



OKLAHOMA DEPARTMENT OF HUMAN SERVICES

Oklahoma Child Support Enforcement Division
Every child has the right to support from both parents.



Child Support Services and Responsibilities

Oklahoma Child Support Enforcement Division (CSED) can help:

- locate the parent(s) of a child or the assets of the parent(s);
- establish paternity for a child;
- obtain a child support order from court for a child, including medical support;
- enforce unpaid child and medical insurance support;
- collect child support payments;
- review and change child support orders; and
- take any of these actions across state lines and in many other countries.

Who is eligible for services?

- Any parent or custodial person who needs child support services for a minor child is eligible. CSED automatically provides services to current Temporary Assistance for Needy Families (TANF), Medicaid/SoonerCare (Title XIX) recipients, child care subsidy recipients, and former recipients continuing their support services and therefore a custodial person receiving these services does not need to complete a CSED application.
- CSED's services are for minor children and, therefore, CSED does not accept applications when all children on the case have reached the age of majority, which in Oklahoma is 18 years of age.

Child support services:

Once a referral or application for services is received, the following services are provided by CSED free of charge. Other states may charge a fee when they provide a service to a custodial person or parent in Oklahoma. These services are available whether the parent lives inside or outside of Oklahoma.

- **Location of parent** – Electronic and other types of searches are used to find the parent's address, employer, and assets, if the applicant does not know where he or she lives or works.
- **Paternity establishment** – We will help establish legal paternity either by voluntary acknowledgment or through court actions.
- **Child support establishment** – We will file a petition with the court to obtain a child support order. We use Oklahoma's Child Support Guidelines to establish a monthly child support amount for children.

- **Child care** – We use Oklahoma's Child Support Guidelines to determine annual child care costs and allocate this amount between the parents in the same proportion as their adjusted gross income.
- **Medical support establishment and enforcement** – Children are legally entitled to health insurance coverage if it is available to the noncustodial parent. If the noncustodial parent was ordered to provide health insurance for the child and has not, we will require the noncustodial parent's employer to deduct any employee-paid health insurance premiums from his or her wages.
- **Collection** – Once payments are being paid through the Oklahoma Centralized Support Registry, they are tracked and promptly sent to the custodial person.
- **Enforcement** – We provide automatic enforcement of child support orders. Without going back to court, we can deduct child support from income, take tax refunds, and seize bank accounts. We can also ask the court to enforce the order and revoke driver, professional, and recreational licenses.
- **Review and modification** – CSED can review support orders to make sure they are for the correct amount allowed by law. If appropriate, we ask the court to modify the current support amount.

Help us help you!

Be as complete as possible when you furnish information to CSED. The more information you provide, the faster we can help you. You may use the back of the form if you need more space to write.

Keep us informed about the other parent's:

- current address and phone number;
- current work address and phone number; and
- Social Security number.

Other information:

Send CSED copies of:

- any order establishing paternity or granting a divorce;
- all child support orders already entered by a court; and
- all child support orders changing child support requirements or custody of child(ren).

You must understand:

- CSED will select and use appropriate child support establishment and enforcement actions depending on circumstances.
- CSED attorneys and other staff do not represent you or the other party to your child support case.
- Information you provide CSED may be released to others if needed to establish an order and collect child support or medical support for the children. The address you provide may be used by CSED and others for service of papers.
- You must provide your Social Security number. CSED will use it for child support enforcement purposes as defined in Title IV, Part D of the Social Security Act.

Social Security number information may be released to the noncustodial parent(s) and others for a number of reasons including, but not limited to, collecting child support payments and enrolling the children in health insurance programs.

- If you receive any money that you are not entitled to, you must pay it back. CSED may hold back all or a portion of your support payments to recover what you owe.
- If federal tax refunds are intercepted for support owed, that money will be held for six months if it is a joint return for the noncustodial parent and his or her current spouse.
- CSED has authority to endorse and negotiate payments related to child support, including cashier and personal checks, money orders, and credit card, debit card and direct debit payments from your bank account, on your behalf and on behalf of children in your case.
- CSED operates a Centralized Support Registry for the receipt and disbursement of support payments.
- In order to receive your support payments, you will initially be issued the Oklahoma MasterCard Debit Card (debit card). For debit card questions, contact the toll-free customer service number, 1-888-401-9843, located on the back of your debit card.
- You may enroll in direct deposit at any time by calling the toll-free customer service number located on the back of your debit card.
- There are no charges or fees for receiving your funds by direct deposit, however, you will need to open a bank account to do so. Normal banking charges may apply, so check with your bank.
- Some automated teller machine (ATM) withdrawals will be provided free with your debit card, but some ATMs charge transaction fees. Tips on how to use your debit card will be provided with your card.
- If you're the noncustodial parent requesting CSED services, your payment methods could include cashier and personal checks, money orders and credit card, debit card and direct debit payments from your bank account.
- CSED does not accept temporary checks for child support payments.
- CSED reserves the right to refuse to accept a personal check or direct debit after receiving a non-sufficient funds personal check or direct debit from the same bank account.
- CSED distributes child support as required by federal and state law. Current support is applied to the month in which it is received by CSED.
- Some parents pay support for children in more than one household. If a payment does not cover all the current support obligations, it may be divided so that each household receives a share. After all child support payments are made, the remaining money is applied to past-due amounts.
- If the custodial person received TANF [formerly Aid to Families with Dependent Children (AFDC)], collections from intercepting the noncustodial parent's federal tax refund are used to repay the amount of assistance the custodial person received.
- The post office does not forward child support payments to a new address you have provided them. You must inform CSED of your new address in order to receive your child support payments, and court and other legal documents.

You agree to:

- cooperate with CSED workers by providing requested information;
- inform CSED every time the address changes for you or your children;
- forward to CSED all support payments you receive from anyone other than CSED;
- tell CSED if you ask another person or agency to collect child support for you; and
- report to CSED immediately, in writing, any new or changed information that relates to collecting child support from the noncustodial parent.

Your support payments must be mailed to:
Oklahoma Centralized Support Registry
P. O. Box 268849
Oklahoma City, Oklahoma 73126-8849

CSED contact information:

Oklahoma City area: 405-522-CARE (2273)

Tulsa area: 918-295-3500

Toll free: 1-800-522-2922

TTY in Oklahoma City area: 405-522-3792

TTY toll free: 1-866-264-4767

<http://www.okdhs.org/programsandservices/cse/>