

Your Options for Child Support Collection while Receiving Temporary Assistance for Needy Families (TANF)

Unless it is not safe for you or your children, the law requires that you must help the Department of Social and Health Service (DSHS), Division of Child Support (DCS), collect child support when you get TANF for you and your children. DCS provides full support enforcement services when you receive TANF. These services may include DCS enforcing the other parent's obligation to provide health insurance and contributing his/her share of uninsured medical expenses for your child(ren).

What do I have to do to help DCS collect child support?

- Name the parent(s) of the child(ren).
- Give us information to help find the parent(s).
- Help to prove who the parent(s) of the child(ren) are.

Why is it beneficial to establish paternity and collect child support?

- Because child support can help you achieve self-sufficiency.
- Because it gives your child(ren) a family medical history by knowing who their parent is.
- Because it gives your child a legal right to inheritance, social security, veterans benefits and other government entitlements.

What happens if I don't cooperate with DCS?

If you do not help DCS collect child support and you are not approved for "Good Cause", your cash grant may be reduced by 25%.

When is it OK to *not* cooperate with DCS?

You don't have to help collect your child support if your Community Services Office (CSO) worker determines you have good cause not to help. Good Cause reasons are:

- You fear you or the child(ren) in your care will be seriously harmed physically or emotionally.
- Your child was born due to rape or incest.
- You have started adoption proceedings, or you are in counseling (for up to three months) with a child placement agency about adoption.

What should I give my CSO worker to show I have Good Cause not to help?

- Your signed statement outlining your fears and concerns
- Any records including medical, police, or other records about your safety claim, if available.

Can I still have child support collected and not cooperate with DCS?

Yes because there are two different levels that you can choose; Level A or Level B.

- Level A: You will *not* be asked to cooperate with DCS. Child support will not be collected.
- Level B: You will *not* be asked to cooperate with DCS *but* child support will be collected and your address remains protected.

What should I do if it is no longer safe for DCS to collect child support?

- Contact your CSO worker and your DCS child support officer immediately. Tell them both about your new situation.
- Request Good Cause by completing this form.
- If you currently have Good Cause Level B, consider switching to Level A.
- Ask for a referral to the onsite or community based family violence advocate.

What if I disagree with the CSO Good Cause decision?

You have the right to ask for an Administrative Hearing about the Good Cause decision. An Administrative Hearing is a review of the Good Cause decision. See the "Administrative Hearing Process" on the next page for more administrative hearing information.

If you have any questions about helping with child support collections, ask before you sign this form. Check only one of the statements below.

- I believe it is safe for me and my children for DCS to collect child support. I understand that I must help DCS collect child support and if I don't my cash grant will be reduced by 25%.
- I have a good reason not to help. Please describe your reason outlining your fears and concerns on the next page.

Please describe your reason for requesting Good Cause outlining your fears and concerns.

I swear the above statement to be true.

CLIENT NAME (PRINTED)

CLIENT ID NUMBER

CLIENT'S SIGNATURE

DATE

I have given a copy of this form to the client.

WORKER'S SIGNATURE

DATE

NON-CUSTODIAL PARENT NAME

CLIENT ID NUMBER

CHILD NAME

CLIENT ID NUMBER

CHILD NAME

CLIENT ID NUMBER

CHILD NAME

CLIENT ID NUMBER

Administrative Hearing Process

1. You can call your local Community Service Office to ask for a review of your case.
2. You can call your Community Service Office or write to The Office of Administrative Hearings, PO Box 42489, Olympia, WA 98504-2489 within 90 days to request a hearing. If you request a hearing, DCS will not start working your case until the hearing decision is final.

A lawyer or other person you choose can represent you at the hearing, or you can represent yourself.

Can I get legal advice or representation?

You can call the statewide legal services line at 1-888-201-1014.