



Division of Child Support

The Basics of Child Support for Employers

Mitch Dillard and Dieter Jacobs
800-591-2760 (DCS Employer Relations)
www.childsupportonline.wa.gov

Child Support



Improving the lives
of children, families
and communities.

www.dshs.wa.gov/dcs





Employer's Guide to Child Support

Washington State's Child Support Program



Supporting Child Support

The Basics of Child
Support for Employers

Goals of the Webinar



- Basic Understanding of Employer responsibilities
- Introduce changes in Child Support Law and Policy that affect Employers
- Supportive Relationship with Employer Partners



Nationwide, child support lifts a million people out of poverty every year.

DCS Employer Partners

- Employers account for almost 70% of what DCS disburses
- Process 250,000 payments each month.
- Collections reduce tax burden by \$144 million a year
- 17 million children (more than 1/3 of all kids in US) received child support services in 2015.
- FFY 2018 Collected \$4.20 / \$1 Spent



Employer Responsibilities

1. Report new hires and rehires
2. Answer withholding notices within **20** days
3. Begin withholding next pay date
4. Remit within **7** days
5. Enroll dependents in medical plan
6. Notify DCS when employee stops working

Recent Changes

Effective December 2017

- One Income Withholding Order (IWO) per case
- Federal mandate: one IWO issued per case

Effective January 2019

- Mandatory Electronic Payments for most employers

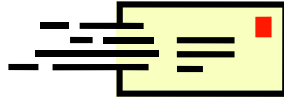
New Hire Reporting



New Hire Reporting

- What is New Hire Reporting?
 - RCW 26.23.040
 - Part of Welfare Reform of 1996
- Who is responsible to report?
 - Employers (payroll service)
- Why is reporting important?
 - Child Support more quickly
 - Saves millions in overpayments/fraud

New Hire Reporting

- Report the following employee data elements
 - Name
 - Address
 - Social Security Number 
 - Date of Birth
 - Date of Hire (the date the employee first works for pay)

New Hire Reporting

- Online Reporting:
 - Internet:
<https://secure.dshs.wa.gov/dcsonline>
 - Confirmation email
 - Cost savings
 - Immediate processing
 - Upload large files



My Secure DSHS

With one login you can access multiple Washington state government services.

<https://secure.dshs.wa.gov/home>

SAW ID:

Password:

LOGIN

[Forgot your SAW ID?](#)
[Forgot your password?](#)
[Activate your account?](#)



Employers:

- Report newly hired or rehired employees
- Make child support payments electronically
(Required as of January 1, 2019)

Parents:

- View or make child support payments
- Get notified when a child support payment is received
- Authorize direct deposit to receive child support
- Request a DCS Debit Card to receive child support
- Set up reminders for payments that are due

Medical Premium Payers:

- Children's Health Insurance Program (CHIP)
- Healthcare for Workers with Disabilities (HWD)

New User?

Check to see if you already have a SAW ID.

Sign up

New Hire Reporting

Wait, isn't quarterly wage reporting enough?

- Quarterly wage data can be outdated by six months or more.
- With New Hire Reporting it is 20 days or less.
- Orders are established and enforced more quickly.

New Hire Reporting Cont.

I am a multistate employer. Do I have to report to each state in which I have employees?

- No, you may select one state where you have employees working to report all New Hires.
- You can electronically submit a Multistate Employer Notification Form:
 - <https://ocsp.acf.hhs.gov/OCSE/>
 - Or call 410-277-9325

New Hire Reporting

- **Questions?**
- dcshire@dshs.wa.gov



Income Withholding and Medical Support

- In this section you will learn:
 - Child Support laws and requirements
 - How to process and answer Income Withholding Orders (IWOs)
 - Where and when to send withheld funds
 - The basics of the National Medical Support Notice





Most child support is collected through income withholding when the non-custodial parent is working.

DIVISION OF CHILD SUPPORT
PO BOX 11520
TACOMA WA 98411-5520

STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
DIVISION OF CHILD SUPPORT (DCS)



OLD

Cover
Letter

TO: SAMPLE STORAGE
1512 UHAUL ST
VANCOUVER WA 98660

DATE: May 07, 2014

RE: MR PRODUCTION

AKA: MISTER MARK PRODUCTION

AKA:

SSN: 000-00-0000

ACCOUNT NUMBER: IN 2260979

CASE NUMBER: 623833

Income Withholding For Support Cover Letter

42 U.S.C. 666(b), RCW 26.23.060, and RCW 74.20A.080

The Division of Child Support (DCS) is collecting child support from the noncustodial parent (parent) named above.

