

Federal Parent Locator Service

# **Child Support Enforcement Network**

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## **Release Specifications**

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## THE PURPOSE OF THIS DOCUMENT

The purpose of this document is to provide states with the new transactions related to the case-closure criteria that are being added to the Child Support Enforcement Network (CSENet) 2000 Application. These software modifications are necessary to support changes in case-closure criteria of the Code of Federal Regulations (CFR), 45CFR303.11 (b) and (c), which were revised in October 1999. The CFR can be found at the Government Printing Office Web site at <http://www.gpo.gov/nara/cfr/index.html>. The Office of Child Support Enforcement (OCSE) Action Transmittal (AT)-99-04 Final Rule can be found at the OCSE Web site at <http://www.acf.hhs.gov/programs/cse/pol/at-9904.htm>.

The modifications were initiated based on Change Control Item (CCI) 98, which was approved by the OCSE Executive Configuration Control Board (ECCB) on December 17, 2002, as a 2003 Minor Release. The modifications are identified in the *FPLS Release Manifest Minor 03-01* (OCSE Reference # 98) and are scheduled for implementation on August 22, 2003. The Release Manifest is available at: <http://www.acf.hhs.gov/programs/cse/newhire/library/relmgnt/relmgnt.htm>

This document is organized as follows:

Section 1.0: *Introduction* provides a background on case-closure criteria.

Section 2.0: *Case-Closure Analysis* includes information on existing and additional case-closure transactions.

Section 3.0: *Implementation Approach* provides information on software programming for CSENet 2000, changes necessary on state systems, and information concerning states' pilot testing.

## 1.0 INTRODUCTION

The current case-closure criteria specified in 45CFR303.11 (b) and (c) were renumbered and reworded in October 1999. These changes, along with adding a new criterion involving the notice of intent to close a case, resulted in the deletion of two criteria and the addition of four criteria.

Because the CSENet Application, which validates interstate case transactions, has not been modified to accept transactions with the new criteria, states desiring to use these criteria were hampered in their ability to provide updated, standardized case-closure information in an automated manner. For this reason, the CSENet team received requests from states to update the application to support these changes. In response, the CSENet team contacted states for further information concerning the:

- automated use of current case-closure criteria,
- current process for closing interstate cases, and
- current usage of CSENet transactions.

After analysis of the data obtained from states and a review of the current CSENet transactions for case closure, the CSENet team proposed four additional transactions containing new Reason codes to enable states to process case-closure activity in a standardized, automated manner. The CSENet team further proposed that the two Reason codes no longer supported by policy remain in place until a later date.

### 1.1 Overview

The transactions in the Valid Transactions Table (Version 4.1) are dated and do not match the case-closure criteria in 45CFR303.11 (b) and (c). To provide states the ability to transmit data using the current case-closure criteria, the CSENet 2000 Application will be modified to include the four transactions that represent the criteria added by the CFR revisions. To minimize programming impact on states, the two transactions representing the obsolete criteria will not be removed at the present time. The goal is to allow the existing case-closure transactions to pass the validation process, while offering states the opportunity to program new transactions.

The Valid Transactions Table (Version 4.1), contained in Appendix B of the *CSENet 2000 Interface Guidance Document*, can be viewed on the OCSE Web site at:

<http://www.acf.hhs.gov/programs/cse/newhire/csenet/library/csenet2000/csenet2000.htm>.

This appendix will be updated in the future.

### 1.2 Scope

The scope of this document is to provide the specifications to support the changes to the case-closure criteria, so state systems can be programmed to send and receive the new transactions.

## 2.0 CASE-CLOSURE ANALYSIS

The purpose of the analysis was to determine what changes would be necessary to the CSENet Application to comply with the case-closure criteria. Once the analysis was completed, options were presented to the OCSE ECCB, which subsequently approved this modification to assist states in increasing automation while minimizing impact on state resources.

### 2.1 Case-Closure Transactions

The CSENet case-closure Reason codes for the Managing State Cases Response (MSC P) transactions, including the new transactions and the new CFR reference number, are shown in Chart 2-1. The new transactions appear in bold with the annotation (New).

Once the case-closure modifications are implemented, the Reason codes identified below will be used by the CSENet 2000 Transaction Management Application (TMA) for validating states' case-closure transactions. (Detailed information about CSENet transactions and validation process is available in the *CSENet 2000 Interface Guidance Document (Version 4.1)*, located on the OCSE Web site at:

<http://www.acf.hhs.gov/programs/cse/newhire/csenet/library/csenet2000/csenet2000.htm>).

