Bhatia, Psy D

Being Culturally Aware, Sensitive and Competent Requires..

- Increasing one's self Awareness (assumptions, values & biases)
- Understanding the worldview of the cultural "other"
- Developing appropriate Skills to bridge the distance between "self" and "other"



Meaning of Difference

- Think of a time when you felt different.
- Turn to the person next to you and share that experience with each other.
- How was it to share this experience?



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Disclaimers and Fine Print

personally challenging...

- ◆ Blind spots of personal bias
- ◆ Feelings of guilt and anger
- ◆ Fear of being exposed
- ◆ Strong emotional reactions



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- ◆ Personal work - introspection, self exploration of our own worldview
- ◆ Interpersonal work - learning about other cultures and cultural groups



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What Are Some Elements of Culture?

Some Elements of Culture

- Language
- Holidays
- Body Adornment
- Money (attitudes)
- Recreation
- Arts
- Architecture
- Stories and Myths
- Food
- Religious Beliefs
- Values
- Rituals
- Gender Roles
- Family Dynamics
- Community Dynamics
- Display of Emotion

Cultural Dimensions

Usually Visible Gender, Age, Race

Usually Invisible: Sexual orientation, Religious affiliation, Nation of origin, Membership in certain subcultures

Maybe Visible or Invisible Ethnic identification, SES, Geographical background

ADDRESSING Format

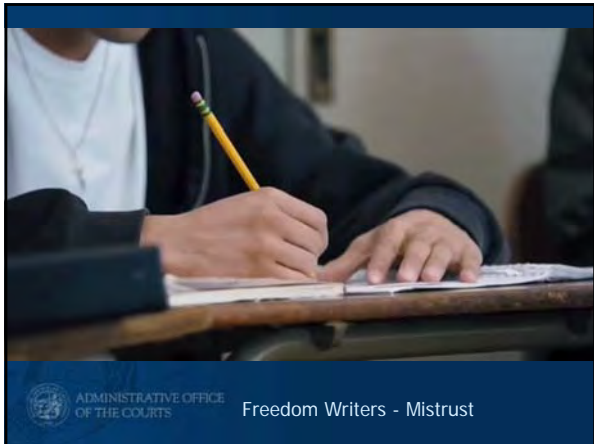
- Age and generational differences
- Developmental Disabilities
- Disabilities acquired later in life
- Religion and spiritual orientation
- Ethnic and racial identity
- Socioeconomic status
- Sexual orientation
- Indigenous heritage
- National origin
- Gender

Communication Exercise

Mistrust

Language barriers
Focus on the individual
Culture bound values
Class bound values
Patterns of communication






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Freedom Writers - Mistrust

Microaggressions

- Microassault - blatant attack
- Microinsult - unintentional/insensitivity
- Microinvalidation - exclude/negate/dismiss



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Microaggressions in Everyday Life: Race, Gender and Sexual Orientation, Derald W. Sue, 2010

Microinvalidation.....

- ◆ “When I look at you I don’t see color”
- ◆ Message: Denying a person of their experiences
- ◆ “Men and women have equal opportunities”
- ◆ Message: The playing field is equal

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Microinvalidation....Microinsult....

- “Where are you from?”
- “You speak good English”
- “Where were you born?”

- You are not an American



- *that the microaggression is essentially invisible to the perpetrator creates a psychological dilemma for victims that can leave them frustrated, feeling powerless, and even questioning their own sanity (Sue et al.).*



What do we do?

- Build trust by being open and non-defensive.
- Be aware that microaggressions are a reality and take an emotional toll.
- Become aware of your own communication and helping style.



Implicit Biases

- Implicit bias and lack of cultural competency can affect our judgment and the way that policies are applied to racial, ethnic or other groups.
- Implicit Association Test (IAT) correlate with policy judgments



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Factors that increase reliance on implicit bias?

- Distraction
- Stress
- Boredom
- Time pressure
- Strong emotion
- Absence of accountability
- Lack of motivation to be accurate & fair



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What to do?

- All of us have inherited biases. Acknowledging these to ourselves can minimize the detrimental effects on others.
- Even when there are language barriers, learn a few words to communicate respect.



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Implications for practice

- Socialize, work with and get to know people from diverse backgrounds on personal and intimate levels. You can only understand about sexism by talking to women, about homophobia by talking to a gay or lesbian.
- Explore yourself as a cultural being. How have you experienced discrimination or privilege.



Spanglish – Lost in translation



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Language/Communication

- Patterns of communication vary with culture, even when there is no language difference
- Asking children or family members to translate may have consequences for families
- Not providing adequate interpretation can be a form of discrimination
- Provide cultural match as well as language match



Resources

- Community Leaders
- Movies/Books (suggestions in written materials)
- Interact with other cultural groups
- Interviewing Clients Across Cultures – Lisa Aronson Fontes
- Thinking Fast and Slow – Daniel Kahneman



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Q&A



17th Annual Child Support Training Conference

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Cultural Complexities: Becoming Aware, Sensitive and Competent

**Judge D. Zeke Zeidler
Dr. Gitu Bhatia**

The objective of this workshop is to propose a multidimensional way of assessing culture in our work. This workshop outlines the many dimensions of culture and a way for the various professionals to view cultural complexities in themselves and the families they serve. The aim is threefold; to increase awareness of “self” and “others”, build knowledge of differences between groups while also recognizing within group differences, and build a repertoire of clinical skills, in order to provide effective and culturally sensitive services to an ever increasingly diverse population.

What is Cultural Competence?

A set of attitudes, skills, behaviors, and policies that enable organizations and staff to develop proficiency and work effectively in cross-cultural situations.

A way by which individuals, agencies and systems integrate and transform awareness of assumptions, values, biases and knowledge about themselves and others

Why is it important?

By responding respectfully and effectively across diverse aspects (cultures, language, socioeconomic status, race, ethnic background, religion, gender, sexual strengths of individuals, families and communities), then we protect and preserve the worth and dignity of each.

Judicial Canons

Canon 1 -- Uphold the integrity and independence of the judiciary

Canon 2 – Avoid impropriety and the appearance of impropriety in all activities

Canon 2(a) – Respect and comply with the law and act at all times in a manner that promotes public confidence in the integrity and impartiality of the judiciary

Canon 3 -- Perform the duties of judicial officer impartially and diligently

Canon 3(b)(2) – be faithful to the law regardless of partisan interests, public clamor, or fear of criticism, and maintain professional competence in the law.

Canon 3(b)(4) – be patient, dignified, and courteous to litigants, jurors, witnesses, lawyers, and other with whom the judge deals in an official capacity, and require similar conduct of lawyers and of all court staff and personnel under the judge’s direction and control.

Canon 3(b)(5) – perform judicial duties without bias or prejudice. A judge shall not, in the performance of duties, engage in speech, gestures, or other conduct that would reasonably be perceived as (1) bias or prejudice, including but not limited to bias or prejudice based upon race, sex, religion, national origin, disability, age, sexual orientation, or socioeconomic status, or (2) sexual harassment.

Canon 3(b)(6) – require lawyers in proceedings before the judge to refrain from manifesting, by words or conduct, bias or prejudice based upon race, sex, religion, national origin, disability, age, sexual orientation, or socioeconomic status against parties, witnesses, counsel, or others. Does not preclude legitimate advocacy when ... factors are issues in the proceeding.

Canon 4 – Conduct quasi-judicial and extrajudicial activities as to minimize the risk of conflict with judicial obligations

Canon 4(A) – Conduct all extrajudicial activities so they do not:

(1) cast reasonable doubt on the judge’s capacity to act impartially

(3) interfere with the proper performance of judicial duties

Dimensions of Cultural Complexities

All individuals are, in some respects, like no other

All individuals are, in some respects, like some other individuals

All individuals are, in some respects, like all other individuals

(Sue & Sue, 2008)

One multidimensional tool to start appropriately assessing cultural identities is the ADDRESSING framework (Hays,2008). It helps us increase our self-awareness as well as makes us more attentive to the complexities of a person’s cultural make up and it helps avoid stereotyping or over-generalization. It is important that each of us identify our own cultural make up before we have a full understanding of the “other”. How we assess “normal” and what we consider to be “good” or “healthy”, both consciously and unconsciously often, relates to how we identify ourselves.

__ Age and generational differences _____

__ Developmental Disabilities _____

__ Disabilities acquired later in life _____

__ Religion and spiritual orientation _____

__ Ethnic and racial identity _____

__ Socioeconomic status _____

__ Sexual orientation _____

__ Indigenous heritage _____

__ National origin _____

__ Gender _____

Microaggressions (Sue et al, 2010)

We think of racism as discrimination and overt acts of hostility towards a group of people who are in a minority. However, over time we have become “politically correct” and many of our efforts to suppress the racist biases we have may come out in covert and unintentional ways.

- Microassault - blatant attack
- Microinsult- unintentional/insensitivity
- Microinvalidation-exclude/negate/dismiss

that the microaggression is essentially invisible to the perpetrator creates a psychological dilemma for victims that can leave them frustrated, feeling powerless, and even questioning their own sanity (Sue et al,2010).

Language Barriers

Language and communication styles vary with cultures but also within cultures. It is important for us to be familiar with the history of the minority group with which we are working. Being familiar with the language or having an interpreter only helps us to some extent. Gender, age, socio-economics and acculturation levels may have some impact on a person's ability to communicate with a person in authority. Many groups of people have a valid mistrust of the political and legal structures based on their own experiences or experiences of others in their family. It is important to remember:

- Patterns of communication vary with culture, even when there is no language difference
- Asking children or family members to translate may have consequences for families
- Not providing adequate interpretation can be a form of discrimination
- Provide cultural match as well as language match.

Diversity brings multiple perspectives and multiple perspectives often lead to conflict (Hays, 2008).

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Book Recommendations

"Blind Spot: Hidden Biases of Good People" (2013) by Mahzarin R. Banaji and Anthony G. Greenwald

The spirit catches you and you fall down, by Anne Fadiman

The Color of Water, by James McBride

Reading Lolita in Tehran, by Azar Nafisi

Joy Luck Club, by Amy Tan

Carmela, by Sandra Cisneros

Movie Recommendations

American Chai

Bend it like Beckham

Broke back mountain

Crash
Freedom Writers
Gran Torino
House of Sand and Fog
I now pronounce you Chuck and Larry
Joy luck club
Monsoon wedding
My Big Fat greek wedding
Namesake
Save the last dance
Something New
Spanglish
Transamerica
Westside Story
What's cooking

About the presenters:

Judge Zeke Zeidler

Judge Zeidler was elected to the bench of the Los Angeles County Superior Court in 2004. Prior to that, he served as a Superior Court Referee for over six years, presiding over cases that involve child abuse and neglect. Judge Zeidler has chaired the committee that creates anti-bias curriculum for judicial officers and court staff throughout California, and teaches new judge orientation and juvenile law overview courses for judicial officers in California. He has also presented nationally on diversity, child welfare, and LGBT domestic violence issues. He is currently in his second term as President of the International Association of LGBT Judges. Before taking the bench, Judge Zeidler was as an attorney representing abused and neglected children. He has served as an officer in NLGLA (now the National LGBT Bar Association) and was the co-chair of NLGLA's law student arm. In addition to his legal involvements, Judge Zeidler has been very active on education issues. He was first elected to the Redondo Beach School Board in 1995, becoming only the tenth openly Gay or Lesbian school board member in the country, and he was

overwhelmingly re-elected in 1999. Judge Zeidler resides in Los Angeles with his husband, attorney Jay Kohorn.

Gitu Bhatia, Psy D

Dr. Bhatia has extensive experience working with individuals, couples and families. She provides psychotherapy, parent training, psychological assessments, mediation and collaborative law. Besides her private practice, she is an adjunct faculty member in the Graduate School of Psychology at Pepperdine University. She also enjoys teaching and has conducted trainings for therapists, teachers, and parents on several subjects related to human development and issues of diversity. Dr. Bhatia co-chairs the Los Angeles County Psychological Association's Diversity Committee.

Dr. Bhatia has been actively involved in the Los Angeles Collaborative Family Law Association and served as a member of the Board of Directors for 4years. She has been trained as a divorce coach and child specialist. Having worked as a family mediator for the Superior Court of Los Angeles for over 10 years, Dr. Bhatia has worked passionately to make the process of divorce, for the children and families, as humane and as emotionally safe as possible.

The New York Times

August 21, 2013

Fix the Census' Archaic Racial Categories

By KENNETH PREWITT

STARTING in 1790, and every 10 years since, the census has sorted the American population into distinct racial groups. Remarkably, a discredited relic of 18th-century science, the “five races of mankind,” lives on in the 21st century. Today, the census calls these five races white; black; American Indian or Alaska Native; Asian; and Native Hawaiian or other Pacific Islander.

The nation's founders put a hierarchical racial classification to political use: its premise of white supremacy justified, among other things, enslaving Africans, violent removal of Native Americans from their land, the colonization of Caribbean and Pacific islands, Jim Crow subjugation and the importation of cheap labor from China and Mexico.

Of course, officially sanctioned discrimination was finally outlawed by civil rights legislation in 1964. The underlying demographic categories, however, were kept. Securing civil rights required statistics. Thus resulted an uneasy marriage of preposterous 18th-century racial classifications to legitimate 20th-century policy goals like fair electoral representation, anti-discrimination programs, school desegregation, bilingual education and affirmative action.

But the demographic revolution since the immigration overhaul of 1965 has pushed the outdated (and politically constructed) notion of race to the breaking point. In June the Supreme Court struck down a core provision of the Voting Rights Act, taking note of changing demographics. I disagree with the court's ruling, but agree that society is changing. And our statistics must reflect those changes.

Fast-growing population groups — mixed-race Americans, those with “hyphenated” identities, immigrants and their children, anyone under 30 — increasingly complain that the choices offered by the census are too limited, even ludicrous. Particularly tortured is the Census Bureau's designation, since 1970, of “Hispanic” as an ethnicity

or origin, thereby compelling Hispanics to also choose a “race.” In 2010, Hispanics were offered the option to select more than one race, but 37 percent opted for “some other race” — a telling indicator that the term itself is the problem.

Indeed, anyone who filled in “some other race” that year was allocated to one or more of the five main groupings. Many absurdities have resulted.

America has about 1.5 million immigrants from sub-Saharan Africa — some 3 percent of the nation’s black population. Like President Obama’s father, who was Kenyan, their experience differs vastly from that of African-Americans whose ancestors were enslaved, yet they are subsumed into the same category — one that, until this very year, continued to include the outdated term “Negro.”

The census considers Arabs white, along with non-Arabs like Turks and Kurds because they have origins in the Middle East or North Africa. Migrants from the former Soviet nations in Central Asia are lumped in as white along with descendants of New England pilgrims.

An indigenous person from Peru, Bolivia or Guatemala is Hispanic, but if she “maintains tribal affiliation or community attachment,” she might also be counted as part of a racial group that includes the Inupiat and Yupik peoples of Alaska.

Are Australian immigrants whites or Pacific Islanders? (The Census Bureau’s own documents are unclear on this.)

The census has no second-generation question, leaving Congress to debate immigration reform with inadequate statistics about which new Americans are learning English, finishing school, living in segregated neighborhoods or staying out of jail. Social scientists closely track intermarriage as an indicator of assimilation, but the census reports intermarriage only among whites, blacks, Hispanics and others — overlooking unions between, say, Japanese and Chinese, Cubans and Mexicans, Nigerians and native-born blacks. These marriages may have as much to tell us about where the nation is headed as the rate at which whites intermarry.

Much attention has been paid to the news that non-Hispanic whites now account for less than half of births in the United States and that deaths now exceed births among non-Hispanic whites. These projections are oversimplified and misleading because they rely on the outdated “five races” concept. The far more significant turning point

is the shift from a nation of a few large racial blocs into a hybrid America of numerous nationalities, ethnicities and cultures, unprecedented in human history. It is this hybrid, multivalent, dynamic America that is not reflected in the census. We cannot, however, fix this at the expense of abandoning racial categories, which are still needed for legitimate policy purposes.

The Census Bureau has begun to consider what changes it will recommend for the 2020 census. It will focus, appropriately, on operational improvements, like increasing response rates. But there are also political decisions to be made.

I URGE three actions. First, drop the current race questions, which misleadingly conflate race and nationality, and ask two new questions: one based on a streamlined version of today's ethnic and racial categories, and a separate, comprehensive nationality question. (The 2010 census asked Hispanics, Asians and Pacific Islanders to specify a national origin and allowed American Indians and Alaska Natives to put down their tribe.)

These two questions would allow for much-needed flexibility. Broad racial groupings are significant for protecting voting rights, but information on national origin is more useful for understanding health disparities in a metropolis, or for diversifying a university's student body. Indeed, the failure to appreciate rising inequality within the country's white majority and to distinguish, say, inner-city blacks from African asylum-seekers, or Southeast Asian refugees from well-educated East Asians, have contributed to the criticisms of affirmative action as too blunt a tool of social policy.

Second, add parental place of birth to the census. One-fourth of Americans under the age of 18 are children of immigrants — a proportion that will increase sharply over the next quarter-century.

Third, slowly phase in the use of the data to make policy. There is a precedent: in 2000, there was strong opposition to the new option of selecting more than one race. It was feared that this would reduce the size of various racial minorities. The government responded by counting those who are white and of one minority race as minorities for the purposes of civil-rights monitoring and enforcement. The new comprehensive statistics on national origin would be put to use judiciously. The five races would not disappear from the statistical system, but neither would they be the only policy tool available.

Americans may hope for a colorblind future, but we know that the legacy of discrimination continues to haunt us; that some new immigrants are assimilated even as others are left behind; that new versions of racism crop up, within as well as among the five "races."

Faced with these empirical realities, statistical ignorance is a moral failure. It is also a political failure to ignore the arrival of a hybrid America. Even the questions on race we use in 2020 will be wrong for 2100. It will take decades of gradual re-engineering to match census statistics to demographic realities. The Census Bureau is prepared; what's missing is public awareness and political leadership.

Kenneth Prewitt, the director of the United States Census Bureau from 1998 to 2000, is a professor of public affairs at Columbia University and the author of "What Is Your Race? The Census and Our Flawed Effort to Classify Americans."

TAB U

Ethics for Family Law Facilitators

*Ms. Candace Goldman &
Ms. Lollie A. Roberts*

Ethical Considerations for Self Help Center Staff

Assisting Self Represented Litigants
While Maintaining Neutrality
September, 2013

Presenters

- **Candace Goldman**, Family Law Facilitator,
Alameda County Superior Court
- **Lollie Roberts**, Family Law Facilitator,
Sacramento County Superior Court

Overview

- Defining Self Help
- Ethical Guidelines and Judicial Canons
- Setting Limits
- Maintaining Neutrality
- Legal Advice v. Legal Information
- Ex Parte Communications
- Confidentiality

Defining Self Help

- Neutral
- Within Scope
- Reasonable

**Ethical Guidelines and
Judicial Canons**

- Independence and Integrity
- Role as representative of the Court
- Impartiality and Diligence
- Respect and Patience
- Bias and Prejudice
- Competent Legal Information
- Full Notification of Limits of Service
- Public Comment
- Gifts or Payments
- Communications with Bench Officers

- Communications with Represented Litigants
- Volunteering at a Self-Help Center

STANDARDS OF JUDICIAL
ADMINISTRATION: CANON 3(B)(9) – no
public comment (and per FL §10014)

FAMILY LAW CODE SECTIONS:

- 10010 (adopt minimum standards for FLF)
- 10012 (separate mediation in DV)
- 10013 (no representation; FLF Disclosure)
- 10014 (acknowledge Canon 3 (B)(9))

Setting Limits

- Attorney of Record
 - Substitutions
 - “My attorney says...”
 - “But I’m not asking for advice.”
- Post-Judgment

Setting Limits

- Attorneys/Paraprofessionals
 - Reference Library
 - Procedural Questions
 - Low Income Client
 - Limited Scope
 - Friends/Colleagues
 - Students/Interns

Setting Limits

- Third Parties
 - Friends and Family
 - Paid Legal Assistants
 - “Interpreters”
 - Unauthorized Practice of Law

Maintaining Neutrality

- Bias
 - Know Thyself
 - Body Language
 - Tone/Volume
 - Personal Space
 - Litigant Bias

Maintaining Neutrality

- Conflicts of Interest
- Empathy v. Sympathy
- Veracity

Maintaining Neutrality

- In the Courtroom

Maintaining Neutrality

- Internal and External Pressures
 - Emotions
 - Executive Office
 - Judicial Preference
 - Ex Parte Communications
 - Discussing Court Procedural Policies or . . . ?
 - Adhering to Grants
 - Emergencies

Maintaining Neutrality

- ADA Accommodation Requests
 - What is an ADA Request?
 - Hearing, Sight, Other Physical or Mental Disability, Language/Comprehension Limitations, Companion Animals.
 - Cannot Exceed Scope
 - Who Should Assist?
 - ASL

Legal Advice v. Legal Information

- Pitfalls of Relying on Key Words
- Remain Neutral
- Admit What You Do Not Know
- Keep It Simple
- Avoiding the Unauthorized Practice of Law

Legal Advice v. Legal Information

- Safe Communications
 - Explaining Legal Process
 - Identifying Appropriate Forms
 - Explaining Available Options
 - How to Complete Forms (and limits on completing)
 - Explaining Repercussions of Available Options (limitations?)

Examples of Legal Information

- Difference between a UPA case and a POP Declaration
- Forms needed to respond to an Order to Show Cause
- How to prepare a written declaration
- How to get a formal judgment once all issues have been resolved at a settlement conference
- Eligibility factors for a summary dissolution
- FL §4320 spousal support factors

Legal Advice v. Legal Information

- Things to Avoid
 - Best Choice of Available Options
 - How to Obtain a Strategic Advantage
 - Which Available Option to Select
 - Lopsided Presentation of Repercussions/ Advantages of Legal Action
 - What Would YOU Do?
 - What the Judge is Most Likely to Do

Examples of Legal Advice

- Based upon what you have told me, the Judge will most likely...
- You are more likely to get a positive recommendation from the mediator if...
- If I were you, I would... OR, you should . . . need to . . . I strongly suggest . . .
- If you were my client, I would advise you to...
- You could do that, but it would be better for you to do this...

How Would You Respond?

- What should I do?
- How can I oppose this petition?
- Which one would be better for me?
- What will happen if I...?
- I was told I can sign a POP Declaration. Why do I need to file a UPA case?
- What am I supposed to do with this mediation report?

Suggested Responses

- I can't tell you what you should do because that would be legal advice. I can tell you the options that are available to you so you can decide for yourself. If you need advice, you will need to consult a private attorney.
- I can tell you the possible outcomes of your case, but I cannot predict how the judge will rule. Each case is decided on its own facts and only the judge can tell you how it is going to come out, after he or she has reviewed all of the facts presented by all the parties. (Should you state possible outcomes?)

Ex Parte Communications

- When You Confer with the Judge, the Prohibition Against Ex Parte Communication Extends to You
- Acting as/through an Intermediator Does Not Change the Nature of Ex Parte Communications

Ex Parte Communications

- Safe Communications with the Judge
 - Whether or not a conversation with the party took place
 - What information was relayed to the party
- Safe Communications with parties
 - Legal information
 - Identifying information
 - Deficiencies in filed/proposed documents
- What do you share with BOTH judge & parties?

Examples of Safe Communication with the Judge

- “All of the parties are present and ready to proceed.”
- “I told the petitioner that he would need to complete and file a proof of service or declaration of due diligence.”
- “I have prepared a support calculation and shared it with the parties, with an explanation.”

Ex Parte Communications

- Risky Communications with the Judge
 - What the party stated to you
 - How a party behaved in your presence
 - What a party said to someone else in your presence
- Risky Communications with Parties
 - Legal Advice
 - Anything communicated by the Judge or another party to the case

Examples of Ex Parte Communication with the Judge

- “The petitioner gave me an attitude and said...”
- “While I was in the courtroom, I heard the mother tell the grandmother...”
- And when the judge pulls you aside and makes comments about one or both litigants? Or other courtroom staff is chatting, engaging you?

Examples of Ex Parte Communication with a Party

- “The Judge does not think your declaration is sufficient.”
- “When the mediator interviewed the father, he said...”
- “You know, you could consider doing ‘x’ . . . “

How Would You Respond?

- “I saw you talking to the mother. Did she tell you...?”
- “I saw you in the back corridor. What were you and the judge talking about?”

Suggested Response

- “I cannot discuss my conversation with another party with you. What I can tell you is that the only facts that the court will consider are those contained in the documents in the file or stated by one of the parties or a witness during the hearing.”

How Would You Respond?

- “Before I take the bench, will you ask the petitioner about this item in her declaration and let me know what she says?”

Suggested Response

- “I can ask her if she has witnesses or exhibits to present so you can decide whether to set the matter for long cause. If that is the case, I will make sure she has a referral to the Self Help Center so she can get help before the next hearing date.”

How Would You Respond?

- “Is the judge going to grant my request?”

Suggested Response

- “I am not the trier of fact, so I cannot predict whether your request is going to be granted. The judge has reviewed your court file and may have additional questions for you (or the other parties present). The judge cannot decide your case until he or she has had an opportunity to hear from the parties. I can tell you that the mediator’s report recommends...”

Confidentiality

- Court Files
- Computer Screens
- Sealed Documents/Envelopes
- Tax Returns

Confidentiality

- Meeting with Litigants
 - Location/Physical Setting
 - Volume
 - Children
 - Eavesdroppers
 - Family/friends/significant others
- Create “Defensible Space”
- Private paternity actions & 3rd parties

Practice Pointers

- Before speaking, ask yourself:
 - Am I sure of the answer?
 - Would I say this if the Judge/other party were listening?
 - Am I repeating information that I obtained from an ex parte conversation?
 - Is it reasonable to expect an SRL to understand what I am about to say and to be able to accomplish it on his or her own?

Questions?

Thank you for your participation!

Appendix C

Guidelines for the Operation of Family Law Information Centers and Family Law Facilitators Offices

(1) *Independence and integrity*

An attorney and other staff working in a family law information center or family law facilitator office should, at all times, uphold the independence and integrity of the center or office in conjunction with its role within the court and the legal system.

(2) *Role as representative of the court*

An attorney and other staff working in a family law information center or family law facilitator office should recognize that they are representatives of the court and, as such, should avoid all acts of impropriety and the appearance of impropriety at all times.

(3) *Impartiality and diligence*

An attorney working in a family law information center or family law facilitator office should perform his or her duties impartially and diligently. Impartiality means delivering services to all eligible litigants in a neutral manner. Diligence requires that the attorney provide the litigants with pertinent information to allow them to bring their matter before the court. This may include appropriate referrals to other resources as well as direct information and assistance at the center or office. The attorney should require similar conduct of all personnel.

(4) *Respect and patience*

An attorney working in a family law information center or family law facilitator office should be aware of the social and economic differences that exist among litigants and maintain patience with and respect for the litigants who seek the services of the center or office. The attorney should require similar conduct of all personnel. However, if a litigant becomes unruly or disruptive, the attorney may ask the litigant to leave the center or office.

(5) *Bias and prejudice*

An attorney working in a family law information center or family law facilitator office should assist the litigants who seek assistance without exhibiting bias or prejudice based on race, sex, religion, national origin, disability, age, sexual orientation, socioeconomic status, or other similar factors, and should require similar conduct of all personnel.