The enclosed order / notice: Is a new order / notice. Amends (changes) a previously served order / notice.
 Terminates (stops) withholding. Is a one-time lump-sum payment request.

If you are located outside Washington State and the requirements listed in this letter conflict with the laws of the state where the parent works, follow the laws of the state where the parent works.

DCS summarized your responsibilities below. See pages 2 and 3 for more details. If you employ or otherwise pay the parent for personal or contracted services, you must comply with the items marked below.

Immediately begin withholding \$ 500.00 per month from all of the parent's disposable earnings. See page 2 for information about disposable earnings.

1. Do not withhold more than 50 percent of the parent's disposable earnings in any pay period.
2. If you do not pay the parent on a monthly basis, see the enclosed order / notice for alternative withholding methods.

2/20/2019

Note: If you pay on a **weekly** or **bi-weekly** schedule, DCS prefers that you withhold equal payments as follows if your payroll system allows.

STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
DIVISION OF CHILD SUPPORT (DCS)

Income Withholding For Support Cover Letter

42 U.S.C. 666(b), RCW 26.22.060, and RCW 74.20A.080

TO:

XX
XX
XX
XX
XX
XX
XX
XX
XX

NEW Cover Letter
for one IWO
per case

DATE: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
RE: XXX
AKA: XXX
AKA: XXX
SSN: 999-99-9999
ACCOUNT NUMBER: IN XXXXXXXXXX
CASE NUMBER: XXXXXXXXXXXXXXXXXXXXXXX

The Division of Child Support (DCS) is collecting child support from the noncustodial parent (parent) named above.
The enclosed order / notice: Is a new order / notice. Amends (changes) a previously served order / notice.
 Terminates (stops) withholding. Is a one-time lump-sum payment request.

If you are located outside Washington State and the requirements listed in this letter conflict with the laws of the state where the parent works, follow the laws of the state where the parent works.
If the parent has more than one case with DCS, then DCS sends an order / notice for each case number. See page 3 for information about multiple orders / notices for one parent.

DCS summarized your responsibilities below. See pages 2 and 3 for more details. If you employ or otherwise pay the parent for personal or contracted services, you must comply with the items marked below.

- Immediately begin withholding \$ z, zzz, zzz.zz per month for case number XXXXXXXXXXXXXXXXXXXX from all of the parent's disposable earnings. See page 2 for information about disposable earnings.
1. Do not withhold more than 50 percent of the parent's disposable earnings in any pay period.
- Note:** If you receive more than one order / notice from DCS for the same parent, add all the amounts together to get the total amount to withhold from the parent's disposable earnings. The withholding amount for multiple orders / notices is limited to 50 percent in any pay period.

Frequently Asked Questions

Does the enclosed order / notice apply to me? The order / notice applies to all employers except Indian tribes, tribally-owned businesses, or Indian-owned businesses on a reservation.

1. If you are a tribe, tribally-owned business, or Indian-owned business located on a reservation see the enclosed answer form.
2. If you are a tribe, tribally-owned business, or Indian-owned business located on a reservation and you choose to honor the support order and withhold as directed in the enclosed order / notice, DCS appreciates your voluntary compliance.

Does the enclosed order / notice have priority over other processes? Yes. An order / notice to withhold and deliver for child support has priority over other wage assignments, garnishments, attachments, or other legal processes.

Can DCS require wage withholding when the parent is not behind in support payments? Yes.

What qualifies as earnings? Earnings means (also see disposable earnings below):

1. Compensation (including payments to independent contractors) paid or payable for personal services. This includes wages, salaries, commissions, bonuses, or pay in other forms.
2. All gains from capital, labor, or both combined, and periodic payments for retirement, pensions, and insurance plans.

What qualifies as disposable earnings? Disposable earnings are earnings remaining after deductions required by law.

1. Required deductions **include** federal, state, and local income taxes, FICA taxes, mandatory pension plan contributions, and mandatory union dues.
2. Required deductions **do not include** processing fees, voluntary pension plan contributions, medical insurance costs or copayments, voluntary deductions requested by the parent, and other deductions not required by law.
3. Draws or advances against future earnings **are not deductions** required by law and do not affect the amount of disposable earnings. You cannot reimburse yourself for draws paid out prior to applying the terms of the income withholding order to what would otherwise be disposable earnings as defined above. Reimbursement for draws must be taken from that portion of disposable earnings that would be paid to the individual after the income withholding order is satisfied.
4. If the parent is an **independent contractor**, deduct the support payment from the parent's fee or commission for services.
5. Do not withhold more than 50 percent of the parent's disposable earnings in any pay period.

