



## MEMORANDUM

**DATE:** 5/27/2025

**TO:** The Senior Leadership Team (SLT) - Division of Child Support Services (DCSS)

**FROM:** The DCSS Policy Unit

**SUBJECT:** DCSS Business Decision Documentation - Financial Institution Data Match (FIDM)

Upon review of the Financial Institution Data Match (FIDM) policy, the DCSS Policy Unit has determined that the policy requires a business decision to support criteria listed in the policy. After careful review and confirmation that neither federal nor state laws, rules, and/or regulations provide support for the criteria established in the Financial Institution Data Match (FIDM), the Policy Unit requests that SLT affirm with this memo that the criteria listed below as it appears in the Policy is appropriate to support both the Policy and the overall goals of the child support program. Information specific to bullet 5 and the term "Consistent Payor" is separately addressed below.

### Criteria

1. The case is an open IV-D case.
2. There must be more than \$250.00 in the Support Payor's account.
3. The Support Payor's account is not a welfare benefit or Electronic Benefits Transfer (EBT) account.
4. Nonpayment occurred within the last 30 days and, for checking accounts only, the Support Payor is not a consistent Payor.
5. The Support Payor does not have a financial hardship and is not receiving Social Security Income (SSI) or Social Security Disability Insurance (SSDI).

The existing Standard Operating Procedures for FIDM are pending revisions post the transition to AZCARES. However, both existing SoP documents - [Manual Case Selection](#) and [Automated Case Selection](#) include similar language referencing "Consistent Payor" that needs clarification. **NOTE 7/7/25 - The SoP for Manual Case Selection has been updated to a new version of FIDM Manual Case Selection Standard Work.**



Based on conversations between PRA and FIDM, we recommend the following definition that will be included in the Financial Institution Data Match (FIDM) policy and also included, as necessary, in procedural documents through revisions and/or creation of new Standard Work.

A “Consistent Payor” is defined as a Support Payor that has paid his/her current child support obligation and court-ordered arrears as required by Income Withholding Order and/or direct payments for the previous consecutive nine (9) months when the case is:

- Accruing current child support;
- An arrears-only case and the arrears have not been adjudicated, or
- A Past Support Judgment-only case.

The DCSS Senior Leadership Team discussed this matter as indicated in the minutes from the DCSS Senior Leadership Team Meeting held on 5/27/25 and has affirmed the above revisions to criteria listed in the Financial Institution Data Match (FIDM) policy.

Finalized 6/24/25 with no comments/concerns.

Business Decision Number: 2025-01