(6) *Competent legal information*

An attorney working in a family law information center or family law facilitator office and his or her staff should provide the litigants who seek assistance with procedural and legal information and education so that the litigants will have increased access to the court. Family law information centers and family law facilitator offices are not intended to replace private counsel.

(7) *Full notification of limits of service*

An attorney working in a family law information center or family law facilitator office should ensure that conspicuous notice is given, as set forth in Family Code section 10013, that no attorney-client relationship exists between the center or office, or its staff, and the family law litigant. The notice should include the advice that the absence of an attorney-client relationship means that communications between the party and the family law information center or family law facilitator office are not privileged and that the services may be provided to the other party. Additionally, the family law information center must use *Family Law Information Center Disclosure* (form FL-945) or provide similar notice. The family law facilitator office must use *Office of the Family Law Facilitator Disclosure* (form FL-940) or provide similar notice of the warnings set forth in Family Code section 10015.

(8) *Public comment*

An attorney working in a family law information center or family law facilitator office and his or her staff must at all times comply with Family Code section 10014, and must not make any public comment about the litigants or about any pending or impending matter in the court.

(9) *Gifts or payments*

An attorney working in a family law information center or family law facilitator office and his or her staff should not accept any gifts, favors,

bequests, or loans from the litigants whom they assist, since this may give the appearance of impropriety or partiality—except for nominal gifts such as baked goods, as allowed by local rules.

(10) *Communications with bench officer*

An attorney working in a family law information center or family law facilitator office and his or her staff should avoid all ex parte communications with a bench officer, except as provided in accordance with Family Code section 10005. In addition, an attorney should avoid all communications with a bench officer in which he or she offers an opinion on how the bench officer should rule on a pending case. Communications about purely procedural matters or the functioning of the court are allowed and encouraged.

(11) *Communications with represented litigants*

An attorney working in a family law information center or family law facilitator office and his or her staff should not assist a litigant who is represented by an attorney unless the litigant’s attorney consents or the court has referred the litigant for assistance.

Advisory Committee Comment

These guidelines are promulgated as directed by former Family Code section 15010(f). They are intended to guide the attorneys providing assistance in family law information centers and family law facilitator offices created by Family Code sections 10000–10015.

These guidelines are not intended to be exclusive. Attorneys who work in the family law information centers and family law facilitator offices are also bound by the State Bar Act, the Rules of Professional Conduct, local and state court employee rules, and relevant opinions of the California courts to the extent that they apply.

The authorities that govern attorney conduct in California apply to all California attorneys regardless of the capacity in which they are acting in a particular matter. (*Libarian v. State Bar* 25 Cal.2d. 314 (1944).) “Permission” not to comply with these authorities may not be given by the State Bar. (*Sheffield v. State Bar* 22 Cal.2d. 627 (1943).)

Thus, California attorneys, regardless of the capacity in which they are performing in a particular matter, must conform their conduct to the governing California authorities. However, because the disciplinary authorities are activity-specific, not all authorities apply in all instances. For example, a transactional attorney who never appears in court is not likely to be at risk of violating the rules that govern court appearances. The transactional attorney is not immune from those rules; the nature of his or her practice simply minimizes the impact of those rules upon the services he or she performs. Thus, although center and facilitator attorneys will not be immune from the governing authorities, certain rules and requirements will apply more directly to the nature of the services being provided than will others.

Just as the Rules of Professional Conduct are activity-specific in general professional practice, so are center and facilitator office attorneys. Although the Rules of Professional Conduct and related authorities will apply generally, and will apply directly when the attorney is representing clients in an attorney-client relationship, they will not directly be invoked when a center or facilitator attorney provides assistance to a nonclient in a court-based program that does not, by definition, represent “clients.”

To the extent that the above-mentioned Family Code sections establish by law that there is no attorney-client relationship or privilege for services provided by a family law information center or family law facilitator office, the Rules of Professional Conduct that specifically address the attorney-client relationship and the conduct of that relationship would not be invoked if the attorney were providing services within the scope of those sections. However, the Rules of Professional Conduct would govern attorneys employed by centers or facilitator offices who also continued to maintain a law practice and worked with actual clients in an attorney-client relationship.

Although center and facilitator office attorneys are not exempt from the Rules of Professional Conduct, the employing court may promulgate guidelines for the services provided by a center or facilitator office that are more applicable to the center or office than are some of the Rules of Professional Conduct, however, any such restrictions must still be fully consistent with the Rules of Professional Conduct. The principles set forth in the California Code of Judicial Ethics are often more applicable to the centers and facilitator offices and are consistent with the Rules of Professional Conduct. Those principles form the basis for the guidelines contained in these standards. The court may enforce these guidelines through its employee disciplinary process for court employees. Following are the areas of the Rules of Professional Conduct where these guidelines provide standards that are more applicable to the role of the family law information center or family law facilitator office as an entity of the court.

Rule 2-100 (Communication With a Represented Party)—see proposed guideline 11 (Communication with represented litigants).

Rule 2-400 (Prohibited Discriminatory Conduct in a Law Practice)—see proposed guideline 5 (Bias and prejudice);

Rule 3-110 (Failing to Act Competently)—see proposed guidelines 3 (Impartiality and diligence) and 6 (Competent legal information);

Rule 3-120 (Sexual Relations With Client)—see proposed guideline 2 (Role as representative of the court);

Rule 3-200 (Prohibited Objectives of Employment)—see proposed guideline 2 (Role as representative of the court);

Rule 3-210 (Advising the Violation of Law)—see proposed guideline 2 (Role as representative of the court);

Rule 3-320 (Relationship With Other Party’s Lawyer)—see proposed guideline 2 (Role as representative of the court);

Rule 4-300 (Purchasing Property at a Foreclosure or a Sale Subject to Judicial Review)—see proposed guideline 2 (Role as representative of the court);

Rule 4-400 (Gifts From Client)—see proposed guideline 9 (Gifts or payments);

Rule 5-120 (Trial Publicity)—see proposed guideline 8 (Public comment);

Rule 5-220 (Suppression of Evidence)—see proposed guideline 2 (Role as representative of the court);

Rule 5-300 (Contact With Officials)—see proposed guideline 10 (Communications with bench officers);

Rule 5-310 (Prohibited Contact With Witnesses)—see proposed guideline 2 (Role as representative of the court); and

Rule 5-320 (Contact With Jurors)—see proposed guideline 2 (Role as representative of the court).

TAB V

DCSS Presents

Ms. Veronica Potter

State of California

Department of Child Support Services



DCSS Presents...

Technology & Training Updates

By:

Veronica Potter

Chief, Statewide Training Branch
California Department of
Child Support Services



Agenda

- Child Support University (CSU)
- Customer Connect Self-Service website
- Mobile App
- Training Spotlight: Qualified Witness



Questions?

Contact:

Veronica Potter

Chief, DCSS Statewide Training Branch

(916) 464-5259

Veronica.potter@dcss.ca.gov





CHILD SUPPORT UNIVERSITY (CSU)

Child Support University (CSU) is now available! CSU houses online training courses, which are available to you anytime from the comfort of your desk.

Current Online Training Courses Available in CSU:

Affordable Care Act

Bankruptcy 101: Introduction to Bankruptcy

Bankruptcy 201: Bankruptcy Activities in CSE

Bankruptcy 301: Proof of Claim

Bankruptcy 401: Case Law Regarding Child Support

Contempt After Turner

Cost Principles

CSU Student Tutorials

CSU Supervisor Tutorials

CSU Training Coordinator Tutorials

Financial Institution Asset Levies

Intergovernmental Case Management 101

Intergovernmental Case Management 201

Intergovernmental Case Management 301

National Interstate Case Registry (NICR)

NCSEA Portable Conference 2012

NCSEA Web-talks:

- *Child Support Melting Pot*
- *Contempt After Turner*
- *Successful Collection Strategies*
- *Collaborative Customer Service*

Non-Sufficient Funds (NSF)

SB 1355

Successful Collections Strategies

Veteran's Benefits

If you would like access to CSU, please contact DCSS Statewide Training at:

statewidetraining@dcss.ca.gov

(916) 464-5967

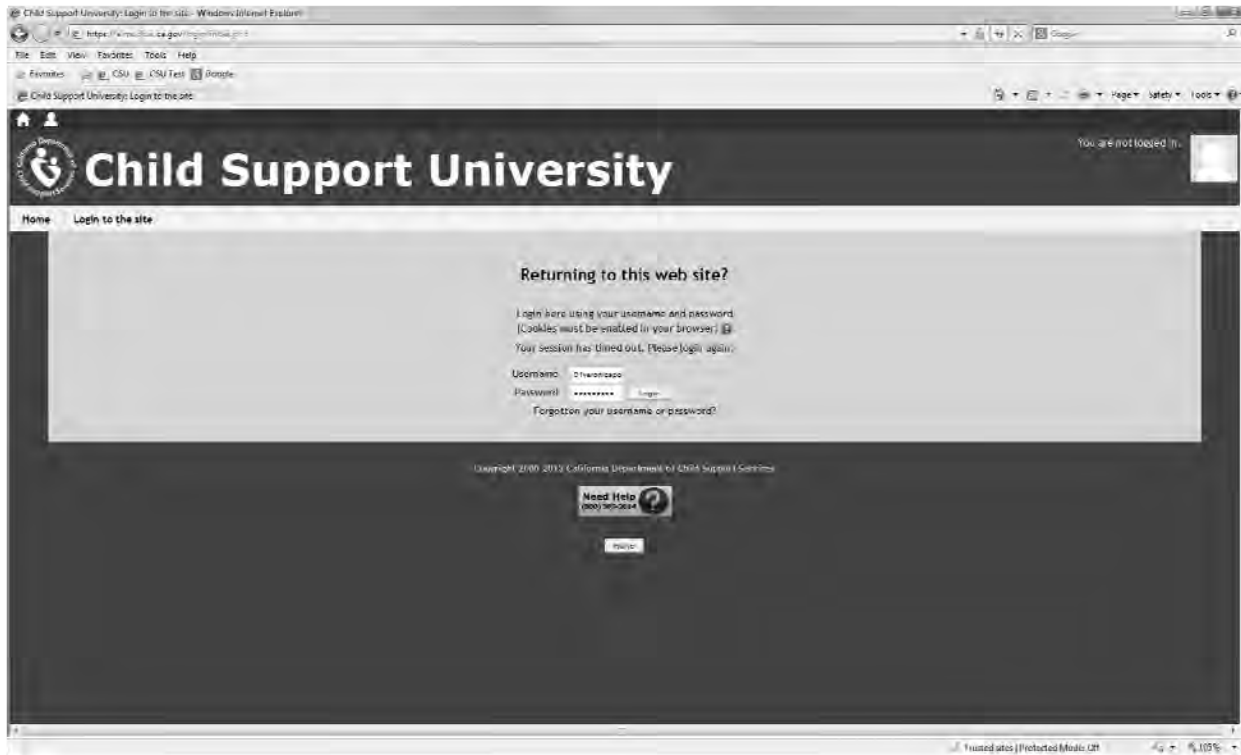


CHILD SUPPORT UNIVERSITY (CSU)

Child Support University (CSU) is the online electronic learning management system (eLMS) created by the California Department of Child Support Services (DCSS). CSU houses online training courses and associated training material, tracks student progress and course completion, tracks MCLE credit, and maintains student profiles. Through CSU you can submit course evaluations and obtain certificates of completion. You can also expand your learning experience by interacting with instructors and other students via course Forums and by using the Messaging function.

Let's take a tour!

Login page



Home page



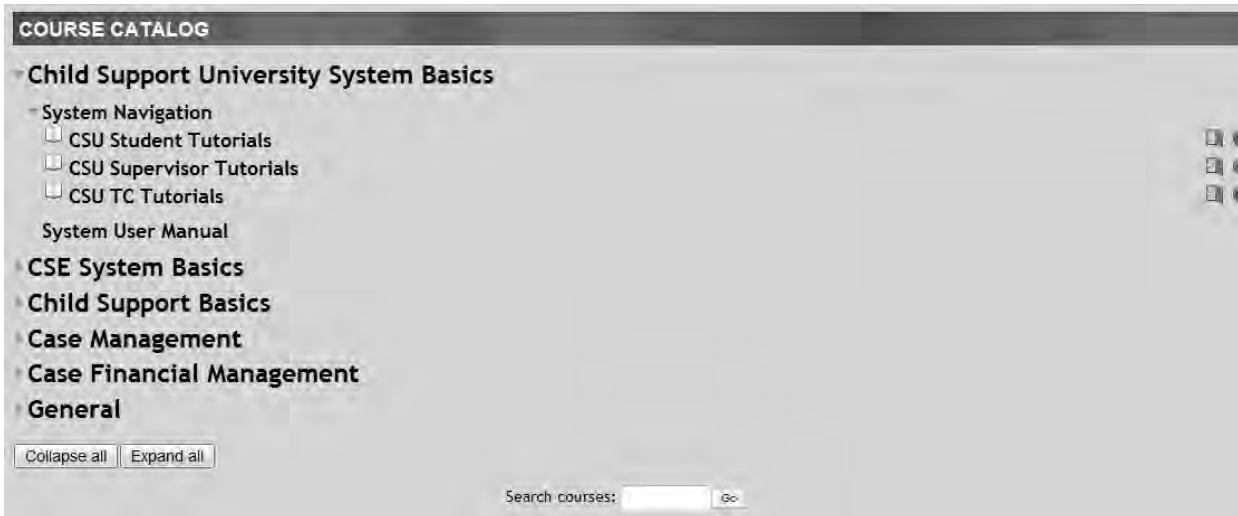


CHILD SUPPORT UNIVERSITY (CSU)

Course Catalog

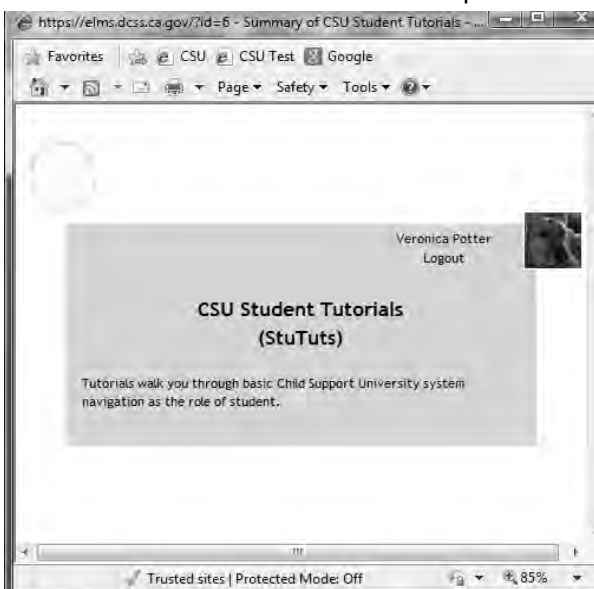


Select a catalog category and subcategory to expand and explore the courses available.



A course is available for open enrollment if the open door icon is displayed.

Select the blue information icon for a quick description of the course.





CHILD SUPPORT UNIVERSITY (CSU)

You can expand the entire catalog at once using the buttons below the catalog.

COURSE CATALOG

- Child Support University System Basics**
 - System Navigation
 - CSU Student Tutorials
 - CSU Supervisor Tutorials
 - CSU TC Tutorials
 - System User Manual
- CSE System Basics**
 - System Navigation
 - Software User Manual
 - Tasks
 - Activity and Combined Logs
 - Events
 - Form Sets
 - Document Imaging
 - Reports
- Child Support Basics**
 - Child Support Program Orientation (CSPO)
 - Customer Service
 - Self-Service Website/Customer Inquiries
- Case Management**
 - Case Management Basics
 - Case Management Tool
 - Case Initiation
 - Case & Participant Maintenance/Financial Inquiry
 - Locate an Individual
 - Establishment of an Order
 - Guideline Calculator
 - Enforcement of an Order
 - Financial Institution Asset Levies
 - Bankruptcy 101 Introduction to Bankruptcy
 - Bankruptcy 201 Bankruptcy Activities in CSE
 - Bankruptcy 301 Proof of Claim
 - Bankruptcy 401 Case Law Regarding Child Support
 - Veteran's Benefits
 - SB1355
 - Intergovernmental
 - National Interstate Case Reconciliation
 - Intergovernmental Case Management 101
 - Intergovernmental Case Management 201
 - Intergovernmental Case Management 301
 - Case Closure



CHILD SUPPORT UNIVERSITY (CSU)

Case Financial Management

- Financial Management Basics
- Obligation Management
- Collections
 - Non Sufficient Funds
- Allocation & Distribution
- Disbursements

General

- Affordable Care Act
 - Affordable Care Act
- Department Administration
 - Cost Principles Overview
- Information Security
- NCSEA
 - Collaborative Customer Service and Settlement
 - Child Support Melting Pot
 - Contempt After Turner
 - Successful Collections Strategies
 - NCSEA Portable Conference 2012

Search courses:

You may also enter a key word to search for a course.

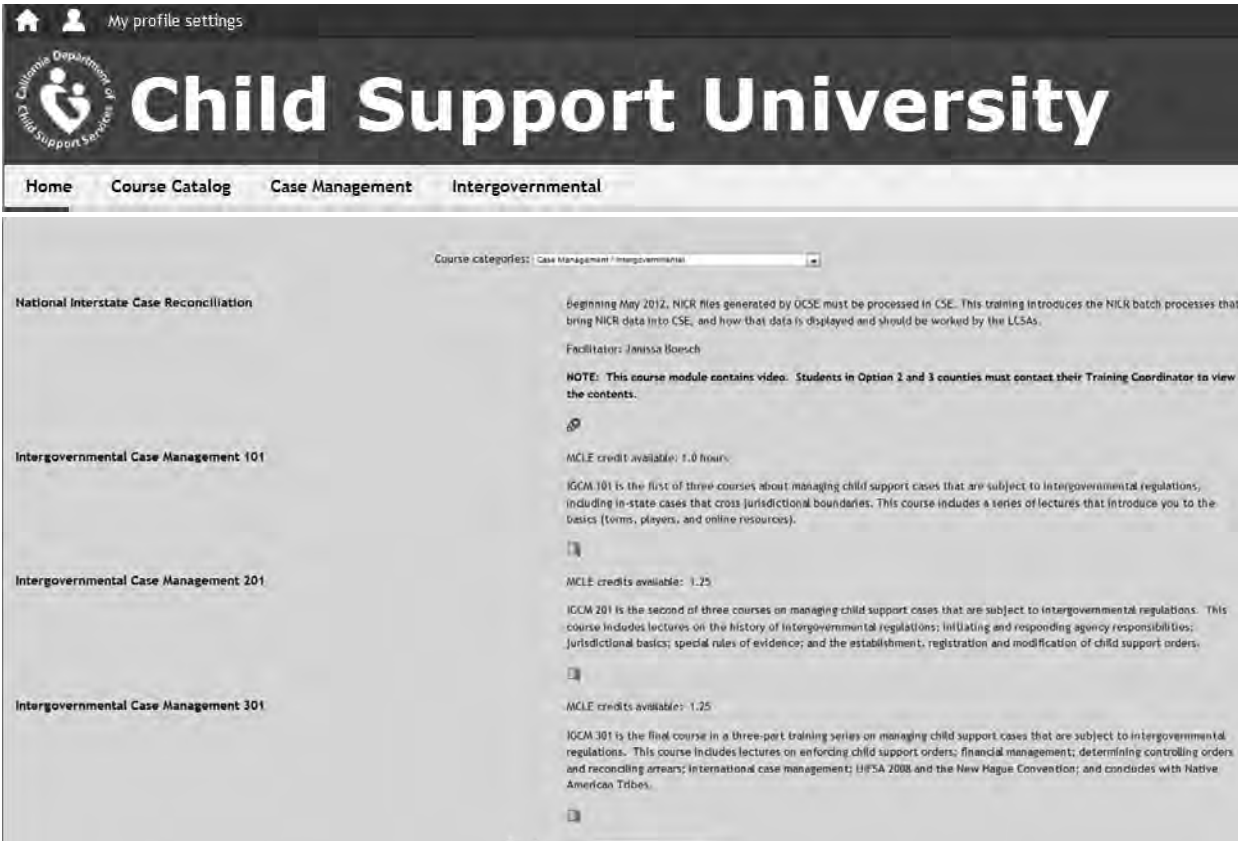


CHILD SUPPORT UNIVERSITY (CSU)

Select any course category/subcategory.



All available courses for the category/subcategory are displayed with a description of each.





CHILD SUPPORT UNIVERSITY (CSU)

When you select a course to view, you are taken to the course page. The course page is divided into the following sections:

- **News & Announcements**- News about the course
- **Materials**- Handouts and any training materials associated to the course
- **Modules**- The actual course learning content
- **Evaluations & Certifications**- MCLE and non-MCLE course evaluations/surveys and certificates of completion
- **Communications**- Interactive forums and chats available for students to communicate with the instructor and/or other students

The screenshot shows the course page for "Intergovernmental Case Management 101". The header includes "Course administration" and "My profile settings". The main title is "Intergovernmental Case Management 101". Below the title, there is a "Home" link and "IGCM101". The "News & Announcements" section contains a welcome message and instructions: "Welcome to IGCM 101! Before you begin, PLEASE NOTE: (1) You must complete each module in the order presented and the completed module must display a checkmark. (2) Modules remain 'gray' (unavailable) until the previous module has been completed and is checked. (3) Once you complete a module and return to this page, press F5 (if necessary) to refresh the page and add a checkmark to the completed module. (4) Evaluations and certificates for this course become available after you have completed all modules in this course. Certificates are available only after you have spent the minimum time necessary to fully complete this course. (5) A forum is available for submitting questions and comments. You can participate in this forum at any time by clicking a link at the bottom of this page."

The screenshot shows the "Modules" section of the course page. It lists several modules, all of which are currently unavailable. The modules listed are: "IGCM Introduction Module", "IGCM Terminology and Resources Module", "IGCM Resources on CACSC Demo Module", "IGCM OCSE Responsibilities Module", "IGCM OCSE IRG Demo Module", "IGCM OCSE Caseworker Guides Demo Module", and "IGCM State DCSS Responsibilities Module". Each module entry includes a note: "Not available until the activity [Module Name] is marked complete."

The screenshot shows the "Evaluations & Certificates" and "Communications" sections. The "Evaluations & Certificates" section lists several evaluation and certificate items, all of which are currently unavailable. The items listed are: "IGCM CCR Contacts Demo Module", "IGCM CCR Contacts Demo Module", "IGCM CCR Contacts Demo Module", and "IGCM CCR Contacts Demo Module". Each item entry includes a note: "Not available until the activity [Module Name] is marked complete." The "Communications" section includes a link to the "IGCM 101 Forum" with the text: "Ask questions or leave comments about the IGCM 101 course. DCSS Statewide Training will monitor and respond."



CHILD SUPPORT UNIVERSITY (CSU)

When you select any of the **Materials**, the item opens in a separate window and is available for online viewing or printing.

IGCM 101 - News & Announcements

Welcome to IGCM 101
Before you begin, please note: (1) You must complete each module and be checked. (3) Once you complete a module for this course become available after you have completed all modules available for submitting questions and comments. You can print...

IGCM 101 - Materials

- IGCM 101 Handout**
Printable handout for taking notes.
- DCSS Guide to Intergovernmental Case Management
This online guide is the primary resource for this training. We have placed it on the course for your convenience. Please note that this guide is located on the...

IGCM 101 - Modules

- IGCM Introduction Module
Audio included; approximate duration 6 minutes

DCSS Guides: Many of our courses contain comprehensive DCSS Guides.

IGCM 101 - News & Announcements

Welcome to IGCM 101
Before you begin, please note: (1) You must complete each module and be checked. (3) Once you complete a module for this course become available after you have completed all modules available for submitting questions and comments. You can print...

IGCM 101 - Materials

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Printable handout for taking notes.
- DCSS Guide to Intergovernmental Case Management**
This online guide is the primary resource for this training. We have placed it on the course for your convenience. Please note that this guide is located on the...

IGCM 101 - Modules

- IGCM Introduction Module
Audio included; approximate duration 6 minutes



CHILD SUPPORT UNIVERSITY (CSU)

To view the actual training module, select the first link in the **Modules** section. Some courses may have only one module, others may have many, as demonstrated in the example below. The first module in the series is enabled and the second will not enable until the first module has been completed.

IGCM 101 - Modules

- IGCM Introduction Module
Audio included; approximate duration 6 minutes
- Not available until the activity **IGCM Introduction Module** is marked complete.
- Not available until the activity **IGCM Terminology and Resources Module** is marked complete.
- Not available until the activity **IGCM Resources on CACSC Demo Module** is marked complete.
- Not available until the activity **IGCM OCSE Responsibilities Module** is marked complete.
- Not available until the activity **IGCM OCSE IRG Demo Module** is marked complete.
- Not available until the activity **IGCM OCSE Caseworker Guides Demo Module** is marked complete.
- Not available until the activity **IGCM State DCSS Responsibilities Module** is marked complete.

The module is launched in a separate window.

The screenshot shows the course administration interface for IGCM 101. The sidebar menu includes sections for 'IGCM 101 - News & Announcements', 'IGCM 101 - Materials', and 'IGCM 101 - Modules'. The 'IGCM 101 - Modules' section is expanded, showing 'IGCM Introduction Module' as the selected item. A separate window is open, displaying the video player for the 'Introduction' module by Janissa Boesch. The video player includes a 'Table Of Contents' sidebar with the following items:

Slide Title	Duration
Introduction	00:15
Speakers	02:38
Course Agenda Ov...	01:14
MCLE Credits	00:53
Course Completion	01:02

The video player also features a 'Play' button and a 'Trusted sites | Protected Mode: Off' notification at the bottom.



CHILD SUPPORT UNIVERSITY (CSU)

You may expand the window to view in full screen mode.

The screenshot shows a video player interface. On the left, a 'Table Of Contents' sidebar is visible with a search icon. The table lists the following items:

Slide Title	Duration
Introduction	00:15 <input checked="" type="checkbox"/>
Speakers	02:38
Course Agenda Ov...	01:14
MCLE Credits	00:53
Course Completion	01:02

The main video area displays a slide with the title 'Introduction' and the name 'Janissa Boesch'. A portrait of a woman is shown in the top right corner of the slide. At the bottom of the video player, there is a progress bar showing '00:14 / 06:15 Minutes' and a set of navigation controls including play, stop, previous, next, and closed captioning (CC) buttons.

A Table of Contents displays on the left hand side for easy navigation.

This is a close-up view of the 'Table Of Contents' sidebar from the video player. It features a search icon at the top and a list of slide titles with their durations and a checkmark next to the selected slide:

Slide Title	Duration
Introduction	00:15 <input checked="" type="checkbox"/>
Speakers	02:38
Course Agenda Ov...	01:14
MCLE Credits	00:53
Course Completion	01:02

At the bottom of the sidebar, a progress bar indicates '00:22 / 06:15 Minutes'.

Buttons display on the bottom of the module to navigate. (Play, rewind, fast forward, mute and closed captioning).

This is a close-up view of the navigation controls at the bottom of the video player. It includes a progress bar showing '00:22 / 06:15 Minutes' and a set of icons for play, stop, previous, next, and closed captioning (CC).



