
DCSE Policy & Procedures Unit
Policy Update
PPU 10-10-004

Date October 27, 2010

SUBJECT: Affidavit Acknowledging Paternity in Eloquence

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

This PPU is to remind staff that have access to Eloquence to use the paternity documents available on the Eloquence data base for the Voluntary Administrative paternity process. The **Voluntary Acknowledgement** (Affidavit Acknowledging Paternity) document located in the paternity folder in Eloquence is to be used when the mother and father wish to voluntary establish paternity for their child(ren) born in Arizona. If the parties come in at different times they may sign separate **Voluntary Acknowledgment** documents. If Eloquence is experiencing printing issues, the CS-127 HPP form is available in most regions and can be used because the language is the same as in the Affidavit. Staff can also download the form on the web page <https://www.azdes.gov/dcse/> Forms and Pamphlets: Applications and Forms: CS-127 PF to download the form.

Paternity documents printed from DORD are **not** acceptable for the Administrative Voluntary paternity process. The language is exclusive for filing with the Clerk of Court and not HPP. These documents cannot be combined with the Eloquence **Voluntary Acknowledgement** documents.

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 2010.