



**Superior Court of the State of Arizona
Pima County Juvenile Court
2225 E. AJO WAY,
Tucson, Arizona 85713-6295**

**Pima County Model Court
Juvenile/Family Law Workgroup
Child Support Protocol**

A. Title IV-D Cases/Child Support Order in place

1. Child removed from custodial parent/in foster care or otherwise placed with person/agency not entitled to support
 - a. Consolidate related family law case in which child support order was entered.
 - b. Modify current child support to zero.
 - c. Direct preparation of modified wage assignment or prepare modified wage assignment.
 - d. Sign modified wage assignment.
 - e. Refer residual issues (arrearage payments, insurance payments, etc.) to the appropriate IV-D Commissioner (see attachment) by scheduling hearing through that division's JAA.

2. Child removed from custodial parent/placed with eligible payee
 - a. Consolidate related family law case in which child support order was entered.
 - b. Order child support re-directed to custodian provided custodian applies for services from the IV-D agency within 60 days.
 - c. Suspend the obligation to pay child support for 60 days.
 - d. Schedule a non-appearance hearing in 60 days.
 - e. Refer the case by minute entry order to the IV-D agency.
 - f. Include the case number or atlas number in the referral to IV-D agency
 - g. Attach completed IV-D application forms if available.
 - h. If no application for services from the IV-D agency within 60 days, modify current child support to zero.

3. Child removed from custodian parent/placed with former non-custodial parent
 - a. Consolidate related family law case in which child support order was entered.
 - b. Modify current child support to zero.
 - c. Direct preparation of modified wage assignment or prepare modified wage assignment.
 - d. Sign modified wage assignment.

- e. Advise new custodial parent of availability of services from IV-D agency.
- f. If IV-D services not requested, issue child support order and wage assignment in juvenile court.

B. Non-Title IV-D Cases/Child Support Order in place

1. Child removed from custodial parent/ in foster care or otherwise placed with person/agency not entitled to receive child support
 - a. Consolidate related family law case in which child support was ordered.
 - b. Modify child support to zero.
 - c. Direct preparation of modified wage assignment or prepare modified wage assignment.
 - d. Sign modified wage assignment.
2. Child removed from custodian parent/placed with eligible payee
 - a. Consolidate related family law case in which child support was ordered.
 - b. Modify current child support to zero.
 - c. Calculate new child support order for current custodian, using both parents' incomes and expenses.
 - d. Direct preparation of modified child support order and wage assignment or prepare one or both.
 - e. Sign modified child support order and wage assignment(s).
3. Child removed from custodial parent/placed with previous non-custodial parent
 - a. Consolidate related family law case in which child support was ordered.
 - b. Modify current child support to zero.
 - c. Calculate new child support order to be paid by non-custodial parent.
 - d. Direct preparation of child support order and wage assignment or prepare one or both.
 - e. Sign modified child support order and wage assignment.

C. No Child Support Order in Place

1. Child removed from custodial parent/placed with eligible payee (guardian, relative placement, etc.)
 - a. Consolidate related family law case.
 - b. Conduct hearing at juvenile court to establish child support.
 - c. Direct preparation of child support order and wage assignment or prepare one or both.
 - d. Sign child support order and wage assignment(s).