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**DCSE Policy & Procedures Unit**  
**Policy Update**  
**PPU 04-02-005**  
**February 23, 2004**

**SUBJECT: Credit Headers For CP Locate**  
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**Please contact the Policy Unit if you have any questions regarding these or any other changes at \*DCSE-POLICYQUESTIONS, CSE.POLICY or (602) 274-7951.**  
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**This Policy Update is primarily for locators.**

Credit Headers can be used to locate custodial parents. The credit header, because it does not include credit information, is information that DCSE can obtain from credit bureaus, for locate information.

A credit header is different from a full credit report. A full credit report is governed by A.R.S. § 44-1692, and limits DCSE's use of the full credit report to an obligor mother or obligor father, after 10 days advance notice to the obligor.

**A full credit report for a custodial parent would only be done pursuant to a court order.**