

## FHST Screen Categories for Document Uploads

IV-D staff may upload certain documents to the *Historical Reprints* (FHST) screen. The categories and examples of documents that may be uploaded in each category are listed below.

Category	Examples of Documents in the Category
Address/Income/Locate	Locate reports, postal verifications, employment verifications, copies of driver's licenses, Social Security number verifications, bank statements or pay stubs with account information redacted <sup>1</sup>
Letters/Non-MiCSES forms <sup>2</sup>	General correspondence, <i>IV-D Child Support Services Application/Referral</i> (DHS-1201) (paper form), <i>Application for IV-D Child Support Services (For Privately Filed Domestic Relations Cases Only)</i> (DHS-1201D), the <i>Request to Protect Information</i> (MDHHS-5728), Federal Child Support Portal <sup>3</sup> documents (Insurance Claims Data Match, e-IWO employer search results, etc.), MiChildSupport Portal documents, other non-MiCSES-generated forms and letters
Court documents	Bankruptcy documentation, child support orders (exclusion orders, out-of-state orders), divorce decrees, Personal Protection Orders, <i>Orders of Filiation</i> or other court determinations of paternity, and genetic test results without genetic marker information
Vital Records	Birth records, death certificates, <i>Affidavit of Parentage</i>

<sup>1</sup> Ref: Subsection 8.4 in [Section 1.10, "Confidentiality/Security," of the Michigan IV-D Child Support Manual](#) regarding the redaction of confidential information.

<sup>2</sup> A document is considered a non-MiCSES form if it is not pre-populated by MiCSES. This includes forms that are generated by MiCSES and sent to parties or employers to complete and return to OCS or the FOC.

<sup>3</sup> Ref: [Section 3.06, "Federal Child Support Portal," of the Michigan IV-D Child Support Manual](#) for more information about the portal.