

Title	Child Support: Notice of Change in Case Management Responsibility in Title IV-D Cases (adopt form FL-634)
Summary	The proposed new form would enable a local child support agency to provide notice to the parties and the court in a governmental child support case when the managing local child support agency changes. This notice is needed because of a new Department of Child Support Services policy.
Source	Family and Juvenile Law Advisory Committee Hon. Jerilyn L. Borack and Hon. Susan D. Huguenor, Cochairs
Staff	Anna Maves, 916-263-8624, anna.maves@jud.ca.gov

New mandatory form, *Notice of Change of Managing Local Child Support Agency* (Form FL-634), would enable a local child support agency to provide notice to the parties and the court in a governmental child support case when the case management responsibility transfers from a different local child support agency. It would also provide information to the parties about which local child support agency to contact when they have information or concerns about their case. This form would be completed by the local child support agency that has received the case management responsibility.

With the transition of all local child support agencies onto the statewide automated child support system, local child support agencies have access to information in governmental child support cases, even if those cases were initiated and are being enforced in a different county. On August 22, 2008, the California Department of Child Support Services issued a policy letter informing the local child support agencies that when a party moves from one county to another the case management responsibility for that case can change. The local child support agency to which case management responsibility is transferred can administratively enforce the child support order without registering the court order in the county in which it is located.

Form FL-634 would enable the local child support agency with case management responsibility to file and serve a notice on all parties informing them that responsibility for enforcing the child support case has changed to a different local child support agency. This notice would also provide contact information and instruction to the parties where future communication regarding the child support case must be directed. Finally, the notice would inform the parties that any future court action must be filed with the superior court that continues to have jurisdiction over the child support issues. Essential information about which local child support agency is responsible for the day-to-day management of the child support case would not otherwise be readily available to the court or the public because of the state Department of Child Support Services' new policy

regarding transferring case management responsibility without registering the child support order in the new managing county.

The Family and Juvenile Law Advisory Committee recommends that the form in this proposal be effective on July 1, 2011, to allow the local child support agency time to implement the form. This delay should not be problematic as the change, while necessary, is not time sensitive.

The proposed form is attached at pages 3–4.

GOVERNMENTAL AGENCY (Under Family Code, §§ 17400, 17406): TELEPHONE NO.: _____ FAX NO. (Optional): _____ E-MAIL ADDRESS (Optional): _____	<p style="text-align: center;"><i>FOR COURT USE ONLY</i></p> <p style="text-align: center;">DRAFT 7 icb 02/09/10 Not approved by the Judicial Council</p>
SUPERIOR COURT OF CALIFORNIA, COUNTY OF STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITIONER/PLAINTIFF: RESPONDENT/DEFENDANT: OTHER PARENT:	
NOTICE OF CHANGE OF MANAGING LOCAL CHILD SUPPORT AGENCY	CASE NUMBER:

NOTICE

The case management responsibility for your child support case has changed from one county's local child support agency to a different county's local child support agency. The change may be because one of the parents or the child has moved to a different county. The managing local child support agency listed in item 1 now has the responsibility for enforcing the child support case. You must direct all future letters, telephone calls, questions, or information regarding your child support case to the managing local child support agency listed in item 1.

However, the change in managing local child support agency does not change the authority of the superior court to hear matters concerning the child support order. All pleadings must be filed with the superior court listed on this notice and served on the local child support agency listed in item 2 and any other parties to the case.

It is possible that case management responsibility could change again in the future. If that happens, you will receive notice.

THE COURT AND ALL PARTIES ARE NOTIFIED OF THE FOLLOWING CHANGE:

1. _____ (specify county) Department of Child Support Services is now the managing local child support agency responsible for the support activities in this case. You may contact the local child support agency by telephone at (specify telephone number) _____ if you have any questions or information about your case. You may contact the local child support agency in writing or in person at (specify address):
2. _____ (specify county) Department of Child Support Services is no longer the managing local child support agency responsible for the support activities in this case.
3. Other (specify):

Date:

_____ (TYPE OR PRINT NAME)



_____ (SIGNATURE)

The local child support agency (listed in item 1) receiving case management responsibilities from another local child support agency (listed in item 2) must file with the superior court this *Notice of Change of Managing Local Child Support Agency* within 10 days of receiving the case management responsibilities. The local child support agency must serve a copy of the notice on the parties and the local child support agency listed in item 2.

PETITIONER/PLAINTIFF: RESPONDENT/DEFENDANT: OTHER PARENT:	CASE NUMBER:
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PROOF OF SERVICE BY MAIL

1. I am at least 18 years of age, not a party to this cause, and a resident of or employed in the county where the mailing took place.
2. My residence or business address is:

3. I served a copy of this *Notice of Change of Managing Local Child Support Agency* by enclosing it in a sealed envelope and depositing the envelope directly in the United States mail with postage paid OR at my place of business for same-day collection and mailing with the United States mail, following our ordinary business practices, with which I am readily familiar.
 - a. Date of deposit:
 - b. Place of deposit (*city and state*):
 - c. Addressed as follows:
 - (1) Local child support agency listed in 2:

 - (2) Respondent/defendant:

 - (3) Other parent:

 - (4) Other (*specify*):

4. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

(TYPE OR PRINT NAME)

 _____

(SIGNATURE OF PERSON COMPLETING THIS FORM)

Item SPR10-28 Response Form

Title: Child Support: Notice of Change in Case Management Responsibility in Title IV-D Cases (adopt form FL-634)

- Agree with proposed changes
- Agree with proposed changes **if modified**
- Do not agree** with proposed changes

Comments: _____

Name: _____ Title: _____

Organization: _____

- Commenting on behalf of an organization

Address: _____

City, State, Zip: _____

To Submit Comments

Comments may be submitted online, written on this form, or prepared in a letter format. If you are *not* commenting directly on this form, please include the information requested above and the proposal number for identification purposes. Please submit your comments online or email, mail, or fax comments. You are welcome to email your comments as an attachment.

Internet: <http://www.courtinfo.ca.gov/invitationstocomment/>

Email: invitations@jud.ca.gov

Mail: Ms. Camilla Kieliger
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DEADLINE FOR COMMENT: 5:00 p.m., Friday, June 18, 2010

Circulation for comment does not imply endorsement by the Judicial Council or the Rules and Projects Committee. All comments will become part of the public record of the council's action.