



# **F.Y.I.**

**from the Policy Unit**

**FYI-170**

**Date: April 18, 2018**

## **SUBJECT: Judicial Contempt Documents**

Please contact the Policy Unit if you have any questions regarding these or any other changes at [DCSS\\_POLICYQUESTIONS@azdes.gov](mailto:DCSS_POLICYQUESTIONS@azdes.gov) or call 602-771-8127

The Policy Unit is pleased announce revisions to the [Contempt Action Review Worksheet](#), the [Judicial Contempt Desk Aid](#) and the [Judicial Contempt Review SOP](#). The revisions include the updated self-support reserve amount from the 2018 child support guidelines, further instructions to obtain information from the custodial parent and noncustodial parent (NCP), and clarification on the timeline for the AG to determine if the case meets the criteria for judicial contempt.

There is now a stand-alone [Ability to Pay Review](#) fillable form that is used only when the NCP interview is completed over the phone or during a walk in. The case manager will then document the interview on the CAAL (Case Activity List) screen and image the form to the case.

The Ability to Pay Review form may be found on the PORT here: The PORT/APPENDICES/Document Matrix/Internal Forms & Checklists/ENFORCEMENT.

