

ERICSA 2023 Survey to Supplement the IRG			
The ERICSA Intergovernmental Improvement Committee wants to gather information beyond the Intergovernmental Referral Guide (IRG) to assist frontline caseworkers in preparing intergovernmental referrals/cases. These questions address more logistical requirements of the referral and its contents.			
Introduction			
ERICSA would like to note on its findings whether states are state- or county-administered, along with the caveat that the state's answers may not apply in each of the state's counties.			
Question #		Utah	Wisconsin
1	If you are a state, is your IV-D program state- or county-administered?		
	state-administered	X	
	county-administered		X
	n/a--not a state		
2	If you are a state-administered state, which entities do you use for judicial actions? (select all that apply)		
	None of the above		
	county prosecuting attorneys		
	state Attorney General's office	X	
	private attorney contractors		
	n/a--not a state		
	Other: Please specify		We are county administered with county attorneys.
Birth record and court order documentation			
3	Does your state require copies of birth certificates for any child for whom paternity and/or support is requested?		
	Yes, only if the child was not born in this state		
	Yes, regardless of the place of the child's birth	X	X
	No		
	Explain		WI courts require either a birth certificate or Voluntary Paternity Agreement.
4	If the birth certificate is needed and the child was born in your state, will you request the birth certificate from your state or will you require the initiating state to send it to you?		
	We will try to acquire it from our state's agency.	X	X
	We require the initiating jurisdiction to provide it to us.		
	Other		
	Explain		Some WI county CS workers might be sticklers and require the initiating state to provide the birth certificate.
5	If the child was born out of wedlock and there is a second parent's name on the birth certificate, do you require a voluntary paternity acknowledgment, order, or other documents validating the paternity/parentage of a child for whom support is being requested?		
	Yes	X	
	No		
	Other		X
	Explain		It depends on the state. We check the IRG to see what is required to establish the paternity in that other state.
6	If the documents referenced in #5 are needed and the child was born in your state, will you request the document from your state or require the initiating state to provide it to you?		
	We will try to acquire it from our state's agency.	X	
	We will require the initiating jurisdiction to provide it to us.		
	Other		X
	Explain		A second parent name on the birth certificate with a Volunteer Paternity Agreement is a valid birth certificate, then it would be accepted. We would contact the initiating state worker if the child was born in WI or if not what other state. We would expect the other worker to track down the state the child was born.
7	Is the court order number and county name for the order on the Transmittal #1, along with a Child Support Agency Confidential form, sufficient information for a request to enforce an order entered in your state?		
	Yes		X
	No	X	
	Other		
	Explain		
8	When the requesting state is asking for enforcement of your state's order, do you require the requesting state to provide a copy of your own state's support order for enforcement?		
	Yes		

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	No ☒		X
	Other		
	Explain		
Other Clarifications (for Trans #1 cases)			
9	By what methods can a father's name be added to a birth certificate in your state? (check all that apply)		
	Court/administrative order	X	X
	Voluntary Acknowledgment of Paternity/Parentage	X	X
	Birth Mother providing father's name at birth if married (father/husband not present)	X	X
	Birth Mother providing father's name at birth if married (father/husband present)	X	X
	Other		
	Explain		
10	What are the legal citations for the methods you selected in Q9?		
	(Open-Ended Response)	Utah Code 26B-8-104, 78B-15-107, 78B-15-301 thru 313 are some.	Administrative paternity based on genetic testing is WI. SS. 767.804. Paternity Judgement is WI. SS. 767.89 Voluntary Acknowledgment of Paternity/Parentage §767.805 Birth Mother providing father's name at birth if married (father/husband not present) §767.803 Birth Mother providing father's name at birth if married (father/husband present) §767.803
11	When the support order does not have a provision for allowing the support to 'follow the child', what action does your state take to effect a change of payee? By what methods can the name of a father/second parent be added to a birth certificate in your state? (check all that apply)		
	Modification of Order		X
	New (de novo) Order		
	No action can be taken		
	Other ☒		
	Explain	Utah Code 78B-12-108. Support follows the child is outlined in this state statute.	
12	If your agency cannot take action to change the payee when the order does not "follow the child," please explain why and provide relevant cites (statutory limitations, case law, etc.)	N/A	
	(Open-Ended Response)		N/A
Limited Services requested using Transmittal #3 process			
The following items are requested by states using the Transmittal #3. Please provide details regarding how your state addresses limited services requests from other states:			
13	Do courts in your state charge your IV-D agency for providing copies or certified copies of orders entered in your state for a IV-D case?		
	Yes		
	No ☒		
	Other		X
	Explain		It depends on the cooperative agreement each county child support agency has with clerk of courts.
14	What entity is responsible for maintaining record of voluntary paternity acknowledgments in your state?		
	(Open-Ended Response)	Office of Vital Records and Statistics	Dept. of Health Services, Vital Records
15	Does the custodian of vital records charge your IV-D agency for providing copies or certified copies of birth records or paternity acknowledgments for a IV-D case?		
	Yes ☒		X
	No		
	Other		
	Explain		There is free print out that county child support agencies can get from vital records. It is not certified. Some WI courts accept this.