Added FAQs for one IWO

Does DCS send more than one order / notice for a parent if the parent has more than one case? Yes. The orders / notices for the same parent will all have the **same remittance ID / account number**, but each one will have a **different case number**. An order / notice for a specific case is issued, amended, and terminated separately from those issued on the parent's other cases. Add amounts together to get the total withholding amount.

Can the same child be listed on more than one order / notice? Yes. A child may be listed on more than one order / notice because the parent may owe current support on one case, and owe back support to one or more custodial parties on other cases. There should be, however, only one order / notice for current support for a child. Contact DCS if you have any questions about an order / notice you received from us.

What do I do if I receive multiple orders / notices for the same parent and I am already withholding 50% of the parent's disposable income? Continue to withhold and remit 50% of the parent's disposable income. Keep all orders / notices on file until released or you no longer employ or owe the parent money. You must honor all orders / notices to the greatest extent possible.

Can I combine payments when a parent has more than one order / notice from DCS? Yes. You may combine the amounts withheld and send a single payment to the Washington State Support Registry. Clearly show the parent's name and account number on the payment. DCS will distribute your single payment between the parent's multiple cases based on federal and state regulations.

Can I combine payments for more than one parent? Yes. You may combine the amounts withheld and send a single payment to the Washington State Support Registry. However, you must clearly show each parent's name, account number, and portion of the payment. You may use the enclosed **Employer Payment Identification Instructions** form to list each parent's payment.

What can happen if I do not comply with the enclosed order / notice? Individual state laws define penalties for failure to comply with orders / notices for income withholding for support. If you do business:

INCOME WITHHOLDING FOR SUPPORT

- ORIGINAL INCOME WITHHOLDING ORDER/NOTICE FOR SUPPORT (IWO)
- AMENDED IWO
- ONE-TIME ORDER/NOTICE - LUMP SUM PAYMENT
- TERMINATION of IWO

Date: March 05, 2013

<input checked="" type="checkbox"/> Child Support Enforcement (CSE) Agency <input type="checkbox"/> Court <input type="checkbox"/> Attorney <input type="checkbox"/> Private Individual/Entity (Check One)	
NOTE: This IWO must be regular on its face. Under certain circumstances you must reject this IWO and return it to the sender (see IWO instructions http://www.acf.hhs.gov/programs/cse/newhire/employer/publication/publication.htm#forms). If you receive this document from someone other than a State or Tribal CSE agency or a Court, a copy of the underlying order must be attached.	

State/Tribe/Territory Washington State
 City/County/Dist./Tribe _____
 Private Individual/Entity _____

Remittance Identifier (include w/payment) IN 2260979
 Order Identifier 999999999
 CSE Agency Case Identifier 623833

SAMPLE STORAGE Employer/Income Withholder's Name <u>1512 UHAUL ST</u> <u>VANCOUVER WA 98660</u> Employer/Income Withholder's Address _____ Employer/Income Withholder's FEIN _____ Child(ren)'s Name(s) (Last, First, Middle) <u>PRODUCTION CHILD</u>	RE: <u>PRODUCTION MR</u> Employee/Obligor's Name (Last, First, Middle) <u>111-11-2222</u> Employee/Obligor's Social Security Number <u>PRODUCTION DAISY</u> Custodial Party/Obligee's Name (Last, First, Middle) <div style="border: 1px solid black; height: 80px; width: 100%;"></div> Child(ren)'s Birth Date(s) <u>12/27/2012</u>
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ORDER INFORMATION: This document is based on the support or withholding order from Washington State.
 You are required by law to deduct these amounts from the employee/obligor's income until further notice.

- \$ 400.00 Per month current child support
- \$ 100.00 Per month past-due child support - **Arrears greater than 12 weeks?** Yes No
- \$ _____ Per month current cash medical support
- \$ _____ Per month past-due cash medical support
- \$ _____ Per month current spousal support
- \$ _____ Per month past-due spousal support
- \$ _____ Per month other (must specify) _____

for a **Total Amount to Withhold** of 500.00 per month

ORDER INFORMATION: This document is based on the support or withholding order from Washington State.

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\$ _____ Per month current cash medical support
\$ _____ Per month past-due cash medical support
\$ _____ Per month current spousal support
\$ _____ Per month past-due spousal support
\$ _____ Per month other (must specify) _____

for a **Total Amount to Withhold** of 500.00 per month

AMOUNTS TO WITHHOLD: You do not have to vary your pay cycle to be in compliance with the *Order Information*. If your pay cycle does not match the ordered payment cycle, withhold one of the following amounts:

\$ 115.38 per weekly pay period \$ 250.00 per semimonthly pay period (twice a month)
\$ 230.76 per biweekly pay period (every two weeks) \$ 500.00 per monthly pay period
\$ _____ **Lump Sum Payment:** Do not stop any existing IWO unless you receive a termination order.

