



“PARTIAL” AOPs

“Partial” AOPs are completed on more than one form.

All parties must be willing to complete the AOP.

Paternity Opportunity Program (POP) staff is available to assist you in finding a certified entity for the other party.

Each “Partial” AOP must include:

- All personal information of the parent(s) you are assisting
- Child’s name
- Child’s date of birth
- City, county & state of child’s birth
- Mother’s name
- Required signatures and date
- Signatures in the Denial section, if applicable
- Presumed father’s name, if applicable
- Your entity code

Each party will fill in the appropriate circles in the statement boxes

Identify the AOP by writing “Partial (see attached).”

Fax the AOP to Vital Statistics Unit (VSU).

Write or stamp “Copy” on the AOP given to the parents.