<b>CHART 2-1: CSENET 2000 CASE-CLOSURE TRANSACTIONS</b>	
<b>MSC P Reason Code</b>	<b>Current CFR Reference</b>
GSC01	This no longer matches the criteria outlined in CFR 303.11(b). <i>States are encouraged to discontinue using this transaction.</i>
GSC02	303.11(b)(1)
GSC03	303.11(b)(2)
GSC04	This no longer matches the criteria outlined in CFR 303.11(b). <i>States are encouraged to discontinue using this transaction.</i>
GSC4A	303.11(b)(3)(i)
GSC4B	303.11(b)(3)(ii)
GSC4C	303.11(b)(3)(iii)
<b>GSC4D (New)</b>	303.11(b)(3)(iv)
GSC05	303.11(b)(4)(i)
<b>GSC5B (New)</b>	303.11(b)(4)(ii)
GSC06	303.11(b)(5)
GSC07	303.11(b)(6)
GSC08	303.11(b)(7)
GSC09	303.11(b)(8)
GSC10	303.11(b)(9)

<b>CHART 2-1: CSENET 2000 CASE-CLOSURE TRANSACTIONS</b>	
<b>MSC P Reason Code</b>	<b>Current CFR Reference</b>
GSC11	303.11(b)(10)
GSC12	303.11(b)(11)
<b>GSC13 (New)</b>	303.11(b)(12)
<b>GSC14 (New)</b>	303.11 (c)

## 2.2 Findings

Based on the analysis and state input, the existing transactions will be cross-referenced and matched against the case-closure criteria rather than the CFR number. To elaborate, the former Reason codes matched the CFR number, e.g., GSC05 matched CFR 303.11 (b) (5), whereas the new Reason codes match the CFR criteria. Further, the new Reason codes of GSC4D, GSC5B, GSC13, and GSC14 will be added to the TMA. States should process the transactions according to federal guidelines.

To minimize the programming impact on the states, GSC01 and GSC04 will continue to pass validation. The deletion of these transactions will be considered for the next OCSE Major Release. In the meantime, states are encouraged to discontinue using these obsolete Reason codes in preparation for their eventual deletion.

A full listing and explanation of the Reason codes related to the case-closure criteria, changes in case-closure criteria, and impact of the changes on states are available in Appendix A.

### **3.0 IMPLEMENTATION APPROACH**

The CSENet 2000 TMA software will be modified to accept and validate all transactions based on the new Reason codes. To pass the validation process, MSC P Reason codes related to the case-closure criteria must equal one of the codes specified in Chart 2-1. Otherwise, the transaction will be rejected by the CSENet TMA as invalid with Error Code E831, “Invalid Combination of FunctTypeCode, Act Code, and Act Reason,” and returned to the sending state. The software will be implemented on August 22, 2003 at 12 noon (Eastern).

#### **3.1 States’ CSE System Programming Modifications**

To send transactions with new Reason codes, states will need to add GSC4D, GSC5B, GSC13, and GSC14 as Reason codes for MSC P to their CSE systems. States should also be prepared to receive transactions with these codes. To exchange these transactions, states must have exchange agreements for the MSC Function code with their partners. To enable or expand exchange agreements, state representatives should contact their CSENet 2000 technical representative or the CSENet Service Desk.

#### **3.2 States’ Pilot Testing**

States may elect to participate in pilot testing to verify system programming. Pilot testing provides states an opportunity to exchange transactions via test data sets with:

- CSENet server using FIPS code 9100000;
- other states participating in pilot testing; or
- their own system through loopback testing.

States may also elect to test receiving transactions with the case-closure Reason codes from the CSENet Testdeck Application.

CSENet technical representatives will be available to provide analysis and feedback concerning test transactions. Pilot testing will available from July 28 – August 15, 2003. State representatives should contact their CSENet technical representative or the CSENet Service Desk at 1-800-258-2736 or [CSENet.2000@lmco.com](mailto:CSENet.2000@lmco.com) to participate.

## A: CASE-CLOSURE CRITERIA CHANGES

This appendix contains a listing of the existing and proposed MSC P Reason codes pertaining to the case-closure criteria, a comparison of the previous CFR criteria with the updated/modified criteria, and the impact on states of the Reason code changes. For easy identification, changes in the criteria are noted in bold. Note that in some instances, only the CFR reference number has changed.