CHILD SUPPORT UNIVERSITY (CSU)

When enabled, closed captioning displays at the bottom of the window.

The screenshot shows a video player interface. On the left is a 'Table Of Contents' sidebar with a search icon. The table lists the following items:

Slide Title	Duration
Introduction	00:15 <input checked="" type="checkbox"/>
Speakers	02:38
Course Agenda Ov...	01:14
MCLE Credits	00:53
Course Completion	01:02

The main video area displays a slide titled 'Introduction' by 'Janissa Boesch'. A portrait of the speaker is shown in the top right corner. At the bottom of the video frame, closed captions are visible: 'I will give you an overview of the agenda that covers all modules in this course; and you will learn about how to receive MCLE credits when you complete each course.' The video progress bar shows '00:22 / 06:15 Minutes' and includes standard playback controls.

When you are finished with the module, click the button to complete it. This logs your completion in CSU.

The screenshot shows the same video player interface as above, but the video content has changed to a completion message: 'You have completed this lecture...'. The 'Table Of Contents' sidebar is now fully visible, with all items marked as completed with checkmarks:

Introduction	00:15 <input checked="" type="checkbox"/>
Speakers	02:38 <input checked="" type="checkbox"/>
Course Agenda O...	01:14 <input checked="" type="checkbox"/>
MCLE Credits	00:53 <input checked="" type="checkbox"/>
Course Completion	01:02 <input checked="" type="checkbox"/>

In the center of the video area, there is a button that says 'Click to Complete Module'. The video progress bar at the bottom shows '06:14 / 06:15 Minutes'.



CHILD SUPPORT UNIVERSITY (CSU)

When you complete the first module, you may move on to the next module. Notice a check mark appears at the right to indicate completion and the next module enables.

IGCM 101 - Modules

- IGCM Introduction Module
Audio included; approximate duration 6 minutes
- IGCM Terminology and Resources Module
Audio included; approximate duration 9 minutes
- Not available until the activity **IGCM Terminology and Resources Module** is marked complete.
- Not available until the activity **IGCM Resources on CACSC Demo Module** is marked complete.
- Not available until the activity **IGCM OCSE Responsibilities Module** is marked complete.
- Not available until the activity **IGCM OCSE IRG Demo Module** is marked complete.
- Not available until the activity **IGCM OCSE Caseworker Guides Demo Module** is marked complete.

The second module opens in a separate window.

Table Of Contents

Slide Title	Duration
Term: Intrastate	01:07
Term: Foreign Order	00:07
Term: Tribunal	00:32
Term: Interstate	00:49
Term: Intergovern...	00:18
Term: Interjurisdicti..	00:43
Term: Other Terms	03:38
Resources: CACSC	00:28
Resources: IRG/FRCs	00:34

Terminology & Resources
Janissa Boesch

Click to Begin

00:02 / 03:45 Minutes

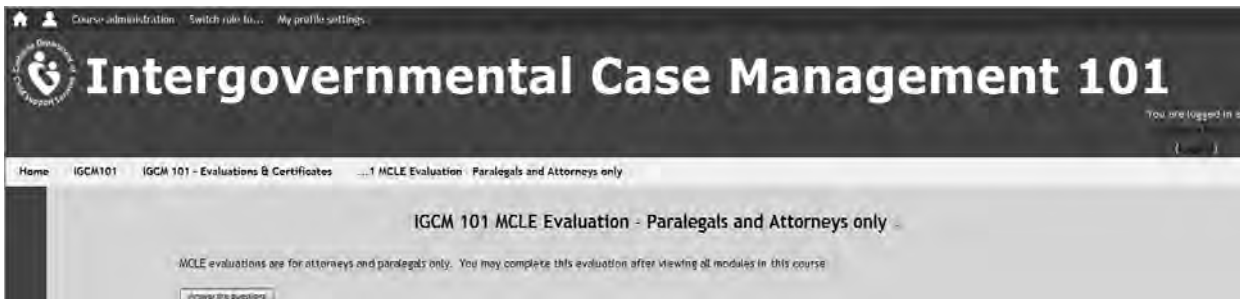


CHILD SUPPORT UNIVERSITY (CSU)

Once all the modules are complete, the **Evaluations & Certificates** section becomes enabled.



You can complete your course evaluation online. The results are submitted to DCSS immediately.



IGCM 101 MCLE Evaluation - Paralegals and Attorneys only

Mode: User's name will be logged and shown with answers
(*Answers are required to starred questions.)

ACTIVITY EVALUATION FORM FOR CALIFORNIA MCLE

Provider Name: California Department of Child Support Services Provider Number: 11472

Title of Activity:
IGCM101

Date(s) of Activity*

Time of Activity*

Location of Activity*

PLEASE INDICATE YOUR EVALUATION OF THIS COURSE BY COMPLETING THE FOLLOWING

Did this program meet your educational objectives?

Not selected
 Yes
 No

Comments

Were you provided with substantive written materials?

Not selected
 Yes
 No



CHILD SUPPORT UNIVERSITY (CSU)

To retrieve your certificate, simply click the link.

IGCM 101 - Evaluations & Certificates

- IGCM 101 MCLE Evaluation - Paralegals and Attorneys only
- IGCM 101 Course Evaluation - Open to All Students
- IGCM 101 MCLE Certificate - Paralegals and Attorneys only
- IGCM 101 Course Certificate - Open to All Students

You are taken to a confirmation page.

Course administration | Switch role to... | My profile settings

Intergovernmental Case Management 101

Home | IGCM101 | IGCM 101 - Evaluations & Certificates | MCLE Certificate - Paralegals and Attorneys only

Summary of Previously Received Certificates

Issued
Monday, September 16, 2013, 4:46 PM

Click the button below to open your certificate in a new browser window.

Get your certificate

Your certificate opens in a separate window. It can be printed or saved as a PDF.

California Department of Child Support Services
MCLE SELF-STUDY RECORD

This is to certify that
Veronica Potter
has completed the course
Intergovernmental Case Management 101
Total Eligible California MCLE Credit: 1.0
Provider: California Department of Child Support Services
September 16, 2013

REMINDER: Keep this record of attendance for 4 years. In the event that you are audited by the California State Bar, you may be required to submit this record of self-study education. Send this to the State Bar only if you are audited.

Maximum "Self-study"	12.5 hours (required)
Total hours required every three years:	25 hours (required)

You may not claim credit for the following sub-fields unless the provider is granting credit in these areas as listed below.

Legal Ethics:	4 hours (required)
Detection/Prevention of Substance Abuse or Mental Illness:	1 hour (required)
Elimination of Bias in the Legal Profession:	1 hour (required)

To be completed by attorney after completing the self-study program, based upon the honor system. This record is provided for your convenience only. You must complete the course(s) before you can claim credit or use this form.

By signing below, I certify that I have completed the course as described above and am entitled to claim the following California MCLE credit hours:

Attorney Signature

State Bar Number



CHILD SUPPORT UNIVERSITY (CSU)

The **Communications** section is always available for you to submit questions to the instructor or other students. You may also upload screen shots or documents in the Forum.

IGCM 101 - Communications

IGCM 101 Forum

Ask questions or leave comments about the IGCM 101 course. DCSS Statewide Training will monitor and respond.

Forum Details

Add a new question/discussion or respond to an existing thread.

Example of adding a new posting-



CHILD SUPPORT UNIVERSITY (CSU)

From the **Home** page, you can view your messages by using the **Messages** block.



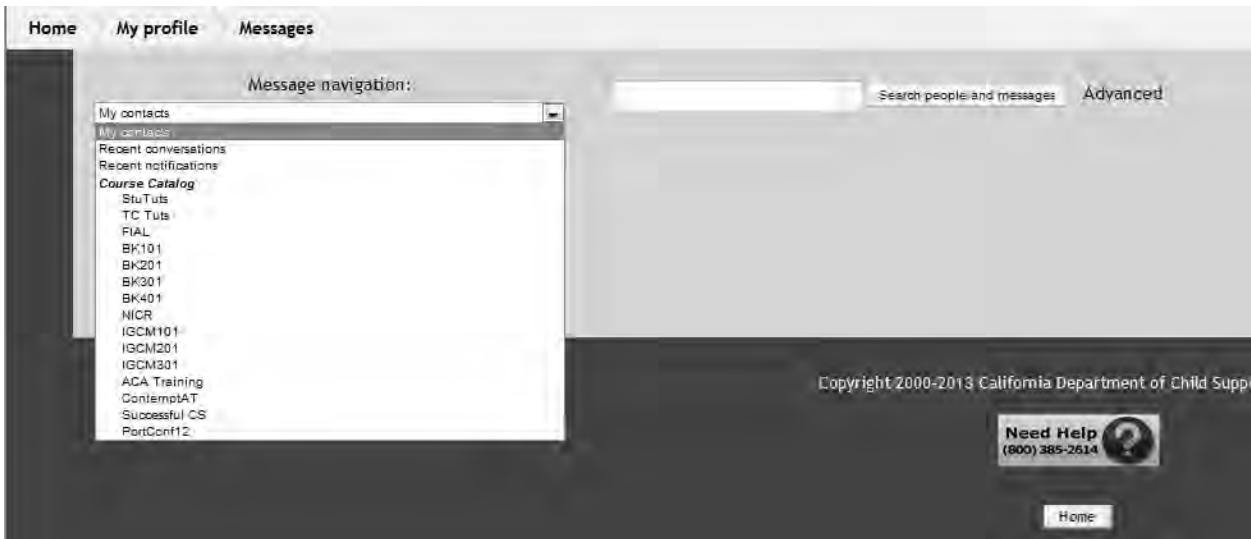
You can use the Messages feature to communicate with other users or instructors about anything in CSU.





CHILD SUPPORT UNIVERSITY (CSU)

Select a contact to message or a subject.



When you select the subject, such as the Intergovernmental 101 course, a list of people who are enrolled in the course displays. The instructor of the course also displays as available for messaging.

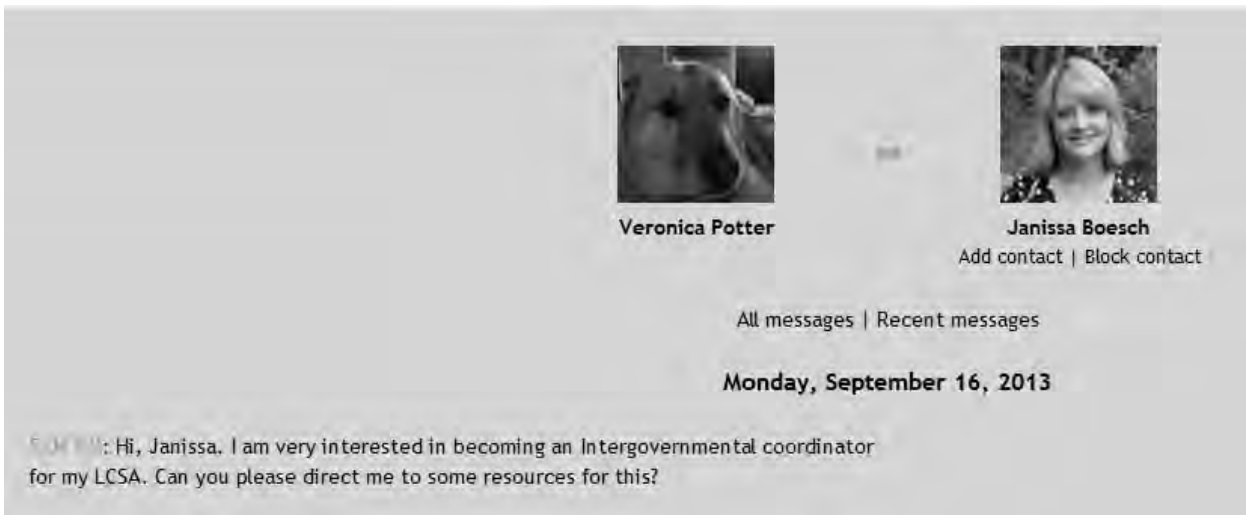


In this example, the instructor of the course has been selected.



Add your message to the text box and select the **Send Message** button.

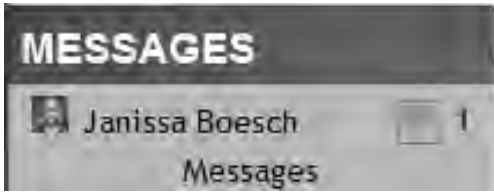
Your message will be sent instantly.





CHILD SUPPORT UNIVERSITY (CSU)

The recipient of the message is immediately notified in CSU and by e-mail that there is a message waiting for them. When they respond, you will receive both a message in CSU and an e-mail alerting you to the response.



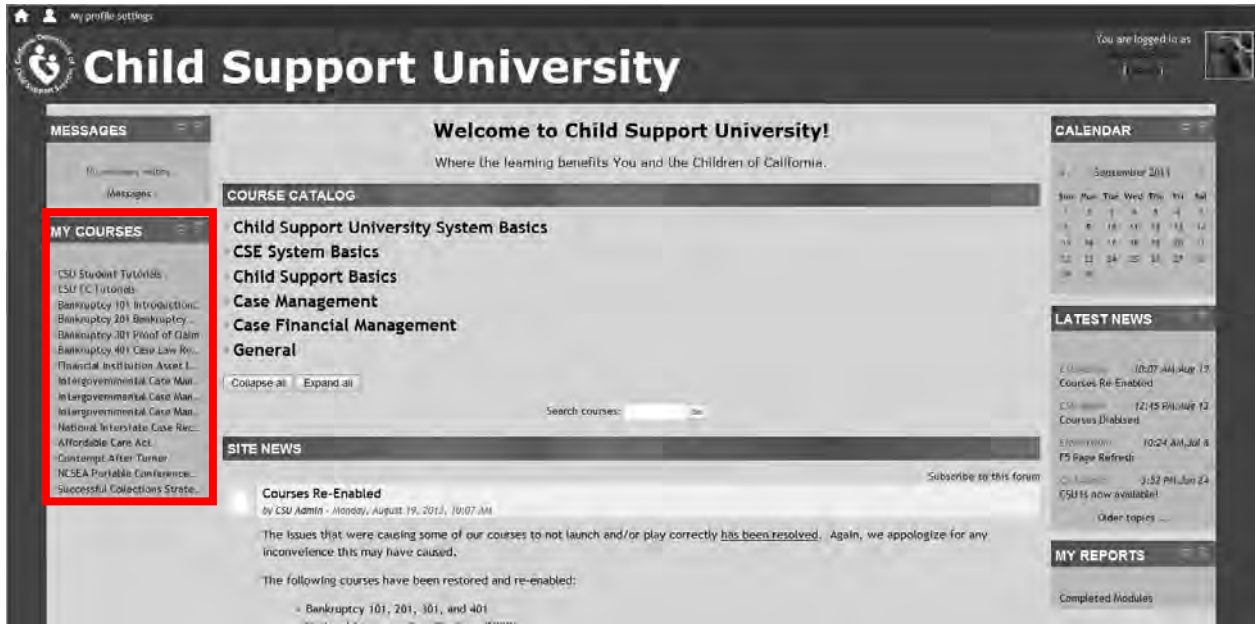
Select the message in your Message block to view the response.





CHILD SUPPORT UNIVERSITY (CSU)

From your Home page, you can view your My Courses block.



The My Courses block shows all of the courses that you are enrolled in. You can select a course from this list to be taken directly to it.





CHILD SUPPORT UNIVERSITY (CSU)

From the Home page, you can view your Calendar block.



The Calendar shows all training events, meetings, and conferences, etc.



Hover your cursor over the event for a quick view of the item.



Select event you would like to view.



CHILD SUPPORT UNIVERSITY (CSU)

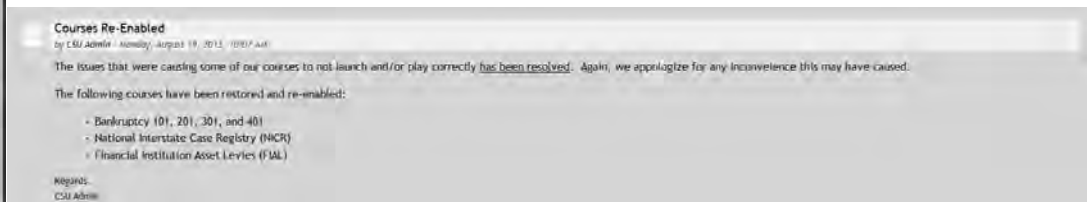
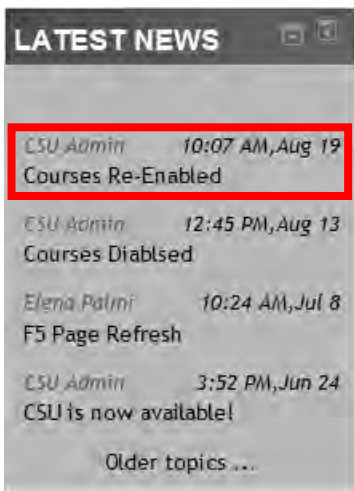
The event page displays with the details. You may export the event to your personal calendar.



From the Home page, you can view the Latest News block.



The Latest News block displays site news about CSU availability, planned outages, and course information.



Select the news topic to read the entire message.



CHILD SUPPORT UNIVERSITY (CSU)

From your Home page, you may view your **My Reports** block.

The screenshot shows the Child Support University home page. The main navigation includes 'MESSAGES', 'MY COURSES', 'COURSE CATALOG', and 'SITE NEWS'. The 'MY COURSES' section lists various courses like 'Child Support University System Basics' and 'CSE System Basics'. The 'MY REPORTS' block is highlighted with a red box and contains a link for 'Completed Modules'.

The Reports block displays all of the reports to which you have access. Select the report you wish to view from the block.

A close-up of the 'MY REPORTS' block, showing the title 'MY REPORTS' and a sub-link for 'Completed Modules'.

Example report- Use the filters to refine the information.

The screenshot shows an example report with filters and a data table. The filters include Start date (17 August 2012), End date (18 September 2013), Course (NCSEA Portable Conference 2012), and Username. The data table shows a single entry for student 91kimberlycox, course NCSEA Portable Conference 2012, module Changing Face of Family Module, and date 06/20/13 10:10:01 PM. There are also options to download the report as an XLS spreadsheet or print it.

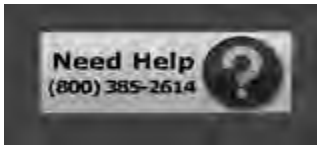
student	course	module	date
91kimberlycox	NCSEA Portable Conference 2012	Changing Face of Family Module	06/20/13 10:10:01 PM

You may download the date to an Excel spreadsheet or print the report.

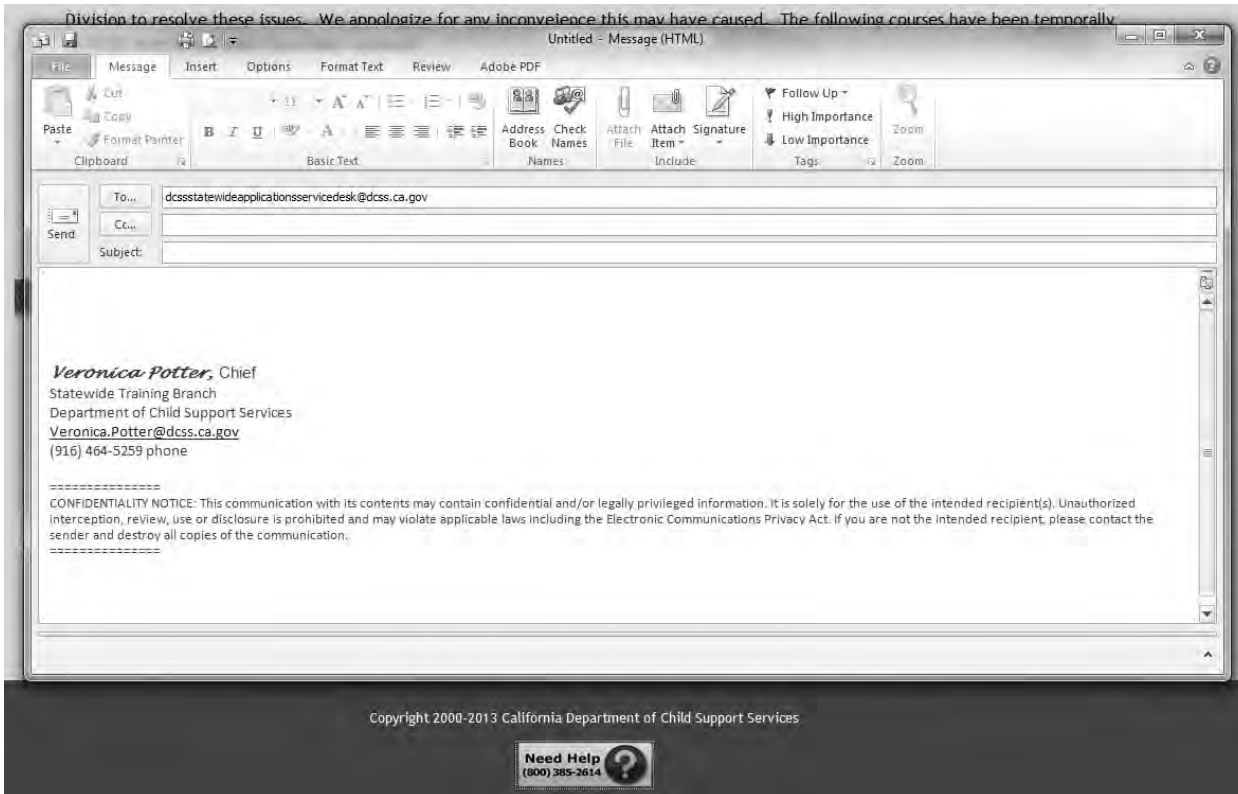


CHILD SUPPORT UNIVERSITY (CSU)

At the bottom of every page in CSU is the **Need Help** button.



When selected it opens an e-mail message to our HelpDesk.



Interested in CSU?

If you are interested in any of the following:

- Obtaining access to CSU
- Suggesting a training course
- Collaborating with DCSS to create training
- Sharing an existing training you have presented

Please contact us at:

statewidetraining@dcss.ca.gov

Or directly:

Veronica Potter, Chief

Statewide Training Branch

(916) 464-5259

Veronica.potter@dcss.ca.gov



Customer Connect Self-Service Website

DCSS Customer Connect Self-Service Website

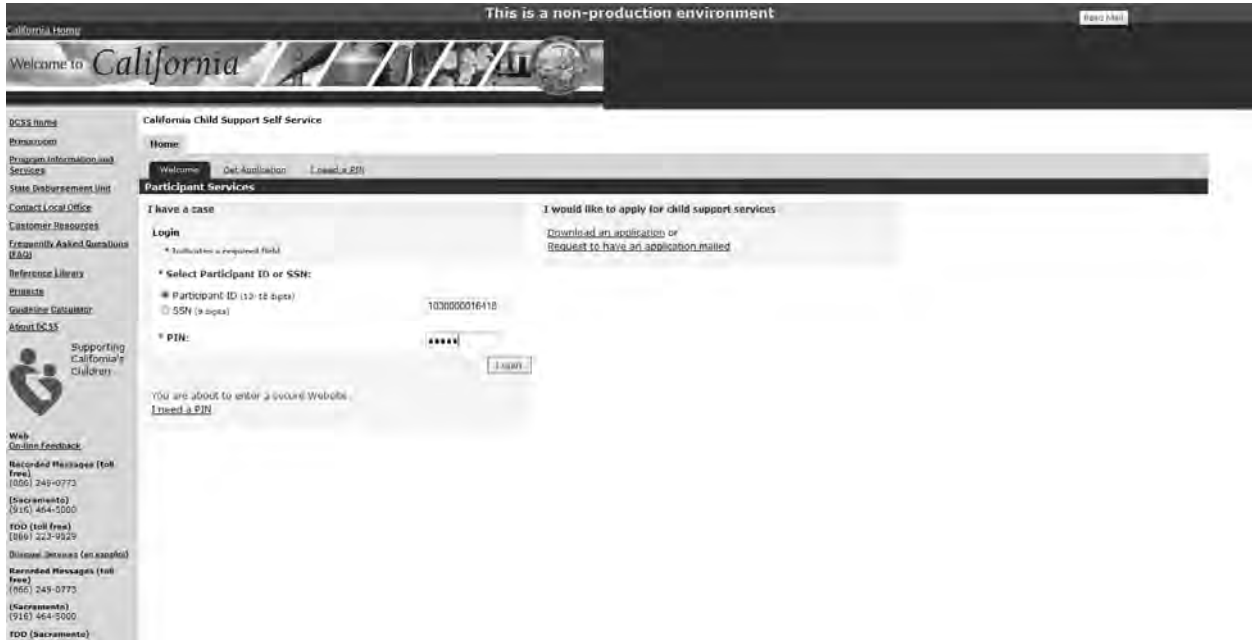
The Customer Connect Self-Service website allows participants to quickly and easily obtain case and payment information on the internet. The website is available to all IV-D and Non IV-D case participants.

The website is located at:

<http://www.childsup.ca.gov>

Login page

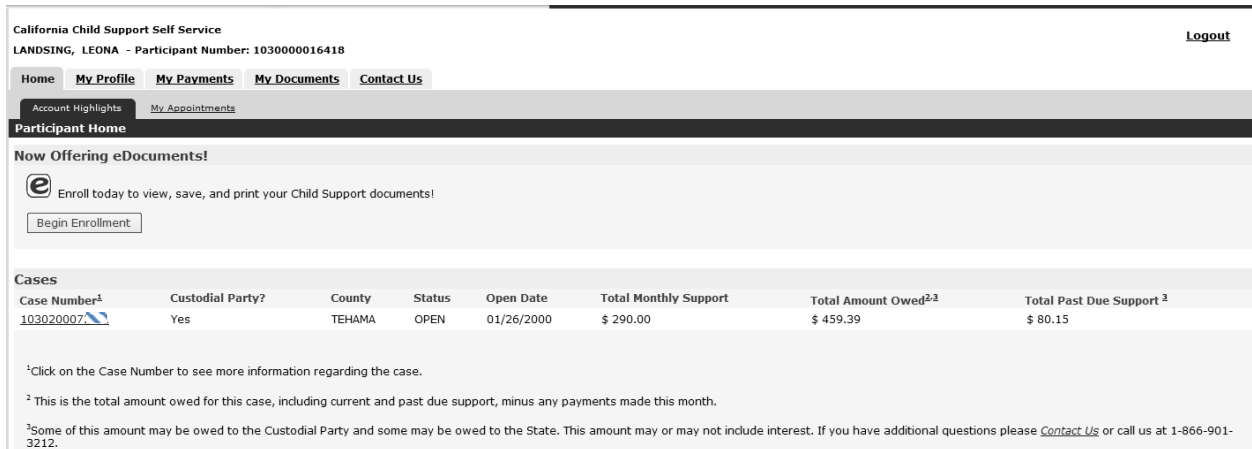
Customers log in using their Participant ID or SSN and their PIN.



Case participants can request a new PIN if they do not have one.

Non participants can download an application or request one be mailed to them.

Home page





Customer Connect Self-Service Website

Select Case Number to view details on the **Case Overview** page. This page provides a snapshot of basic case information.

