



Department of  
**HUMAN SERVICES**

**NOTICE OF A SECOND REVIEW OF A CHILD SUPPORT OBLIGATION (252H)  
COVER LETTER**

Date: \_\_\_\_\_

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Case Number: \_\_\_\_\_

Docket Number: \_\_\_\_\_

County: \_\_\_\_\_

Payee : \_\_\_\_\_

Payor : \_\_\_\_\_

Third Party: \_\_\_\_\_

The Child Support Recovery Unit  Foster Care Recovery granted a challenge request based on state law, so we will be doing a second review.

If you have any questions about the notice, please contact the office listed below.

- Foster Care Recovery
- Child Support Recovery Unit

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

**Notice of Second Review of a Child Support Obligation (252H)**

Foster Care Recovery  
 Child Support Recovery Unit  
Iowa Department of Human Services

Payor: \_\_\_\_\_  
Payee/Caretaker: \_\_\_\_\_  
 Third Party: \_\_\_\_\_  
Child(ren): \_\_\_\_\_  
\_\_\_\_\_  
Date Prepared: \_\_\_\_\_

Docket Number: \_\_\_\_\_,  
\_\_\_\_\_  
Case Number:  
\_\_\_\_\_

Earlier,  the Child Support Recovery Unit  Foster Care Recovery sent you a  Notice of Decision  Revised Notice of Decision. A challenge was made by  a person affected by the order.  the child support agency for the state of \_\_\_\_\_. This agency is also enforcing the support order.

**What Happens Next?**

Because of the challenge, we will do a second review to decide if the earlier decision was correct. We will look at any new information. When the review is done, we will issue a second notice of decision telling you if the first review is correct or needs to be changed. This notice will be sent by regular mail to your last known address or to your attorney, if you have one.

**Right to Challenge: You May Request a Court Hearing**

We can only do *one* second review. If you don't agree with the results of the review, you have the right to ask for a court hearing.

*To ask for a court hearing, we must get a written request within  10 days of the Second Notice of Decision  15 days of the  Notice of Decision  Revised Notice of Decision or within 10 days of the Second Notice of Decision, whichever is later.*

- List why you disagree with the decision.
- Send any information that supports your reasons.

If someone asks for a court hearing within the time frame, we will ask the court to set up a hearing and we will send documents to the court. The court sets the hearing date and lets all parties know the time and place of the hearing. If you don't come to the hearing, the court may enter the order without your input.

**Additional Information Needed**

We don't need additional information from you for this review. However, if you have new financial information for yourself or the other parent, contact the office listed below.

We need your financial information:  
\_\_\_\_\_  
\_\_\_\_\_

We need your financial information so we can figure the most accurate child support amount. We use your income and the guidelines to see if we can change your order. If the amount should change, we ask the court to enter an order for the new amount of ongoing support. We may also ask you to arrange for medical support for the children and pay your share of uncovered medical expenses.

Please fill out and send back the enclosed financial statement *no more than 10 days* after you get this notice. Send proof of your income and deductions, such as a pay stub. Tell us if you have a change in net income, the date the change started, and why you believe the change will last for three months. If you do not send back the financial statement and proof of income, we may estimate your income or get it from other sources.

If you have questions, please contact the office listed below.

- Foster Care Recovery
- Child Support Recovery Unit

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Telephone: \_\_\_\_\_

Copy to:

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<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____
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