REMITTANCE INFORMATION: If the employee/obligor's principal place of employment is Washington State, you must begin withholding no later than the first pay period that occurs one day after the date of 03/05/2013. Send payment within seven working days of the pay date. If you cannot withhold the full amount of support for any or all orders for this employee/obligor, withhold up to 50% of disposable income for all orders. If the employee/obligor's principal place of employment is not Washington State, obtain withholding limitations, time requirements, and any allowable employer fees at http://www.acf.hhs.gov/programs/cse/newhire/employer/contacts/contact_map.htm for the employee/obligor's principal place of employment.

Document Tracking Identifier N/A

OMB 0970-0154

INCOME WITHHOLDING FOR SUPPORT
DSHS 09-957 (REV. 06/2011)

FG VER. (1/22)
3012:03052013/
623833 / 3293

New Answer Form for one IWO per case



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
DIVISION OF CHILD SUPPORT (DCS)

Answer to Order / Notice of Income Withholding for Support

(Chapters 26.23 and 74.20A RCW)

TO: DIVISION OF CHILD SUPPORT
PO BOX 11520
TACOMA WA 98411-5520

RE: JOHN J JOHNSON

SSN: 123-45-6789

ACCOUNT NUMBER: IN 1234567

CASE NUMBER: 7654321

FROM: WAREHOUSE SOLUTIONS

(Enter your mailing address if different from the one on the *Income Withholding for Support*.)

- A. This is the first issuance of this form regarding the enclosed *Income Withholding for Support*. Please complete this form and return it to the Division of Child Support (DCS) within 20 days. You may respond on one answer form for multiple case numbers. Please list each case number. Attach a separate sheet if necessary.
- B. This is the second issuance of this form. The Division of Child Support (DCS) previously served your business an *Income Withholding for Support* regarding the above-named parent. Please complete this form and return it to DCS within 20 days. If you do not complete and return this form, you will be subject to the liabilities stated in the enclosed order / notice. You may be liable even if you do not possess money or property belonging or owing to the parent. You may respond on one answer form for multiple cases. Please list each case number. Attach a separate sheet if necessary.

Employment / Payroll Information

1. We are a tribe, tribally-owned business, or Indian-owned business located on a reservation. (If you mark this box, enter your Employment Security Department (ESD) Number and Federal Employer Identification Number (FEIN) and go to the Declaration section on page 2.)
Our ESD number is: _____ Our FEIN is: _____
2. We are responding to an *Income Withholding for Support* we received for each of the following case numbers:
7654321 _____
9876543 _____
5432198 _____

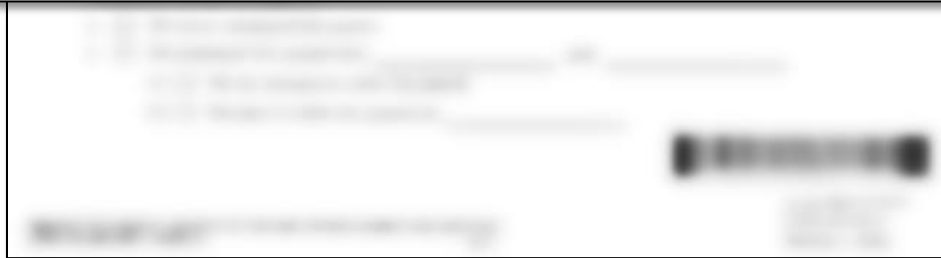
3. We do not employ or owe money to the parent. (If you mark this box, complete this section and go to the Declaration section on page 2.)
- a. We never employed the parent.
- b. We employed the parent from _____ until _____
- (1) We do not plan to rehire the parent.
- (2) We plan to rehire the parent on _____





2. We are responding to an *Income Withholding for Support* we received for each of the following case numbers:

7054321 _____
9876543 _____
5432198 _____



(b) The parent was injured and receives a Department of Labor and Industries (L & I) disability benefit.
 The L & I claim number is _____
 (c) The parent's new employer's name is _____

4. We **employ or owe money** to the parent. (If you mark this box, complete the remainder of this form.)

a. We will withhold \$ 392.30 per pay period from the parent's disposable earnings as required by the *Income Withholding for Support*. (If you are responding to more than one *Income Withholding for Support* on this answer form, add the amounts for each case number together.)

b. We pay the parent: weekly twice monthly other: _____
 monthly every two weeks

(1) The gross pay per pay period is: \$ 2400

(2) The net pay per pay period is: \$ 2100

1. The parent's occupation is Washhouse worker

2. We do do not offer health insurance coverage for the parent's dependents.

3. We do do not pay the parent by direct deposit through Electronic Funds Transfer.

Debit/Check

The parent's last known address is: 123 5th Ave SE
Spokane, WA 99204

The parent's last known telephone number is (include area code) (509) 335-4421

We understand the duration of the increased Income Withholding for Support under 1 notice and any others that are listed in box 2 on page 1 of this answer form, as explained in the orders 1 notice.

