CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES
P.O. Box 419064, Rancho Cordova, CA 95741-9064

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
[X] Initiated by DCSS

May 13, 2004

CSSIN LETTER: 04-09

ALL IV-D DIRECTORS
ALL COUNTY ADMINISTRATIVE OFFICERS
ALL BOARDS OF SUPERVISORS

SUBJECT: SUBMITTING CHILD SUPPORT CHECKS TO THE COMMONWEALTH OF PENNSYLVANIA

The purpose of this letter is to advise Local Child Support Agencies (LCSAs) of the correct procedures for submitting child support checks/payments to the Commonwealth of Pennsylvania.

In accordance with Public Law 104-103, the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA), the Pennsylvania State Collection and Disbursement Unit (PA SCDU) was implemented effective August 1, 1999. Since the implementation of the PA SCDU, the Bureau of Child Support Enforcement (BCSE) and the Pennsylvania County Domestics Relations Sections (DRSs) are not able to accept child support payments.

Effective immediately, LCSAs should mail child support checks/payments to Pennsylvania at the following address:

PA SCDU
P.O. Box 69110
Harrisburg, PA 17106-9110

Checks/payments must be payable to PA SCDU. In addition, the defendant name and Social Security number must be provided with the check to ensure it can be processed. The member number of the Pennsylvania Child Support Enforcement System (PACSES) must also be included with the payment if available.

The PA SCDU will have the capability to accept child support payments via an electronic funds transfer/electronic data interchange (EFT/EDI) in the CCD+ format. If you have any questions or concerns regarding these procedures, please call the PA SCDU toll-free at 1-877-676-9581.

If you have any questions or concerns regarding this letter, please contact Carlos Rivera, Acting Chief of the Policy Unit Branch, at (916) 464-5055.

Sincerely,

Victor Rea

on behalf of

DONNA S. HERSHKOWITZ
Deputy Director
Child Support Services Division