



F.Y.I.

from the Policy Unit

FYI-065

Date 6/16/15

SUBJECT: Updated TANF Pre-cooperation Information Request

Please contact the Policy Unit if you have any questions regarding these or any other changes at [GEARUP>DCSE](#)

[Collaboration – Teams>Policy Questions](#) or 602-771-8127

The IV-D PARTNERS should send POLICY inquiries directly to DCSS-POLICYQUESTIONS@azdes.gov

An updated version of the TANF Pre-compliance Information Request is now available in GEARUP and The PORT. Changes to the document include:

- The Request is renamed TANF Pre-cooperation Information Request to be streamlined with Pre-cooperation Policy and Procedure
- The Request matches the current Request for Title IV-D Child Support Services
- A new Applicant Information page that clearly defines the person applying for DES services and their role in the child support case
- An Interpreter Requirement section on the first page allows staff to quickly determine the need for an interpreter
- Custodial parent and non-custodial parent are now referred to as mother and father. Mother and father is customer-friendly and in line with the DCSS Customer Engagement Initiative

The TANF Pre-cooperation Information Request is located in The Document Matrix in The PORT; the link is: [TANF Pre-cooperation Information Request - Long Form](#).

DCSS staff are urged to view this information directly on GEARUP and not create a separate personal file. You will find this Policy FYI on GEARUP via this file path: [DOCUMENTS>PPU'S>Policy FYI](#). Click on the Policy FYI folder to view a list of Policy FYI notices.