
DCSE Policy & Procedures Unit
Policy Update
PPU 05-08-004
August 23, 2005

SUBJECT: NEW Pre-Compliance Screens

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.

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

Two new screens have been added to ATLAS which, when updated by staff, will directly transmit the TANF pre-compliance date from DCSE to AZTECS through a direct update to the AZTECS database.

These new screens are:

AZCD (AZTECS COMPLIANCE DETAIL)

AZCL (AZTECS COMPLIANCE LIST)

AZTECS Pre Compliance Detail Screen

V4FCAG01	**** ATLAS II: ARIZONA IV-D PROGRAM ****	K7BC
NEV		
Apr 21,05	AZTECS Pre Compliance Detail	2:28
PM		
ACTIONS: __		
AZTECS Case Number: _____		
CP/PI Last Name: _____		
Date of Pre Compliance: _____ Completed: <u>Y</u> (Y) Yes or (N) No		
County/Office: _____		
Date Entered: System Generated Date		
OPID:___ System Generated based on user adding or modifying the record		
Direct Command: _____ (
AZCD)		
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---		
Help Retrnr Quit OPUS Prev Add Bkwrdr Frwrdr Main		

AZTECS Pre Compliance List Screen

V4FCAG01	**** ATLAS II: ARIZONA IV-D PROGRAM ****	K7BC
NEV		

Apr 21,05
PM

AZTECS Pre Compliance List

2:28

AZTECS Number	CP/PI	Last Name	Date of Compliance	Completed	Date Entered	OPID
00001285		Hernandez	04/22/2005	Y	04/23/2005	NEV
13005						
00025789		Smith	04/23/2005	N	04/23/2005	NEV
13005						

AZTECS Case #: _____ Date : _____
Direct Command: _____ (AZCL)
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
Help Retrn Quit OPUS Prev Add Bkwrd Frwr Main

Please review the Systems Alert for instructions on how to complete these screens.

Staff shall key in the date the client comes into the office, **whether they comply or not.**

Staff shall continue to complete the Verification of Cooperation with the Division of Child Support Enforcement (FAA -1221A) form and give the original to the applicant. The applicant does not need to return to the FAA office to provide this form.

This process replaces the current process of documenting on CADO in the AZTECS system

These new procedures DO NOT affect the ongoing progressive sanction process and the DCSE notification to sanction eform process once a TANF applicant has been approved.

These new procedures are in effect immediately.