



F.Y.I.

from the Policy Unit

FYI-087

Date: June 30, 2016

SUBJECT: FYI ~ Employment Verification in Paternity Cases

When paternity is not yet established, state law prohibits the DCSS from using employment verification to obtain or receive an alleged father's (AF):

- Earnings, income, or entitlements
- Assets
- Present or previous health insurance coverage for a dependent child
- Health insurance benefits paid or applied for a dependent child
- Other benefits, including disability, pension or retirement program payments

The DCSS may identify an AF through employer verifications to obtain the AF's locate information such as complete name, social security number, date and place of birth, present or past employment status, and current or last known address.

If the DCSS has an address or other contact information on the AF, take the next step available to move the case forward. Do not send an employment verification until locate steps are exhausted and there is need for an address.

This F.Y.I. will assist staff in supporting our New DES values, vision, and goals.