

CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES

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



July 11, 2001

CSS LETTER NO. 01-18

TO: ALL IV-D DIRECTORS
ALL DISTRICT ATTORNEYS
ALL COUNTY ADMINISTRATIVE OFFICERS
ALL BOARDS OF SUPERVISORS

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: THE REVISED FEDERAL ORDER/NOTICE TO WITHHOLD INCOME FOR CHILD SUPPORT FORM

The federal Office of Child Support Enforcement has issued the revised version of the federal OMB 0970-0154 form, "Order/Notice to Withhold Income for Child Support" (Order/Notice), for use by all states. As required by the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (Title 42, U.S.C., Section 666 (b)(6)(A)(ii)), all states are required to use a standardized Order/Notice when transmitting notice of income withholding to employers. Family Code, Section 5208, also requires use of this standardized Order/Notice form. The Judicial Council has adopted this form for use in California.

A hard copy of the form is attached with this letter for those counties not utilizing JetForms. The electronic version of this form is available via email to counties utilizing JetForms or it is available on diskette. The Department of Child Support Services (DCSS) Forms Unit is currently working with the Judicial Council to determine when website access to the revised form will be available.

For questions regarding the JetForms template or diskette copy, please contact Kristy Johnson of the DCSS Forms Unit at (916) 464-5219, or by email, kristy.johnson@dcss.ca.gov. For questions regarding wage assignment policy, please contact Sandra Walker of the DCSS Case Management Enforcement Policy Unit at (916) 464-5233, or by email, sandra.walker@dcss.ca.gov.

Sincerely,

CURTIS HOWARD
Assistant Deputy Director
Child Support Services Division

Attachment