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DCSE Policy & Procedures Unit
Policy Update
PPU 07-08-001
August 1, 2007
SUBJECT: SUOD Freq/Status Field Code 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) 771-8127.
The IV-D PARTNERS should send POLICY inquiries directly to DCSE-POLICYQUESTIONS@azdes.gov

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This Policy update is to provide additional procedural clarification and statements for the SUOD Frequency/Status field codes. The following procedural clarifications are in addition to existing procedure on the Debt Procedures section on OPPM and those addressed on PPU 07-06-002 issued June 5, 2007.

RES – Reserved

When adding an order that states that the monthly child support is reserved or is not addressed (usually found in past support judgments), the **Child Support Order Amount** field is left blank and RES (Reserved) is entered in the **Frequency/Status** field.

ADO – Adoption

Add a **SUOD** record for adoption when it is confirmed that the child or children on the order have been adopted thus changing (if a per child order) or stopping the monthly support obligation because of emancipation law.

Only add the adoption order to the ATLAS case from which the children were adopted.

ARO – Arrears Only

Enter this code when a monthly support obligation still exists, but Arizona is only enforcing an arrears amount because of an IJ request, or when a SSD benefit is equal to or greater than the monthly support obligation.