<b>CHART A-1: COMPARISON OF PREVIOUS AND CURRENT CASE-CLOSURE CRITERIA</b>			
<b>Reason Code</b>	<b>Previous Criteria</b>	<b>New/Modified Criteria</b>	<b>State Impact</b>
GSC01	Case closure reason CFR 303.11(b)(1). In the case of a child who has reached the age of majority, there is no longer a current support order and arrearages are under \$500 or unenforceable under State law;	<b>Obsolete: This no longer matches the criteria outlined in 45 CFR 303.11(b).</b> [To be considered for deletion during a Major Release.]	No impact on data exchange. <i>States are encouraged to discontinue using this transaction.</i>
GSC02	Case closure reason CFR 303.11(b)(2). In the case of a child who has not reached the age of majority, there is no longer a current support order and arrearages are under \$500 or unenforceable under State law;	There is no longer a current support order and arrearages are under \$500 or unenforceable under State law; <b>CFR 303.11(b)(1)</b>	No impact on data exchange.
GSC03	Case closure reason CFR 303.11(b)(3). The absent parent or putative father is deceased and no further action, including a levy against the estate, can be taken;	The <b>noncustodial</b> parent or putative father is deceased and no further action, including a levy against the estate, can be taken; <b>CFR 303.11(b)(2)</b>	No impact on data exchange.
GSC04	Case closure reason CFR 303.11(b)(4).	<b>Obsolete: This no longer matches the criteria outlined in 45 CFR 303.11(b).</b> [To be considered for deletion during a Major Release.]	No impact on data exchange. <i>States are encouraged to discontinue using this transaction.</i>



<b>CHART A-1: COMPARISON OF PREVIOUS AND CURRENT CASE-CLOSURE CRITERIA</b>			
<b>Reason Code</b>	<b>Previous Criteria</b>	<b>New/Modified Criteria</b>	<b>State Impact</b>
GSC4A	Case closure reason CFR 303.11(b)(4)(I). Paternity cannot be established because The child is at least 18 years old and action to establish paternity is barred by a statute of limitations;	Paternity cannot be established because: The child is at least 18 years old and action to establish paternity is barred by a statute of limitations which meets the requirements of Sec. 302.70(a)(5) of this chapter; CFR 303.11(b)(3)(i)	No impact on data exchange.
GSC4B	Case closure reason CFR 303.11(b)(4)(II). Paternity cannot be established because: A genetic test or a court or administrative process has excluded the putative father and no other putative father can be identified;	Paternity cannot be established because: A genetic test or a court or administrative process has excluded the putative father and no other putative father can be identified; CFR 303.11(b)(3)(ii)	No impact on data exchange.
GSC4C	Case closure reason CFR 303.11(b)(4)(III). Paternity cannot be established because In accordance with 303.5(b) of this part, the IV -D agency has determined that it would not be in the best interests of the child to establish paternity in a case involving incest or forcible rape, or in any case where legal proceedings for adoption are pending;	Paternity cannot be established because: In accordance with Sec. 303.5(b) of this part, the IV-D agency has determined that it would not be in the best interests of the child to establish paternity in a case involving incest or forcible rape, or in any case where legal proceedings for adoption are pending; CFR 303.11(b)(3)(iii)	No impact on data exchange.

<b>CHART A-1: COMPARISON OF PREVIOUS AND CURRENT CASE-CLOSURE CRITERIA</b>			
<b>Reason Code</b>	<b>Previous Criteria</b>	<b>New/Modified Criteria</b>	<b>State Impact</b>
<b>GSC4D</b>	<b>New Criterion</b>	<b>Paternity cannot be established because: The identity of the biological father is unknown and cannot be identified after diligent efforts, including at least one interview by the IV-D agency with the recipient of services; CFR 303.11(b)(3)(iv)</b>	To communicate this new Reason code, states must program this transaction.
GSC05	Case closure reason CFR 303.11(b)(5). The absent parent's location is unknown, and the State has made regular attempts using multiple sources to locate the absent parent over a three-year period, all of which have been unsuccessful.	The <b>noncustodial parent's</b> location is unknown, and the State has made <b>diligent efforts</b> using multiple sources, <b>in accordance with Sec. 303.3</b> , all of which have been unsuccessful, to locate the noncustodial parent: Over a three-year period <b>when there is sufficient information to initiate an automated locate effort; CFR 303.11(b)(4)(i)</b>	No impact on data exchanges.
<b>GSC5B</b>	<b>New Criterion</b>	<b>The noncustodial parent's location is unknown, and the State has made diligent efforts using multiple sources, in accordance with Sec. 303.3, all of which have been unsuccessful, to locate the noncustodial parent: Over a one-year period when there is not sufficient information to initiate automated locate effort. CFR 303.11(b)(4)(ii)</b>	To communicate this new Reason code, states must program this transaction.