Home **My Profile** **My Payments** **My Documents** **Contact Us**

Account Highlights **My Appointments**

Case Overview

Case Information

Case Number: 103020007
 County: TEHAMA
 Role: CUSTODIAL PARTY
 Status: OPEN
 Opened Date: 01/26/2000
 Monthly Support: \$ 290.00
 Past Due Support: \$ 0.00
 Installment Due:
 Total Past Due Support:¹ \$ 80.15

¹ This amount may or may not include interest. To determine the actual amount owed please [Contact Us](#) or call us at 1-866-901-3212.

I would like to [Provide Locate Information](#) for this case.

Legal Activities ²

Type	File Date	Service Date

² These fields are blank if you are not receiving child enforcement services through a California county local child support agency.

Support Orders for this Case

Filed Date	County	Court Case Number	Order Status
08/01/2000	TEHAMA	47357	ACTIVE

Case Status History

Status	Date
OPEN	01/26/2000

My Appointments page

This page shows past (up to one week old) and future appointments.

California Child Support Self Service Logout

LANDSING, LEONA - Participant Number: 1030000016418

Home **My Profile** **My Payments** **My Documents** **Contact Us**

Account Highlights **My Appointments**

My Appointments

Appointment List

Date	Time	Case Number	Appointment Type
09/27/2013	3:00 PM - 3:30 PM	103020007	INTERVIEW

Pages 1 Records 1 - 1 of 1



Customer Connect Self-Service Website

My Profile page

Participants can submit updates to their personal information online.

Home **My Profile** **My Payments** **My Documents** **Contact Us**

Update My Information **Provide Other Party's Information** Change PIN Available eDocuments

Update My Profile Cancel Save

The new information provided on this page will replace the existing information on file. It is not necessary to provide information that has not changed.

eDocuments Enrollment/Unenrollment

To enroll: Check the box below, enter/confirm email address and click save.
To unenroll: Uncheck the box below and click save.

Enroll to access My Documents online instead of having them mailed to me. ([View Available eDocuments](#))

Email Address:

Re-Enter Email Address:

NOTE:

- We must have a valid mailing address to produce eDocuments.
- eDocuments are only available for participants that have a child support case managed by a Local Child Support Agency.

New Phone Numbers

Home Phone: Ext:

Home Phone Availability: Daytime Evening Unknown

Work Phone: Ext:

Work Phone Availability: Daytime Evening Unknown

Cell Phone:

Cell Phone Availability: Daytime Evening Unknown

Best Number To Be Reached At:

New Address

Address Line 1:

Address Line 2:

City:

State:

Zip Code:

Address Type: Residence Address Mailing Address

Note: The mailing address checkbox must be selected if you want checks to be mailed to this address.
[Enter an international address or APO/FPO](#)

New Employer

Company Name:

Contact Person:

Phone: Ext:

Address Line 1:

Address Line 2:

City:

State:

Zip Code:

[Enter an international address or APO/FPO](#)

Cancel Save



Customer Connect Self-Service Website

Provide Other Party's Information page

The participant can submit information about the other party.

[Home](#)
[My Profile](#)
[My Payments](#)
[My Documents](#)
[Contact Us](#)

[Update My Information](#)
[Provide Other Party's Information](#)
[Change PIN](#)
[Available eDocuments](#)

Provide Other Party's Information

Enter information about another party from one of your cases.

* Indicates a required field

*** Select a Case**

Case Number	Custodial Party?	County	Status	Open Date	Total Monthly Support	Total Arrears
<input type="radio"/> 103020007	Yes	TEHAMA	OPEN	01/26/2000	\$ 290.00	\$ 80.15

The name you submit below must exactly match the name of the person associated to the case you select.

To add a new person to your case:

- [Contact Us](#) or call 1-866-901-3212 to speak with someone who can assist you.

Name of the Party

* First Name:

* Last Name:

New Identification Information

SSN:

Date of Birth:
(mm/dd/yyyy):

If Date of Birth is Unknown, Enter Approximate Age:

New Phone Numbers

Home Phone: Ext:

Home Phone Availability: Daytime Evening Unknown

Work Phone: Ext:

Work Phone Availability: Daytime Evening Unknown

Cell Phone:

Cell Phone Availability: Daytime Evening Unknown

Best Number To Reach Other Party At:

New Address

Address Line 1:

Address Line 2:

City:

State:

Zip Code:

Address Type: Residence Address Mailing Address

Note: The mailing address checkbox must be selected if you want checks to be mailed to this address.
Enter an international address or APO/FPO

New Employer

Company Name:

Contact Person:

Phone: Ext:

Address Line 1:

Address Line 2:

City:

State:

Zip Code:

Enter an international address or APO/FPO



Customer Connect Self-Service Website

Change PIN page

Participants can change their PINs online.

California Child Support Self Service Logout
 LANSING, LEONA - Participant Number: 1030000016418

Home My Profile My Payments My Documents Contact Us

Update My Information Provide Other Party's Information **Change PIN** Available eDocuments

Change PIN

Your new PIN must be between 4 and 12 digits (numbers only).
 It must be different than your old or temporary PIN.
 This PIN will not work to access the State Disbursement Unit's Website.

PIN Information

* Indicates a required field.
 * Old/Temporary PIN:
 * New PIN:
 * Confirm New PIN:

eDocuments page

Participants can view the available eDocuments.

California Child Support Self Service Logout
 LANSING, LEONA - Participant Number: 1030000016418

Home My Profile My Payments My Documents Contact Us

Update My Information Provide Other Party's Information Change PIN **Available eDocuments**

eDocuments

If you would like to access your documents online instead of having them mailed to you, please click here to enroll in eDocuments.
 If you have enrolled but are receiving this message, please complete the enrollment process by locating the most recent email sent to you from the California Department of Child Support Services and click on the link provided.

Document Name	Description	Recipient Role
Monthly Billing Statement	The statement detailing payments made and account balances for the month.	Noncustodial Parent
Monthly Statement of Collections and Distribution	The statement detailing collections received and distributed during the month.	Custodial Party

NOTE:

- Six months of eDocuments are available to view. Documents dated prior to enrollment are not available online.
- If you are a Noncustodial Parent paying by Income Withholding Order (wage assignment), a billing statement will not be available.
- If you are a Custodial Party and your case has not received a payment during the month, a Monthly Statement of Collections and Distribution will not be available.
- eDocuments are only available for participants that have a child support case managed by a Local Child Support Agency.
- We must have a valid mailing address to produce eDocuments.
- The California Department of Child Support Services will notify you when your eDocument is available online. If you are enrolled in eDocuments, you are responsible for notifying us if you change your email address.

When the [click here to enroll](#) link is selected, the participant is taken to the **Update My Profile** page to update their personal information.

Home My Profile My Payments My Documents Contact Us

Update My Information Provide Other Party's Information Change PIN Available eDocuments

Update My Profile

The new information provided on this page will replace the existing information on file. It is not necessary to provide information that has not changed.

eDocuments Enrollment/Unenrollment

To enroll: Check the box below, enter/confirm email address and click save.
 To unenroll: Uncheck the box below and click save.

Enroll to access My Documents online instead of having them mailed to me. ([View Available eDocuments](#))

Email Address:
 Re-Enter Email Address:

NOTE:

- We must have a valid mailing address to produce eDocuments.
- eDocuments are only available for participants that have a child support case managed by a Local Child Support Agency.



Customer Connect Self-Service Website

Enrollment continued:

Update My Information Provide Other Party's Information Change PIN Available eDocuments

Update My Profile Cancel Save

The new information provided on this page will replace the existing information on file. It is not necessary to provide information that has not changed.

eDocuments Enrollment/Unenrollment

To enroll: Check the box below, enter/confirm email address and click save.
To unenroll: Uncheck the box below and click save.

Enroll to access My Documents online instead of having them mailed to me. ([View Available eDocuments](#))

Email Address:

Re-Enter Email Address:

NOTE:

- We must have a valid mailing address to produce eDocuments.
- eDocuments are only available for participants that have a child support case managed by a Local Child Support Agency.

Once enrolled in eDocuments, participants will receive an e-mail informing them to check the website when a new eDocument is received.

My Payments page

Participants can view payments they have made.

California Child Support Self Service Logout

LARUSING, LLUNA - Participant Number: 1030000016418

[Home](#) [My Profile](#) [My Payments](#) [My Documents](#) [Contact Us](#)

[Payments I Made](#) [Payments Sent to Me](#) [Make or Receive Electronic Payments](#)

Payments I Made

To view payment information, click on a Payment Date below.

Payment Date	Amount	Payment Type
No Records		

*Payments made prior to May 2006 may not appear on this list.

Every effort has been made to ensure the information displayed on this page is accurate. However, in the event that the displayed information differs from the records maintained by the Local Child Support Agency or the Department of Child Support Services (DCSS), the LSCA and DCSS records control. If you have questions or concerns about the information displayed here, please contact (866) 901-3212.



Customer Connect Self-Service Website

Payments Sent to Me page

Participants can view the payments that have been sent to them.

[Home](#)
[My Profile](#)
[My Payments](#)
[My Documents](#)
[Contact Us](#)

[Payments I Made](#)
[Payments Sent to Me](#)
[Make or Receive Electronic Payments](#)

Payments Sent to Me

To view payment information, click on an Issue Date below.

Issue Date ¹	Amount ⁴	Payment Method	Paid Date ²	Status ³
05/13/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
05/06/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
04/29/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
04/22/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
04/15/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
04/08/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
04/02/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
03/18/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
03/11/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
03/04/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
02/25/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
02/19/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
02/11/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
02/04/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
01/28/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
01/22/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
01/14/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
01/07/2013	\$ 66.92	DIRECT DEPOSIT		ISSUED
12/31/2012	\$ 57.79	DIRECT DEPOSIT		ISSUED
12/31/2012	\$ 9.13	DIRECT DEPOSIT		ISSUED

Records 1 - 20 [next](#)

¹Payments issued prior to May 2006 may not appear on this list.

²Paid Date is the date the payment was sent to the bank account for Direct Deposit and Electronic Payment Card (EPC) payments or the date the check was cashed.

³Status is condition of payment.
 Issued - Payment sent.
 Paid - Check cashed or Direct Deposit or EPC payment sent.

⁴Effective October 1st, 2011, the payment amount may be less than the collection amount received due to the assessment and recovery of the \$25 Annual Service Fee.

Every effort has been made to ensure the information displayed on this page is accurate. However, in the event that the displayed information differs from the records maintained by the Local Child Support Agency or the Department of Child Support Services (DCSS), the LCSA and DCSS records control. If you have questions or concerns about the information displayed here, please contact (866) 901-3212.

Select a Payment to view the details.

California Child Support Self Service [Logout](#)

LANDSING, LEONA - Participant Number: 103000016418

[Home](#)
[My Profile](#)
[My Payments](#)
[My Documents](#)
[Contact Us](#)

[Payments I Made](#)
[Payments Sent to Me](#)
[Make or Receive Electronic Payments](#)

Payments Sent to Me

Payment Details

Issue Date: 05/13/2013
 Amount: \$ 66.92
 Payment Method: DIRECT DEPOSIT
 Check Number:
 EFT Trace Number: 091000010019807
 Paid Date:
 Status: ISSUED

Where My Payment Came From

Issue Date	Case Number	County	Amount
05/10/2013	103020007	TEHAMA	\$ 66.92



Customer Connect Self-Service Website

Make or Receive Electronic Payments page

California Child Support Self Service [Logout](#)
 LANDSING, LEONA - Participant Number: 1030000016418

[Home](#) [My Profile](#) [My Payments](#) [My Documents](#) [Contact Us](#)

Payments I Made Payments Sent to Me **Make or Receive Electronic Payments**

You are moving to the SDU website

You are about to go to the State Disbursement Unit Website.

Clicking Continue below will launch a new window. Please remember to log out and close this window when you are done on this site.

[Continue](#)

When selected, the user is taken to the SDU's website.

California Child Support Self Service [Logout](#)
 LANDSING, LEONA - Participant Number: 1030000016418

[Home](#) [My Profile](#) [My Payments](#) [My Documents](#) [Contact Us](#)

Payments I Made Payments Sent to Me **Make or Receive Electronic Payments**

You are moving to the SDU website

You are about to go to the State Disbursement Unit Website.

Clicking Continue below will launch a new window. Please remember to log out and close this window when you are done on this site.

State Disbursement Unit (SDU) - Windows Internet Explorer

File Edit View Favorites Tools Help

State Disbursement Unit (SDU)

Visit the enhanced Employer Resource Center.

I NEED TO...

- Apply for Review
- Check My Child Support Account
- Get Information Forms
- Calculate Child Support
- Contact My Local Child Support Agency
- Contact DCRS
- Protect Your Privacy/Security

ADDITIONAL LINKS

- Child Support Handbook
- Employer Handbook
- Administrative Review Process
- Compromise of Arrears Program
- Parents Making Support Payments
- Families Receiving Support Payments

California State Disbursement Unit (SDU)

Today, child support payments are collected and processed by a single entity, the SDU. Required by federal law, the SDU processes 100% of child support payments that used to be handled at the Local Child Support Agencies.

Para tener acceso al application en Español oprime aquí: [Español](#)

Please select the appropriate option that applies to you:

[Custodial Parties](#)

[Non-Custodial Parents](#)

[Employers](#)

[Replacement Payment](#)

Need assistance or information on electronic payments?
 Contact: 1.866.801.3212
 If paying child support by check or money order, mail payment to:
 CA SDU, PO Box 580667, West Sacramento, CA 95798-0667

Home | IBCP | CP | Employer | Replacement Payment | language [english](#) [español](#)

My Documents page

If the participant has any eDocuments to view, they will be displayed on this page.

California Child Support Self Service [Logout](#)
 LANDSING, LEONA - Participant Number: 1030000016418

[Home](#) [My Profile](#) [My Payments](#) [My Documents](#) [Contact Us](#)

Available eDocuments

Our records show that you are not currently enrolled in eDocuments.

- If you would like to access your documents online instead of having them mailed to you, please [click here](#) to enroll in eDocuments. ([View Available eDocuments](#))
- If you have enrolled but are receiving this message, please complete the enrollment process by locating the most recent email sent to you from the Department of Child Support Services and click on the link provided.



Customer Connect Self-Service Website

Contact Us page

Participants can submit inquiries to their caseworker via the web.

California Child Support Self Service [Logout](#)
 LANDSING, LEONA - Participant Number: 103000016418

[Home](#) [My Profile](#) [My Payments](#) [My Documents](#) [Contact Us](#)

My Questions and Concerns
Questions / Concerns List

To submit a question or concern, click on *Submit Question/Concern* below.
 To get more information about a question or concern you have already submitted, click on a *Date* below.

Questions / Concerns	Date	Subject	Submit Method
No Records			

Once the **Submit Question/Concern** button is selected:

[Home](#) [My Profile](#) [My Payments](#) [My Documents](#) [Contact Us](#)

My Questions and Concerns
Submit Question / Concern

Use the space below to submit questions, problems, or comments about your case. Please provide your contact information (address, phone number, email address) so a child support worker can contact you if necessary. If you have a complaint about the local child support agency handling your child support case, you may file a formal complaint with the local child support agency. Complaint forms are available at any local child support agency. They are also available on the [DCSS Website](#).

* Indicates a required field

*** Select a Case**

Case Number	Custodial Party?	County	Status	Open Date	Total Monthly Support	Total Arrears
103020007	Yes	TEHAMA	OPEN	01/26/2000	\$ 290.00	\$ 80.15

Question / Concern Message

* **Subject (40 characters max):**

* **Please enter your message here (1000 characters max):**

My Contact Information

Phone Number: Ext:
 Fax Number:
 Address Line 1:
 Address Line 2:
 City:
 State:
 Zip Code:
Enter an international address or APO/FPO

Once submitted, the user is returned to the **Questions/Concerns List** page.

California Child Support Self Service [Logout](#)
 LANDSING, LEONA - Participant Number: 103000016418

[Home](#) [My Profile](#) [My Payments](#) [My Documents](#) [Contact Us](#)

My Questions and Concerns
Questions / Concerns List

To submit a question or concern, click on *Submit Question/Concern* below.
 To get more information about a question or concern you have already submitted, click on a *Date* below.

Questions / Concerns	Date	Subject	Submit Method
OPEN	09/19/2013	Payments	VIA SELF SERVICE WEBSITE

Pages 1 Records 1 - 1 of 1



Customer Connect Self-Service Website

The LCSA caseworker sees the message instantly in CSE (also receives a task).

The screenshot shows the CSE interface for Veronica Potter. At the top, there are search filters for 'Most Recent Case' (103020007) and 'Most Recent Participant' (LANDSING, LEONA ELIZABETH). Below this is a navigation bar with tabs for Home, Participant, Case, Financial, Employer, LDA, Tools, Documents, Public Asset, and Cust Srv. A sidebar on the left contains links for Activity, Activity Log, Closed Cases, Case, Case Register List, Status, Document Links, and Inquiry List. The main area displays an 'Inquiry List' for Case Number 103000007, with columns for Status (NEW), Submit Date (09/19/2013), Subject (Payments), and Agency Assigned (YENAMA). A 'Top of Page' link is visible at the bottom of the list.

Once the worker resolves in inquiry in CSE, the message displays to the customer online.

The screenshot shows the 'California Child Support Self Service' website for participant LEONA ELIZABETH LANDSING. The page has a navigation bar with links for Home, My Profile, My Payments, My Documents, and Contact Us. Below the navigation is a section titled 'My Questions and Concerns' with a sub-header 'Questions / Concerns List'. A text box provides instructions: 'To submit a question or concern, click on Submit Question/Concern below. To get more information about a question or concern you have already submitted, click on a Date below.' Below this is a table with columns for Status, Date, Subject, and Submit Method. One record is shown with Status 'CLOSED', Date '09/19/2013', Subject 'Payments', and Submit Method 'VIA SELF SERVICE WEBSITE'. A 'Submit Question/Concern' button is at the bottom left, and 'Pages 1 Records 1 - 1 of 1' is at the bottom right.

To view the response, the participant selects the message date.

The screenshot shows the 'Question / Concern Detail' page for the participant. The navigation bar is the same as in the previous screenshot. The page title is 'Question / Concern Detail'. Below it is a section titled 'Question / Concern Information' with the following details:

- Question/Concern ID: 2000750010
- Submit Method: VIA SELF SERVICE WEBSITE
- Received Date: 09/19/2013
- Case: 103020007
- Status: CLOSED
- Subject: Payments
- Description: Payments stopped in May. What is going on?
- Response: Per the employer, there was a clerical error, which caused payments to temporarily stop. Payments have resumed and missing payments will be received next week.
- Response Date: 09/19/2013



DCSS CACChildSup Mobile Application (Mobile App) Basics

Overview

Child support case participants currently have access to the Customer Connect Self-Service website, where they can obtain information about their case (www.ChildSup.ca.gov). Realizing that many case participants prefer to access information on their mobile devices, DCSS has created a “one touch access” mobile application, called “CACChildSup Mobile App”. Clients can download the app for supported Android and Apple mobile devices, making accessing case information fast and convenient.

The Mobile App provides easy and secure access to child support information.

- **Check My Account** provides the latest account information via Customer Connect. View upcoming appointments, amounts owed and payments made.
- **Make/Receive Payment** connects to the State Disbursement Unit where an active child support participant can make an electronic payment, establish direct deposit or sign up to receive an Electronic Payment Card.
- **Search Local Child Support Agency** provides a phone number, address, website and directions to local county child support agencies.
- **Resources** and **FAQs** provide more information about the services available through the California Department of Child Support Services.

The following document details the high level functions available for the Mobile App.

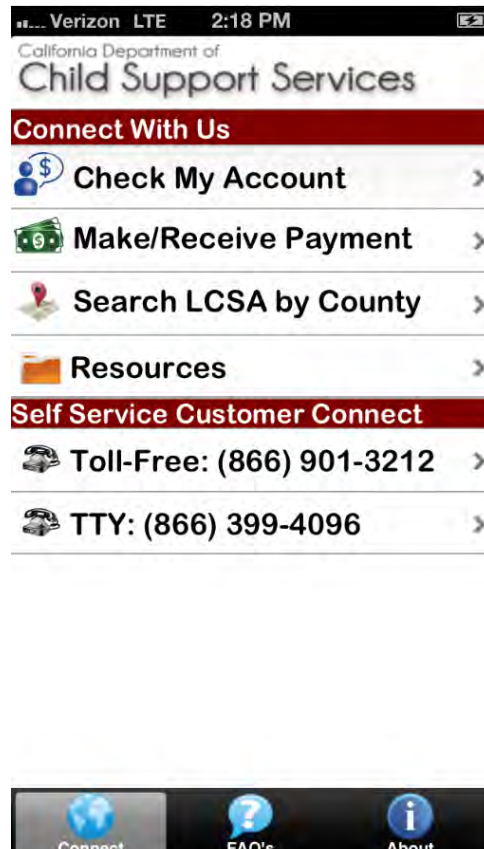
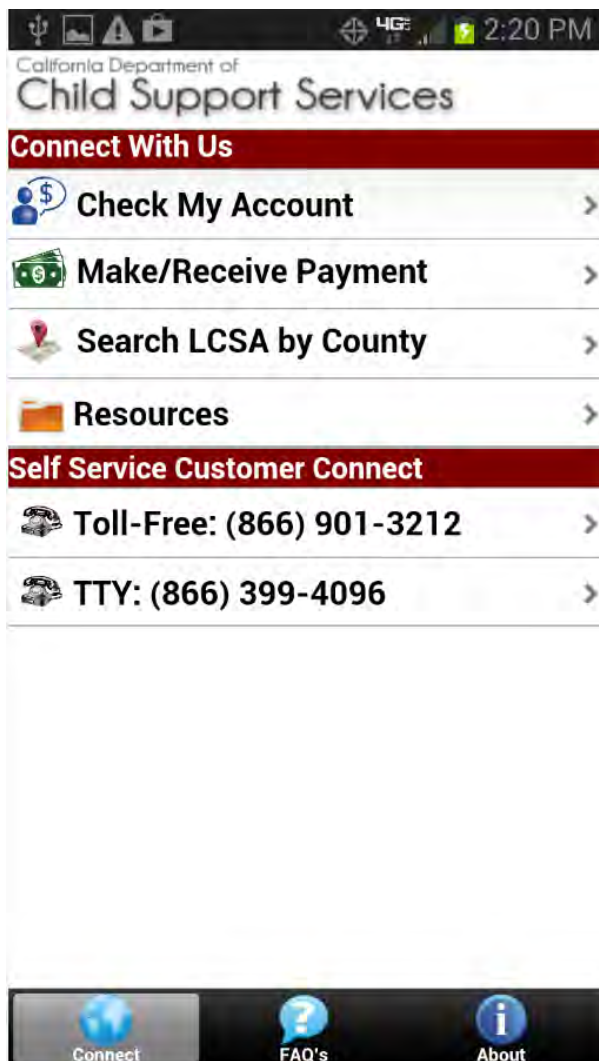
Screen Functionality and Descriptions

Note that the screen shots display an Android device on the left and an Apple device on the right.

Initial Landing Page

The Initial Landing Page is used as the primary page of the application to navigate to the following screens on the Mobile Main page:

- Check My Account Application
- Make/Receive Payment website
- Search LCSA by County website
- Resources
- Dial to Self-Service Interactive Voice Response (IVR) Telephone numbers



[Check My Account](#)

The **Check My Account** is used to navigate to Customer Connect self-service website to access child support case information. A Social Security Number or Participant ID plus a PIN are required to log into the application.

California Department of
Child Support Services [Back](#)

Check My Account

CA.GOV
State of California
Dept of Child Support Services

Select Participant ID or SSN

Participant ID SSN

Your Participant ID or SSN

*PIN

Your PIN

Login

[Regular Site](#)

AT&T 3G 9:32 AM 94%

CA.GOV
State of California
Dept of Child Support Services

Select Participant ID or SSN

Participant ID SSN

Your Participant ID or SSN

*PIN

Your PIN

Login

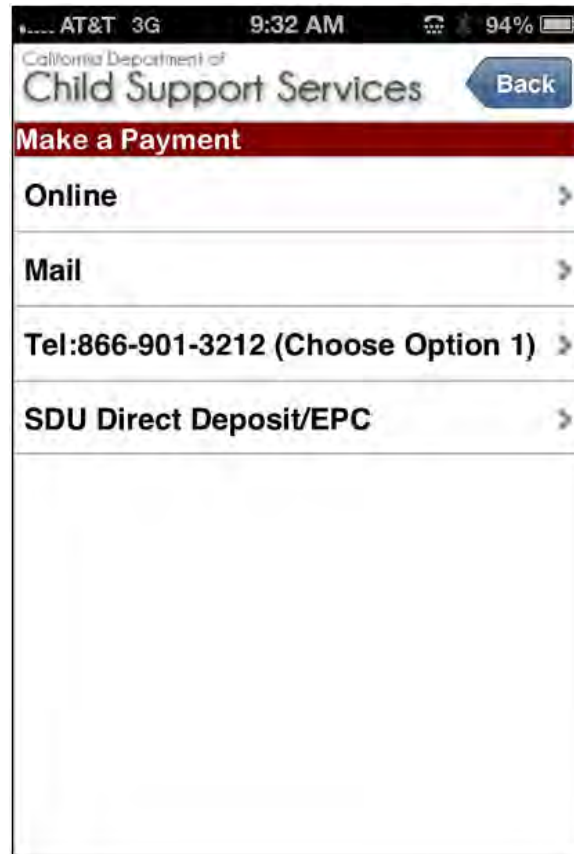
[Regular Site](#)

Done

Make a Payment

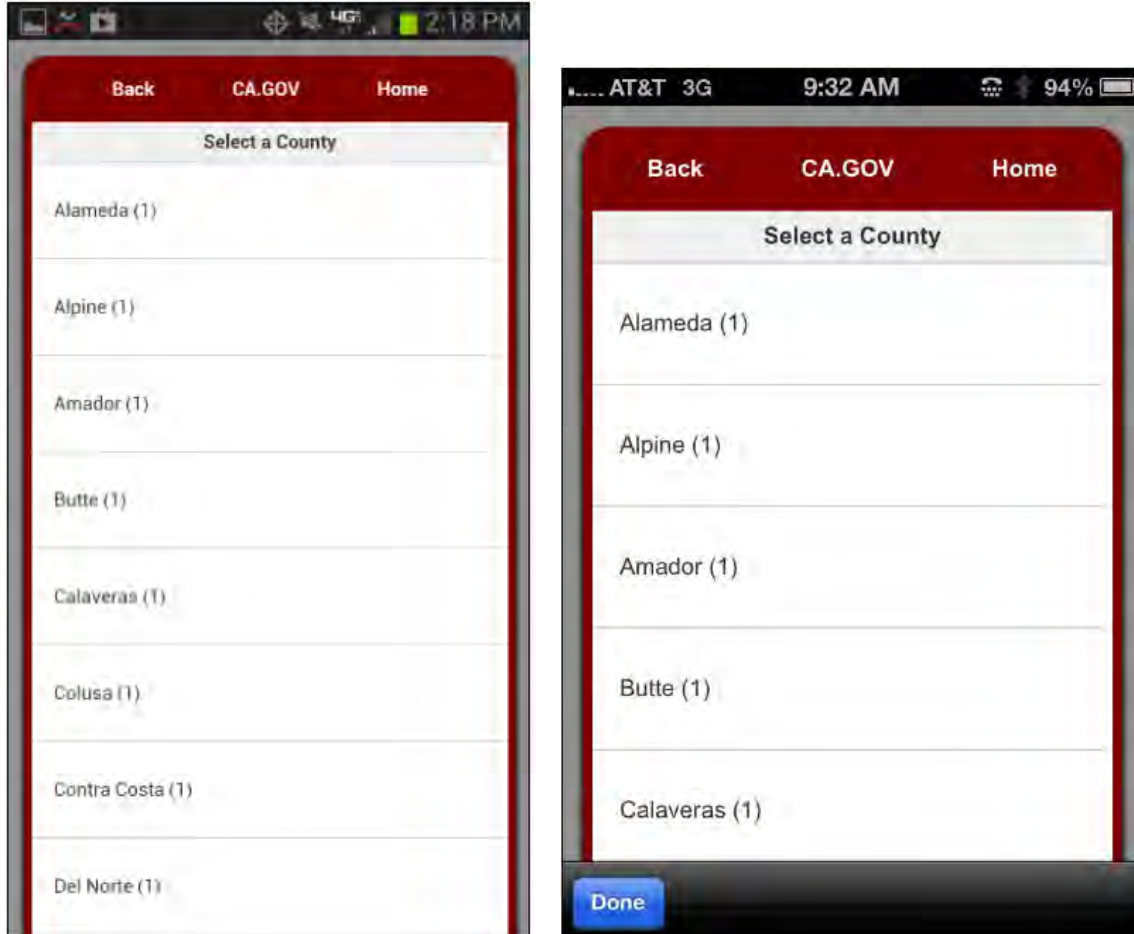
Make a Payment is used to navigate to the following website/pages, which show various ways to submit or receive payments for child support.

