

Optional Child Support Services

Your children have been approved or continue to be eligible for ARKids First or Medicaid health care benefits. Our records show that your children have a parent who does not live in your home.

As an ARKids or Medicaid recipient, your children are entitled to receive child support services free of charge. The Office of Child Support Enforcement (OCSE) can help you get financial and/or medical support from the noncustodial parent. Even if the noncustodial parent is providing some support, OCSE can help you determine if he or she could afford to do more and can help enforce the court's order. It is your choice whether or not to use these free services.

With your cooperation, OCSE can provide the following services:

- Find a noncustodial parent;
- Establish paternity for a child;
- Arrange for Genetic testing upon the request of either party;
- Establish an order for financial and medical support;
- Collect child support payments;
- Enroll a child on a noncustodial parent's health insurance policy; and
- Modify your present child support order.

When OCSE opens your case, the law requires that all child support payments must be sent to the Arkansas Child Support Clearinghouse. Even if you request medical support services only, any payments received must go through the clearinghouse. The law also states that if your child support case is closed, payments must continue going through the clearinghouse. If you are receiving child support payments directly from the noncustodial parent and are happy with that arrangement, you may not want these services.

Depending on the circumstances of your case, laws and policies, OCSE may:

- Contact the noncustodial parent;
- Withhold child support from wages, unemployment and worker's compensation benefits of the noncustodial parent;
- Suspend a driver's, commercial driver's, recreational, occupational, business or technical license of the noncustodial parent;
- Intercept a tax refund of the noncustodial parent;
- Report the debt to credit bureaus;

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- Garnish or freeze bank accounts or other assets of the noncustodial parent; and
- Use other legal actions and collection remedies.

If you think that any of the child support services or methods listed above may cause the noncustodial parent to be emotionally, mentally or physically abusive to you or your children, it may be better for you to choose not to pursue services through OCSE.

To participate, OCSE needs information from you about the absent parent and needs your cooperation. OCSE may close your case if:

- You intentionally withhold information;
- You accept child support payments directly from the noncustodial parent;
- You fail to cooperate to complete required legal actions; or
- You move and do not leave a forwarding address or phone number. OCSE will mail a closure letter to your last known address. If you do not respond to the letter, OCSE will close your case.

To start the process, please complete the information below and return this form to your local DHHS office or call your caseworker.

Request for Referral for Child Support Services

I would like to obtain free child support services through OCSE. I understand my cooperation will be needed for OCSE to provide these services. I understand that once my case is open with OCSE that all child support payments will be processed through the Arkansas Child Support Clearinghouse even if my case closes. I also understand that these services are voluntary and I may request to stop them at any time.

Name _____

Street address _____ Phone _____

Mailing address, if different _____

City _____ State _____ Zip _____