

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
- Initiated by DCSS

September 9, 2002

LCSA LETTER: 02-31

ALL IV-D DIRECTORS

SUBJECT: DCSS PASSPORT CONTACT

The purpose of this letter is to inform you of a change in the contact person for the Department of Child Support Services (DCSS) Passport Denial Program. Previously, your Passport Denial Program contact has been Carolee St.Clair. Two other analysts have been assigned to assist Carolee with the Passport Denial Program. Regional assignments are identified on the attached document. Please contact the staff identified when you have passport issues.

Currently, as you may know, any obligor with an arrears balance of \$5,000 or more is reported to the Department of State in Washington, D.C. and added to the Passport Denial Program list. Before a passport can be reinstated, the obligor must contact the local child support agency (LCSA) in California that is handling the enforcement of their child support case. If a decision is made to clear the passport, DCSS forwards the clearance to the Federal Office of Child Support Enforcement in Washington, D.C. From the time the federal government receives the clearance, it takes two to four weeks for final clearance of the obligor's passport.

Exceptions to the above routine process can occur when a passport is needed due to medical emergency, death, or erroneous submission. In these cases, with proper documentation, a passport can be expedited. Expedited releases of passports are generally completed within 48 hours.

DCSS is drafting new passport regulations. Adoption of the new regulations will standardize the implementation of the Passport Program throughout the State.

DCSS-PR-2002-MIS-0010



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For energy saving tips, visit the DCSS website at
www.childsup.cahwnet.gov

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If you have any questions or concerns regarding the Passport Program, please contact Gloria Clemons-White at (916) 464-5031.

Sincerely,

PATRIC B. ASHBY
Deputy Director
Child Support Services Division

Attachment

DCSS PASSPORT CONTACT LIST

Alicia – Regions 1 and 6 (916-464-5775)

Butte	Colusa
Del Norte	Humboldt
Glenn	Lake
Lassen	Mendocino
Modoc	Plumas
Shasta	Siskiyou
Sutter	Tehama
Trinity	Yuba
Yolo	Los Angeles
Orange	San Diego

Veronica – Regions 2 and 4 (916-464-5604)

Alameda	Contra Costa
Marin	Napa
San Francisco	San Mateo
Santa Clara	Santa Cruz
Solano	Sonoma
Fresno	Kings
Merced	Monterey
Sacramento	San Benito
San Joaquin	Stanislaus
Tulare	

Carolee – Regions 3 and 5 (916-464-5027)

Central Sierra Child Support Agency (Alpine, Amador, Calaveras Counties)	Sierra Nevada Regional Child Support Agency (Sierra & Nevada Counties)
Inyo	El Dorado
Mariposa	Madera
Riverside	Mono
San Luis Obispo	Placer
Ventura	Tuolumne
Santa Barbara	San Bernardino
Imperial	Kern