



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

January 12, 2007

GENERAL LETTER NO. 11-F-1

ISSUED BY: Bureau of Collections,
Division of Child Support, Case Management and Refugee Services

SUBJECT: Employees' Manual, Title 11, Chapter F, *INCOME WITHHOLDING*, Title page, new; Contents (pages 1 through 6), new; and pages 1 through 186, new.

Summary

Information from Chapter X-K, *INCOME WITHHOLDING*, is incorporated into this chapter. This chapter lists the policy and procedures for the income withholding process, including:

- ◆ An explanation of eligibility requirements for the process.
- ◆ An explanation of the screens and information for completion of the screens.
- ◆ Narrative, calendar flag, and status information for the income withholding process.

Effective Date

Immediately.

Material Superseded

None.

Additional Information

Refer questions about this general letter to your regional collections administrator.



STATE OF IOWA

TERRY E. BRANSTAD, GOVERNOR
KIM REYNOLDS, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
CHARLES M. PALMER, DIRECTOR

May 6, 2011

GENERAL LETTER NO. 11-F-2

ISSUED BY: Bureau of Collections, Division of Field Operations

SUBJECT: Employees' Manual, Title 11, Chapter F, **INCOME WITHHOLDING**, Title page, revised; Contents (pages 1 through 4), revised; pages 1 through 186, revised; and pages 187 through 202, new.

Summary

Chapter 11-F lists the policy and procedures for the income withholding process. The chapter includes the following:

- ◆ Explanation of eligibility requirements for the process.
- ◆ Explanation of the screens and information for completion of the screens.
- ◆ Narrative, calendar flag, and status information for the income withholding process.

Effective Date

Immediately.

Material Superseded

This material replaces the entire Chapter F from Employees' Manual, Title 11, which includes the following pages:

<u>Page</u>	<u>Date</u>
Title page	January 12, 2007
Contents (pages 1 through 6)	January 12, 2007
1-186	January 12, 2007

Additional Information

Refer questions about this general letter to your regional collections administrator.



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

September 30, 2016

GENERAL LETTER NO. 11-F-3

ISSUED BY: Bureau of Collections
Division of Field Operations

SUBJECT: Employees' Manual, Title 11, Chapter F, ***INCOME WITHHOLDING***, Title page, revised; Contents (pages 1 through 4), revised; pages 10, 11, 12, 14 through 202, revised; and page 203, new.

Summary

Chapter 11-F lists the policy and procedures for the income withholding process. This chapter includes the following:

- ◆ Explanation of eligibility requirements for the process.
- ◆ Explanation of the screens and information for completion of the screens.
- ◆ Narrative, calendar flag, and status information for the income withholding process.

Effective Date

Immediately.

Material Superseded

This material replaces the following pages from Employees' Manual, Title 11, Chapter F:

<u>Page</u>	<u>Date</u>
Title page	May 6, 2011
Contents (pages 1-4)	May 6, 2011
10-12, 14-202	May 6, 2011

Additional Information

Refer questions about this general letter to your regional collections administrator.



Iowa Department of Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Jerry R. Foxhoven
Director

February 9, 2018

GENERAL LETTER NO. 11-F-4

ISSUED BY: Bureau of Collections
Division of Field Operations

SUBJECT: Employees' Manual, Title 11, Chapter F, ***Income Withholding***,
Contents (page 2), revised; pages 73 through 76, revised; and page
72a, new.

Summary

Revisions have been made to the Interstate Income Withholding Orders section of Chapter 11-F to include:

- ◆ A policy clarification that a generic IWO must always be filed when filing an out of state support order for enforcement, even when there isn't a verified income provider.
- ◆ Updated instructions for filing a generic IWO when an order is received from another state.
- ◆ Updated instructions for filing a generic IWO when Iowa is the responding state.
- ◆ Updated intergovernmental form titles.

Effective Date

Upon receipt.

Material Superseded

This material replaces the following pages from Employees' Manual, Title 11, Chapter F:

<u>Page</u>	<u>Date</u>
Contents (page 2)	September 30, 2016
73-76	September 30, 2016

Additional Information

Refer questions about this general letter to your regional collections administrator.

March 29, 2019

GENERAL LETTER NO. 11-F-5

ISSUED BY: Bureau of Child Support Recovery
Division of Field Operations

SUBJECT: Employees' Manual, Title 11, Chapter F, ***Income Withholding***, Title page, revised; Contents (pages 1 through 4), revised; pages 6 through 203, revised; and pages 204 through 211, new.

Summary

Chapter 11-F is revised to:

- ◆ Update changes made to the Income Withholding hardship process. Criteria for hardship consideration and qualification have changed. These changes are significant and should be reviewed in detail.
- ◆ Reflect changes in narratives and calendar flags used in the intergovernmental process.

Effective Date

Immediately.

Material Superseded

This material replaces the following pages from Employees' Manual, Title 11, Chapter F:

<u>Page</u>	<u>Date</u>
Title page	September 30, 2016
Contents (page 1)	September 30, 2016
Contents (page 2)	February 9, 2018
Contents (pages 3 and 4)	September 30, 2016
6-9	May 6, 2011
10-12	September 30, 2016
13	May 6, 2011
14-72	September 30, 2016
72a, 73-76	February 9, 2018
77-203	September 30, 2016

Additional Information

Refer questions about this general letter to your regional collections administrator.