
DCSE Policy & Procedures Unit
Policy Update
PPU 06-07-007
July 20, 2006

SUBJECT: Date Signed Field on the PACC Screen

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](mailto:DCSE-POLICYQUESTIONS@azdes.gov)*

This PPU is being sent to clarify the information that must be entered on the Paternity-Child Case (PACC) screen when you have a birth certificate from another state that establishes paternity.

The **Date Signed** is the date that the out of state birth certificate was “filed” or “registered” with their state health department or vital records. This is the date paternity was established through the administrative process for that state. **Do not use the child’s date of birth for the Date Signed field.**

When paternity is established through HPP in Arizona, the date that the birth certificate is “filed” with Vital Records is the date HPP uses in the **Date Signed** field. The date of birth for the child is never used when PACC is updated by HPP.

The Quality Assurance Reference Guide on the Online Policy and Procedures Manual (OPPM) is being updated to reflect the correct information regarding the PACC screen and the **Date Signed** field.