<b>CHART A-1: COMPARISON OF PREVIOUS AND CURRENT CASE-CLOSURE CRITERIA</b>			
<b>Reason Code</b>	<b>Previous Criteria</b>	<b>New/Modified Criteria</b>	<b>State Impact</b>
GSC06	Case closure reason CFR 303.11(b)(6). The absent parent cannot pay support for the duration of the child's minority because the parent has been institutionalized in a psychiatric facility, is incarcerated with no chance for parole, or has a medically-verified total and permanent disability with no evidence of support potential. The State must also determine that no income or assets are available to the absent parent, which could be levied or attached for support;	The <b>noncustodial</b> parent cannot pay support for the duration of the child's minority because the parent has been institutionalized in a psychiatric facility, is incarcerated with no chance for parole, or has a medically-verified total and permanent disability with no evidence of support potential. The State must also determine that no income or assets are available to the <b>noncustodial</b> parent which could be levied or attached for support; CFR 303.11(b)(5)	No impact on data exchange.
GSC07	Case closure reason CFR 303.11(b)(7). The absent parent is a citizen of, and lives in, a foreign country, does not work for the Federal government or a company with headquarters or offices in the United States, and has no reachable domestic income or assets; and the State has been unable to establish reciprocity with the country;	The <b>noncustodial</b> parent is a citizen of, and lives in, a foreign country, does not work for the Federal government or a company with headquarters or offices in the United States, and has no reachable domestic income or assets; and the State has been unable to establish reciprocity with the country; CFR 303.11(b)(6)	No impact on data exchange.
GSC08	Case closure reason CFR 303.11(b)(8). The IV - D agency has provided location-only services as requested under 302.35(c)(3) of this chapter;	The IV-D agency has provided location-only services as requested under Sec. 302.35(c)(3) of this chapter; CFR 303.11(b)(7)	No impact on data exchange.

<b>CHART A-1: COMPARISON OF PREVIOUS AND CURRENT CASE-CLOSURE CRITERIA</b>			
<b>Reason Code</b>	<b>Previous Criteria</b>	<b>New/Modified Criteria</b>	<b>State Impact</b>
GSC09	Case closure reason CFR 303.11(b)(9). The non-AFDC custodial parent requests closure of a case and there is no assignment to the State of medical support under 42 CFR 433.146 or of arrearages which accrued under a support order	The <b>non IV-A</b> recipient of services requests closure of a case and there is no assignment to the State of medical support under 42 CFR 433.146 or of arrearages which accrued under a support order; CFR 303.11(b)(8)	No impact on data exchange.
GSC10	Case closure reason CFR 303.11(b)(10). There has been a finding of good cause as set forth at 302.31(c) and either 232.40 through 232.49 of this chapter or 42 CFR 433.147 and the State or local IV - A, IV - E, or Medicaid agency has determined that support enforcement may not proceed without risk of harm to the child or caretaker relative;	<b>There has been a finding by the responsible State agency of good cause or other exceptions to cooperation with the IV-D agency</b> and the State or local IV-A, IV-D, IV-E, <b>Medicaid or food stamp agency</b> has determined that support enforcement may not proceed without risk of harm to the child or caretaker relative. CFR 303.11(b)(9)	No impact on data exchange.
GSC11	Case closure reason CFR 303.11(b)(11). In a non-AFDC case receiving services under 302.33(a)(1) (i) or (iii), the IV - D agency is unable to contact the custodial parent within a 30 calendar day period despite attempts by both phone and at least one certified letter;	In a non <b>IV-A</b> case receiving services under Sec. 302.33(a)(1)(i) or (iii), the IV-D agency is unable to contact the <b>recipient of services</b> within a <b>60</b> calendar day period despite an <b>attempt of at least one letter sent by first class mail to the last known address;</b> CFR 303.11(b)(10)	No impact on data exchange.

<b>CHART A-1: COMPARISON OF PREVIOUS AND CURRENT CASE-CLOSURE CRITERIA</b>			
<b>Reason Code</b>	<b>Previous Criteria</b>	<b>New/Modified Criteria</b>	<b>State Impact</b>
GSC12	Case closure reason CFR 303.11(b)(12). In a non-AFDC case receiving services under 302.33(a)(1) (i) or (iii), the IV - D agency documents the circumstances of the custodial parent's non-cooperation and an action by the custodial parent is essential for the next step in providing IV - D services.	In a non <b>IV-A</b> case receiving services under Sec. 302.33(a)(1)(i) or (iii), the IV-D agency documents the circumstances of the <b>recipient of services'</b> noncooperation and an action by the <b>recipient of services</b> is essential for the next step in providing IV-D services. CFR 303.11 (b)(11)	No impact on data exchange.
<b>GSC13</b>	<b>New Criterion</b>	<b>The IV-D agency documents failure by the initiating State to take an action which is essential for the next step in providing services.</b> CFR 303.11(b)(12)	To communicate this new Reason code, states must program this transaction.
<b>GSC14</b>	<b>New Criterion</b>	<b>In an interstate case meeting the criteria for closure under (b)(12), the initiating State, in writing 60 calendar days prior to closure of the case of the State's intent to close the case.</b> CFR 303.11(c)	To communicate this new Reason code, states must program this transaction.