
DCSE Policy & Procedures Unit
Policy Update
PPU 09-01-005
January 29, 2009

SUBJECT: Child Support Lien Network (CSLN)

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

DCSE submits eligible cases to CSLN every month to search for Workman's Compensation and insurance settlement claims. The purpose of this PPU is to inform staff of changes to the CSLN process.

CSLN sends an Income Withholding Order (IWO) or Limited Income Withholding Order (LIWO) for DCSE on cases when there is a CSLN match. There are three new **Case Activity List (CAAL)** codes for this process. These **CAAL** codes are manually added to the case. The **CAAL** codes are:

T0096 – Phone Call to Insurance Co – CSLN

T0097 – Phone Call from Insurance Co – CSLN

M2140 - Comments Re: CSLN Activity

The **CAAL** codes will contain narratives regarding active collection activities with the insurance companies. These matches are time sensitive. CSLN inquiries or correspondence should be immediately referred to David Krejsta in the Legal Services Administration at (602) 771-8152, or Davidk@azdes.gov, or by fax to (602) 771-8150.

In addition, in order to track payments from CSLN matches, all CSLN IWO and LIWO payments are being sent to a special Post Office Box. Payments are sent to the Arizona State Disbursement Unit, P.O. Box 36626, Phoenix, AZ 85067.

Staff are urged to view this information directly on OPPM and not create a separate personal file. Click on the link <http://dcsepc>. You will find this Policy Update in Policy Updates 2009.