I am authorized to verify (or declare) the following statement on behalf of the business:

I certify (or declare) under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

Signer is Employee - Washhouse Solutions

12/19/2021 DATE

Calandrea S Washhouse SIGNATURE

1219 1 435 4421 PHONE NUMBER

1219 1 435 4421 PHONE NUMBER

ISSUED TO: EMPLOYER, NOTICE OF INCOME WITHHOLDING FOR SUPPORT
 FORM WS 000 0001 0001 01

WS 000 0001 0001 01

What do you know?



- An employer has ___ days to answer a withholding notice.
- 20 days

What do you know?



- An employer has ___ working days to remit withheld funds.
- 7 days

What do you know?



- True or False: An employer is required to notify DCS when an employee stops working?
- True. If an employer is withholding child support and the employee stops working, notify DCS.

What do you know?



- An employee approaches you and says you no longer need to withhold child support because his child graduated from high school. He shows you a copy of the diploma. Do you stop withholding based on this information?
- **NO!** Only stop withholding when you receive a written notice from DCS.

What do you know?



- True or False: Child Support withholding notices take priority over other withholding against the employee?
- True, with the possible exception of the IRS. Contact DCS if there is a question.

National Medical Support Notices

- Medical insurance enrollment for employee's dependents
- May be sent with IWOs or on their own

What is the National Medical Support Notice?

- Federally Mandated Medical Enrollment Notice
- Requires employers to enroll specified children into health insurance programs.
- Requires employers to respond with specific insurance information.
- Provides the employer with the premium limitation

Cover Letter for the National Medical Support Notice - Part A - Notice to Withhold for Health Care Coverage

This Notice Contains Confidential Information: Employer, employee, child, and custodial parent address information contained in Part A and Part B of the *National Medical Support Notice* is confidential. Please do not give address information or a copy of pages 1 or 5 to the employee, custodial parent, or any family member, relative, or friend of either party.

Please be sure to send the Part B Cover letter and the *Washington State Addendum to Box 2 of Plan Administrator Response* to the appropriate plan administrator(s) with Part B.

If the employee's health/dental insurance coverage is available through a union, forward Part B to the union's third party administrator.

If the employee has multiple cases requiring health care coverage, the Division of Child Support enclosed a separate *National Medical Support Notice* form for each case. Please be sure to send Part B of all of the notices to the plan administrator.

Additional information regarding limitations on withholding:

1. When the employee's principal place of employment is in Washington State, the total amount withheld for both child support and the children's health insurance premium cannot exceed 50 percent of the employee's disposable earnings.
 - a. When the **employee is already enrolled** in a health insurance plan and the employer or plan administrator adds only the children, then only the children's portion of the health insurance premium applies to the above limitation on withholding.
 - b. When the **employee is not already enrolled** in a health insurance plan and must be enrolled in order to enroll the children, then both the employee and children's health insurance premium applies to the above limitation on withholding.

2. Use the premium amount limits marked below to determine if you have to enroll the eligible children listed on the **National Medical Support Notice** in an available health insurance plan. If there are multiple **National Medical Support Notice** forms for the employee, please add the insurance premium amounts for the notices to determine the total premium amount limit. Enroll the children in the least expensive plan that provides the children coverage. The premium amount listed here and in the **National Medical Support Notice** applies only to an additional cost to add the children to the plan. It does not include the cost the employee has to pay for employee coverage only.

- a. Enroll the children only if you can do so at no cost to the employee.
- b. Enroll the children only if you pay all or part of the premium to cover the children.
- c. Enroll the children only if the employee's premium (to cover the children only) is not more than \$ 50.00 each month. If the premium exceeds this amount, you do not have to enroll the children.
- d. There is no set limit for the employee's premium amount (to cover the children only).

If the cost of the children's coverage is more than the limit shown above, mark box 5 on the Employer Response and tell DCS the cost of the premium. (Example: Premium cost is \$ _____.)

