

	<b>INDIANA DEPARTMENT OF CHILD SERVICES TITLE IV-D POLICY MANUAL</b>	
	<b>Chapter 1: Establishment and Administration of the Program</b>	<b>Effective Date: 03/26/2020</b>
	<b>Section 1: Establishment of the Title IV-D Program</b>	<b>Version: 1.1 Revision Date: 03/26/2020</b>

**BACKGROUND**

Congress enacted legislation that required each state to establish a program to establish and enforce child support obligations as a condition of receiving federal funds.<sup>1</sup> The program is often called the Title IV-D program because it was created in Title IV, Part D, of the 1975 Social Security Act.

The Title IV-D program was designed to recover costs of state and federal public assistance and for cost avoidance in order to help families to no longer need or avoid seeking public assistance (formerly Aid to Families with Dependent Children (AFDC) and currently Temporary Assistance for Needy Families (TANF)). The focus has changed from one of cost recovery to securing and distributing money to families. Every State is required to establish a child support enforcement program.<sup>2</sup>

The following services are provided under the Title IV-D program:

1. Locate services;
2. Establishment of paternity;
3. Establishment of child support order;
4. Establishment and enforcement of medical support order;
5. Collection, accounting, and disbursement of support;
6. Enforcement of support order; and
7. Modification of support order.

Pursuant to federal law, each State shall assign a single and separate organizational unit to administer the Child Support Program.<sup>3</sup> The State of Indiana named the Child Support Bureau (CSB) as the single State agency to administer the Title IV-D Program in Indiana.<sup>4</sup> Federal regulations provide that CSB may enter into cooperative agreements with other agencies to perform some of its child support enforcement responsibilities.<sup>5</sup> The Indiana General Assembly directed CSB to make Cooperative Agreements with the Clerk of Courts and Title IV-D Prosecutor’s Offices.<sup>6</sup> Sections 2 and 3 of this Chapter detail the roles and responsibilities of the Title IV-D Prosecutor’s Office and Clerk of Courts.

Indiana law governing the Title IV-D program is very specific regarding the CSB’s ability to enter into contracts for the administration of the program.

<sup>1</sup> Pub. L. No. 93-647, 88 Stat. 2337

<sup>2</sup> Pub. L. No. 93-647, 88 Stat. 2337

<sup>3</sup> 42 U.S.C. § 654

<sup>4</sup> IC 31-25-3-1

<sup>5</sup> 45 C.F.R. § 302.12(a)(3)

<sup>6</sup> IC 31-25-3-1

The bureau shall make the agreements necessary for the effective administration of the plan with local governmental officials within Indiana. The bureau shall contract with: the prosecuting attorney . . . in each judicial circuit to undertake activities required to be performed under Title IV-D of the federal Social Security Act (42 U.S.C. 651), including determination of paternity, determination and enforcement of child support . . . .<sup>7</sup>

In addition, CSB may also “contract for services from nongovernmental providers under the guidelines established for all state agency contracts.”<sup>8</sup>

Each county Clerk of Court enters court orders into the statewide child support system and previously collected and processed all child support payments. As required by federal regulations, all payments, except cash, are now made to and processed by the Indiana State Central Collection Unit (INSCCU).<sup>9</sup> The State contracts with a private vendor to administer the INSCCU.

State Title IV-D agencies are required to cooperate with and provide services to other States, countries, and Title IV-D tribes (upon certification by the Office of Child Support Services). Each State has laws that derive from the Uniform Interstate Family Support Act (UIFSA) model language that enables support and paternity actions to be successfully resolved when parties live in different States. Detailed information regarding these cases can be found in Chapter 16: Intergovernmental Case Processing.

## **POLICY**

N/A

## **REFERENCES**

- [IC 31-25-3-1](#): Child support bureau; compliance; state central collection unit
- [IC 31-25-4-13.1](#): Agreements with local government officials; contracting; attorney-client relationship; informing applicant; service level stipulation
- [IC 31-25-4-16](#): Contracts with nongovernmental providers
- [42 U.S.C. § 654](#): State plan for child and spousal support
- [45 C.F.R. § 302](#): STATE PLAN REQUIREMENTS
- [Pub. L. No. 93-647, 88 Stat. 2337](#): Social Services Amendment of 1974

## **PROCEDURE**

N/A

## **FORMS AND TOOLS**

N/A

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<sup>7</sup> IC 31-25-4-13.1

<sup>8</sup> IC 31-25-4-16

<sup>9</sup> For more information on INSCCU, see Chapter 1: Establishment and Administration of the Program, Section 4: Indiana State Central Collection Unit (INSCCU); 45 C.F.R. § 302.32

## FREQUENTLY ASKED QUESTIONS

N/A

## RELATED INFORMATION

1. [Child Support Bureau Units and Responsibilities](#)
2. Chapter 1: Establishment and Administration of the Program, Section 2: Role of the Title IV-D Prosecutor in Providing Child Support Services
3. Chapter 1: Establishment and Administration of the Program, Section 3: Role of the Clerk of Courts in Providing Child Support Services

## REVISION HISTORY

Version	Date	Description of Revision
Version 1	05/26/2015	Final approved version
Version 1.1	03/26/2020	Updated hyperlinks; Reviewed for accuracy
	08/22/2023	Changed Office of Child Support Enforcement (OCSE) to Office of Child Support Services (OCSS)