



F.Y.I.

from the Policy Unit

FYI-329

Date: Thursday, February 25, 2021

SUBJECT: Paternity Establishment Standard Operating Procedure (SOP)

Please contact the Policy Unit if you have any questions regarding these or any other changes at DCSS_POLICYQUESTIONS@azdes.gov or call 602-771-8127

The Policy unit is pleased to announce the Paternity Establishment Administrative Standard Operating Procedure (SOP). This new standard work was developed to create consistency in matters regarding Paternity Establishment, including:

- The Telephonic Workshop
- Administrative and Judicial Establishment of Paternity
- The Genetic Testing Process
- Minor Parent Cases
- How to accurately update ATLAS screens to ensure data reliability.

The [Paternity Establishment SOP](#) may be found on the PORT in the following location:

STANDARD OPERATING PROCEDURES > PATERNITY > Paternity Establishment Standard Operating Procedure (SOP)

DCSS colleagues are urged to view this information directly on The PORT and not create a separate personal file.

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