

**CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES**

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



August 29, 2012

LCSA LETTER: 12-11

ALL IV-D DIRECTORS

SUBJECT: SENATE BILL 1355/FAMILY CODE 4007.5  
DATA COLLECTION

REFERENCE: LCSA LETTER 11-07

Reason for this Transmittal

- State Law or Regulation Change  
 Federal Law or Regulation Change  
 Court Order or Settlement Change  
 Clarification requested by One or More Counties  
 Initiated by DCSS

Senate Bill 1355 added Section 4007.5 to the Family Code (FC) to provide relief for incarcerated obligors who file a petition after July 1, 2011. The statute will be in effect until July 1, 2015 unless it is amended, repealed, or extended by the Legislature. The statute does not specify that data shall be collected, but the Department of Child Support Services (DCSS) concluded it will be necessary to aid the Legislature by providing them with information regarding the effectiveness of the statute.

Local child support agency (LCSA) Letter 11-07 informed LCSA directors of the data collection effort and asked LCSAs to enter information into the Child Support Enforcement (CSE) system according to procedures designed to capture relevant information. The data will help determine:

- How many petitions have been filed.
- How many petitions have been granted or denied.
- Why petitions were denied.
- The dollar amounts of granted petitions.

A review of the data provided by LCSAs shows that some information is incomplete and does not accurately represent the effectiveness of the statute.

**County Requested Action:**

To ensure appropriate data can be obtained from CSE, counties are asked to use the following procedures for petitions filed under FC 4007.5:

*When a petition is filed:*

On the Case tab, Legal Activities List page –

- Scroll to bottom of page.
- Add “Other Party Legal Action.”
- Select “NCP Motion Received” in the drop-down box.

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- Enter filed date.
- Type "FC 4007.5 petition filed" in description box.
- Click "select" to link the hearing date.
- Click "save" to finish.

Please note: It is important to enter the exact phrase requested: "FC 4007.5 petition filed," so the data may be obtained by a query.

*Record in the Activity Log:*

- If denied, record why (example: ineligible because court order was filed prior to July 1, 2011).
- If granted, record total amount adjusted and the period for which the support was adjusted.

Your assistance is appreciated. If you have any questions or concerns regarding this matter, please contact the Policy & Program Initiatives Branch at (916) 464-5883.

Sincerely,

/os/

VICKIE K. CONTRERAS  
Deputy Director  
Child Support Services Division

cc: Training Coordinators