
DCSE Policy & Procedure Unit
Policy Update
PPU-13-09-001
Date: September 20, 2013
SUBJECT: Tribal IV-D Programs

Please contact the Policy Unit if you have any questions regarding these or any other changes at
<http://dcsevf04/DCSE/PolicyQuestions> or (602) 771-8127.

The IV-D PARTNERS should send POLICY inquiries directly to DCSE-POLICYQUESTIONS@azdes.gov

Before generating a Child Support Enforcement Transmittal #1 – Initial Request to refer a case to a tribal IV-D program, staff must update the Intergovernmental Case Maint (INCM) screen with the complete FIPS code of the tribe so that the Transmittal #1 will generate the correct address. For example, if a case will be referred to the Cherokee Nation, add the FIPS code 90 905 01 so that the Cherokee Nation address is added to the Transmittal #1.

When setting up a debt with a tribal IV-D program, the FIPS code on the second panel of the Debt Detail NCP (DEDN) screen must match the first 5 characters of the INCM screen. For example, when there is an intergovernmental case with the Cherokee Nation, the FIPS code must begin with 90 905 so that the payments go to the Cherokee Nation and not to the state where the tribe is located.

Staff are urged to view this information directly on OPPM and not create a separate personal file. Enter <http://dcsepc> in your browser to view this Policy Update in Policy Updates 2013.