- Online (connect to SDU Website)
- Mail (displays the Mailing Address details to mail payments to SDU)
- Tel (connects to the Self-Service IVR and provides the SDU Option)
- SDU Direct Deposit/EPC (connects to DCSS Direct Deposit and Electronic Pay Card Forms website)

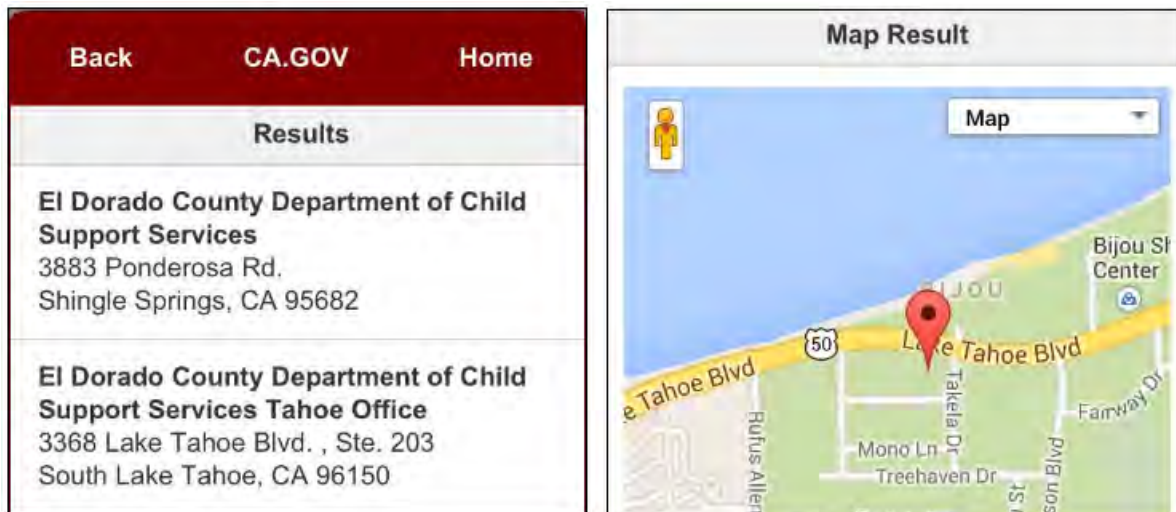


Search by LCSA County

The **Search by LCSA County** navigates to a list of all LCSA offices by county. When a county is chosen, it provides the addresses of all offices for that county.

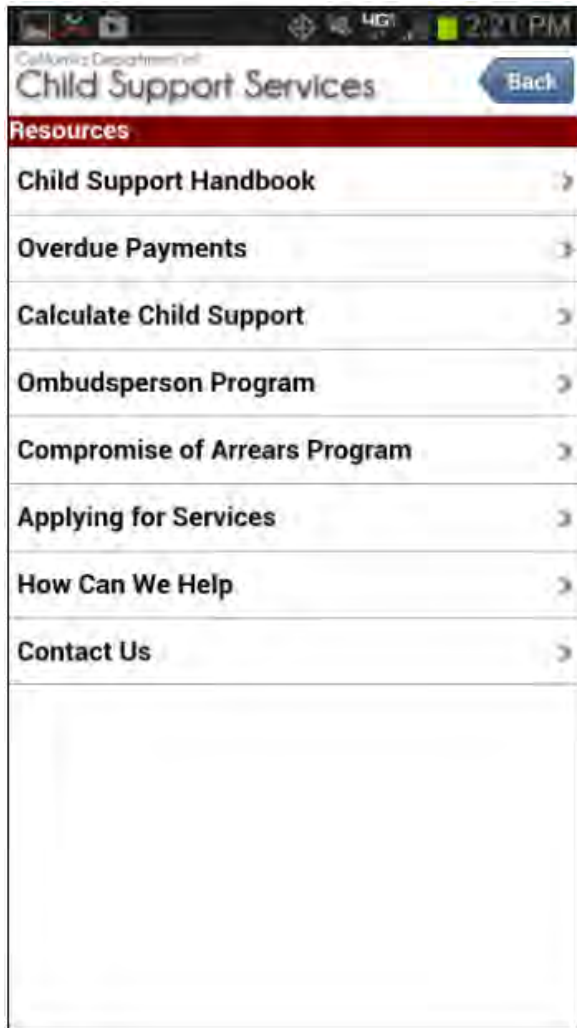


When an individual address is clicked, a map displays.



Resources

Resources navigates to various websites or pages for understanding more about the child support program, payments, and multiple ways to contact DCSS.

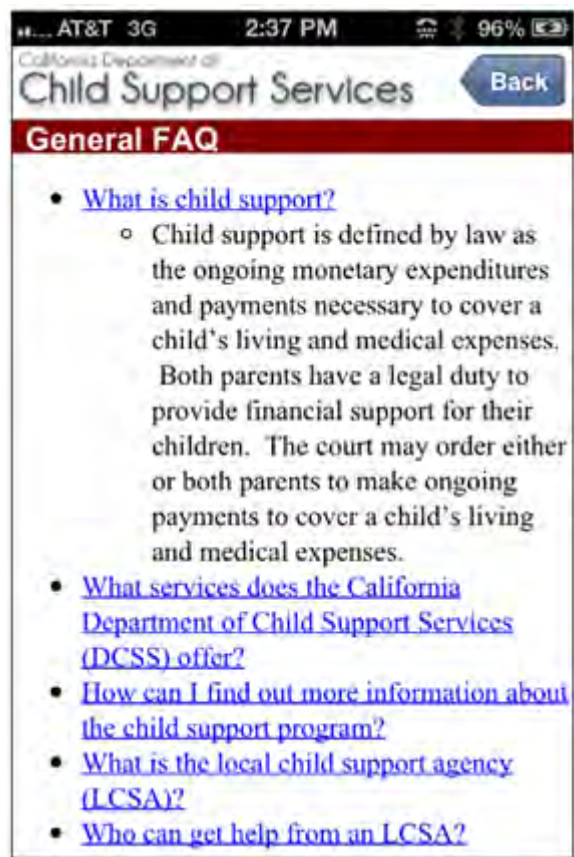
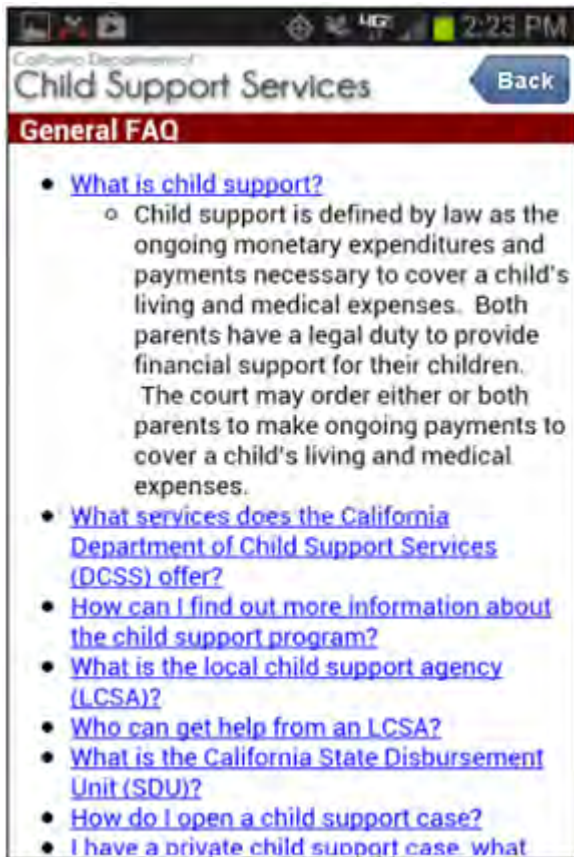


[FAQ's](#)

FAQ's navigate to Frequently Asked Questions currently available online at the Childsup.ca.gov website.

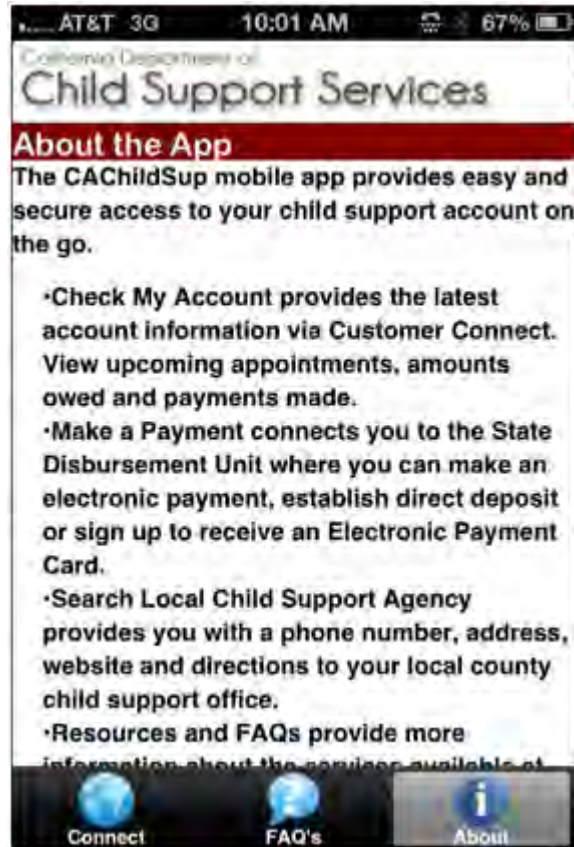
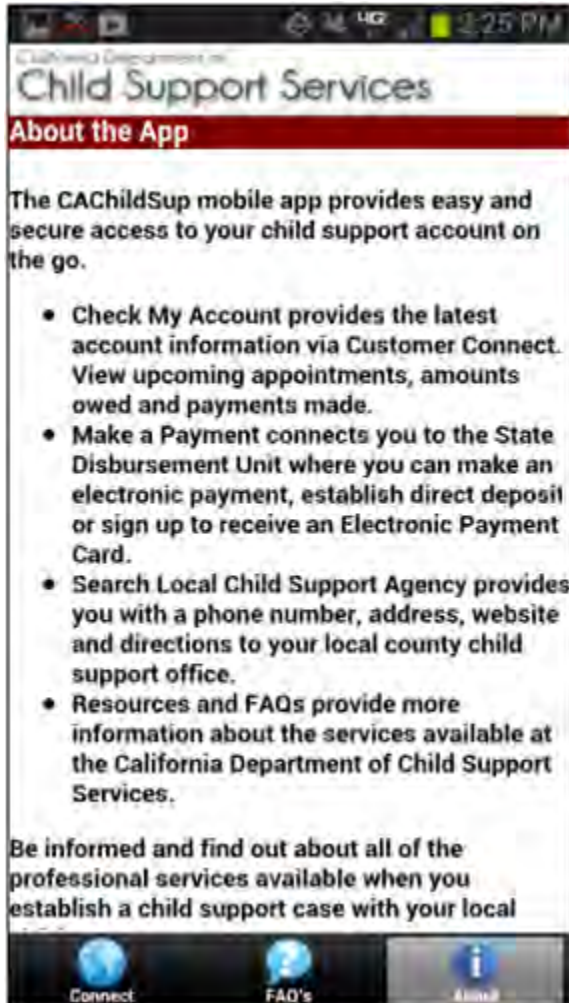


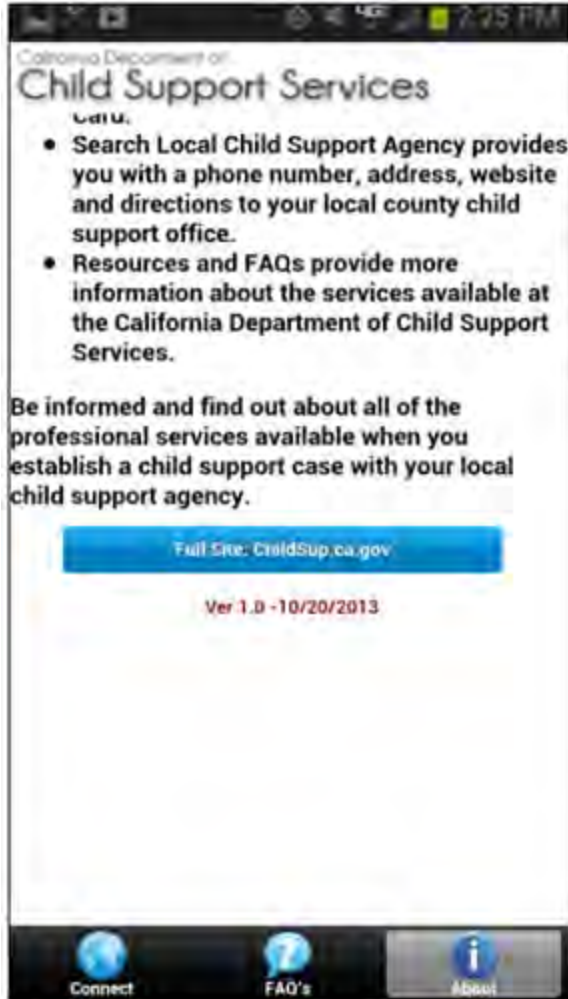
An example of specific FAQs can be seen below, as shown for General FAQ.



About

This screen navigates to the **About** page as shown below, which provides basic information about the Mobile App.





Targeted Mobile Support

The Mobile App is targeted to be optimized to the Apple and Android platforms. The application is optimized for the following mobile manufacturers and operating systems:

Mobile Manufacturer	Devices	Operating System
Apple	iPhone (3-5s) / iPad 2+	IOS 3+
Samsung	Samsung S3 (Multiple Models)	Android 2.2+
LG	Multiple Models (including MS695, MS770)	Android 2.2+
HTC	EVO, HTC One, One X	Android 2.2+
Motorola	DROID RAZR, DROID	Android 2.2+
ZTE	Multiple Models	Android 2.2+
Huawei	Multiple Models (including M931, M920, etc.)	Android 2.2+
Pantech	Multiple Models	Android 2.2+



DCSS Statewide Training

Course: Qualified Witness Training

Target Audience: LCSA Staff

Course Dates: October 2, 15, 22, and 29, 2013

Course Instructors:

Janissa Boesch, Trainer, DCSS Statewide Training

Cindy Morady, LCSA Financial Subject Matter Expert, DCSS Business Solutions

Lara Chandler, Attorney, DCSS Office of Legal Services

Course Description:

This course is designed to qualify LCSA staff to generate the appropriate report and to testify in court as to the validity of payment history records in the Department's statewide operating "system of record," namely, the *Child Support Enforcement* system known as "CSE."

Course Outline:

1. SDU Overview

42 U.S.C. 654B requires State agencies to establish and operate a "State disbursement unit" (SDU) for the collection and disbursement of payments under support orders. This module provides an overview of the SDU payment process, from receiving and processing incoming collections to disbursing payments as instructed by CSE.

2. Identifying the Facts

This module focuses on the reports that can be generated for submission to court based on the facts of the case and issues that need to be addressed. Students will learn how to research payments in order to testify how collections were received, processed, and ultimately disbursed.

3. Taking the Stand

This module prepares students for understanding their role as a qualified witness, learning how to prepare for court, and knowing what to expect.

4. SDU Tour

This module is a tour of SDU facilities, which will introduce each student to SDU security measures—both for data and facilities—and the steps the SDU takes to process payments.

TAB W

Procedural How-to's for Child Support Commissioners

*Hon. Norma Castellanos-
Perez, Hon. Scott P. Harman,
Hon. Barry S. Michaelson &
Hon. Rebecca L. Wightman*

Why Consider Video Court Appearances?

As part of her report at the July 25th Judicial Council meeting, Chief Justice Cantil-Sakauye, shared her near and long-term vision for the judicial branch, which includes reinvestment in the justice system. She said this reinvestment should be aimed at improving access to justice, and coined it as “Access 3D”, or three-dimensional access: physical access, remote access, and equal access.

She provided a brief explanation of each form of access:

- **Physical access** - keeping our courthouse doors open and operating at hours that benefit the public; having safe, secure, well-maintained, and cost-effective courthouses that are accessible to all
- **Remote access** - increasing our ability to conduct branch business online—file court cases, access case information and records, and **make video appearances where and when appropriate** [Underlining added]
- **Equal access** – has many meanings, including: language access, financial access, adequately staffed courthouses, and making judicial branch leaders more diverse and judicial branch administration more transparent.

Facts and Figures for Video Appearances in Tulare Child Support Court

One day a week (Thursdays) Court convenes remotely. Commissioner and Court Staff are in Dinuba (our home court) and DCSS and litigants are in Porterville. All types of matters are heard, including but not limited to NOM's; OSC's re Contempt – Arraignments; RO's; Pretrial (2 Thursdays a month) and Reviews. Hearings are held via Video Conferencing System.

1. What are the components of the Jabber Video Program... software (is it a stand-alone or is there more to it than just plug and go?), hardware (TV monitor; camera and mikes???)

- Tulare County is currently using the software called Cisco Jabber Video for TelePresence (or Jabber Video), that you have installed and use on your computers, in order to video conference with DCSS, in Porterville.
- It's an application that works like Skype, but is international standards-based. Jabber Video can connect to video conferencing systems (e.g. Cisco, LiveSize, Polycom, etc.), resulting in a wider community of colleagues, partners, and business customers video conferencing with one another.
- Please note that since Skype is a proprietary protocol, owned by the Microsoft Corporation, it can normally only video conference directly with other Skype client users. Therefore, most standards-based video conferencing technologies, such as Jabber Video and DCSS' Quick Set C20s cannot communicate with Skype directly.

- Jabber Video works with iPads and compatible Windows/Mac PCs, using a webcam to provide high-definition video communications to more people, on more devices, from more places.

2. Is it a county wide program...used by other county entities for individual purposes? Or is it a stand-alone program used just by DCSS?

- Tulare County has purchased a version intended for centrally-managed, enterprise use, with globally-administered phone books, scheduled meetings, and recording.
- The software is also available free for download from a globally accessible Cisco website (<http://jabbervideo.cisco.com/>) with a forum-based, self-support model. Just sign-up, download & installed the software, and it's ready for use.
- This free-use version is also compatible with Tulare County's enterprise version of Jabber, as well as most of the County's 50 meeting room video conferencing systems.

More information about Jabber can be found at, http://www.cisco.com/en/US/prod/collateral/ps7060/ps11303/ps11310/ps11328/data_sheet_c78-628609.html

3. Cost associated with installation and administration of the system?

- The actual cost of a video conferencing systems varies widely, depending on the location, room, already existing technology resources, and other specific needs, there are too many variables involved to be very specific here, not without reviewing each case with your Courts' IT staff and your chosen technology vendor.
- Each Video Conference unit including 57 inch monitor, camera and licensing was about \$15,000. Each Jabber license (which allows us to connect to devices other than Cisco) is about \$100. This is a rough guestimate for a meeting room, PC, and/or iPad install.

More information about such a meeting room video conference system can be found at, http://www.cisco.com/en/US/prod/collateral/ps7060/ps11304/ps11313/ps11424/ps12153/data_sheet_c78-688342.pdf

But, please note that a video conference system that's installed in a meeting room is just the tip of the technological iceberg. Case in point, Tulare County currently has invested nearly a quarter-million dollars in video conferencing

specific infrastructure in our data-centers since 2007, that our client use regularly without knowing much about it's existence at all.

Court Cost:

- Since Jabber system was in place the Court had only to purchase hardware to connect and use the system.

Samsung 40" TV	1,044.58
Media Cart	196.96
Dell Fax Machine	257.40
(2) Web Cams & (2) Mics	256.51
	1,755.45

- The TV and media cart (as well as any computers/monitors) were purchased in fiscal year 2011-2012 when we had a surplus of grant money towards the end of the year. The remainder of the equipment was purchased in fiscal year 2012-2013.
- There is no formal agreement/MOU in place regarding Court's use of the county's Jabber system.
- Something to keep in mind for other courts is that if the Jabber system was *not* in place on the county's side, the financial and labor costs would be substantial. If another courts finds themselves in a similar situation to our own, with an outside entity with an existing videoconferencing system offering a connection to save commute time for both parties, the costs are relatively low.

If you would like a copy of Court Paper Process please contact me via email.

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THE ART OF USING COMPUTER MONITORS ON COUNSEL TABLE

OR

HOW TO AVOID EX PARTE COMMUNICATIONS AND HAVE FUN AT
THE SAME TIME

Barry S. Michaelson
September 2013

DISCLAIMER: The views expressed in this presentation do not represent the opinions of the Orange County Superior Court and may not even be the opinions of the presenter!!

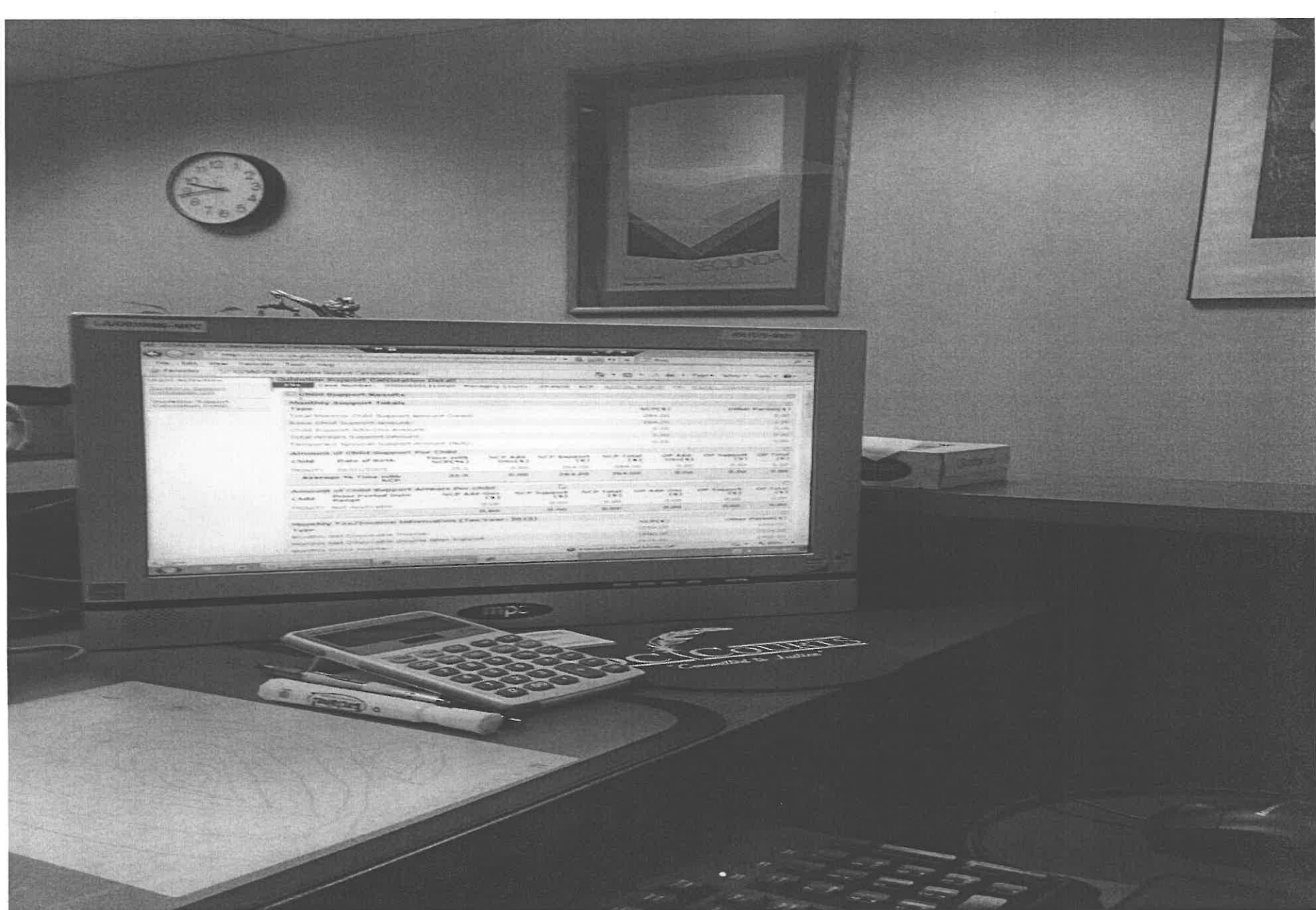
HYPOTHESIS

1. DCSS prepares a proposed Guideline for child support in each case
 - a. A copy is *not* given to each parent
 - b. The Court can access it from the bench
 - c. If the Court reviews it before the parents see it, an *ex parte* communication exists
2. How can technology help?

