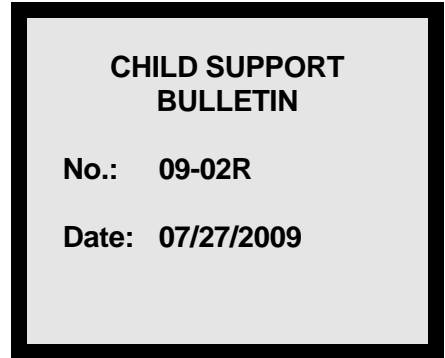


WISCONSIN DEPARTMENT OF CHILDREN AND FAMILIES
Division of Family and Economic Security
Bureau of Child Support

To: Child Support Directors
Child Support Supervisors or Lead Workers
Child Support Attorneys

From: Director
Bureau of Child Support



Subject: Continuation of IV-D Services to Families

This CSB has been revised to clarify that a foster care agency does not need to be notified of the continuation of child support services. Change in bold below.

Purpose

This bulletin informs child support agencies (CSAs) that IV-D child support services continue for cases leaving Medicaid, Foster Care (IV-E) and TANF (IV-A) assistance. The Continuation of Services (AI09) KIDS document has been revised and will be printed centrally in Madison, rather than in local CSAs, beginning in January 2009.

Background

Federal regulations at 45 CFR 302.33(a)(4) require that families which are no longer eligible for TANF, IV-E and Medicaid programs must receive notice that IV-D services will be continued unless the family notifies the child support agency that they wish to withdraw from services. Federal regulations require that within five working days of notification of ineligibility, a letter must be sent to inform the family of the available services and the state's fees and distribution policy. **A foster care agency by definition is not part of the family, and will not receive this notice.** In the past, the AI09 letter was printed and mailed by local CSAs.

Policy

Effective January 2009, BCS will print the Continuation of Services (AI09) document centrally. AI09 will no longer be available for printing from KIDS Doc Gen menus. This letter notifies the family that child support services will continue unless the custodial parent makes a written request to the CSA to close the case.

The Continuation of Services letter is automatically generated when a case type changes to CONT (Continuing Services). The document will be printed weekly on Fridays and KIDS will create an AI09 event. The letter will **not** be produced if the AI09 has been generated for the same case within the past 90 days.

We anticipate that centralizing the Continuation of Services letter will increase the number of AI09 documents generated each month. The largest volume of KIDS cases changing to CONT case type occurs when IV-A or Medicaid cases close at month-end and KIDS is notified via the IV-A/IV-D interface. We expect that about 8,000 documents will be generated during the first week of the month following closure, and about 200 documents per week during the rest of the month.