For more information about the **National Medical Support Notice**, visit our website at: <http://www.dshs.wa.gov/dcs/employers/employers.asp>

Medical Support Notice

- **Part A Employers**
 - Employers handling their own enrollments
 - Enroll kids in medical plan within premium limit
 - Complete Response Forms
 - Notify DCS when child removed from coverage

Medical Support Notice

- **Part B Plan Administrator/ Employer**
 - Medical benefits handled by third party or union
 - Enroll kids in medical plan within premium limit
 - Complete Response Forms
 - Notify DCS when child removed from coverage

Income Withholding and the National Medical Support Notice

Questions?

In-Person Employer Workshops planned!

- Subjects covered in more detail
- Different locations statewide
- Call DCS Employer Relations at **800-591-2760**
- Visit childsupportonline.wa.gov



Payments



ESA

Division of Child Support

▼ Employers

Employer Workshops

Payments

New Hire Reporting

Income Withholding

▶ Child Support Modification

▶ Parents

▶ Resources

▶ Tribal Relations

Online Payment Portal

Community Partnership Program

Community Services Office

Office of Financial Recovery

Manuals

Office of Refugee and Immigrant Assistance

www.childsupportonline.wa.gov

Employers

Deadline is approaching for electronic payments

Effective Jan. 1, 2019 an employer or other business that receives an Income Withholding Order (IWO) from the Washington State Department of Social and Health Services, Division of Child Support (DSHS-DCS), **must send payments electronically.**

The new law applies to businesses that have:

- **10 or more employees or contractors** that receives an IWO, or
- less than 10 employees if the **business receives an IWO for more than one employee,** or
- if the **business uses a payroll processing company,** or
- if the business **is required to file and pay taxes electronically** to the Department of Revenue.

DCS is working hard to make this change as easy as possible.

Employers can [pay online](#) or choose from [other electronic payment options](#). Employers are encouraged to switch to electronic payments early, and avoid a rush as the deadline approaches. In addition, the new law includes options for exemptions or a waiver for those who qualify. Employers can call the DCS Central Services EFT unit at 800-468-7422 for assistance.

We have added two new afternoon Webinar sessions on the Basics of Child Support on Nov. 15 and Dec. 5.

If you plan to attend, [register now](#) as they fill up fast.



My Secure DSHS

With one login you can access multiple Washington state government services.

<https://secure.dshs.wa.gov/home>

SAW ID:

Password:

LOGIN

[Forgot your SAW ID?](#)
[Forgot your password?](#)
[Activate your account?](#)



Employers:

- Report newly hired or rehired employees
- Make child support payments electronically
(Required as of January 1, 2019)

Parents:

- View or make child support payments
- Get notified when a child support payment is received
- Authorize direct deposit to receive child support
- Request a DCS Debit Card to receive child support
- Set up reminders for payments that are due

Medical Premium Payers:

- Children's Health Insurance Program (CHIP)
- Healthcare for Workers with Disabilities (HWD)

New User?

Check to see if you already have a SAW ID.

Sign up

Mandatory Electronic Payments

The new law applies to all companies who:

- Have 10 or more employees
- Have less than 10 employees, but receive two or more IWOs
- Use a payroll processing company
- Are required to electronically file and pay taxes to DOR

Electronic Payments

Save Time and Money!

- Fewer steps, less paper
- Safer and less expensive
- Accuracy and security built into the process