CONSTRUCT:

- Monitor on the bench
- 2 monitors on counsel tables, 1 for each
- Control switch on the bench to turn monitors on and off
- The parties and counsel view only the images permitted by the court

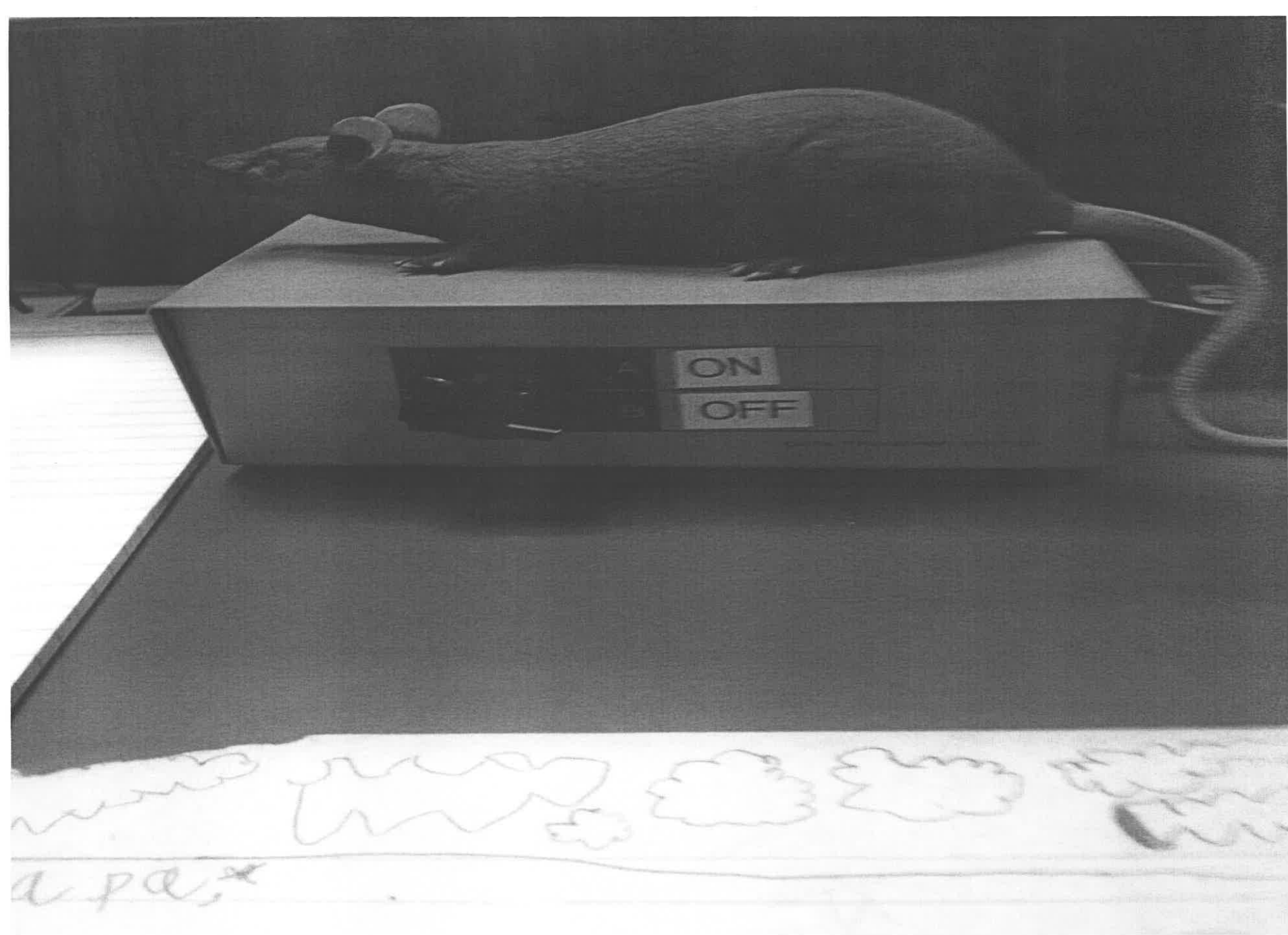




ADVANTAGES:

- All parties participate in the process
- As the Guideline is calculated, the parties see the categories
 - If the court wants to try different calculations, it can do so by turning the monitor off
 - The parties participate in seeing the actual amounts entered in the various categories
 - Fewer questions exist at end of session

- If the court has Electronic Legal Files (“ELF”) then all documents such as I&E’s and OSC’s or RFO’s can be immediately accessed and shown to all parties
- If the court has electronic research such as Westlaw available on the bench, then it can be accessed and shown to all parties.
- A paper copy can be printed in the courtroom to be delivered to the parties.
- The court directly files the Guideline in the state DCSS system.



DISADVANTAGES

- The court must be certain to review all appropriate categories to be sure the tax and other settings such as exemptions are correct. Examples:
 - State tax for out of state persons
 - Child care exemptions
 - Health insurance: pre-tax or post-tax

COST

- The court already had the monitors
- The cost to wire each of 3 courtrooms and to supply the turn off switch was anticipated to be \$5,000. In 2011, the actual cost: less than \$1,500 total.
 - It was paid by the DCSS grant

CONCLUSIONS

Counsel and parties appreciate its use and find it a time saver because everyone sees and participates in the decisions.

Explanations are short and to the point in explaining the results.

Questions asked by the parties of DCSS and courtroom staff after the hearing are virtually zero.

Bench Warrants

17th Annual Child Support Training Conference
September 25-27, 2013

POWER TO ISSUE BENCH WARRANTS

- Government Code Section 72190.1
- Commissioner "may conduct arraignment proceedings in the court if directed to perform those duties by the presiding judge...,including the issuance and signing of bench warrants."



POWER TO ISSUE BENCH WARRANTS

- Gov. Code 72190.2
- Commissioner "may issue and sign a bench warrant for the arrest of a defendant who fails to appear in court when required to appear by law or who fails to perform any act required by a court order."



Body Attachments

- CCP Section 1212
- Warrant of attachment may issue in contempt proceedings upon a failure to appear upon personal service of an Order to Show Cause

ORDERS IN COURT in light of CRC 5.125

2013 AB 1058 Conference

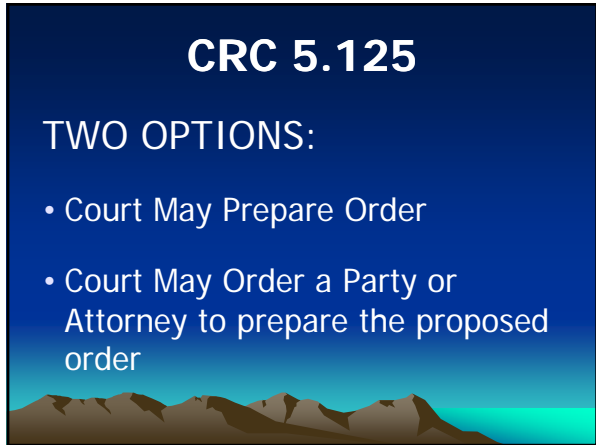
Rebecca Wightman
Commissioner, San Francisco County



CRC 5.125

TWO OPTIONS:

- Court May Prepare Order
- Court May Order a Party or Attorney to prepare the proposed order

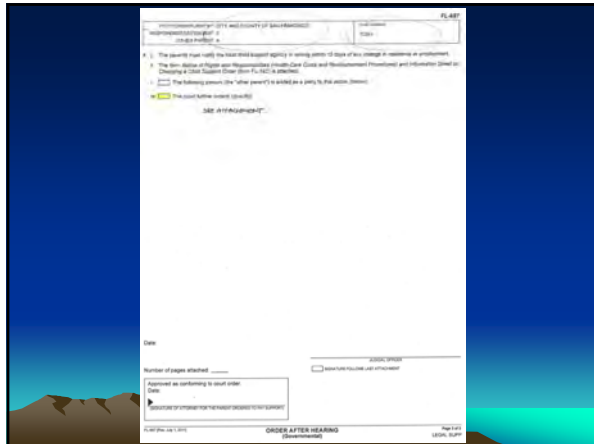


CRC 5.125

IF PREPARED BY A PARTY / ATTORNEY MUST – within 10 calendar days –

- SERVE PROPOSED ORDER to OTHER PART(IES) / ATTORNEY for APPROVAL
- OR**
- SUBMIT PROPOSED ORDER to COURT (if no appearance / matter uncontested) **AND** SERVE A COPY to OTHER PART(IES) / ATTORNEYS





SUCCESSFULLY "MAKING THE SWITCH"

NEW WAY

- LCSA prepares "shell" (uses FL-687)
 - All identifying information **pre-filled**
- Court Clerk prepares Order in court
- LCSA copies and serves on all parties

THINK: MORE EFFICIENT FOR CLERK

ORDERS IN COURT in light of CRC 5.125

Requirements for Successful Switch:

- **CSE in courtroom**
- **Court Operations involvement**
 - Minutes – minimal when court prepares order (or use **FL-692**)
 - Getting Order viewable in ROA (e.g. scanned)

ORDERS IN COURT in light of CRC 5.125

Requirements for Successful Switch:

- Clear summary of order from bench !

QUESTIONS ?

CSE "PRIMER"

DO YOU KNOW WHAT...

CSE "CAN" DO...?


CSE "CAN'T" DO...?

CSE "PRIMER"

- Architecture
- Interfaces
- Functionality


CSE "PRIMER"
Architecture

- "Levels"
 - Case Level
 - Participant Level
- Other features




CSE "PRIMER"
Automated Interfaces

- Locate information
- Payment information
- Some Info auto-populated
- Other



CSE "PRIMER"
ACCESS to Information


- EDD (quarterly)
- "Other" Systems
 - OBIS – Incarcerateds
 - "MEDS" – Title IV-A
 - POP (VDOP)



CSE "PRIMER"

Functionality


- **Suppressions (level specific)**
 - Interest
 - Levies
 - Licenses



CSE "PRIMER"

Functionality


- **Automated Functions**
 - WAOs, FIDM, and others...
- **Non-Automated**
 - Offsets



CSE "PRIMER"

Want to know more?

Ask your LCSA !



ACCOUNTINGS

- AUDITS
- SOURCES of PAYMENTS
- “BUCKETS”
 ARREARS ASSIGNMENTS
 [SEE HANDOUTS]
- APPLYING ADJUSTMENTS



QUESTIONS ?
(Any and all topics)

THANK YOU !



OFFICE OF CHILD SUPPORT ENFORCEMENT

An Office of the Administration for Children & Families

<http://www.acf.hhs.gov/programs/css/resource/instructions-distribution-child-support-section-457-of-the-ssa>

[< BACK TO SEARCH](#)

Instructions for the Distribution of Child Support Under Section 457 of the Social Security Act

AT-97-17

October 21, 1997

Information About: Other Public Partners, Foster Care (IV-E), TANF (IV-A), State/Local Child Support Agencies

Types: Policy, Action Transmittals (AT)

Tags: Pass-through/Family Distribution, Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA), Collection & Enforcement Systems

ACTION TRANSMITTAL

OCSE-AT-97-17

October 21, 1997

TO: STATE AGENCIES ADMINISTERING A CHILD SUPPORT ENFORCEMENT PROGRAM APPROVED UNDER TITLE IV-D OF THE SOCIAL SECURITY ACT.

SUBJECT: Instructions for the distribution of child support under section 457 of the Social Security Act (the Act)

ATTACHMENT: Subject instructions

BACKGROUND: Effective October 1, 1996, section 302 of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA), P.L. 104-193, revised section 457 of the Act, which governs the distribution of any support collected under the Child Support Enforcement Program under title IV-D of the Act. Section 103 of PRWORA revises title IV-A of the Act, in part, by replacing the assignment of rights provisions in former section 402(a)(26) of the Act, effective July 1, 1997, with new assignment of rights requirements in section 408(a)(3) of the Act.

Regulations at 45 CFR 232.11, 302.51, 302.52 and 303.72 address assignment of rights to support as a condition of eligibility of assistance under title IV-A of the Act and distribution of support collections under title IV-D of the Act. 45 CFR 232.20 and 302.32 provide for the treatment of child support by the title IV-A and IV-D agencies. To the extent that these regulations are inconsistent with the new statute, they are superseded by the new statutory requirements. Section 302.51(b) in its entirety is clearly inconsistent with the new section 457 of the Act, and therefore is no longer in effect, because it was based on the prior version of section 457. Existing regulations will be revised to delete any inconsistent requirements.

The Balanced Budget Act of 1997 (the BBA), P. L. 105- 33, signed August 5, 1997, contained technical amendments to sections 408(a)(3) and 457 of the Act. Section 5532 of the BBA added section 457(a)(6) to give States the option of implementing distribution changes under section 457 which apply to former assistance cases in one step, effective October 1, 1998, and includes other minor technical corrections.

In addition, section 5547 of the BBA reinstates distribution requirements in former section 457 governing title IV-E foster care cases. Section 5549 of the BBA amends section 454B to define the date of collection as the date of receipt by the State disbursement unit (SDU), except that if current support is withheld by an employer in the month when due and is received by the SDU in a month other than the month when due, the date of withholding may be deemed to be the date of collection, at the option of the State.

Finally, section 5557 of the BBA provides that the amendments are effective as if included in the enactment of PRWORA.

CONTENTS: This action transmittal promulgates procedures and gives examples relating to the provisions of section 457 of the Act for the distribution of child support collections. Some procedures prescribed herein relate to the associated policies in 45 CFR 302.32 and those sections of 45 CFR 302.51 which are not superseded by the revised section 457 of the Act.

The Action Transmittal addresses changes to section 457 made as part of the technical amendments to title IV-D in the BBA. However, further guidance will be issued with respect to the option allowed under the section 5532 of the BBA for States to implement changes to distribution in former assistance cases on October 1, 1998, rather than in two phases as required under section 457 as originally enacted under PRWORA. At that time, we will also address additional questions that arise subsequent to publication of the Action Transmittal.

APPLICABILITY: This action transmittal describes in detail the procedures relating to the collection and distribution of child support under title IV-D of the Social Security Act. The procedures are applicable only for collections of child support which are made pursuant to an approved State plan for child support enforcement under title IV-D.

SUPERSEDED MATERIAL: OCSE-AT-76-05, dated March 11, 1976

RELATED REFERENCES: TANF-ACF-PA-97-1, dated January 31, 1997

INQUIRIES TO: Regional Administrators, ACF/OCSE

David Gray Ross/s/
Deputy Director
Office of Child Support Enforcement

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Appendix: Case Scenarios

INSTRUCTIONS FOR THE DISTRIBUTION OF CHILD SUPPORT COLLECTIONS PURSUANT TO AN APPROVED IV-D STATE PLAN

I. Determination of the required monthly child support obligation

(a) Child Support Obligation Document Before any distribution of amounts of child support collected can be made, an amount which represents the required child support obligation for one month must be determined. In all cases, the amount must be ascertained from the document which established the support obligation -- a court or administrative order or other legal process established under State law. See 45 CFR 302.50 and 302.56. In most cases, the amount is taken directly from the support order. For example, if a support order states that the noncustodial parent shall pay \$500 per month in child support, \$500 is the amount which represents the required monthly child support obligation.

(b) Frequencies other than Monthly Child support payments are often ordered to be paid in frequencies other than monthly and must be converted to an amount which represents the required monthly child support obligation. If the State has an existing system for such conversions, such a system may be used or, as an alternative, the State may use one of the following conversion systems:

Example 1

If the support obligation is to be paid weekly, such as \$20 per week, multiply by 4.345 to get the required monthly child support obligation. Some States have existing systems which use 4-1/3 as the multiplier; 4- 1/3 is also acceptable, but slightly less accurate.

$$\$20 \times 4.345 = \$86.90 \text{ per month}$$

Example 2

If the support obligation requires a weekly payment of \$20 each Monday and there are 4 Mondays in a month, the current monthly obligation equals \$80. However, in months in which there are 5 Mondays, the current monthly obligation equals \$100.

$$\begin{aligned} \$20 \times 4 \text{ Mondays} &= \$80 \text{ for the month} \\ \$20 \times 5 \text{ Mondays} &= \$100 \text{ for the month} \end{aligned}$$

Similarly, if the support obligation requires bi-weekly (every 2 weeks) payments, there will be some months in which 3 payments are due to satisfy the current monthly obligation. If the order requires a bi-weekly payment of \$100 and there are two charge days in the month, the current monthly obligation equals \$200. However, if there are three charge days in the month, the current monthly obligation will equal \$300.

$$\begin{aligned} \$100 \times 2 &= \$200 \text{ for the month} \\ \$100 \times 3 &= \$300 \text{ for the month} \end{aligned}$$

Example 3

If the support obligation is to be paid every two weeks, such as \$25 every two weeks, multiply by 2.173 (2 1/6 is also acceptable) to get the required monthly child support obligation.

$$\$25 \times 2.173 = \$54.33 \text{ per month}$$

Example 4

If the amount is to be paid in some other frequency, such as \$10 every 8 days, the conversion can be made by expressing the order or agreement in days, multiplying by 365, and dividing by 12.

$$\begin{aligned} \$10 \times 365 \text{ days} &= \$38.02 \text{ per month} \\ 8 \text{ days} & 12 \text{ months} \end{aligned}$$

The conversion can also be made by multiplying the amount required by the number of payments required in a year and dividing by 12.

(c) Voluntary payments. In the absence of a support order, any amounts received as voluntary payments shall be treated as the obligation for the current month in which they were received. (see PIQ-81-9)

(d) Rounding to Whole Dollar Amounts Once the required monthly child support obligation has been determined, the amount may, at the discretion of the IV-D agency, be rounded to a whole dollar amount. The amount computed to be paid to the family, retained by the State, or reimbursed to the Federal Government may also be rounded. See 45 CFR 302.51(a)(2).

(e) Date of Collection The date of collection for amounts collected and distributed under title IV-D of the Act is the date of receipt by the State disbursement unit established under section 454B of the Act, except that if current support is withheld by an employer in the month when due and is received by the State disbursement unit in a month other than the month when due, the date of withholding may be deemed to be the date of collection.

(f) Future payments. Under 45 CFR 302.51(c), if, in a current assistance case, an amount collected as support represents payment on the required support obligation for future months, the amount shall be applied to such future months. However, no such amounts shall be applied to future months unless

amounts have been collected which fully satisfy the support obligation assigned under section 408(a)(3) of the Act for the current month and all past months.

Example 5

Assume there are no arrearages in a current assistance case and the required monthly child support obligation is \$400. If more than \$400 is received and designated by the payer as a future payment, the excess should be applied to such future month. If there is no such designation, a State may determine if a payment represents a future payment.

(g) Gap payments under section 457(e) of the Act and former 402(a)(28) of the Act.

Former section 402(a)(28) of the Act provided for the payment to the family of child support collected by the State as a protection against reduction in the total income available to a family in a month. This section only applied to those States whose State title IV-A plan, in July, 1975, permitted a portion of the monthly child support payment after application of appropriate disregards to be retained by a family receiving AFDC without causing a dollar-for-dollar reduction in the AFDC payment made to the family.

Under section 457(e) of the Act, at State option, section 457 of the Act does not apply to any amount collected on behalf of a family as support by the State (and paid to the family in addition to the amount of assistance otherwise payable to the family) if such amount would have been paid to the family by the State under section 402(a)(28) of the Act, as in effect and applied on August 21, 1996.

(h) Assigned medical support collections.

Any amounts collected by the IV-D agency which represent specific dollar amounts designated in the support order for medical purposes that have been assigned to the State under 42 CFR 433.146 shall be forwarded to the Medicaid agency for distribution under 42 CFR 433.154. See 45 CFR 302.51(e)(1).

When a family ceases receiving assistance under the State's title XIX (Medicaid) plan, the assignment of medical support rights under section 1912 of the Act terminates, except for the amount of any unpaid medical support obligation that has accrued under such assignment. The IV-D agency shall attempt to collect any unpaid specific dollar amounts designated in the support order for medical support purposes. Under this requirement, any medical support collection made by the IV-D agency shall be forwarded to the Medicaid agency for distribution under 42 CFR 433.154. See 45 CFR 302.51(e)(2).

II. Reporting collections to IV-A agency in current assistance cases.

(a) In accordance with 45 CFR 302.32(b), the IV-D agency must inform the State's IV-A agency of the amount of the collections which represents payment on the required support obligation for the month as determined in section 302.51(a) within 10 working days of the end of the month in which the support is received by the IV-D agency responsible for final distribution. This amount is not necessarily the total amount of the collection; it is only that portion of the collection which represents payment on the support obligation for that month.

(b) Method of Informing. There is no mandated standard procedure for the IV-D agency to inform the State IV-A agency. The State may adopt any procedure it finds best fits both agencies' individual requirements so long as the IV-A agency can easily use the information and properly determine eligibility based upon the amounts collected which represent payment on the child support obligation for the current month.

III. Definitions used in this Action Transmittal.

As used in this document:

(a) ASSISTANCE.--The term `assistance from the State' means assistance under the State program funded under title IV-A of the Act (see also TANF-ACF -PA-97-1, dated January 31, 1997) or under the State plan approved under title IV-A (as in effect on August 21, 1996).

(b) FEDERAL SHARE.--The term `Federal share' means that portion of the amount collected resulting from the application of the Federal medical assistance percentage in effect for the fiscal year in which the amount is distributed.

(c) FEDERAL MEDICAL ASSISTANCE PERCENTAGE.--The term `Federal medical assistance percentage' means--

(1) 75 percent, in the case of Puerto Rico, the Virgin Islands, Guam, and American Samoa; or

(2) the Federal medical assistance percentage (as defined in section 1905(b) of the Act, as such section was in effect on September 30, 1995) in the case of any other State.

(d) STATE SHARE.--The term `State share' means 100 percent of the amount collected which does not exceed the cumulative unreimbursed assistance, minus the Federal share.

(e) CURRENT ASSISTANCE CASE. -- The term "current assistance case" means any IV-D case which is currently receiving assistance.

(f) FORMER ASSISTANCE CASE. -- The term "former assistance case" means any IV-D case which formerly received assistance.

(g) NEVER-ASSISTANCE CASE. -- The term "never-assistance case" means any IV-D case which has never received assistance.

(h) PERMANENTLY-ASSIGNED ARREARAGES.--The term "permanently-assigned arrearages" means those arrearages which do not exceed the cumulative amount of unreimbursed assistance paid to the family as of the date the family leaves the assistance rolls: (1) which are or were assigned under an assignment of support rights in effect on September 30, 1997, and (2) which accrued under an assignment entered into on or after October 1, 1997, while a family is receiving assistance.

(i) TEMPORARILY-ASSIGNED ARREARAGES -- The term "temporarily-assigned arrearages" means those arrearages which do not exceed the cumulative amount of unreimbursed assistance paid to the family as of the date the family leaves the assistance rolls, which accrued prior to the family receiving assistance and which were assigned to the State after September 30, 1997. These arrearages are not permanently assigned and the temporary assignment will expire when the family leaves the assistance program or on October 1, 2000, whichever date is later.

(j) CONDITIONALLY-ASSIGNED ARREARAGES -- The term "conditionally-assigned arrearages" means those arrearages which do not exceed the cumulative amount of unreimbursed assistance paid to the family as of the date the family leaves the assistance rolls and which are owed to the family unless they are collected through Federal income tax refund offset. They are arrearages which were temporarily assigned to the State and became conditionally assigned to the State when the temporary assignment expired. If a conditionally- assigned arrearage is collected through a Federal income tax refund offset, the collection is retained by the State to reimburse the State and the Federal government up to the cumulative amount of unreimbursed assistance paid to the family. Collections of conditionally-assigned arrearages by any other enforcement mechanism are paid to the family.

(k) NEVER-ASSIGNED ARREARAGES -- The term "never-assigned arrearages" means all arrearages in never-assistance cases, and, in former assistance cases, means those arrearages that accrue after the family's most recent period of assistance ends.

(l) UNASSIGNED DURING-ASSISTANCE ARREARAGES -- The term "unassigned during-assistance arrearages" means all previously-assigned arrearages which exceed the cumulative amount of unreimbursed assistance when the family leaves the assistance program and which accrued during the receipt of assistance.

(m) UNASSIGNED PRE-ASSISTANCE ARREARAGES: -- The term "unassigned pre-assistance arrearages" means all previously-assigned arrearages which exceed the cumulative amount of unreimbursed assistance when the family leaves the assistance program and which accrued prior to the receipt of assistance.

(n) UNREIMBURSED ASSISTANCE. -- The term "unreimbursed assistance" means the cumulative amount of assistance paid to a family for all months which has not been repaid by assigned support collections. The total amount of unreimbursed assistance a State may recover through the IV-D program is limited by the total amount of the assigned support obligation.

IV. Assignment of support rights under sec. 408(a)(3) of the Act

(a) In General.--As a condition of eligibility for assistance under title IV-A of the Act, a member of a family must assign to the State any rights a family member may have (on behalf of the family member or of any other person for whom the family member has applied for or is receiving such assistance) to support from any other person, not exceeding the total amount of assistance paid to the family, which accrue (or have accrued) before the date the family leaves the program.

All support collected pursuant to such assignment while the family is currently receiving IV-A assistance will be retained to reimburse the cumulative amount of assistance which has been paid to the family, unless a State opts to pay all or a portion of the collection to the family.

After the family leaves the IV-A assistance program, accrued arrearages remain assigned in accordance with the following rules:

(1) For an assignment entered into prior to October 1, 1997, the applicant assigns to the State all rights to support which have previously accrued and which will accrue prior to the family leaving assistance.

(2) For an assignment entered into on or after October 1, 1997, and before October 1, 2000, --

(A) with respect to collections by Federal income tax refund offset, the applicant assigns to the State all rights to support which have previously accrued and which will accrue prior to the family leaving assistance.

(B) with respect to collections by other than Federal income tax refund offset,

(I) the applicant assigns to the State all rights to support which will accrue while the family is receiving assistance; and

(II) the applicant temporarily assigns to the State all rights to support which accrued prior to the family receiving assistance, until October 1, 2000, or such time that the family leaves assistance, whichever date is later.

(3) For an assignment entered into on or after October 1, 2000, --

(A) with respect to collections by Federal income tax refund offset, the applicant assigns to the State rights to support which have previously accrued and which will accrue prior to the family leaving assistance.

(B) with respect to collection by other than Federal income tax refund offset,

(I) the applicant assigns to the State all rights to support which will accrue while the family is receiving assistance; and

(II) the applicant temporarily assigns to the State all rights to support which accrued prior to the family receiving assistance, until the family leaves assistance.

(4) If a State elects to implement on October 1, 1998, distribution requirements for former assistance cases that would otherwise be effective October 1, 2000,

(A) For an assignment entered into prior to October 1, 1998, the assignment rules under section (IV)(a)(1) of the Action Transmittal apply.

(B) For an assignment entered into on or after October 1, 1998, the assignment rules under section (IV)(a)(3) of this Action Transmittal apply.

(b) Limitations

(1) A State may not require, as a condition of providing assistance to any family, that a member of the family assign to the State any rights to support described in paragraph (a) which will accrue after the date the family leaves the program.

(2) The cumulative amount of assigned arrearages in former assistance cases may not exceed the cumulative amount of unreimbursed assistance paid to the family under all assignments.

V. Distribution of collections through Federal income tax refund offset under section 457(a)(2)(B)(iv) of the Act

(a) General rule. Notwithstanding any other provision of section 457 of the Act, any amount of support collected pursuant to section 464 of the Act shall be retained by the State to the extent past-due support has been assigned to the State as a condition of receiving assistance from the State, up to the amount necessary to reimburse the State for cumulative amounts paid to the family as assistance by the State.

The State shall pay to the Federal Government the Federal share of the amounts so retained.

To the extent the amount collected pursuant to section 464 of the Act exceeds the amount required to be retained, the State shall pay the excess to the family.

(b) Current Assistance Cases. Support collections through Federal income tax refund offsets in current assistance cases are retained by the State up to the cumulative amount of unreimbursed assistance paid to the family. The Federal statute does not specify the order in which collections are applied to satisfy assigned arrearages. The State must have procedures which specify the order in which assigned arrearages will be satisfied. Collections over and above the cumulative amount of unreimbursed assistance are paid to the family.

