

CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES

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



March 2, 2005

ERRATA

CSS LETTER: 05-01

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

SUBJECT: CS 1257 MONTHLY STATE PERFORMANCE REPORT & CS 157 CHILD SUPPORT SERVICES FEDERAL FISCAL YEAR ANNUAL DATA & ACCOUNTS RECEIVABLE REPORT UPDATED INSTRUCTIONS - ERRATA

This letter transmits a correction to page 20 of the instructions released with CSS Letter 05-01, dated January 7, 2005.

The referenced error involves the example on page 20, which states the case should be subtracted from Line 28. Reference to Line 28 has now been removed from the example in the instructions. Please replace the original page 20 with the corrected version attached. The electronic version located on the Local Child Support Agency (LCSA) local web site has already been corrected. We have also attached copies of the CS 1257 and CS 157 forms.

If you have any questions or concerns regarding this matter, please contact Julie Scheafer, of the Data and Performance Analysis Branch at (916) 464-5255, or by email at Julie.Scheafer@dcss.ca.gov.

Sincerely,

A handwritten signature in cursive script that reads "Sandra Poole".

SANDRA O. POOLE
Deputy Director
Child Support Services Division

Attachment

<u>Reason for this Transmittal</u>
<input type="checkbox"/> State Law or Regulation Change
<input type="checkbox"/> Federal Law or Regulation Change
<input type="checkbox"/> Court Order or Settlement Change
<input type="checkbox"/> Clarification requested by One or More Counties
<input checked="" type="checkbox"/> Initiated by DCSS

The amount of fees or costs recovered by LCSA's for other states, from collections and forwarded to the reporting state, should not be reported anywhere on the CS 1257.

Each LCSA will report the aggregate amount of current support due (Line 24), current support distributed (Line 25) and collections distributed as arrears and interest (Line 27) based on the federal fiscal year. Additionally, LCSAs will report the amount of current support due (Line 24a), distributed current support (Line 25a) and arrears and interest distributed (Line 27a) during the report month.

Each LCSA will report an unduplicated aggregated count of cases with arrears due (Line 28, Boxes 74 – 76) and cases paying towards arrears (Line 29, Box 81) in Section F. Beginning with the first month of the federal fiscal year (October), report the unduplicated count of cases owing arrears and making at least one payment toward arrears during that month. For the remaining months, cases with arrears due and paying will be an unduplicated count to ensure previous month's cases are not double counted, and should be added to the previous month's count. The last month's (September) report should equal the annual unduplicated aggregate count of cases owing and paying towards arrears.

When arrears are compromised (or forgiven) in any case, the applicable amounts and/or cases should be addressed on Line(s) 18, 26, 27, 27a, and Line 29. An accurate audit trail is required whenever such modifications are made to any case or financial account. (Additional information regarding compromised arrears can be found in CSS Letter 04-07.)

EXAMPLE:

An NCP owes \$500 in arrears. Of that amount, \$250 was forgiven and a \$250 lump-sum payment was made. Adjustments should be made on:

Line 26: Subtract \$500,

Line 27: Report \$250 as distributed arrears & interest (also report \$250 as distributed arrears and interest on Line 27a the month the distribution occurs),

Line 29: Report the case as paying towards arrears, and;

Line 18: Report as a case with a collection.

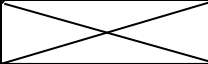
Report under columns (b) – (d) for Lines 24 – 27, Boxes 68 –79, and under column (a) only for Lines 28 and 29, Boxes 80 and 81.

**Line 24, Boxes 68 – 70 Total Amount of Current Support Due for the Federal Fiscal Year
(This is a Federal Performance Measure Line)**

CHILD SUPPORT SERVICES MONTHLY STATE PERFORMANCE REPORT

Send this report to:
DEPARTMENT OF CHILD SUPPORT SERVICES
P. O. Box 419064
Rancho Cordova, CA 95741-9064

CS 1257 (09/17/04)

