

CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES

P.O. Box 419064, Rancho Cordova, CA 95741-9064



November 28, 2007

CERTIFICATION LETTER: 07-03

ADMINISTRATIVE OFFICE OF THE COURTS

SUBJECT: PROCESS CHANGES REQUIRED FOR FEDERAL CERTIFICATION

The federal Office of Child Support Enforcement (OCSE) has notified the California Department of Child Support Services (DCSS) that as a condition of certification of the California Child Support Automation System (CCSAS), court personnel, including child support commissioners and family law facilitators, must only use the CCSAS guideline support calculator (GSC) for the calculation of support in Title IV-D cases.

The purpose of this letter is to communicate the necessity in California Superior Courts to use the GSC for the Title IV-D cases to conform to this federal directive. The enclosed Certification findings from the ongoing Federal Certification Review of the DCSS GSC outline this directive.

Given this recent federal directive, DCSS recognizes that there will be a need for support by DCSS to implement this requirement. DCSS will work with the Administrative Office of the Courts (AOC) to plan and provide for any technical training and assistance needed by the AOC to support the implementation of this directive. In order to facilitate use of the GSC by the courts in Title IV-D cases, DCSS is collaborating with the AOC to develop an ongoing process for receiving feedback from all court personnel in the identification of specific concerns regarding the functionality and use of the GSC in the courts. Based on the assessment of these issues, DCSS, with the assistance of the AOC, will develop an implementation plan for assuring the availability and use of the GSC to the courts.

Reason for this Transmittal

- State Law or Regulation Change
- Federal Law or Regulation Change
- Court Order or Settlement Change
- Clarification requested by One or More Counties
- Federal Certification

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Timely certification of the CCSAS is a priority for the State of California. To that end, DCSS is dedicated to working closely with the AOC to ensure that concerns about the GSC are resolved and the federal directive is met.

If you have any questions or concerns regarding this issue, the AOC requests that you contact Michael Wright at (415) 865-7619.

Sincerely,

o/s/ Daniel Louis

DANIEL LOUIS
Chief Counsel

Enclosure: Certification Findings ADB-1, ADB-2

cc: Diane Nunn, Director, Center for Families, Children & the Courts
Michael L. Wright, Senior Attorney and Program Supervisor, AOC
Clark Kelso, State Chief Information Officer
Susan Turek, Acting Chief Deputy Director
Dianne Koelzer, CCSAS Project Coordinator
Daniel Louis, Chief Counsel
Bill Otterbeck, Acting Deputy Director

Certification Requirement #: C-3.a & D-5.h.4

C-3.a. In establishing the order, the system must use the State's approved child support guidelines to automatically calculate the support obligation amount.

D-5.h.4 The system must, [for the review and adjustment process], compare guideline calculation against quantitative standard developed by the State, if any.

Certification Finding: ADB-1

CSE has a guidelines calculator that appears to meet certification requirements. However, the Courts use the commercial product Dissomaster to calculate/determine the ordered support amount.

Federal Recommendation: The Courts must use the CSE Guidelines Calculator

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Process/Policy Description

DCSS will work with the Judicial Council Administrative Office of the courts to develop an implementation plan for rolling out the IGSC to the courts for use in Title IV-D cases.

Certification Requirement #: C-3.b & C-3.d

C-3.b. The system must maintain case data on

- 1) the application of the guidelines and
- 2) deviations from the guidelines for the required four-year guideline review.

C-3.d. The system must maintain a history of all previously established orders.

Certification Finding: ADB-2

Dissomaster is used for guidelines calculations in the court. If this information is different than that used with the CSE Guideline Calculator, it may or may not be entered into CSE or ARS Guideline Calculator.

Federal Recommendation: The Courts must use the CSE Guidelines Calculator.

Process/Policy Description

DCSS will work with the Judicial Council Administrative Office of the courts to develop an implementation plan for rolling out the IGSC to the courts for use in Title IV-D cases.