(c) Former Assistance Cases. Support collections made through Federal income tax refund offsets in former assistance cases must first be applied to assigned arrearages. This includes temporarily-assigned and conditionally-assigned arrearages, as defined. These collections must be retained by the State up to the cumulative amount of unreimbursed assistance paid to the family. The Federal statute does not specify the order in which collections are applied to satisfy assigned arrearages. The State must have procedures which specify the order in which assigned arrearages will be satisfied. Collections over and above the cumulative amount of unreimbursed assistance are paid to the family.

(d) Never-assistance Cases. Support collections through Federal income tax refund offsets in never-assistance cases are paid to the family.

VI. Distribution of collections (except for Federal income tax refund offsets)

(a) In General.

In accordance with 45 CFR 302.51(a)(1), for purposes of distribution in a IV-D case, amounts collected, except for amounts collected through Federal income tax refund offset, must be treated first as payment on the required support obligation for the month in which the support was collected and if any amounts are collected which are in excess of such amount, these excess amounts shall be treated as amounts which represent payment on the required support obligation for previous months.

The requirement to apply collections first to satisfy the current support obligation is critical in all IV-D cases to ensure that payment records are consistent in interstate cases, regardless of whether the amount applied to current support is paid to the family (as in a former assistance case) or retained by the State to reimburse unreimbursed assistance in a current assistance case.

(b) Current Assistance Cases.

The State shall (not exceeding the cumulative amount of unreimbursed assistance paid to the family):

(1) First, pay to the Federal Government the Federal share of the entire amount collected;

(2) Second, retain, or distribute to the family, the State share of the amount collected; and

(3) Third, reduce the cumulative amount of unreimbursed assistance by the total amount collected and disbursed under (1) and (2), and distribute collections exceeding the cumulative amount of unreimbursed assistance to the family.

The Federal statute does not specify the order in which collections are applied to satisfy assigned arrearages in current assistance cases. The State must have procedures which specify the order in which assigned arrearages will be satisfied.

(c) Former Assistance Cases.

(1) For collections made prior to October 1, 1997 (other than through Federal income tax refund offset), the State must:

(A) First, distribute the amount collected to satisfy the current monthly support obligation and pay that amount to the family.

(B) Second, distribute any amount above the current monthly support obligation to satisfy arrearages owed to the family or assigned to the State (see 45 CFR 302.32(f)(ii)). The Federal statute does not specify the order in which collections are applied to satisfy arrearages. The State must have procedures which specify the order in which assigned arrearages will be satisfied. If the State distributes any amount to assigned arrearages, the State must pay to the Federal Government the Federal share of the amount so collected and must retain the State share of the amount so collected. The State must retain the State share of the amount so collected, with one exception. The State may retain or pay to the family the State share of collections applied to arrearages which accrued while the family was receiving assistance after October 1, 1996, in accordance with section 457(a)(1) and (2)(B)(iii) of the Act and section VI (b)(2) of this Action Transmittal.

(2) For collections made on or after October 1, 1997 and before October 1, 2000, or earlier at State option, (other than collections through Federal income tax refund offset), the State must:

(A) First, distribute the amount collected to satisfy the current monthly support obligation and pay that amount to the family;

(B) Second, distribute any amount above the current monthly support obligation to satisfy never-assigned arrearages and pay that amount to the family;

(C) Third, distribute any amount above amounts distributed in (A) and (B) to satisfy arrearages owed to the family or assigned to the State (see 45 CFR 302.32(f)(ii)). The Federal statute does not specify the order in which collections are applied to satisfy arrearages. The State must have procedures which specify the order in which assigned arrearages will be satisfied. If the State distributes any amount to assigned arrearages, the State must pay to the Federal Government the Federal share of the amount so collected. The State must retain the State share of the amount so collected, with one exception. The State may retain or pay to the family the State share of collections applied to arrearages which accrued while the family was receiving assistance after October 1, 1996, in accordance with section 457(a)(1) and (2)(B)(iii) of the Act and section VI(b)(2) of this Action Transmittal.

(3) For collections made on or after October 1, 2000, or earlier at State option (other than collections through Federal income tax refund offset), the State must:

(A) First, distribute the amount collected to satisfy the current monthly support obligation and pay that amount to the family;

(B) Second, distribute any amount above the current monthly support obligation to satisfy never-assigned arrearages and pay that amount to the family;

(C) Third, distribute any amount above amounts distributed in (A) and (B) to satisfy unassigned pre- assistance arrearages and conditionally-assigned arrearages and pay that amount to the family. The Federal statute does not specify the order in which collections are applied to satisfy these arrearages. The State must have procedures which specify the order in which assigned arrearages will be satisfied. If there are unassigned, previously permanently-assigned arrearages which were assigned under former section 402(a)(26) of the Act and the State cannot determine whether they were pre-assistance or during-assistance arrearages, those unassigned arrearages must be paid to the family.

(D) Fourth, distribute any amount above amounts distributed in (A), (B) and (C) to satisfy permanently-assigned arrearages. The State must pay the Federal Government the Federal share of the amount so collected. The State must retain the State share of the amount so collected with one exception. The State may retain or pay to the family the State share of collections applied to arrearages which accrued while the family was receiving assistance after October 1, 1996, in accordance with section 457(a)(1) and (2)(B)(iii) of the Act, and section VI(b)(2) of this Action Transmittal.

(E) Fifth, reduce the cumulative amount of unreimbursed assistance by the total amount distributed under (D), distribute collections exceeding the cumulative amount of unreimbursed assistance to satisfy unassigned during-assistance arrearages and pay those amounts to the family.

(d) State option for October 1, 1998 effective date for distribution rules in former assistance cases

(1) Notwithstanding any other requirement for distribution of collections in IV-D cases, a State may elect to apply on and after October 1, 1998, the distribution rules that would be effective in former assistance cases for collections made on or after October 1, 2000. These rules are set forth in section VI (c)(3) above.

(2) If a State elects the option described in section (d)(1) above, the requirements of section 457 (other than section 457(b)(1)) of the Act, as in effect and applied on August 21, 1996), shall apply to amounts collected before October 1, 1998. These rules are set forth in section VI(c)(1) above.

(3) A State must indicate which effective dates will apply in the State by submittal of the appropriate State plan preprint page.

(e) Never-assistance Cases. All support collections in never-assistance cases must be paid to the family.

VII. Hold harmless provision under section 457(d) of the Act

(a) General rule. If the amounts collected which could be retained by the State in the fiscal year (to the extent necessary to reimburse the State for amounts paid to families as assistance by the State) are less than the State share of the amounts collected in fiscal year 1995 (determined in accordance with section 457 as in effect on August 21, 1996), the State share for the fiscal year shall be an amount equal to the State share in fiscal year 1995.

Amounts collected which could be retained by the State are those collections that would be retained by the State if the State retained the entire amount of the State share of collections (rather than paying any of the State share to the assistance family) and the State implements each provision of section 457 on the date specified in the statute (rather than earlier, as allowed by the statute.)

(b) Gap payment States. For purposes of (a), the State share of any gap payments to the family shall be considered amounts which could be retained by the State if such payments were reported by the State as part of the State share of amounts collected in fiscal year 1995.

VIII. Distribution of collections in title IV-E foster care cases

Notwithstanding the preceding provisions in this Action Transmittal, amounts collected as support in a title IV-E foster care cases must be distributed in accordance with 45 CFR 302.52.

ASSIGNMENT OF RIGHTS TO SUPPORT

QUESTION 1: Does the assignment under section 408(a)(3) of the Act cover a child who is receiving Supplemental Security Income (SSI)?

ANSWER 1: Whether or not the assignment covers a child receiving SSI depends upon whether the child is included in the State's definition of an assistance unit.

DISTRIBUTION IN CURRENT ASSISTANCE CASES, INCLUDING \$50 PASS-THROUGH AND DISREGARD

QUESTION 2: Are States required to continue to pass through to families receiving assistance the first \$50 of support collected after September 30, 1996?

ANSWER 2: Under title I of PRWORA, if a State chose not to implement Temporary Assistance to Needy Families sooner, it had to continue to disregard for AFDC eligibility purposes until July 1, 1997, the first \$50 of any child support passed through to a family receiving assistance. However, under title III of the law, effective on or after October 1, 1996, States are not required to pass any child support collections through to families receiving assistance. Rather, States must pay the Federal government its share of the entire child support collection. The State may retain, or pass through to the family, the State's share of the collection. The Federal mandate to pass through to the family the first \$50 of support collected was eliminated after September 30, 1996. If the State provides no >pass-through, there is nothing to disregard. Any support passed- through, whether required by State law or by State option, must come entirely from the State's share of the collection.

QUESTION 3: Were States required, until June 30, 1997, to disregard the first \$50 of any support passed-through to a family receiving assistance?

ANSWER 3: The disregard of the first \$50 of any support passed through to a family receiving assistance was mandatory through June 30, 1997, in any State that did not implement TANF until July 1, 1997, in accordance with title IV-A of the Act, as in effect prior to enactment of PRWORA.

QUESTION 4: Do any IV-D regulations or requirements apply to a State which continues paying the former "\$50 pass-through" to TANF recipients entirely out of State funds?

ANSWER 4: Yes. Any amount collected on behalf of a family as support by a State pursuant to a State IV-D plan must be distributed in accordance with section 457 of the Act, as revised by section 302 of PRWORA, and in accordance with any aspect of 45 CFR 302.51 which is not inconsistent with the revised section 457.

QUESTION 5: Is there a State option allowed under PRWORA for the State to continue passing the \$50 (or even a higher amount at State option) through to the current TANF recipient and disregarding this amount in calculating the grant amount for the recipient?

ANSWER 5: Under section 457(a)(1) of the Act, as revised by section 302 of PRWORA, States may continue to distribute ("pass- through") any portion of the State share of the amount collected on behalf of a family receiving assistance under title IV-A of the Act, after first paying the Federal government the Federal share of the amount collected. For eligibility purposes, the State TANF program may choose to disregard all or a part of the child support distributed to the family under 167457(a)(1)(B).

QUESTION 6: The \$50 pass-through mandate was eliminated effective October 1, 1996. Sometimes employers do not send child support payments made through wage withholding in a timely manner. As a result, the collections must be distributed based on the date the wages were withheld rather than the date received by the IV-D agency. How should the IV-A and IV-D agencies handle retroactive pass-through payments?

ANSWER 6: States were required to pass-through, and disregard, in assistance cases, the first \$50 of support collected through wage or income withholding in the month when due prior to October 1, 1996, in accordance with 45 CFR 302.51(a)(4), under which the date of collection for distribution purposes is the date the wages or other income are withheld to meet the support obligation. If an employer withheld child support in the month the support was due (in months prior to October 1996) and subsequently paid that support to the IV-D agency in a later month (even after October 1996), the \$50 pass-through must be credited for the period in which the withholding actually occurred.

With respect to collections made before October 1, 1996, but received by the IV-D agency, and distributed after October 1, 1996, the Federal government will continue to share in the cost of the \$50 pass-through payment.

Instructions for the Distribution of Child Support Under Section 457 of the Social Security Act | Offic...

(Please note that section 5549 of the BBA amends section 454B to define the date of collection as the date of receipt by the State disbursement unit (SDU), except that if current support is withheld by an employer in the month when due and is received by the SDU in a month other than the month when due, the date of withholding may be deemed to be the date of collection, at the option of the State. See Q&A 21.)

QUESTION 7: How long should States continue the \$50 pass-through for support withheld or collected prior to October 1, 1996 but actually received or disbursed after October 1, 1996?

ANSWER 7: There is no Federal limit on the time period during which a State must continue the \$50 pass-through for support withheld or collected prior to October 1, 1996, but actually received or disbursed after that date. States must distribute any amount received after October 1, 1996, but withheld or collected prior to October 1, 1996, under the requirements that applied to the timeframe in which the support was withheld or collected. For example, if, in an AFDC case, support was withheld in September of 1996 and sent by the employer to the State but received by the State in October, the State must pass-through to the family the first \$50 of support collected. New distribution requirements effective October 1, 1996, only apply to support collected as of that date forward.

QUESTION 8: Will the Federal government share in the cost of necessary modifications to a State's automated system necessary to conform distribution to the new requirements under section 457 of the Act?

ANSWER 8: Yes.

QUESTION 9: States are no longer required to pay the \$50 pass-through payment after October 1, 1996. However, if they choose to continue to do so, are they still required to pay the pass-through out of current collections only?

ANSWER 9: No, States may pass through any or all of the State share of collections in current assistance cases. Section 457(a) allows States to pay all or a portion of the State share of either current or arrearage collections to the family.

QUESTION 10: If the State does not retain the State share of the collection and opts to pay all or a portion of its share to the family, must the unreimbursed assistance be reduced by the amount paid to the family?

ANSWER 10: Yes. Under section VI(b)(3) of this Action Transmittal, in a current assistance case, any amount collected, including any amount paid to the family from the State share must reduce the cumulative amount of unreimbursed assistance.

QUESTION 11: If States use funds other than child support collections to make payments to families in current assistance cases, can the programming and processing of these payments be charged as a IV-D expenditure?

ANSWER 11: No.

QUESTION 12: In a current assistance case, if a State chooses to pay the family more than the State share of the collection, how are such payments to be treated for IV-D program purposes? For example, if the benefit for the month is \$40, unreimbursed assistance is \$500, and the collection is \$200 with a 70% Federal Medical Assistance Percentage (FMAP), the Federal share of the collection would be \$140 and the State share would be \$60. If the State wanted to pay the family \$160, how would they account for the \$100 (\$160-\$60) that was more than the State share?

ANSWER 12: The \$100 in the example which is not part of the State share cannot be considered a distribution or disbursement of child support under the title IV-D program.

QUESTION 13: In current assistance cases with permanently- assigned arrearages and temporarily-assigned arrears, may a State apply collections to satisfy temporarily-assigned arrearages before permanently-assigned arrearages?

ANSWER 13: The Federal statute does not specify the order in which assigned arrearages must be satisfied in a current assistance case. It is, therefore, a question of interpretation of applicable State law and procedures.

QUESTION 14: Are States allowed to perform distribution at the child level when the child is included in the family assistance unit, by splitting or pro-rating the family's grant or assistance payment amount on a per-child basis and applying the collections to the unreimbursed assistance balances attributable to each child's portion of the family's grant?

ANSWER 14: No. As a condition of eligibility for assistance under title IV-A of the Act, a member of a family must assign to the State any rights a family member may have (on behalf of the family member or of any other person for whom the family member has applied for or is receiving assistance) to support from any other person, which accrue (or have accrued) before the date the family leaves the program. Therefore, in current or former assistance cases, States may not use child-level accounting by splitting or pro-rating the family grant amount on a per-child basis when the child is (or was) included in the family unit and must continue to apply collections to the cumulative amount of unreimbursed assistance balances based on the total monthly family grant amount.

QUESTION 15: In a current assistance case, is the amount of support which the State may retain under the assignment limited to the amount of the grant for the month? For example, in a current assistance case, the support obligation for the month is \$400, the grant is only \$250, but there is unreimbursed assistance of \$500. If the State collects the full amount of current support owed for the month, is the amount of assigned support which it should retain \$250 or \$400?

ANSWER 15: The assigned support retained by the State is \$400. When an individual applies for or receives assistance under the TANF program, he or she assigns ANY rights to support he or she may have, and ANY rights to support on behalf of any other individual for whom assistance is being sought or paid. If the entire support obligation for the month is collected and it exceeds the current month's assistance payment, the State must retain the excess to apply toward unreimbursed assistance, unless it elects to pay to the family all or a portion of the State share of the collection. Former section 457(b)(3), which required that monthly support amounts in excess of the amount of assistance paid to the family for the month be paid to the family, is no longer in effect.

QUESTION 16: In a current assistance case, no collection is made in a month, the obligation for the month is \$400, there is a \$250 assistance payment for the month but there is no other unreimbursed assistance. Is the entire \$400 obligation assigned?

ANSWER 16: The entire \$400 is assigned. However, the amount of assigned support collected and retained may not exceed the cumulative amount of unreimbursed assistance. If the family leaves the assistance rolls at that point, \$250 remains permanently assigned and the \$150 becomes unassigned during- assistance arrearages.

QUESTION 17: In a current assistance case, may a State pursue only the amount of the obligation for each particular month? For example, if the noncustodial parent's support obligation for the month is \$200, the grant for that same month is \$450, and no payment is made, may a State calculate the unreimbursed assistance for the month as the amount of the support obligation for the month, and increase the cumulative unreimbursed assistance balance by only the \$200 obligation?

ANSWER 17: No. The unreimbursed assistance for the month is the amount of assistance paid to the family, not the amount of the assigned monthly support obligation amount. The cumulative amount of unreimbursed assistance a State may recover under the IV-D program, however, is limited to the total amount of the assigned support obligation.

QUESTION 18: If, in a current assistance case, at the time a support order is established the order includes a lump sum amount of support for prior periods, is that amount considered to have accrued for distribution purposes during the prior periods or at the time the order is entered? The response to this question affects distribution of the lump sum amount at the time it is collected.

ANSWER 18: Section 457 does not directly address the question of date of accrual of retroactive support awards. Therefore, it is a matter for the State to determine pursuant to its law and the terms of the support order.

FEDERAL SHARE OF COLLECTIONS

QUESTION 19: Is the Federal share of a child support collection in a current assistance case limited by the amount of assistance paid to the family in the month of collection or by the cumulative amount of unreimbursed assistance?

ANSWER 19: Distribution requirements in current assistance cases under section 457(a)(1) of the Act do not distinguish between current support collections and arrearage collections. The Federal share of assigned support is calculated on the total payment collected in the month, limited by the cumulative amount of unreimbursed assistance. Example: In a current assistance case, a collection is received in the amount of \$500. The assistance payment is \$300. There are assigned arrearages and cumulative unreimbursed assistance in excess of \$500. The FMAP rate is 50%. The Federal share is \$250, and the State share is \$250. The State may retain, or pay to the family, at State option, the State's share of the collection.

QUESTION 20: Does the State have to maintain the amount of the Federal and State share of each collection and show which payments to the family were paid out of the State's share of the collection at the case level?

ANSWER 20: The State needs to keep a record of the amount of each collection that COULD have been retained to reimburse assistance. Since the FMAP is applied to this amount to determine the Federal share, it could easily be computed if needed. This amount could be summarized for reporting purposes to simplify the computation of the Federal share of total collections. The amount of payments to the family, as always, would need to be maintained at the case level.

EXISTING REGULATIONS AT 45 CFR 302.51 AND 302.52 AND FORMER SECTION 457

QUESTION 21: Are States required to distribute child support collected on or after October 1, 1996 according to the date of collection rules at 45 CFR 302.51(a)(4)?

ANSWER 21: States must continue to use the date of collection as defined in 45 CFR 302.51(a)(4) until there is a State Disbursement Unit in the State which meets the requirements of section 454B of the Act. Section 5549 of the BBA amended Federal requirements at section 454B(c) of the Act governing State disbursement units (SDUs) to redefine the date of collection as the date of receipt by the State disbursement unit. However, if current support is withheld by an employer in the month when due and is received by the SDU in a month other than the month when due, the date of withholding may be deemed to be the date of collection at the option of the State. SDU requirements are effective October 1, 1998, unless the State qualifies for the one-year delay to continue to process the receipt of child support payments through local courts.

QUESTION 22: Are States required to distribute future payments made on or after October 1, 1996, in accordance with 45 CFR 302.51(c)?

ANSWER 22: Yes. See section I(f) of this Action Transmittal.

QUESTION 23: Are States required to distribute collections in title IV-E foster care cases in accordance with 45 CFR 302.52?

ANSWER 23: Yes. Section 5547 of the BBA revised section 457 by reinstating the distribution rules for collections in title IV-E foster care cases which were contained in former section 457. 45 CFR 302.52 implemented former section 457 requirements for distribution of collections in title IV-E foster care cases and therefore is consistent with the new section 457(f) of the Act.

QUESTION 24: In a current assistance case, when the support collected for the current month exceeds the amount of assistance paid to the family for the month, must the difference be paid to the family, as required by former section 457(b)(3) of the Act, or be retained by the State to satisfy the cumulative amount of unreimbursed assistance?

ANSWER 24: Former section 457(b)(3) of the Act no longer exists. Effective October 1, 1996, in the case of a family currently receiving assistance from the State, the State must, not exceeding the cumulative amount of assistance paid to the family, (1) pay to the Federal Government the Federal share of the total amount collected; and (2) retain, or distribute to the family, the State share of the total amount collected.

FEDERAL AND STATE INCOME TAX REFUND OFFSET AND FEDERAL ADMINISTRATIVE OFFSET

QUESTION 25: Section 457(a)(2)(B)(iv) of the Act requires that, to the extent an amount collected through Federal income tax refund offset exceeds the amount retained to satisfy assigned support, the State shall distribute the excess to the family. There are instances under which Federal income tax refund offset amounts must be returned to the obligor or his or her current spouse (e.g., if the amount was offset from a joint return or if the amount offset exceeded the amount owed at the time of offset.) Are States now precluded from distributing offset amounts to obligors or their current spouses?

ANSWER 25: No. Sections 464(a)(3)(C) and (D) of the Act, which govern Federal income tax refund offsets based on joint returns and the treatment of amounts collected by offset which exceed the amount owed at the time of offset, respectively, remain in effect.

QUESTION 26: Could a State certify the cumulative amount of unreimbursed assistance for Federal income tax refund offset?

ANSWER 26: No. Section 464 of the Act specifies the criteria for the collection of past-due support from Federal income tax refunds. Section 464 limits amounts which may be submitted for offset to past-due support, as defined in section 464(c) to "...the amount of a delinquency determined under a court order, or an order of an administrative process established under State law, for the support and maintenance of a child...".

QUESTION 27: Under the new distribution requirements in section 457, are collections through State tax refund offset distributed in the same manner as collections through Federal income tax refund offset under section 457(a)(2)(B)(iv) of the Act?

ANSWER 27: No. Only collections through Federal income tax refund offset are distributed under section 457(a)(2)(B)(iv). Collections received through State income tax refund offset must be distributed as other collections (other than Federal income tax refund offsets) are distributed under section 457 of the Act. (See section VI of this Action Transmittal.)

QUESTION 28: Under the new distribution requirements in section 457, are collections through the Department of the Treasury administrative offset process under the Debt Collection Improvement Act of 1996 distributed in the same manner as collections through Federal income tax refund intercept under section 457(a)(2)(B)(iv) of the Act?

ANSWER 28: No. Only collections through Federal income tax refund intercept are distributed first to satisfy arrearages under section 457(a)(2)(B)(iv). Collections received through Federal administrative offset of other Federal payments (other than Federal income tax refund intercepts) under the Debt Collection Improvement Act of 1996 must be distributed in accordance with the rules that apply to all other collections under section 457 of the Act. (See section VI of this Action Transmittal.)

QUESTION 29: May State income tax refund intercepts be distributed in the same manner as Federal income tax refund intercepts if provided under State law?

ANSWER 29: No.

DISTRIBUTION OF ARREARAGES IN FORMER ASSISTANCE CASES

QUESTION 30: In former assistance cases, does the distribution scheme outlined under section 457(a)(2)(B)(ii)(II) of the Act only pertain to arrearages that accrue after October 1, 2000 OR do States need to distribute the arrearage balance owed as of September 30, 1999 in the manner required during the period the arrearages accrued?

ANSWER 30: After applying the collection to the current month's support obligation and the never-assigned arrearages, under section 457(a)(2)(B)(ii)(II) of the Act, as added by section 302 of PRWORA, States must distribute remaining collections made on or after October 1, 2000 to the family to satisfy:

(1) any unassigned pre-assistance arrearages and conditionally- assigned arrearages which accrued after September 30, 1997, (and, any unassigned previously permanently-assigned arrearages that accrued under section 426(a)(26) of the Act which the State cannot distinguish between pre-assistance or during-assistance arrearages),

(2) then any remaining amount to permanently-assigned arrearages to the extent necessary to reimburse the cumulative amounts paid to the family as assistance by the State, and

(3) finally, any remaining amount to the family to satisfy any unassigned during-assistance arrearages.

This distribution scheme pertains to any arrearages collected on or after October 1, 2000, not just to arrearages that accrue on or after October 1, 2000. Therefore, States may not distribute the arrearage balance owed as of September 30, 1999 in the manner required during the period the arrearages accrued, unless such arrearages are collected prior to October 1, 2000.

QUESTION 31: Is a State permitted to implement some or all of the distribution changes earlier than the specified implementation dates noted in the legislation?

ANSWER 31: Section 457 of the Act allows States to implement some or all of the distribution changes earlier than mandated. However, if the State elects to implement any distribution change earlier than required by section 457 of the Act (for example, as permitted under section 457(a)(6) of the Act), any amount of support collected which "could have been retained" had the State not implemented the distribution provisions earlier than required, will be counted for purposes of the "hold harmless" provision in section 457(d) of the Act.

QUESTION 32: Do support obligations which accrue under an assignment in effect on September 30, 1997, remain permanently assigned to the State through September 30, 1997, or through the last date of assistance?

ANSWER 32: Any support obligation that accrues through the last date of assistance under an assignment in effect on September 30, 1997, remains permanently assigned to the State in an amount not exceeding the cumulative amount of unreimbursed assistance as of the last date of assistance paid under that assignment.

QUESTION 33: In a former assistance case, may a State apply collections to conditionally-assigned arrearages that accrued before the family went on assistance before applying collections to permanently-assigned arrearages?

ANSWER 33: States have the option to implement the October 1, 2000 distribution rules which apply to former assistance cases early and, therefore, a State may opt to apply collections to never-assigned and conditionally-assigned arrearages first if they choose to do so prior to October 1, 2000. However, effective October 1, 2000, in a former assistance case, after paying current support, States must apply collections to conditionally-assigned arrearages before applying any collections to satisfy permanently-assigned arrearages, unless the collection is the result of a Federal income tax refund offset.

GAP PAYMENTS

QUESTION 34: What is a "gap payment" State?

ANSWER 34: A "gap payment" State is a State that elected in 1975, to provide AFDC families protection against a decrease in grants because of the payment of support directly to the State. Former section 402(a)(28) of the Act provides for the payment to the family of child support collected by the State as a protection against a reduction in the total income available to the family in a month. This section applies to those States whose State title IV-A plan, in July, 1975, permitted a portion of the monthly child support payment after application of appropriate disregards to be retained by a family receiving AFDC without causing a dollar-for-dollar reduction in the AFDC payment made to the family.

QUESTION 35: For States making gap payments, will Federal funds continue to be available once a State implements TANF? What will be the source of the Federal funds, if available?

ANSWER 35: Section 457(e) of the Act, as added by section 302 of PRWORA, allows States to continue to make gap payments if they were making such payments to families receiving assistance prior to August 22, 1996. The Federal government will continue to share in the cost of such payments, made in addition to the amount of assistance otherwise payable to the family, once the State implements the TANF program. Since gap payments are made from support collections in assistance cases, the portion of the support collection paid to the family to fill the gap between the need standard and assistance payment level is the source of the Federal contribution to the gap payment. Any collections in such cases in excess of the amount of the gap payment must be distributed in accordance with section 457(a)(1), with the Federal government receiving its share of the collection.

QUESTION 36: Does section 457(e) allow a State to retain the Federal share of child support collections and pay it to a family that receives assistance under TANF?