(This report consists of four pages. Do not report in shaded areas.)				
COUNTY	<input type="checkbox"/> NEW	<input type="checkbox"/> REVISED	MONTH/YEAR	
ITEMS	(a) TOTAL	(b) CURRENT ASSISTANCE	(c) FORMER ASSISTANCE	(d) NEVER ASSISTANCE
SECTION A: CASE INVENTORY				
1. Cases Open at the End of the Month		1	2	3
a. Interstate Cases Initiated in This State Open at the End of the Month		4	5	6
b. Interstate Cases Received From Another State Open at the End of the Month		7	8	9
c. Medi-Cal Only Cases Open at the End of the Month				10
2. Cases Open at the End of the Month with Support Orders Established		11	12	13
a. Interstate Cases Initiated in this State With Support Orders at the End of the Month		14	15	16
b. Interstate Cases Received from Another State With Support Orders at the End of the Month		17	18	19
c. Cases With Orders for Zero Cash Support Open at the End of the Month		20	21	22
d. Medi-Cal Only Cases with Orders Open at the End of the Month				23
3. Cases Open at the End of the Month for Whom the State Has No Jurisdiction		24	25	26
SECTION B: PATERNITY ESTABLISHMENT INVENTORY				
4. Children In IV-D Cases Open at the End of the Month	27			
5. Children In IV-D Cases Open at the End of the Month Born Out-of-Wedlock	28			
6. Children In IV-D Cases Open During or at the End of the Month With Paternity Established or Acknowledged	29			
7. Children In IV-D Cases Open at the End of the Month With Paternity Resolved	30			
8. Children In the State Born Out-of-Wedlock During the Month				
9. Children In the County With Paternity Established or Acknowledged During the Federal Fiscal Year	95			
10. Children in the County With Paternity Acknowledged During the Federal Fiscal Year	96			
SECTION C: SERVICES REQUIRED				
11. Cases Open at the End of the Month Requiring Location Services				
12. Cases Open at the End of the Month Requiring Services to Establish an Order		31	32	33
13. Children Requiring Paternity Determination Services in Cases Open at the End of the Month		34	35	36


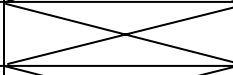
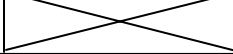
CHILD SUPPORT SERVICES
MONTHLY STATE PERFORMANCE REPORT

CS 1257 (09/17/04)

ITEMS	(a) TOTAL	(b) CURRENT ASSISTANCE	(c) FORMER ASSISTANCE	(d) NEVER ASSISTANCE
SECTION D: SERVICES PROVIDED				
14. Title IV-A Cases Closed During the Federal Fiscal Year Where A Child Support Payment Was Received	37			
15. Cases Receiving Successful Location Services During the Month				
16. Children in the IV-D Caseload For Whom Paternity Was Established Judicially During the Federal Fiscal Year		38	39	40
b. Children in the IV-D Caseload for Whom Paternity Was Established Judicially During the Federal Fiscal Year and Who Were Born Out-of-Wedlock in Another State or the Birth State is Unknown.		44	45	46
17. Cases With Support Orders Established During the Federal Fiscal Year		50	51	52
18. Cases With Collections During the Federal Fiscal Year		53	54	55
a. Interstate Cases Received From Another State With Collections During the Federal Fiscal Year		56	57	58
19. Cases Sent to Another State During the Federal Fiscal Year		59	60	61
20. Cases Received From Another State During the Federal Fiscal Year		62	63	64
SECTION E: MEDICAL SUPPORT				
21. Cases Open at the End of the Month Where Medical Support is Ordered	65			
22. Cases Open at the End of the Month Where Health Insurance is Ordered	66			
23. Cases Open at the End of the Month Where Health Insurance is Provided as Ordered	67			
SECTION F: COLLECTIONS DUE AND DISTRIBUTED				
24. Total Amount of Current Support Due for the Federal Fiscal Year		\$ 68	\$ 69	\$ 70
a. Total Amount of Current Support Due for the Month		\$ 109	\$ 110	\$ 111
25. Total Amount of Support Distributed as Current Support During the Federal Fiscal Year		\$ 71	\$ 72	\$ 73
a. Total Amount of Support Distributed as Current Support During the Month		\$ 112	\$ 113	\$ 114
26. Total Amount of Arrears Due for All Fiscal Years Including Interest		\$ 74	\$ 75	\$ 76
27. Total Amount of Support Distributed as Arrears and Interest During the Federal Fiscal Year		\$ 77	\$ 78	\$ 79
a. Total Amount of Support Distributed as Arrears and Interest During the Month		\$ 115	\$ 116	\$ 117
28. Cases With Arrears Due During the Federal Fiscal Year	80			
29. Cases Paying Toward Arrears During the Federal Fiscal Year	81			

CHILD SUPPORT SERVICES
MONTHLY STATE PERFORMANCE REPORT

CS 1257 (09/17/04)

