



Oklahoma Child Support Services  
Every child has the right to support from both parents.

## Child Support Services and Responsibilities

### Oklahoma Child Support Services (OCSS) can help:

- find the parent of a child or the assets of the parent;
- establish paternity for a child;
- obtain a child support or medical support order;
- enforce medical support orders;
- collect child support payments;
- review and change child support orders; and
- take any of these actions in other states and countries.

### Who may apply for services?

- Any parent or custodial person who needs child support services for a minor child.
- Services are for minor children; a child is a minor until the age of 18 or up to the age of 20 if still in high school.

### Services provided by OCSS:

- **Find parents:** Many types of searches are used to find an address, employer, or assets.
- **Paternity:** We establish paternity by agreement or court action.
- **Child support:** We will file papers with the court to get an order, but child support is set by the court using Oklahoma Child Support Guidelines.
- **Child care:** Orders for child care costs shared by parents based on their income.
- **Medical support:** We seek and enforce medical support orders.
- **Enforcement:** We take child support from wages, Worker's Compensation awards, personal injury awards, tax refunds, and bank accounts. We may ask the court to enforce the order by contempt proceedings. The court may also take driver's, professional, hunting and fishing, or other licenses for failure to pay support.
- **Changing child support orders:** OCSS reviews support orders to make sure they follow the Guidelines. If not, we ask the court to change the support amount.

There is a yearly \$25.00 fee collected on all cases that qualify. October 1st of each year, cases without TANF or AFDC will qualify for the fee after \$500.00 has been collected and sent to the family. The fee is withheld from the first payment collected after the \$500.00 is sent to the family.

These services are available whether or not the parent lives in Oklahoma. Other states may also charge fees. If OCSS must refer your case to another state, fees may be withheld by that state from your child support.

### **Help us help you!**

The more information you give us, the faster we can help you.

### **Keep us informed about you, your children's, and the other parent's:**

- current address and phone number;
- current work address and phone number; and
- Social Security number.

**NOTE: The post office does not forward all child support papers. You must tell OCSS of any change in your address in order to get court or other legal documents. We must be able to get these papers to you and reach you to work your child support case.**

### **Other information:**

Send OCSS copies of any orders:

- establishing paternity;
- granting a divorce;
- granting custody;
- setting child support;
- awarding guardianship; and
- granting custody or setting support in a juvenile court case.

### **Please know:**

- OCSS will decide how to collect your child support.
- OCSS staff represents only the state of Oklahoma.
- Information you give OCSS may be shared as required by law if needed to establish or enforce an order.
- OCSS uses the address of record you provide as your public mailing address. Legal and other official papers will be sent to you by regular mail at this address. If requested, it is given to the other parent or person in your case or their attorney.
- If family violence is an issue, please give an address of record different from your home address.
- You must provide your Social Security number.
- All payments must be made through the Centralized Support Registry.
- All payments will be paid into an Oklahoma MasterCard Debit Card account. When OCSS receives your first child support payment, you will be sent the debit card. Contact the toll-free number located on the back of your card if you have questions.
- If you do not wish to use a debit card, you may call the number on the back of your debit card and set up direct deposit.

- OCSS can sign and negotiate payments related to child support, including cashier and personal checks, money orders, as well as credit card, debit card and direct debit payments from your bank account.
- If you are the noncustodial parent requesting services, your payment methods could include cashier and personal checks, money orders as well as credit card, debit card, and direct debit payments from your bank account.
- OCSS does not accept temporary checks for child support payments.
- OCSS may refuse to accept a personal check or direct debit after receiving a non-sufficient funds notice.
- OCSS distributes child support as required by federal and state law. Current support is applied to the month in which it is received by OCSS.
- Some parents pay support for children in more than one household. Payments may be divided so that each household receives a share.
- If the custodial person received TANF or AFDC, the noncustodial parent's federal tax refund is taken to repay that debt. Once state debt is repaid, these collections are sent to the family for past due support.

**You must:**

- provide OCSS with all requested information;
- tell OCSS when your address or Address of Record changes;
- tell OCSS if a child's address changes;
- send OCSS all child support payments you receive from anyone other than OCSS;
- tell OCSS if you ask another person or agency to collect child support for you; and
- tell OCSS of any new information that relates to collecting child support.

<p><b>Your support payments must be mailed to:</b></p> <p>Oklahoma Centralized Support Registry  P. O. Box 268849  Oklahoma City, Oklahoma 73126-8849</p>	<p><b>OCSS contact information:</b></p> <p>Oklahoma City area: 405-522-CARE (2273)  Tulsa area: 918-295-3500  Toll free: 1-800-522-2922  TTY in Oklahoma City area: 405-522-3792  TTY toll free: 1-866-264-4767  <a href="http://www.okdhs.org">http://www.okdhs.org</a></p>
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**Please keep these pages for your records.**

