

CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES

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



August 24, 2007

LCSA LETTER: 07-18

ALL IV-D DIRECTORS

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
- Initiated by DCSS

SUBJECT: NEW LICENSE RELEASE MANAGEMENT SYSTEM IMPLEMENTATION

The Department of Child Support Services (DCSS), Operations Division, License Release Unit (LRU) would like to announce the implementation of the new License Release Management System (LRMS). The new LRMS is hosted in a Structured Query Language (SQL) environment with a web interface which can be viewed on the DCSS local child support agency (LCSA) Secure Website. The application is designed to help DCSS disseminate license release information to the LCSAs in a prompt, accurate and secure manner. In addition, the LRMS will provide DCSS and LCSA staff the tools necessary to streamline the license release process.

The functions of the new LRMS are as follows:

1. LCSA Online Access

- a. Search – Users can search for a specific LRMS database record using one of the following search criteria: SSN, driver's license, occupational license, and last name, first name.
- b. View – Users have access to view release record 'details' for their specific LCSA.
- c. Reports – Users can view reports submitted to the Department of Motor Vehicles (DMV) by DCSS LRU and reports containing DMV's responses to license release requests. Users may select any available report to view or print to their local printer.

2. LCSA Online Submittal of the State Licensing Match System (SLMS) Release form- LRMS interfaces with the Integrated Database (IDB) to retrieve existing non-custodial parent (NCP) records, populate fields and eliminate redundancy of data processing. This online submittal of license releases will eliminate the need for LCSAs to mail and/or fax the releases to LRU.**3. LCSA Office and Personnel Updates- LCSA Users can add/update LCSA office information and personnel contact information for their specific county.**

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Currently LRMS implementation is scheduled for November 1, 2007. The DCSS License Release Unit will schedule and provide training to the LCSAs prior to LRMS implementation.

If you have any questions or concerns regarding this matter, please contact Marianna Rosales, Licensing Release Unit, (916)845-3108, or email at Marianna.Rosales@ftb.ca.gov. You may also contact Thi Luong, Manager, Locate Intercept Processing Unit, Operations Division at (916) 845-6980.

Sincerely,
/S/ Robert Jones

ROBERT JONES
Deputy Director
Operations Division