

**CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES**

P.O. Box 419064, Rancho Cordova, CA 95741-9064



August 26, 2020

CSSP LETTER: 20-06

ALL IV-D DIRECTORS  
 ALL COUNTY ADMINISTRATIVE OFFICERS  
 ALL BOARDS OF SUPERVISORS

SUBJECT: SUPPRESSIONS

REFERENCES: SUPERSEDES CSSP LETTER 19-02 SUPPRESSIONS

**PURPOSE:** This letter provides policy to local child support agencies (LCSAs) regarding the use of suppressions on child support enforcement actions and is not meant to be an exhaustive list of all manual suppressions. Establishment of a statewide suppression policy will ensure that LCSAs apply manual suppressions in a consistent manner that complies with federal and state laws and regulations. This letter removes the 12-month suppression timeframe policy and includes new participant terminology.

**POLICY:** To ensure statewide uniformity in setting manual suppressions that align with the program mission to provide child support services to establish parentage and collect support:

- Suppressions shall not be placed on Financial Institution Data Match (FIDM) or Multistate FIDM as these are locate tools. Suppression of FIDM does not prevent the generation of bank levies.
- Bankruptcy suppressions shall be placed and reviewed in a manner determined in consultation with LCSA legal counsel.
- All other suppressions must include an end date to facilitate review of the suppression, its appropriateness, and determination whether and/or when enforcement activities should resume.
- Interest suppressions require financial oversight and therefore must be placed by a financial worker. This requirement ensures that appropriate internal controls and separation of duties are in place. A caseworker may identify that interest suppression is needed only when directed by:
  - Court order.
  - Active out-of-state order.

Reason for this Transmittal

- State Law, Regulation and/or Change
- Federal Law, Regulation Change
- Court Order or Settlement Change
- Clarification requested by One or More Counties
- Initiated by DCSS

- Income Withholding Orders may only be suppressed by a caseworker under the following circumstances:
  - It is court ordered that the wage assignment be stayed,
  - Parties file a formal stipulation with the court and Parent Ordered to Pay Support (PPS) is compliant every month,
    - Formal stipulation will provide specific verbiage that the IWO is stayed. LCSAs will need to monitor that the PPS is compliant every month.
  - Social security derivative benefits exceed the court ordered obligation.

**BACKGROUND:** Pursuant to Family Code (FC) § 17500, LCSAs are granted authority and responsibility for promptly and effectively collecting and enforcing child support obligations. LCSAs must consider a number of circumstances impacting the PPS and Person Ordered to Receive Support's circumstances, such as bankruptcy filings, when pursuing appropriate enforcement actions.

**ACTION:** LCSAs shall adhere to this policy when applying enforcement suppressions. Please see the Statewide Procedures Manual Section 3500 Enforcement "Adding and Editing Suppressions" for more information on suppressions.

**CONTACT:** If you have any questions or concerns regarding this matter, please contact the Policy and Program Branch at (916) 464-5883.

Sincerely,

o/s

EMILY JERNIGAN  
Interim Deputy Director  
Child Support Services Division