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**DCSE Policy & Procedures Unit**  
**Policy Update**  
**PPU 06-03-006**

**DATE: March 16, 2006**

**SUBJECT: Change in UI Benefit Deduction Procedures**  
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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.

*The IV-D PARTNERS should send POLICY inquiries directly to \*DCSE-POLICYQUESTIONS@azdes.gov*  
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ATLAS cases can now receive payments from Unemployment Insurance benefit deductions when there is no order of assignment or income withholding order on the **Order of Assignment List (ORAL)** and **Wage Withholding Detail (WAWD)** screens.

Cases are reviewed on a weekly basis to determine if a non-custodial parent is receiving Unemployment Insurance benefits. If a non-custodial parent is receiving these benefits, all of the non-custodial parent's cases are reviewed. ATLAS will use the most recent order of assignment or income withholding order on the ORAL and WAWD screens to calculate the amount to submit for collection.

If a case does not have an order of assignment or income withholding order on the ORAL and WAWD screens, but otherwise satisfies the criteria for an Unemployment Insurance benefits intercept and for issuance of an income withholding order (IWO), ATLAS will calculate the amount that would have been ordered for an IWO on that date.

The amount ordered for all qualifying cases for a non-custodial parent is submitted to the Arizona Unemployment Insurance Agency (Division of Employment & Rehabilitation Services - Employment Administration/UI Benefits).

If a case does not meet the criteria for an Unemployment Insurance benefit intercept and income withholding order, the code **E9431 NCP IDENTIFIED FOR POSSIBLE UI WITHHOLDING-NO O/A EXIST** will automatically be added to the **Case Activity List (CAAL)** screen. A narrative is also added to the CAAL code, telling the worker the reason the case was not submitted for an intercept. The reason is indicated by the code which corresponds with the E9700 series of CAAL codes. For example, the code "**E9711**" could be in the CAAL narrative. The **Activity Table Maintenance (ACTM)** shows that this code is for **NHR/EMP MATCHED TO NCP-IWO NOT ISSUED-LEG ACT PENDING**. The case was not submitted for intercept of the Unemployment Insurance benefits because the case is in litigation.

ATLAS will post a portion of the weekly Unemployment Insurance benefit payments received to each of the qualifying cases for a non-custodial parent. The percentage that each case will receive is based on the proportion of the total amount ordered. For example, there are three cases, and the total amount ordered is \$500.00. Case 1=\$150.00=30%. Case 2=\$200.00=40%. Case 3=\$150.00=30%. If the non-custodial parent receives Unemployment Insurance benefits equal to \$240.00 weekly, DCSE would receive \$120.00. Case 1 would receive \$36, Case 2 would receive \$48, and Case 3 would receive \$36.

