## Timely Enforcement CARD

**CPS Action Requirement Document**

| Contract Language | • Initiate or continue enforcement within 30 days of locating a non-custodial parent (NCP) for all cases using either manual or automated tools other than federal tax refund offset (FTRO) and state tax refund offset (STRO).  
• Enforcement was initiated or continued within 30 days of locating an NCP in 75 percent of cases. |
| Federal Regulations | 45 Code of Federal Regulations (CFR) 303.6(c)(2); 45 CFR 308.2(c) |
| Michigan IV-D Policy | IV-D Memorandum 2017-015, Fiscal Year (FY) 2016 Self-Assessment (SASS) Audit Results;  
Section 1.25, “Contracts,” of the Michigan IV-D Child Support Manual; and  
Chapter 6, “Enforcement,” of the manual |
| Language Differences | The federal regulation applies this standard for cases for which there is a delinquency or the NCP is newly located; the contract focuses specifically on newly located NCPs. |
| Responsible Partners | Friend of the Court (FOC) |

### Cases are included in the CPS when:

The IV-D case has at least one open support order requiring enforcement action for one of the following conditions:
- The support order (including a zero support order) contains provisions for the NCP to provide medical insurance, and at least one child named in the support order is not covered by qualifying medical insurance;  
- The support order has currently charging IV-D obligations, and an amount at least equal to one month’s charges is past-due; or  
- The support order has no currently charging IV-D obligation with any past-due amounts on any debt types.¹

When calculating the percentage of cases, the denominator of the Timely Enforcement CPS is the number of IV-D cases for which the 30th calendar day after the NCP is newly relocated falls within the selected reporting period (a given date or date range, such as fiscal year) and has the conditions listed above.

For this standard, the county of the IV-D case where the NCP becomes located receives credit. If the NCP has cases in multiple counties, then each county must take action accordingly for its case(s) to receive credit.

### Cases are excluded from the CPS when:

At the time the CPS begins, the Michigan Child Support Enforcement System (MiCSES) case:
- Is not a IV-D case;  
- Is IV-D-closed, or fully closed;  
- Is pending a determination of good cause not to cooperate with child support requirements;  
- Is granted good cause not to cooperate with child support requirements with a determination to end action; or  
- Does not include an open support order requiring enforcement action as defined in the “Cases are included in the CPS when” section of this CARD.

¹ This may change in the future. OCS does not intend to require enforcement when there is no IV-D debt on a IV-D case.
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<th><strong>Cases pass when:</strong></th>
<th><strong>Cases fail when:</strong></th>
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| The IV-D case has at least one open support order requiring enforcement action as noted above, and a qualifying enforcement action (see below) occurs within 30 calendar days of the date the NCP was newly relocated. Qualifying enforcement actions include:  
- A new or continuing income withholding action;  
- A new or continuing initiated income withholding action;  
- A new or continuing National Medical Support Notice action;  
- A new or continuing military insurance enforcement action;  
- A new or continuing credit reporting action;  
- A new or continuing passport denial action;  
- A new or continuing qualified domestic relations order action;  
- A new or continuing eligible domestic relations order action;  
- A new or continuing non-FIDM (Financial Institution Data Match) lien action;  
- Enrollment of the NCP in an Arrears Management Program strategy at any point in the 30 calendar days after the NCP is newly relocated;  
- A new or continuing unemployment withholding action;  
- A new or continuing administrative levy action;  
- A new or continuing show cause action;  
- A new or continuing license suspension action;  
- A new or continuing referral for intergovernmental enforcement;  
- A new or continuing referral for IRS full collection;  
- A manual or automatic initiation of IV-D case closure;  
- Sending a transaction on an intergovernmental IV-D case; and  
- On or after November 1, 2018, a new or continuing review and modification action. |
| A qualifying enforcement action (as defined in the “Cases pass when” section of this CARD) did *not* occur within 30 calendar days after the date the NCP was newly located, and:  
- The 30th calendar day after the NCP is newly relocated falls within the reporting period; and  
- For that IV-D case, at least one open support order requiring enforcement action exists as defined in the “Cases are included in the CPS when” section of this CARD. |

These actions are *not* qualifying enforcement actions for this CPS:  
- A new FTRO action;  
- A new STRO action;  
- A new parenting time enforcement action; and  
- A new action to charge an NCP with felony non-support. |

**Note:** “Continuing action” occurs when an activity chain is moved to a new minor activity or when a new major activity is opened.

When calculating passing cases, the numerator of the Timely Enforcement CPS is the number of IV-D
cases for which the 30$^{th}$ calendar day after the NCP is newly relocated falls within the reporting period, and at least one of the qualifying enforcement actions was taken on or before the 30$^{th}$ day after the NCP was newly located.