



North Carolina Department of Health and Human Services
Division of Social Services
Child Support Enforcement

Post Office Box 20800, Raleigh, NC 27619-0800 Courier # 55-41-12
Telephone (919) 255-3800

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

Sherry S. Bradsher, Director

June 2, 2011

Dear County Director of Social Services
Dear County Child Support Managers

The Child Support Manual has been updated. Chapter Q – Administrative Appeals: Instruction on local case worker preparation for a tax offset appeal hearing has been clarified. To properly prepare for the hearing, the Attorney General handling the appeal needs complete payment records, including both the Order/Payment Detail (Screen FAA) and the Order/Payment History (Screen FAF). This information and all other requested case data should be sent to the attorney as soon as possible. For more information on preparation for an appeal hearing, see the Child Support Manual at Q02D.

If you have any questions, please contact the Policy and Training Team @ 919.255.3800.

Thank You for all that You Do! Have a Winning Day!

Sincerely,

A handwritten signature in cursive script that reads "Judy McArn".

Judy McArn
Assistant Chief of Program Operations

CSE-16-2011

Mission Statement

To consistently collect as much child support money as possible for the benefit of North Carolina's children.

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