



STATE OF MICHIGAN

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
LANSING

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**IV-D MEMORANDUM 2017-005**

**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 6, 2017

**SUBJECT:** *Federal Expiration Date Updates*

**RESPONSE DUE:** None

**POLICY EFFECTIVE DATE:** Upon receipt

**PURPOSE:**

This IV-D Memorandum announces system changes to the *Federal Expiration Date* (FED) functionality that will occur with the Michigan Child Support Enforcement System (MiCSES) 9.4 Release on March 10, 2017. The changes will bring MiCSES functionality in line with current policy as published in the *Michigan IV-D Child Support Manual*. This memorandum also explains an update to the FED that is needed on some existing cases.

**DISCUSSION:**

**A. Background**

In situations where the IV-D program is unable to exercise due diligence in serving the non-custodial parent (NCP), Michigan's responsibility for service of process (SOP) is not applicable and the FED is not displayed in MiCSES.<sup>1</sup> This occurs when:

- The NCP becomes not located;
- The custodial party (CP) becomes noncooperative;
- A IV-D case becomes a non-IV-D case or closes;

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<sup>1</sup> This section is simply a restatement of current policy in order to explain the changes in the MiCSES 9.4 Release. Ref: [Section 4.15, "Service of Process \(SOP\)," of the Michigan IV-D Child Support Manual](#) for more information.

**UPDATE(S):**

- Manual
- Form(s)

- The CP claims good cause; or
- A non-intergovernmental case becomes an initiating intergovernmental case.

There are also situations where MiCSES will recalculate the FED, giving IV-D workers a new 90-day period in which to complete SOP requirements. This occurs when:

- A non-located NCP becomes located;
- A noncooperative CP becomes cooperative;
- A previously closed IV-D case is reopened;
- A good cause claim is resolved; or
- A child is added to the case.

MiCSES recalculates the FED only if the original FED did not expire; however, there is one exception: When a previously closed IV-D case is reopened, MiCSES recalculates the FED regardless of whether the original FED was met.

## **B. Changes With the MiCSES 9.4 Release**

Following the March 2016 MiCSES Release (9.0 release), MiCSES users reported several minor issues where MiCSES did not recalculate the FED pursuant to the policy stated in Section A above. When a IV-D case closed or changed from a non-intergovernmental case to an initiating intergovernmental case, the FED remained on the case regardless of the expiration status of the FED. The MiCSES 9.4 Release will correct this situation by ensuring that when a IV-D case becomes a non-IV-D case, completely closes, or becomes an initiating intergovernmental case, MiCSES will remove the FED unless the FED expiration has already passed.

Additionally, users reported situations where MiCSES did not recalculate the FED when a IV-D case reopened. This occurred when a case did not meet the requirements for an initial population of the FED, and the previous FED appeared as expired. Consequently, when the requirements were later met, MiCSES did not recognize that a new FED was needed. The MiCSES 9.4 Release will correct this issue and ensure that a new FED will be populated once the reopened case meets the criteria for a FED to be populated.

## **C. FED Update Needed on Some Existing Cases**

The MiCSES 9.0 Release did not remove the FED on cases that were in noncooperation or a “good cause pending” status at the time of the release. Because of this, these cases did not receive a new FED when the CP became cooperative or the good cause status was resolved if the previous FED expired at an earlier date. Due to the complexity of testing cases under these conditions, the correction cannot be included in the MiCSES 9.4 Release. A future MiCSES release may remove the existing FED on these cases and recalculate the FED if case conditions are appropriate.

**NECESSARY ACTION:**

Retain this IV-D Memorandum until further notice.

**REVIEW PARTICIPANTS:**

Program Leadership Group  
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None

**ATTACHMENT(S):**

None

**EPF/NES**