



STATE OF MICHIGAN

DEPARTMENT OF HUMAN SERVICES  
LANSING

RICK SNYDER  
GOVERNOR

MAURA D. CORRIGAN  
DIRECTOR

**IV-D MEMORANDUM 2014-010**

**TO:** All Friend of the Court (FOC) Staff  
All Prosecuting Attorney (PA) Staff  
All Office of Child Support (OCS) Staff

**FROM:** Erin P. Frisch, Director  
Office of Child Support

**DATE:** March 20, 2014

**SUBJECT:** Revisions to the *Interstate Notice of Lien* (FEN060)

**RESPONSE DUE:** None

**POLICY EFFECTIVE DATE:** Upon receipt

**PURPOSE:**

This IV-D Memorandum announces minor revisions to the *Interstate Notice of Lien* (FEN060)<sup>1</sup> and its accompanying instructions. The revised FEN060 will be available in the Michigan Child Support Enforcement System (MiCSES) after 5 p.m. on March 21, 2014.

**DISCUSSION:**

The federal Office of Child Support Enforcement (OCSE) announced revisions to the federal version of the *Interstate Notice of Lien* on December 20, 2013.<sup>2</sup> OCSE changed the expiration date from 05/31/2014 to 12/31/2016. OCS has modified the FEN060 with the new expiration date to match the federal version of the form. Additionally, OCS has made the following changes to the FEN060:

- The text "TO:" has been added, and MiCSES will generate the financial institution's name and address after the "TO:";
- The formatting of the obligor's date of birth and Social Security number (SSN) has been changed as a security precaution to prevent the obligor's SSN from

<sup>1</sup> Ref: [Section 6.27, "Liens – FIDM/MSFIDM," of the Michigan IV-D Child Support Manual](#) for information regarding the use of the FEN060.

<sup>2</sup> Ref: [OCSE Action Transmittal \(AT\)-13-05, Administrative Subpoena and Notice of Lien Forms – expiring December 31, 2016.](#)

**UPDATE(S):**

Manual

Form(s)

being displayed when the financial institution forwards the form to the obligor;  
and

- The text “B. [ ] For non-IV-D use” has been removed because the form is being sent by a IV-D agency.

The form instructions are not included with the FEN060 in MiCSES, but IV-D workers may access them on [OCSE's website](#). OCSE added to the instructions:

- The sentence “Verify that you are entering the correct date for the order that is being used to determine the amount of the lien” to instruction 6;
- A note after instruction 9 that states: “NOTE: Instructions 6, 7, 8 and 9 should reference the same order”; and
- Instruction 12a which states: “Since all liens are not recorded and returned to the sender, only follow this instruction if applicable.”

### **NECESSARY ACTION:**

Retain this IV-D Memorandum until further notice. The updated FEN060 (Rev. 03/14) replaces the previous version of the FEN060 (Rev. 09/13), which was published with IV-D Memorandum 2013-015.

### **REVIEW PARTICIPANTS:**

Enforcement Work Improvement Team  
Program Leadership Group

### **CONTACT PERSON:**

Amy Rebideaux  
OCS Policy Analyst  
(517) 373-8541  
[rebideauxa@michigan.gov](mailto:rebideauxa@michigan.gov)

### **CC:**

None

### **ATTACHMENT:**

FEN060: *Interstate Notice of Lien*

### **EPF/AER**