

CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES

P.O. Box 419064, Rancho Cordova, CA 95741-9064



December 10, 2013

CSSIN LETTER: 13-02

ALL IV-D DIRECTORS
 ALL COUNTY ADMINISTRATIVE OFFICERS
 ALL BOARDS OF SUPERVISORS

<u>Reason for this Transmittal</u>
<input type="checkbox"/> State Law or Regulation Change
<input type="checkbox"/> Federal Law or Regulation Change
<input type="checkbox"/> Court Order or Settlement Change
<input type="checkbox"/> Clarification requested by One or More Counties
<input checked="" type="checkbox"/> Initiated by DCSS

SUBJECT: LICENSE SUSPENSION/REVOCAION AND RELEASE

This letter supersedes CSS Letter 04-18 dated July 27, 2004, CSS Letter 06-23, dated July 5, 2006 and CSSIN Letter 10-09, dated November 5, 2010, and provides local child support agency (LCSA) staff with information and guidance in license suspension/revocation and release.

California Family Code section 17520 specifically authorizes California license issuing agencies to withhold issuance or renewal of any license or suspend a current license held by a non-complaint child support obligor when notified by the Department of Child Support Services (DCSS).

DCSS currently has agreements to suspend or revoke licenses with some state agencies through an automated process. For all other state licensing agencies, DCSS has developed a new manual license suspension/revocation process.

The "Manually Suspending or Releasing a License," Quick Reference Guide can be located on California Child Support Central (CA CS Central), Reference Material, Training, QRGs, Enforcement.

A list of state agencies that DCSS has agreements with to suspend or revoke licenses automatically is located on the CA CS Central home page, "Contact Lists" hyperlink, under "State Licensing Contacts." Any state agency not listed is appropriate for manual license suspension/revocation.

If you have any questions, please contact the License Release Unit at 888-851-6322.

Sincerely,

o/s

VICKIE K CONTRERAS
 Deputy Director
 Child Support Services Division