Electronic Payments



Families Get Their Money Fast

- 100% of E-payments are processed the same day

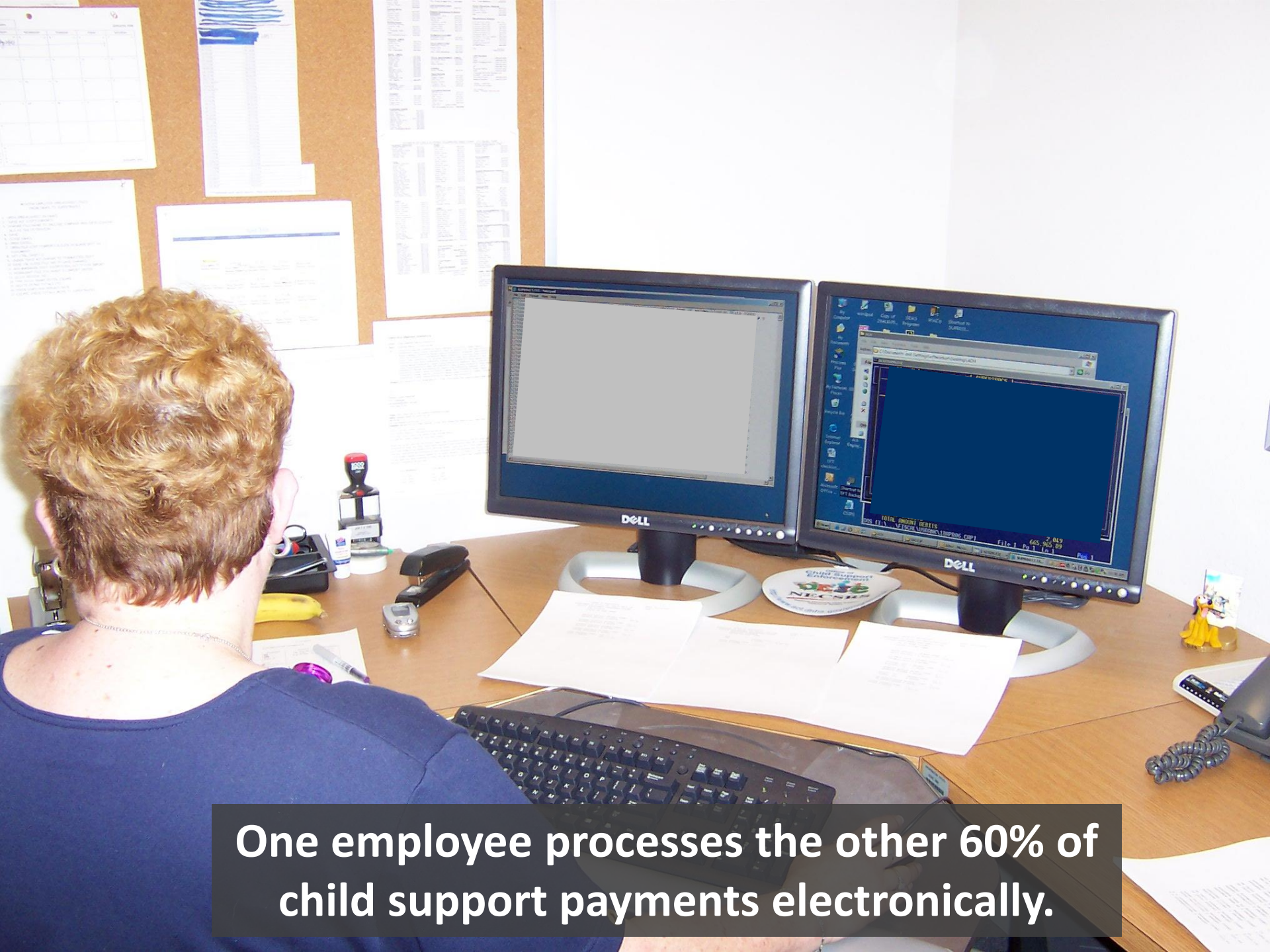


Taxpayers Save Resources

- Increase in volume does not equate to increase in staff



It takes 15 employees to process 40% of child support payments.



One employee processes the other 60% of child support payments electronically.

What do you know?



- How soon must I send the child support payment that was withheld from an employee's paycheck?
- Send the payment within **7** working days of paying wages to the employee.

What do you know?



- **Can I charge a processing fee to the employee?**
- **Yes.**
 - \$10 for the first withholding
 - \$1 for each withholding thereafter

What do you know?



- I received an income withholding order from a child support agency in another state. Must I send payments directly to the other state?
- Yes. You must send payments to the state that issued the income withholding order.

Payments

- Questions?
- EFT Payments

800-468-7422



What can you use through OCSE/ACF? (The federal government)

- Online Termination Reporting
- Bonus and Lump Sum Reporting
- Electronic Withholding Orders



Visit: <https://www.acf.hhs.gov/css/employers>

Online Termination Reporting

- Allows employers to report employee terminations online.
- Upload a file or enter information online
- Employers who are registered for electronic income withholding orders are automatically registered.

Online Bonus and Lump Sum Reporting

- Report Bonus and Lump Sum payment information
- Employers can upload a file or enter information online.
- The information is compared to a national child support case registry and sent to the appropriate state child support agencies.



