



## **APPLICATION FOR SERVICES Tribal Child Support Unit [TCSU]**

To obtain child support services from TCSU, parents and other custodians must complete an application for services to obtain Child Support services. Additional information about the application, your responsibilities, TCSU services, and public assistance is found on the next three pages of this application packet. You are required to provide your social security number to TCSU. This is mandatory under federal law at 42 USC Section 405 (c)(2)(C). If an existing order from a court, from TCSU, or from another child support agency mentions child support, custody, visitations, or parental rights, include it with your application.

TCSU may charge a \$25.00 application fee unless the custodial parent is:

- currently receiving TANF, foster care, or Medicaid, or
- has an income of less than 125% of the Federal poverty level, or
- the income or assets are limited to SSI/SSA benefits, or
- shared or split placement arrangements that have been in place for 3 or more years, or
- the case is an intergovernmental request for assistance from another Title IV-D Program.

If paternity has not been established, the cost of paternity may be charged to the father. TCSU collects and distributes payments from non-custodial parents; we do not provide the child support funds. When child support is established through TCSU, we will use the CCTHIA code and guidelines for establishing child support.

If you or your children have been victims of domestic violence, you may ask that your location be kept confidential by completing the “**Affidavit and Request for Address Confidentiality**”.

After you have submitted your application, our staff will work with you to determine what service meets your needs. Your case will be assigned to a TCSU Specialist, who will assist in establishing or enforcing a child support obligation. Contact us if you have additional information or important questions. Please let us know if you need assistance or other accommodations to use our services.

### **Child Support Services**

TCSU provides child support services for parents or third-party custodians. TCSU can:

- collect and distribute child support payments;
- establish paternity;
- establish child support orders;
- enforce child support orders;
- assist with modifying support orders if there is a good reason;

The TCSU program may also recommend the following to assist the non-custodial parent’s goal in complying with an order of the Court:

- Seek work, educational or vocational assistance or training.
- Address social or physical barriers to employment through training, counseling, treatment or any other avenue deemed relevant by the court.
- Perform services for the child and the child's family.
- Participate in employment, educational, and social service based support groups.

Further, if the non-custodial parent chooses not to cooperate or participate in activities that will benefit their child(ren) the following measures may be pursued:

- Intercept Federal/Tribal/State benefits, winnings, insurance payments, permanent fund distributions and Native Corporation Dividends.
- Assess fines for failure to pay.
- Suspend licenses issued by the Tribe.
- Incarceration.
- Criminal Sanctions.
- Seizure of real and personal property (Ceremonial or religious property are exempt)

### **Modifying Support Orders**

Either party, and the Tribe, has the right to request a review of child support. Both parties must provide financial information to TCSU. Situations that could result in support modification are:

- A child listed in the order has reached the age of majority or has been legally emancipated;
- A showing of facts that meet one of the Guidelines criteria for a substantial change of circumstances.

### **Health Care**

Tribal laws require parents to provide medical support for their minor children if health care coverage is available at a reasonable cost. Health insurance benefits available through the Indian Health Services or the military may satisfy the medical support requirement.

### **Public Assistance**

The following programs are considered public assistance: TANF, (the federal Temporary Aid for Needy Families program); ATAP (the Alaska Temporary Assistance Program, which replaced AFDC); Cash assistance through another state welfare program; and Medicaid or Denali KidCare. In ATAP, TANF, and Cash Assistance cases, child support must be assigned to the state or tribe. This means the state or tribe will keep the child support received up to the amount of public assistance paid out. Enforcement cannot stop while public assistance is being received, or while the children are in licensed foster care, or if the other party applies for services. If all public assistance ends, TSCU services will stop upon the custodian's written request, although enforcement to recover money owed to the state or tribe may continue if a balance remains.

### **Requesting Confidentiality**

The TCSU may be required to release information about you or your children to other IV-D programs. Information that may be released may include names, addresses, social security numbers, and birth

dates. This information will be released only when following the confidentiality laws and only as needed to take action in your case. This information will not be released to the general public.

If you or your children have been victims of domestic violence, including harassment, threats, mental or emotional abuse, physical violence including sexual assault or incest and parental kidnapping, you may ask that information about your address and location be kept confidential.

You must complete the “Affidavit and Request for Address Confidentiality,” sign it before a notary or a witness, and return it to us. Attach any documents you have (such as police reports, protective orders, restraining orders, or medical records) to show why you believe the release of information about your address will threaten your well being. If we deny your request for confidentiality, we will send out a written letter advising you of the reasons for the denial. Please contact us if you have questions.

***Tribal Child Support Unit***  
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