



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Division of Social Services

ROY COOPER • Governor
MANDY COHEN, MD, MPH • Secretary
WAYNE E. BLACK • Director

August 22, 2018

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES
ATTENTION: Child Support Managers and Supervisors

SUBJECT: INFORMATION: UIFSA Documents

42 U.S.C. 666(f) requires all states to have the Uniform Interstate Family Support Act of 2008 (UIFSA) in effect, North Carolina adopted UIFSA 2008 in June 2015. Section 311(b) of UIFSA requires the use of federally-approved forms in intergovernmental child support enforcement proceedings. UIFSA 2008 included numerous changes to the current UIFSA documents and added several new documents that we are required to use. Incorporation of the new and updated documents we will done in three phases.

In Phase One, effective October 1, 2018, the following UIFSA documents will be available in the Automated Collection and Tracking System (ACTS):

- DSS-4751 – Child Support Agency Confidential Information Form – “ICIF” event (9.1.19; 9.2.16)
- DSS-4750 – Personal Information for UIFSA § 311 – “IPIF” event (9.1.18; 9.2.15)
- DSS-4703 – Child Support Enforcement Transmittal #2 – Subsequent Actions – “CST2” event (9.1.15; 9.2.12)
 - The note screen has been expanded to 2 pages to show the options selected and the free-form text entered by the worker when generating the document.
 - A cover sheet will generate prior to the document; it will include the from and to addresses. It will not be included in the page count.

When these documents are available in ACTS, the ability to generate the corresponding event as a “SELF”-event will be removed.

If you have any questions, please contact the Functional Team or Policy and Training Unit at (919) 855-4755, or your Regional Program Representative.

Sincerely,

Carla D. West, Section Chief
Child Support Services

Cc: Regional Program Representatives
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