Online Bonus and Lump Sum Reporting

- **Lump sum payments include:**
 - Severance
 - Leave payouts
 - Insurance settlements
 - Retirement incentives
 - Commissions
 - Stock options
 - Lottery winnings
 - Awards
 - Payments resulting from verdicts



Online Reporting



- E-mail the Federal Employer Services Team at employerportal@acf.hhs.gov for demonstration
- Complete the Employer Services Agreement at <http://www.acf.hhs.gov/programs/css/resource/employer-services-agreement-and-profile-form>

Electronic Income Withholding Orders (e-IWO)

- e-IWO allows employers to receive and respond to income withholding orders electronically.
- Saves time from preparation to processing
- Reduces errors that can occur through manual processing

States Using e-IWO

Published: August 9, 2016

ABOUT:

State/Local Child Support Agencies

Employers

TOPICS:

Employer Responsibilities

Electronic Income Withholding Orders (e-IWO)

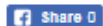
TYPES:

Program Information/Contacts

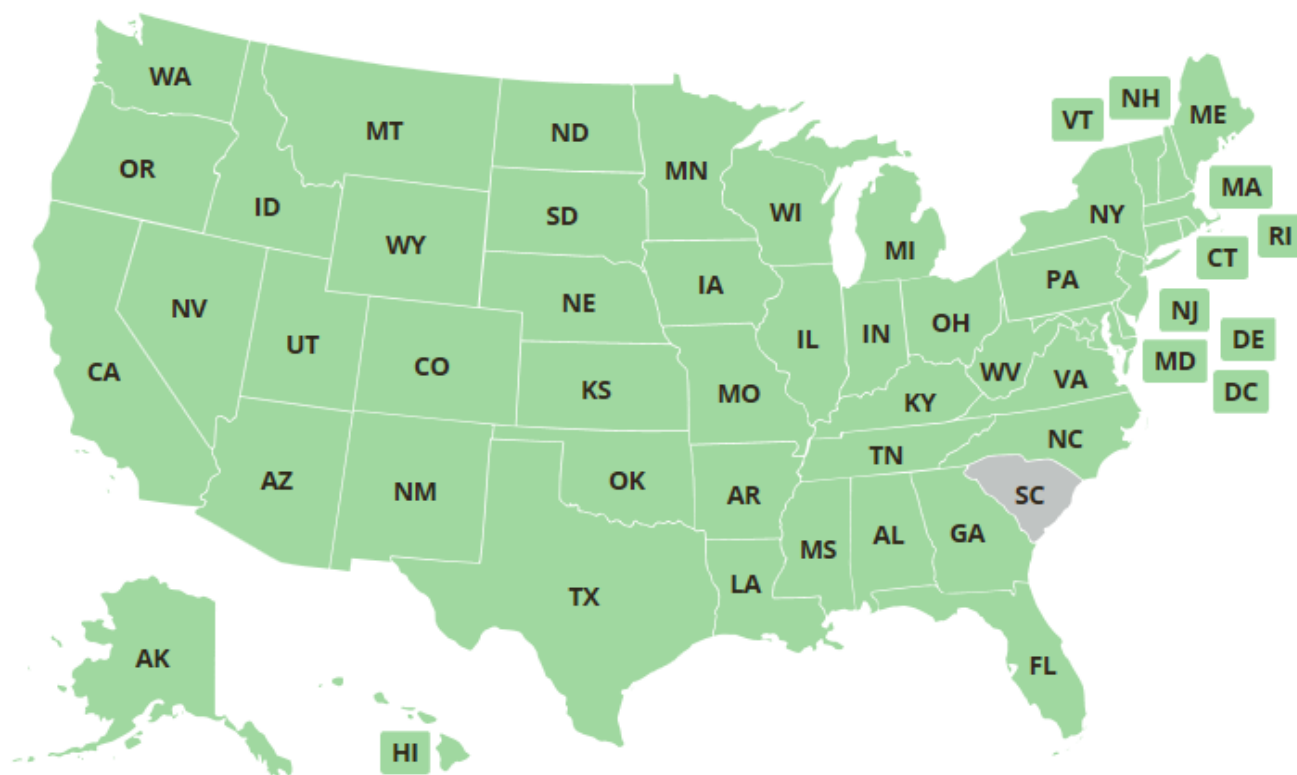
TAGS:

State/Employer Contact & Program Information

SHARE



2



Tools for Employers

SSA Verification Website

www.ssa.gov/employer/ssnv.htm

Guide to Doing Business in Washington



www.business.wa.gov

www.bizguide.wa.gov

DCS Employer Info, Webinars & Workshops

www.childsupportonline.wa.gov

In-Person Workshops Planned

- Subjects covered in more detail
- Different locations statewide
- Post on Website: childsupportonline.wa.gov
- Call DCS Employer Relations: **1-800-591-2760**



Employer Relations Team

We are here to help

- DCS Employer Relations: **1-800-591-2760**
- **DCS-CRU@dshs.wa.gov**





Division of Child Support

Thank you for attending our Webinar

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www.childsupportonline.wa.gov

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