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16	Does your state forward requests for service to the appropriate sheriff or other entity for service?		
	Yes	X	X
	No		
	Other		
	Explain		
17	If you answered yes for Q16, does the sheriff or other entity coordinate payment with your agency or the requesting agency?		
	My agency	X	X
	Requesting agency		
	Other		
	Explain		
18	If you answered yes to Q16 do you monitor the request for completion by the sheriff or other entity and notify the requesting agency or do you close the request once it has been referred?		
	Monitor until service of process action ends and notify requesting agency	X	X
	Close after referral to the sheriff/other entity		
	Other		
	Explain		Our system (KIDS) monitors this and creates a worklist to check on status.
19	What entities are used in your jurisdiction to effect service in a limited-service request?		
	Sheriff	X	X
	Private process (non-law enforcement) / Special Process Server	X	X
	IV-D dedicated/funded local law enforcement		X
	Other		
	Explain		
20	If your state does not forward it to the appropriate entity, what action do you take with the request for service of process?		
	Return packet to requesting party with contact information for the appropriate entity		
	Serve packet using your IV-D resources		
	Return packet with no action		
	N/A--we forward the service packet	X	X
	Other		
	Explain		
21	Other than providing the documents to be served and the identity and location of the individual to be served, what does the requesting agency need to provide with a request for service?		
	(Open-Ended Response)	N/A	Nothing else is needed.
22	How can service of process be effectuated in your state?		
	Personal Service--personal to the party	X	X
	Personal Service--member of family/household	X	X
	Mail Service	X	X
	Other		
	Explain		
23	Are there procedures in your state that allow for the placement of a lien as a one-state action?		
	Yes		
	No	X	X
	If yes, what documentation is needed from the requesting state?		
	Explain		
24	Regarding the coordination of genetic testing, if the requesting agency provides a collection packet, chain of custody form, and instructions will your state collect the sample from the individual in your office (not through a lab)?		
	Yes	X	
	No		
	Other		X
	Explain		States should contact the Wisconsin County Child Support Agency. Some counties do onsite testing, others rely on the lab to perform the testing.

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25	If genetic testing is requested and the requesting state's genetic test vendor is different from your state what action will your state take?	We will use our GT vendor.	
	(Open-Ended Response)		It is dependent on the local agency it is being sent to. The requesting agency should contact the Wisconsin agency prior to sending. Some CSAs don't do onsite testing and might rely on the lab to perform the testing.
26	What is the preferred process for coordinating the collection of genetic samples from an individual in your state upon request by another state?		
	(Open-Ended Response)	Coordination between caseworkers from each state, then scheduling the individuals with our phlebotomist to collect the samples.	It is dependent on the local agency it is being sent to. The requesting agency should contact the Wisconsin agency prior to sending. Some CSAs don't do onsite testing and might rely on the lab to perform the testing.
27	To facilitate attendance at teleconference hearings, what information does your state need for these requests?	Participant information is helpful. A case in our state is also a good start.	
	(Open-Ended Response)		The state has provided policy guidance that courts need to support a teleconference hearing option but it is up to each court to determine how they do this. Contact the child support worker to get information on how to set up the teleconference option.
28	Is your office open to parents to appear for remote hearings, if needed?		
	Yes	X	X
	No		
	Other		
	Explain		The state has provided policy guidance that courts need to support a teleconference hearing option but it is up to each court to determine how they do this. Contact the child support worker to get information on how to set up the teleconference option.
29	How should another agency request payment forwarding from your jurisdiction?		
	Send a Transmittal #1 to open a full case		X
	Send a Transmittal #3 for a limited service	X	
	Other		
	Explain		
Agency Information			
30	Which jurisdiction (state/territory/tribe) are you representing?	State of Utah	State of Wisconsin
33	What is the name of your agency?	Utah Office of Recovery Services	WI Dept of Children and Families, Bureau of Child Support
END			