ITEMS	(a) TOTAL	(b) CURRENT ASSISTANCE	(c) FORMER ASSISTANCE	(d) NEVER ASSISTANCE
SECTION G: STAFFING				
30. Full-time Equivalent Employees of Local IV-D Offices on the Last Working Day of the Month.	82			
31. Full-time Equivalent Employees Under Cooperative Agreements on the Last Working Day of the Month.	83			
32. Full-time Equivalent Employees of Privatized IV-D Offices on the Last Working Day in the Federal Fiscal Year				
SECTION H: PROGRAM EXPENDITURES				
33. Amount of Expenditures to Establish Paternity During the Federal Fiscal Year	\$			
34. Amount of Expenditures to Locate Non-Custodial Parents During the Federal Fiscal Year	\$			
35. Amount of Expenditures to Establish Support Orders During the Federal Fiscal Year	\$			
36. Amount of Expenditures to Enforce Support Orders During the Federal Fiscal Year	\$			
37. Amount of Expenditures to Distribute Collection During the Federal Fiscal Year	\$			
SECTION I: NONCOOPERATION AND GOOD CAUSE				
38. Cases at the End of the Month in Which There is a Determination of Noncooperation		84		
39. Cases Open During the Federal Fiscal Year With Good Cause Determinations		85		
SECTION J: ADMINISTRATIVE ENFORCEMENT				
40. Administrative Enforcement Requests Received From Another State During the Federal Fiscal Year				
41. Administrative Enforcement Cases With a Collection During the Federal Fiscal Year				
42. Amount of Support Collected on Administrative Enforcement Cases During the Federal Fiscal Year				

CHILD SUPPORT SERVICES
MONTHLY STATE PERFORMANCE REPORT

CS 1257 (09/17/04)

ITEMS	(a) TOTAL	(b) CURRENT ASSISTANCE	(c) FORMER ASSISTANCE	(d) NEVER ASSISTANCE
SECTION K: ADDITIONAL STATE MONTHLY REPORTING REQUIREMENTS				
43. Number of Alleged Fathers and/or Obligors Successfully Served With a Summons and Complaint During the Federal Fiscal Year		86	87	88
44. Cases With Current Support Due in the Federal Fiscal Year		89	90	91
45. Cases Paying Toward Current Support in the Federal Fiscal Year		92	93	94
46. New Cases Opened During the Month		97	98	99
47. Number of Cases Closed During the Month		100	101	102
48. Cases With Support Orders Established by Default During the Federal Fiscal Year		103	104	105
49. Cases With Support Orders Established by Default Using Presumed Income During the Federal Fiscal Year		106	107	108

COMMENTS:

This certifies that the information on this form is accurate and true to the best of my knowledge and belief.

SIGNATURE OF LOCAL CHILD SUPPORT AGENCY DIRECTOR	TELEPHONE NUMBER:	DATE:
CONTACT PERSON:	TELEPHONE NUMBER:	

Send this report to:
DEPARTMENT OF CHILD SUPPORT SERVICES
P.O. Box 419064
Rancho Cordova, CA 95741-9064

CHILD SUPPORT SERVICES
FEDERAL FISCAL YEAR ANNUAL DATA & ACCOUNTS RECEIVABLE REPORT
(This report consists of three pages. Do not report in shaded areas.)

COUNTY	<input type="checkbox"/> NEW	<input type="checkbox"/> REVISED	FEDERAL FISCAL YEAR		
ITEMS	(a) TOTAL	(b) CURRENT ASSISTANCE	(c) FORMER ASSISTANCE	(d) NEVER ASSISTANCE	
SECTION A: CASE INVENTORY					
1. Cases Open at the End of the Federal Fiscal Year		1	2	3	
a. Interstate Cases Initiated in This State Open at the End of the Federal Fiscal Year		4	5	6	
b. Interstate Cases Received From Another State Open at the End of the Federal Fiscal Year		7	8	9	
c. Medi-Cal Only Cases Open at the End of the Federal Fiscal Year				10	
2. Cases Open at the End of the Federal Fiscal Year with Support Orders Established		11	12	13	
a. Interstate Cases Initiated in this State With Support Orders at the End of the Federal Fiscal Year		14	15	16	
b. Interstate Cases Received from Another State With Support Orders at the End of the Federal Fiscal Year		17	18	19	
c. Cases With Orders for Zero Cash Support Open at the End of the Federal Fiscal Year		20	21	22	
d. Medi-Cal Only Cases with Orders Open at the End of the Federal Fiscal Year				23	
3. Cases Open at the End of the Federal Fiscal Year for Which the State Has No Jurisdiction		24	25	26	
SECTION B: PATERNITY ESTABLISHMENT INVENTORY					
4. Children In IV-D Cases Open at the End of the Federal Fiscal Year	27				
5. Children In IV-D Cases Open at the End of the Federal Fiscal Year Who Were Born Out-of-Wedlock	28				
6. Children In IV-D Cases Open During or at the End of the Federal Fiscal Year With Paternity Established or Acknowledged	29				
7. Children In IV-D Cases Open at the End of the Federal Fiscal Year With Paternity Resolved	30				
8. Children In the State Born Out-of-Wedlock During the Federal Fiscal Year					
9. Children In the County With Paternity Established or Acknowledged During the Federal Fiscal Year	86				
10. Children in the County With Paternity Acknowledged During the Federal Fiscal Year	87				
SECTION C: SERVICES REQUIRED					
11. Cases Open at the End of the Federal Fiscal Year Requiring Location Services					
12. Cases Open at the End of the Federal Fiscal Year Requiring Services to Establish an Order		31	32	33	
13. Children Requiring Paternity Determination Services in Cases Open at the End of the Federal Fiscal Year		34	35	36	

