

Iowa Department Of Human Services
Notice of Continued Support Services

Date of Notice: _____
Case Number: _____
Payor: _____

Dear _____

We were recently notified that your public assistance case (FIP, Medicaid, or Foster Care) closed. While you were receiving public assistance, child support services were also provided by the Child Support Recovery Unit (CSRU). Since you are no longer receiving public assistance, you can decide if you want child support services to continue for the case listed above.

You do not need to do anything with this form if you want to keep your child support case open.

Why should I continue CSRU services?

There are many services that we can provide if you want to keep your case open. To help you decide, included is a list of services and fees that you may be charged. You can also find other helpful information, including the Frequently Asked Questions (FAQ) sections, by visiting our customer website at: <https://childsupport.ia.gov>.

How do I stop services with CSRU?

If you want to stop CSRU services, fill out the enclosed **Request to Stop Support Services**. Return it to the address listed. When we get your request, we will review your case to see if there is money owed to the state. If money is owed to the state, we will continue to take enforcement actions to collect the remaining balance. Even if you stop services, when we get a collection that is owed to you the law requires us to send it to you.

If you have questions about this form contact us at the address or phone number below.

Child Support Recovery Unit

Phone: _____



Request to Stop Services

Case Number: _____
Payor: _____

If you want to **stop services** with the **Child Support Recovery Unit (CSRU)**, sign your name and date below. Return this page to your local office at:

Please keep the following in mind when you ask to stop services:

- If money is owed to the state, CSRU must continue to take enforcement actions to collect it. When we get a collection that is owed to you the law requires us to send it to you.
- If money is not owed to the state, an income withholding order issued by CSRU may end.
- Stopping our services does not end a support obligation on your case. You must get a court order to end support.
- If you want services in the future, you will need to fill out an application unless child support services are provided because you are receiving public assistance).

I ASK CSRU TO STOP SUPPORT SERVICES UPON RECEIPT OF THIS NOTICE.

(Your signature)

(Date)

Child Support Services, Fees and Additional Resources

SERVICES

What location, establishment and modification services does CSRU provide?

- **LOCATION SERVICES:** We search numerous location sources, including the databases and websites of state and federal agencies, to locate the payor and the payor's income provider.
- **PATERNITY ESTABLISHMENT:** Parents may file a paternity affidavit to establish paternity. If parents don't file a paternity affidavit, we may establish a person as the father of a child through a court process.
- **ESTABLISHMENT OF A SUPPORT ORDER:** We file actions with the district court for child support and medical support.
- **CHANGING A SUPPORT ORDER:** We review support orders to see if the court should change the amount of the child support order or add or change medical support. You can ask for this service by filling out a *Request to Modify a Support Order* and sending it to the local office. You can get this form from any local office or the CSRU website: www.childsupport.ia.gov.
- **SUSPENDING AND REINSTATING A SUPPORT ORDER:** Parents may jointly ask us to help suspend support. The parents must be reconciled and living in the same household with some or all the children, or one or more children must now live with the payor or with a caretaker who doesn't want CSRU services. We may be able to suspend support when only the payor asks us. If the situation changes within six months, we can ask the court to reinstate the order.

What enforcement services does CSRU provide?

- **INCOME WITHHOLDING:** When an employer is found, we enter an order to withhold support payments from the payor's income. Support may be withheld from wages, other earnings, trust income, unemployment benefits, Social Security benefits, some Veteran's benefits, and worker's compensation.
- **LICENSE SANCTION:** We may tell licensing agencies to revoke or deny issuing a license when the payor owes at least three months' worth of past due support. Drivers' licenses, vehicle registrations, and recreational, business and professional licenses may be affected.
- **ADMINISTRATIVE LEVY:** We may seize the assets of a payor who has a support delinquency of at least one month's support. The amount we take is limited to the amount of the past due support.
- **INTERCEPTION OF FEDERAL INCOME TAX REFUNDS:** We may take the federal income tax refund of a payor who owes past due support. Federal income tax refunds only apply to past due support. They pay support owed to the state before support owed to a family.
- **INTERCEPTION OF STATE INCOME TAX REFUNDS:** We may take the state income tax refund of a parent who owes overdue support. State income tax refund payments apply to current support first.
- **INTERCEPTION OF OTHER STATE AND FEDERAL PAYMENTS:** We may take a payment the state or federal government owes a payor when the payor owes past due child support.
- **PASSPORT SANCTIONS:** We may report a payor to the U.S. State Department when the payor owes more than \$2,500 in overdue support. This prevents the payor from getting or renewing a passport.

- **REFERRAL TO CREDIT AGENCIES:** We may report a payor to credit agencies if the payor owes at least \$1,000 in past due support.
- **CONTEMPT OF COURT:** We may ask the district court to order a parent who has willfully failed to pay support to show why the court should not hold that person in contempt of court.

PAYMENTS

How do child support payments distribute?

The Collection Services Center distributes support payments within two working days of receipt. When money is collected, we first use it to pay any current support due that month. If any additional amount is collected, we apply it toward past due support.

You will get your support payment electronically through direct deposit to an account of your choice or through a debit card we set up for you through U.S. Bank.

Why would money be owed to the state on my case?

When you receive public assistance, you assign your support to the state. This means the state keeps the support we collect. The state will never keep more than you receive in public assistance.

Will the state be paid before I am paid?

After you go off public assistance, we send the current month's support to your family. If we collect more than what is owed for the current month and past due support is owed to you, we send it to you. However, federal income tax refunds pay support owed to the state before support owed to the family.

FEES

What are the fees that I may be charged if I continue CSRU services?

State law requires you to pay a \$35 annual fee if you never received cash assistance for a child on the case under Title IV-A of the Social Security Act (such as FIP, TANF, ADC benefits) in Iowa or another state. Each year you receive services we will collect the fee from your support payments, but only after we have sent you at least \$550 during the federal fiscal year (October 1st – September 30th).

If CSRU takes certain court actions on your behalf, you may have to pay additional court fees. In most cases, CSRU charges the cost of establishing or enforcing an order to the person who is ordered to pay support. The person who asks us for a modification pays those costs.

If you stop CSRU services and later apply again, you will need to complete an *Application for Non-Assistance Support*.

Policy Regarding Discrimination, Harassment, Affirmative Action, and Equal Employment Opportunity
The Iowa Department of Human Services (DHS) policy on non-discrimination, harassment, affirmative action, and equal employment can be viewed on the DHS website at the bottom of the page at: dhs.iowa.gov .