
DCSE Policy & Procedures Unit
Policy Update
PPU 05-08-009
August 25, 2005
SUBJECT: HAYDEN CLOSURES

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

Policy is continuing to receive questions regarding the recent ad-hocs sent to the various DCSE offices and Policy is providing additional instructions as written by LSA Management to assist with the processing of the cases. Please contact Policy if you have should any questions that this PPU cannot answer.

Many of the cases in the reports identified as Hayden are in pending closure, due to auto processing. If, after review and consultation with the attorney, it is discovered that the case does not meet the Hayden Criteria, or a portion of the debt is enforceable, the worker must review for the pending closure and determine if case closure remains appropriate.

Some of the cases will continue to meet the criteria, if the closure is based upon non-cooperation, loss of contact..... However, if the auto closure was based upon an unenforceable order, which is now found to be enforceable, staff should remove from the closure process.