ANSWER 36: Under section 457(e) of the Act, as added by section 302 of PRWORA, a State which made gap payments under former section 402(a)(28) of the Act before the date of enactment of PRWORA may continue to make such gap payments. The new distribution requirements of section 457 do not apply to the amount of the gap payment but do apply to any other amount collected. For example, assume a "gap State" elects to continue to "fill the gap" using child support collections as permitted by new section 457(e) of the Act. Assume that the child support collection is \$250 and that the "gap" payment is calculated to be \$100. In this case, \$100 of the \$250 collection is paid to the family as a "gap" payment. While the distribution rules are inapplicable to the \$100 of the child support collection used to fill the gap (based on the section 457(e) exception), the State must follow the distribution rules with respect to the remaining sum of the collection (\$150). As required by section 457(a)(1)(A), the Federal share is deducted first, and then the State may retain, or distribute to the family, the State share of the amount collected, as specified in section 457(a)(1)(B).

QUESTION 37: May the state make adjustments to the maximum amount of the "gap" payment?

ANSWER 37: While a State may make adjustments to the maximum amount of the gap payment, distribution rules are waived only with respect to a gap payment at the same level as a gap payment made under section 402(a)(28) as in effect on August 21, 1996. If a State raises the maximum amount of the

gap payment, any additional payment to the family would be subject to section 457(a)(1) of the Act and may be made only from the State share of any collection in excess of the exempted gap payment level, after having paid the Federal share of any excess amount collected.

QUESTION 38: Does the last sentence in section 457(e) have any effect on the State's option to continue using child support collections to make the "gap" payment?

ANSWER 38: Under the last sentence in section 457(e) of the Act, as added by section 302 of PRWORA, for purposes of the hold harmless provision in section 457(d), the State share of the gap payment to the assistance family will be considered an amount that could be retained by the State if the gap payments were reported by the State as part of the State share of amounts collected in FY 1995. This requirement does not affect the State's option to continue to make gap payments, but would result in counting the State share of gap payments as part of the State share of collections for a given year if the State counted gap payments as part of the State share in FY 1995. The result could impact the amount of the State share of collections for the current fiscal year.

QUESTION 39: If my State has not been a "gap payment" State, can it become one?

ANSWER 39: No.

QUESTION 40: Are Federal income tax refund offset collections included in the gap payment calculation?

ANSWER 40: Under 45 CFR 232.21(a), Federal income tax refund offset collections are excluded from the definition of arrearages that may be used to fill the gap in gap payment States. This requirement remains in effect for States which elect, under section 457(e) of the Act, to continue gap payments under former 402(a)(28) of the Act, with one exception. In gap payment States in the 1st Circuit, Federal income tax refund offset collections may be used to fill the gap, as a result of the decision in *Doucette v. Ives*, 947 F.2d 21 (1st Cir. 1991).

FUTURE PAYMENTS

QUESTION 41: Must States hold future payments received in former or never-assistance cases until they are due?

ANSWER 41: No. Section 45 CFR 302.51(c) applies only to current assistance cases in which there is an assignment of support rights to the State as a condition of receiving assistance. States may retain until the due date, or immediately pay to the family, future payments in former or never-assistance cases, in accordance with State law.

QUESTION 42: If there are multiple obligors in a single assistance case, may amounts collected as support which represent payment on the required support obligation for future months be held and applied to such future months or must they be used to reimburse any existing unreimbursed assistance paid to the family?

ANSWER 42: Section 302.51(c) indicates that no amounts shall be applied to future months unless amounts have been collected which fully satisfy the support obligation assigned under section 408(a)(3) of the Act for the current and all past months. If there are no assigned arrearages for that obligor, the amount collected represents future support and may not be retained to satisfy any existing unreimbursed assistance.

FEDERAL REPORTING REQUIREMENTS

QUESTION 43: Will the OCSE reports be revised to reflect the new distribution requirements under section 457 of the Act?

ANSWER 43: Reporting forms will be revised by the Fall of 1997. A Definitions Workgroup was established to continue the work of the Performance Measures and Incentives Workgroups and used the progress in revising current reports of these Workgroups and under the Measuring Excellence Through Statistics (METS) Initiative as a starting point.

OTHER QUESTIONS

QUESTION 44: May a State retain assigned support up to the total amount of unreimbursed assistance, including assistance provided to a family under the TANF program in a form other than cash, e.g., child care or work subsidies or vouchers?

ANSWER 44: Under section 457 of the Act, the amount of assigned support that may be retained by a State is limited to the cumulative amount of unreimbursed assistance paid to the family. TANF-ACF-PA-97-1, dated January 31, 1997, defines "assistance" as every form of support provided to families under the Temporary Assistance to Needy Families program except for the following:

- 1) services that have no direct monetary value to an individual family and that do not involve implicit or explicit income support, such as counseling, case management, peer support and employment services that do not involve subsidies or other forms of income support; and
- 2) one-time, short-term assistance (e.g., automobile repair to retain employment and avoid welfare receipt and appliance repair to maintain living arrangements).

QUESTION 45: If a Judge orders a noncustodial parent to make a payment on arrearages, does this allow the IV-D agency to apply the entire amount paid to the noncustodial parent's arrearages, without applying any amount to current support paid to the family?

ANSWER 45: No. Any amount collected under the IV-D program must be distributed in accordance with section 457 of the Act, 45 CFR 302.51(a)(1) and this Action Transmittal. Under 45 CFR 302.51(a)(1), amounts collected, except for amounts collected through Federal income tax refund offset, must be treated first as payment on the required support obligation for the month in which the support was collected and if any amounts are collected which are in excess of such amount, these excess amounts shall be treated as amounts which represent payment on the required support obligation for previous months.

QUESTION 46: In a current assistance case, may a State wait until the end of the month to calculate the cumulative amount of unreimbursed assistance, and issue any payment of excess support to the household within 15 days of the end of the month? How will the 2-day distribution rule effective in October 1998 affect this?

ANSWER 46: Federal regulations at 45 CFR 302.32(f) governing timeframes for distribution of collections in IV-D cases remain in effect until the October 1, 1998 effective date of the requirement under section 454B(c) of the Act that the State disbursement unit disburse amounts payable under section 457(a) of the Act within 2 business days after receipt from the employer or other source of periodic income. Questions relating to the timing of disbursements by the State Disbursement Unit will be answered under a separate Action Transmittal on State Disbursement Unit requirements.

SYSTEMS-RELATED QUESTIONS

QUESTION 47: What are OCSE's plans for issuing revisions to the Federal test deck to incorporate PRWORA changes? Will there be more than one revision, taking into account the staggered distribution requirements?

ANSWER 47: OCSE plans to issue a revised distribution test deck which reflects PRWORA changes by the end of calendar year 1997. The revised test deck will address all of the distribution changes in PRWORA.

QUESTION 48: Section 454(24)(B) of the Act requires that States' automated systems meet PRWORA requirements by October 1, 2000. However, many of the individual requirements of PRWORA have earlier implementation deadlines, and they will often depend on systems support. Must States meet the implementation dates for individual program requirements or may a State delay full compliance with all requirements until October 1, 2000 when State systems must be operational?

ANSWER 48: The statute requires each State to have a Statewide computerized support enforcement system that meets all IV-D PRWORA requirements no later than October 1, 2000. The State is encouraged to automate PRWORA requirements sooner so that systems support is available when a PRWORA requirement becomes effective. The State can only rely upon the October 1, 2000 date as the implementation date for having a Statewide system as discussed above. The State must meet the specific effective date for each PRWORA requirement.

###

this explains
how PAA arrears
rolled to UPA.



Initial PRWORA Sweep, aka "UDA/UPA" Issue

Based on the results from a 2006 review of CASES/ARS/CSE in the Federal Test Deck, it was determined that the assignment of 'excess' (assigned arrears above unrecouped aid pools (UAP)) as of the implementation of PRWORA ("Welfare Reform") in California, 10/1998 needed to be changed. Per OCSE AT 97-17, if, at PRWORA implementation, a state is unable to distinguish between arrears balances that accrued "during" and "pre" assistance, these pre-PRWORA permanently assigned arrears that exceed UAP must be rolled to UPA (rather than UDA) in benefit of the family.

As DCSS noted in a document entitled "Scenario 3 and 21 issue paper June 2006": "The incorrect categorization affects the timing of when the family would receive their arrearages, and not the amount."

Below are the two specific changes made in the SAT for this issue. They only affect cases with assigned arrears on 9/30/98. The changes are for cases 1) not on aid 9/98, and those cases 2) on aid 9/98.

1. Change for Test Deck 3

The UAP as of 9/30/98 must be entered in the SAT for these cases that 1) have any assigned arrears as of that date, and 2) were not aided as of that date. The UAP is entered on the Cyclical page in the Aid Table as follows:

Enter the 9/98 UAP in the 'UAP at end' field, leave the 'Start Date' blank and enter 9/98 as the 'End Date'.

The SAT will then correctly reduce PAA to UAP as of 9/30/98 and move reduced amount to UPA.

Note: if users have not entered a 9/98 UAP, the SAT will not do this "special" sweep.

Example: As of 9/30/1998, the case is not aided and the PAA balance is 2500. If the user enters the 9/98 UAP of 2000, the SAT will move 500 from PAA to UPA even though there is no aid status change in the month. Result: PAA = 2000, UPA = 500, UDA = 0

2. Change for Test Deck 21

For cases that were aided as of 9/98, the first time case goes off aid in the PRWORA period the SAT sweep will automatically follow the following PRWORA 'special' sweep rules:

- PAA (as of off aid date) over UAP (as of off aid date) goes to UPA, up to the pre-PRWORA (9/30/98) PAA full amount.
- Any PAA (as of off aid date) still over UAP (as of off aid date) goes to UDA.

Example: PAA balance of 9/30/1998 is 1500, case goes off aid 12/98, the PAA is then 5000 and the UAP is 3000. The SAT will move 1500 from PAA to UPA, 500 from PAA to UPA. Result: PAA = 3000, UPA = 1500, UDA = 500.

TAB X

Procedural How-to's for Family Law Facilitators

*Ms. Susan Groves,
Ms. Carla Khal &
Ms. Lollie A. Roberts*

CHILD SUPPORT:

Default:

If public assistance is not being received and DCSS is not involved, insert the language below:

7. **Child support** should be ordered as set forth in the proposed *Judgment* (form FL-180).
- a. If there are minor children, check and complete item (1) if applicable and item (2) or (3):
- (1) Child support is being enforced in another case in (*county*):
The case number is (*specify*):
- (2) The information in the child support calculation attached to the proposed judgment is correct based on my personal knowledge. * **See attached Declaration Regarding Child Support Factors.**
- (3) I request that this order be based on the petitioner's respondent's earning ability. The facts in support of my estimate of earning ability are (*specify*):
 Continued on Attachment 7a(3).
- b. Complete items (1) and (2) regarding public assistance.
- (1) I am receiving am not receiving intend to apply for public assistance for the child or children listed in the proposed order.
- (2) To the best of my knowledge, the other party is is not receiving public assistance.
- c. The petitioner respondent is presently receiving public assistance, and all support should be made payable to the local child support agency at the address set forth in the proposed judgment. A representative of the local child support agency has signed the proposed judgment.

If either party has applied for or is receiving public assistance and no child support order exists in another case, do not check 7.a. (1) (2) or (3). Check 7.b.(1) and (2) and insert the language below.

NEVER check Item 7.c. :

7. **Child support** should be ordered as set forth in the proposed *Judgment* (form FL-180).
- a. If there are minor children, check and complete item (1) if applicable and item (2) or (3):
- (1) Child support is being enforced in another case in (*county*):
The case number is (*specify*):
- (2) The information in the child support calculation attached to the proposed judgment is correct based on my personal knowledge.
- (3) I request that this order be based on the petitioner's respondent's earning ability. The facts in support of my estimate of earning ability are (*specify*):
 Continued on Attachment 7a(3).

One of the parties has applied for or is receiving public assistance. [See 7.b.(1) and (2) below]. Therefore, Items 7.a.(1) through (3) do not apply. Jurisdiction should be reserved to the Family Support Division.

- b. Complete items (1) and (2) regarding public assistance.
- (1) I am receiving am not receiving intend to apply for public assistance for the child or children listed in the proposed order.
- (2) To the best of my knowledge, the other party is is not receiving public assistance.
- c. The petitioner respondent is presently receiving public assistance, and all support should be made payable to the local child support agency at the address set forth in the proposed judgment. A representative of the local child support agency has signed the proposed judgment.

If either party has opened a separate self-help case with DCSS and you know the case number, insert the information in Item 7.a.(1)

7. **Child support** should be ordered as set forth in the proposed *Judgment* (form FL-180).
- a. If there are minor children, check and complete item (1) if applicable and item (2) or (3):
- (1) Child support is being enforced in another case in (*county*): **San Diego**
The case number is (*specify*): **DF12345. Jurisdiction should be reserved to the Family Support Division.**
- (2) The information in the child support calculation attached to the proposed judgment is correct based on my personal knowledge.
- (3) I request that this order be based on the petitioner's respondent's earning ability. The facts in support of my estimate of earning ability are (*specify*):
 Continued on Attachment 7a(3).
- b. Complete items (1) and (2) regarding public assistance.
- (1) I am receiving am not receiving intend to apply for public assistance for the child or children listed in the proposed order.
- (2) To the best of my knowledge, the other party is is not receiving public assistance.
- c. The petitioner respondent is presently receiving public assistance, and all support should be made payable to the local child support agency at the address set forth in the proposed judgment. A representative of the local child support agency has signed the proposed judgment.

If either party has applied for self services with DCSS in this case, do not check 7.a. (1) (2) or (3). Check 7.(b)(1) and (2) and insert the language below. NEVER check Item 7.c.:


7. **Child support** should be ordered as set forth in the proposed *Judgment* (form FL-180).
- a. If there are minor children, check and complete item (1) if applicable and item (2) or (3):
- (1) Child support is being enforced in another case in (*county*):
The case number is (*specify*):
- (2) The information in the child support calculation attached to the proposed judgment is correct based on my personal knowledge.
- (3) I request that this order be based on the petitioner's respondent's earning ability. The facts in support of my estimate of earning ability are (*specify*):
 Continued on Attachment 7a(3).

Petitioner/Respondent has applied for self services with DCSS in this case. Therefore Items 7.a.(1) (2) and (3) do not apply. Jurisdiction should be reserved to the Family Support Division.

- b. Complete items (1) and (2) regarding public assistance.
- (1) I am receiving am not receiving intend to apply for public assistance for the child or children listed in the proposed order.
- (2) To the best of my knowledge, the other party is is not receiving public assistance.
- c. The petitioner respondent is presently receiving public assistance, and all support should be made payable to the local child support agency at the address set forth in the proposed judgment. A representative of the local child support agency has signed the proposed judgment.

Pursuant to an Agreement:

If the parties have an agreement, insert the language below:

7. **Child support** should be ordered as set forth in the proposed *Judgment* (form FL-180).
- a. If there are minor children, check and complete item (1) if applicable and item (2) or (3):
- (1) Child support is being enforced in another case in (*county*):
The case number is (*specify*):
- (2) The information in the child support calculation attached to the proposed judgment is correct based on my personal knowledge.
- (3) I request that this order be based on the petitioner's respondent's earning ability. The facts in support of my estimate of earning ability are (*specify*):
 Continued on Attachment 7a(3).
- 

The parties have reached an agreement regarding child support as set forth in the stipulation attached to the proposed judgment. Therefore Items 7.a.(1)(2) and (3) do not apply. All the provisions of Family code § 4065(a)(1) through (5) are true.

- b. Complete items (1) and (2) regarding public assistance.
- (1) I am receiving am not receiving intend to apply for public assistance for the child or children listed in the proposed order.
- (2) To the best of my knowledge, the other party is is not receiving public assistance.
- c. The petitioner respondent is presently receiving public assistance, and all support should be made payable to the local child support agency at the address set forth in the proposed judgment. A representative of the local child support agency has signed the proposed judgment.

International Service

Important Terms and Treaties

The **Convention on the Service Abroad of Judicial and Extrajudicial Documents in Civil or Commercial Matters**, more commonly called the **Hague Service Convention**, is a multilateral treaty which was signed in The Hague on 15 November 1965 by members of the Hague Conference on Private International Law. It allows service of judicial documents from one signatory state to another without use of consular and diplomatic channels. Diplomatic channels are generally used between those states that are not contracting parties to the convention. It is generally accomplished by a *letter rogatory*, a formal request from the court in the country where proceedings were initiated to a court in another country where the defendant resides.

A **letter rogatory** or **letter of request** is a formal request from a court to a foreign court for some type of judicial assistance. The most common remedies sought by letters rogatory are service of process and taking of evidence. The use of letters rogatory for purposes of service of process to initiate court action is now largely confined to the Americas, as between countries in Europe, Asia, and North America, service of process under the provisions of the Hague Service Convention.

Under the Hague Service Convention each contracting state is required to designate a "Central Authority" to accept incoming requests for service. A "Judicial Officer" who is competent to serve process in the state of origin is permitted to send request for service directly to the "Central Authority" of the state where service is to be made. Upon receiving the request, the Central Authority in the receiving state arranges for service in a manner permitted within the receiving state, typically through a local court to the defendant's residence. Once service is completed, the "Central Authority" sends a certificate of service to the "Judicial Officer" who made the request. Parties are required to use three standardized forms:

- a request for service (USM -94)
- a summary of the proceedings (similar to a summons),
- a certificate of service

Forms are available from the U.S. Marshals Service web page – www.usmarshals.gov.

The US Central Authority is Office of International Judicial Assistance, Civic Division, Department of Justice, 1100 L. St., NW Room 11006, Washington DC 20530 (202) 307-0983, fax (202) 514-6584. However, all services are subject to a contract with Process Forwarding International (PFI).

The Hague Service Convention does not prohibit a receiving state from permitting international service by other methods otherwise authorized by local law (for example, service directly by mail or personal service by a person otherwise authorized to perform service of process in the foreign country). States which permit parties to use these "alternative means" of service make a separate designation in the documents they file with the Convention.

The **Inter-American Service Convention on Letters Rogatory** (done at Panama January 30, 1975) and the **Additional Protocol** (done at Montevideo, Uruguay May 8, 1979) control requests for service within the Americas. Countries need to have signed both the Convention and the Additional Protocol to have a treaty relationship with the US. Use form USM-272, Request for Service Abroad of Judicial or Extrajudicial Documents Pursuant to the Additional Protocol to the Inter-American Convention on Letters Rogatory. (USM-272A for Spanish) Requests for service of US documents abroad under the Inter-American Service Convention should be sent to the Dept. of Justice's contractor – Process Forwarding International (PFI). Additional information is found at www.hagueservice.net.

Remember: Failure to serve a foreign resident in accordance with these treaties/conventions renders the proceedings void as to that person.

One Day Divorce Clinic Step-By-Step

Step 1: Arrival and Preparation (8:30 am)

All Volunteers will arrive at Room 104C at 8:30 am for a brief meeting to go over the flow of the program that day

Judges Pro Tem: Review the files and Eligibility Checklists for each case and divide them into three groups:

- Those who need to complete financial disclosures (indicate required forms on Forms Checklist on back of intake form)
- Those who are ready to work with the attorney on the terms of their judgment
- Those who have issues which cause you to question whether they can be resolved through the Clinic that day

Judges Pro Tem and Form Assistants/interns: Meet briefly to discuss the status of the three groups

Step 2: Starting the Clinic (9:00 am)

Form Assistants: Check each participant's photo ID and appointment slip and verify they are in the right place on the right day. If so,

- Give them the intake from their file to complete (top portion of page 1 only)
- Verify that they brought everything they were instructed to bring on the appointment slip
- Give each litigant 3 (defaults) or 2 (uncontested cases) envelopes to address:
 - Two (one if both parties are present) should be addressed to the other party at the current or last known address
 - One should be addressed to himself or herself
- For cases with children, give each party a Child Support Case Registry form to complete
- Collect all completed intakes and clip them to the front of the case file
- Conduct a brief orientation to the Clinic using the prepared script
- Deliver the files to the Judge Pro Tem and let him or her know if any of the litigants did not come prepared with everything needed for the Clinic

Judges Pro Tem: As the Form Assistants present completed intakes and files, identify those who you would like to meet with first and those who need to complete forms (such as financial disclosures) before meeting with you. Instruct the students accordingly.

Step 3: Conducting the Clinic

Judges Pro Tem:

- Meet with the participants by case to verify the terms of their agreement/judgment.
- If there are children, run a child support calculation first as this is a point which has the highest likelihood of making an agreement fall apart.
- When all terms have been agreed upon, indicate which forms are needed by checking the appropriate boxes on the Forms Checklist (page 2 of Intake);
- Send the parties and the form assistant to the computer room to complete their forms;

- Continue meeting with all participants until all cases have been resolved.
- As the students return with the completed forms, review the documents to confirm that they accurately reflect the relief requested in the petition (defaults) or the agreement of the parties (uncontested cases)

Form Assistants: Take the file, Intake and participant(s) to meet with the Judge Pro Tem and remain with them until instructed by the Judge Pro Tem to prepare the forms:

- Print your name on the Clinic participant list to the right of the information about the participant(s) that you assist with forms and also at the bottom of the Intake;
- When instructed to do so, take the participant(s) to the computer room and type the forms indicated on the Forms Checklist;
- If the parties raise new issues or ask questions that you cannot answer, note them on the checklist and let the parties know that they will have another opportunity to talk with the Judge Pro Tem and can ask their questions then
- Have the completed forms reviewed by the Self Help attorney for accuracy and make any necessary corrections to the forms;
- If there are forms to file, make two copies of each form then take them and the court file to Window 3 in Room 102 and call a clerk by dialing x5-1741 or x3-4742 (if there are filing fees to pay, the participant must accompany you)
- Take the completed judgment forms to the Judge Pro Tem to review
- Once the judgment has been approved by the Judge Pro Tem, make two copies of the Judgment with all attachments and the Notice of Entry of Judgment. Clip the envelopes to the forms and place them in the file with the Intake on top
- Have the litigants wait in Room 104C until it is time to go to the courtroom
- If you are not accompanying the litigants to the courtroom, check with the clinic coordinator to see if there is another participant who is ready for your assistance

Step 4: Entry of Judgment

Judges Pro Tem: Review the judgment and any notes from the form assistant; If the case is ready to proceed, complete the Judge Pro Tem use only portion of the Intake and give it, the file and the judgment forms to the form assistant

Form Assistants: When instructed by the Judge Pro Tem, take the file, judgment forms and participants to Dept. 123 on the second floor; Give the file and documents to the bailiff and let him know that the parties are ready to see the judge for a One Day Divorce; Please remain in the courtroom until the case is completed, then return to Room 104C; Once all participants are gone, please pick up any loose papers, straighten the chairs and tables and turn off the lights. Make sure the door is closed and locked behind you when you leave.

Courtroom Clerk: Process judgment, notice of entry of judgment/mailling, and disposition of case accordingly. Forward One Day Divorce Intake forms and Dissolution Issue Report form to Rebecca Reddish, via inter-office envelope. (Note: All endorsed copies should be returned to parties (or tossed), unless the court file does not have the original).

Coordinator Cheat Sheet One Day Divorce Clinic

File Review:

- Check in each participant and print workshop schedules
- Confirm no Response filed in Sustain (Default cases only)
- Confirm fees have been waived or paid for all participants
- Note status of financial Disclosures for each participant
- Pull related cases
- Note former names to be restored
- Note long term marriages
- Copy of notated schedules for each pro tem and all coordinators
- Email DCSS list of cases (at least one week before clinic)

Clinic Set-Up

- Intakes, envelopes and Child Support Case Registry forms
- Cases and status on white board with post-it for each
- Assign volunteers to cases
- Parking sign-in sheet for volunteers

Reminders for Forms Assistants

- All purses, backpacks, food and drinks stowed in side office
- No food, drinks (including water) in the computer room
- Only prepare forms as directed by pro tems or coordinators
- If teamed up, work together
- Make this a learning experience for you and the litigants—ask and answer questions
- Listen when the pro tems meet with the litigants
- Save all drafts and give them to the pro tems each time you return
- Leave all forms on the computer
- Use the same computer for the same case every time
- No soliciting business
- Keep the intake with the file

Reminders for Pro Tems

- Use tracking sheet to check forms that need to be prepared and make any notes
- Defaults are limited to what is in the petition
- Check for former names
- You are the issue spotter
- Explain to both litigants and form assistants
- Review prior drafts
- Do not sign off until all forms are complete and copies have been made

Telephone Numbers

- Patty De Ollos (DCSS) 875-7648

- Josh Pacheaco (Family Law) 423-8202

After Clinic

- Transfer completed filed to Dept. 123
- Log out and return unused files to Records
- Update Enterprise with attendee stats
- Complete Survey

INTAKE – ONE DAY DIVORCE CLINIC

Date: _____

Case Number: _____

Filing Date: _____

Petitioner Print Name

Respondent Print Name

DISCLAIMER

I/We understand and accept the following conditions for participating in the One Day Divorce Clinic:

- The information provided to assist me/us in completing and processing my/our judgment is not intended as legal advice about what to request or expect from the court.
- Participation in the One Day Divorce Clinic does not guarantee that I/we will obtain a judgment today. The outcome will be dependent upon my/our participation and full disclosure of all assets, debts and other issues. If we are not able to complete the judgment today, I/we will be referred to other resources and the steps needed to complete the judgment.
- The volunteers do not represent me/us and the information exchanged in this Clinic is not confidential.

Petitioner Signature

Respondent Signature

COURT USE ONLY

TEMPORARY JUDGE CHECKLIST

Parties appeared for a:

- Uncontested Dissolution
- Uncontested Legal Separation
- Dissolution by Default
- Legal Separation by Default

I, the Attorney aiding the parties, have reviewed the documents and:

- Judgment should be entered
- The parties need to be voir dired
- The parties were unable to proceed because _____

Temporary Judge (Print Name)

Signature

Temporary Judge (Print Name)

Signature

CASE DISPOSTION

Judgment entered

Judgment not entered

INTAKE – ONE DAY DIVORCE CLINIC

FORMS CHECKLIST (for temporary judge use only)

Financial Disclosures:

- FL-140 Declaration of Disclosure
- FL-141 Declaration Regarding Service of Declaration of Disclosure
- FL-142 Schedule of Assets and Debts
- FL-144 Stipulation of Waiver of Final Declaration of Disclosure has been filed
(Service of the final declaration of disclosure (FL-140) is waived by both parties)
- FL-150 Income and Expense Declaration

Forms for:

- Default**
- Dissolution**

- Uncontested**
- Legal Separation**

- FL-165 Request to Enter Default and envelope
- FL-160 Property Declaration
- FL-180 Judgment
- FL-190 Notice of Entry of Judgment
- FL-130 Appearance Stipulation and Waiver
- FW-001 Fee Waiver
- FW-003 Order on Court Fee Waiver
- Former name: _____
- Spousal Support
 - FL-343 S/S Attachment
 - Terminate -- Pet Res
 - Reserve -- Pet Res
- FL-345 Property Attachment

If there are children with the spouse you will also need:

- FL-341 Child Custody and Visitation Order Attachment
- FL-342 Child Support Information and Order Attachment
- FL-191 Child Support Case Registry Form
- FL-192 Notice of Rights and Responsibilities
- Non-Guideline Support

Prepared by: _____
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