**CHILD SUPPORT SERVICES
FEDERAL FISCAL YEAR ANNUAL DATA & ACCOUNTS
RECEIVABLE REPORT - Page 2**

ITEMS	(a) TOTAL	(b) CURRENT ASSISTANCE	(c) FORMER ASSISTANCE	(d) NEVER ASSISTANCE
SECTION D: SERVICES PROVIDED				
14. Title IV-A Cases Closed During the Federal Fiscal Year Where a Child Support Payment Was Received	37			
15. Cases Receiving Successful Location Services During the Federal Fiscal Year				
16. Children in the IV-D Caseload For Whom Paternity Was Established Judicially During the Federal Fiscal Year		38	39	40
17. Cases With Support Orders Established During the Federal Fiscal Year		50	51	52
18. Cases With Collections During the Federal Fiscal Year		53	54	55
a. Interstate Cases Received From Another State With Collections During the Federal Fiscal Year		56	57	58
19. Cases Sent to Another State During the Federal Fiscal Year		59	60	61
20. Cases Received From Another State During the Federal Fiscal Year		62	63	64
SECTION E: MEDICAL SUPPORT				
21. Cases Open at the End of the Federal Fiscal Year Where Medical Support is Ordered	65			
22. Cases Open at the End of the Federal Fiscal Year Where Health Insurance is Ordered	66			
23. Cases Open at the End of the Federal Fiscal Year Where Health Insurance is Provided as Ordered	67			
SECTION F: COLLECTIONS DUE AND DISTRIBUTED				
24. Total Amount of Current Support Due for the Federal Fiscal Year		68	69	70
		\$	\$	\$
25. Total Amount of Support Distributed as Current Support During the Federal Fiscal Year		71	72	73
		\$	\$	\$
26. Total Amount of Arrears Due for All Federal Fiscal Years		74	75	76
		\$	\$	\$
27. Total Amount of Support Distributed as Arrears and Interest During the Federal Fiscal Year		77	78	79
		\$	\$	\$
28. Cases With Arrears Due During the Federal Fiscal Year	80			
29. Cases Paying Toward Arrears During the Federal Fiscal Year	81			
SECTION G: STAFF				
30. Full-time Equivalent Employees of Local IV-D Offices on the Last Working Day in the Federal Fiscal Year	82			
31. Full-time Equivalent Employees Under Cooperative Agreements on the Last Working Day in the Federal Fiscal Year	83			
32. Full-time Equivalent Employees of Privatized IV-D Offices on the Last Working Day in the Federal Fiscal Year				

**CHILD SUPPORT SERVICES
FEDERAL FISCAL YEAR ANNUAL DATA & ACCOUNTS
RECEIVABLE REPORT - Page 3**

ITEMS	(a) TOTAL	(b) CURRENT ASSISTANCE	(c) FORMER ASSISTANCE	(d) NEVER ASSISTANCE
SECTION H: PROGRAM EXPENDITURES				
33. Amount of Expenditures to Establish Paternity During the Federal Fiscal Year	\$			
34. Amount of Expenditures to Locate Non-Custodial Parents During the Federal Fiscal Year	\$			
35. Amount of Expenditures to Establish Support Orders During the Federal Fiscal Year	\$			
36. Amount of Expenditures to Enforce Support Orders During the Federal Fiscal Year	\$			
37. Amount of Expenditures to Distribute Collection During the Federal Fiscal Year	\$			
SECTION I: NONCOOPERATION AND GOOD CAUSE				
38. Cases at the End of the Federal Fiscal Year in Which There is a Determination of Noncooperation		84		
39. Cases Open During the Federal Fiscal Year With Good Cause Determinations		85		
SECTION J: ADMINISTRATIVE ENFORCEMENT				
40. Administrative Enforcement Requests Received From Another State During the Federal Fiscal Year				
41. Administrative Enforcement Cases With a Collection During the Federal Fiscal Year				
42. Amount of Support Collected on Administrative Enforcement Cases During the Federal Fiscal Year				
NOTE: Explanatory comments:				
I hereby certify, under penalty of perjury, that I am the official responsible for the administration of the child support program in and for said county, and that the data submitted on this form is accurately reported.				
SIGNATURE OF LOCAL CHILD SUPPORT AGENCY DIRECTOR		TELEPHONE NUMBER:	DATE	
CONTACT PERSON:		TELEPHONE NUMBER:		