

Federal Parent Locator Service

Federal Collections and Enforcement System

Release 14-01 – Minor

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Administration for Children and Families
Office of Child Support Enforcement
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1. PORTAL ENHANCEMENTS FOR FEDERAL COLLECTIONS AND ENFORCEMENT (OCSE REF. # 4585)

1.1 Summary of Changes

We are enhancing the Federal Collections and Enforcement portal application to enable you to view names associated with a noncustodial parent (NCP). Additionally, to improve the query speed, we will reduce the number of years that we retain modified arrearage changes in the detail records.

1.2 Background

The Federal Collections and Enforcement system displays a notification on the Case Query page when there is an NCP name change. All name changes now appear in the case query detail records.

1.3 Description of Changes

As a result of this enhancement, the Federal Collections and Enforcement system will list name changes associated with an NCP. All users will be able to view name changes and up to five years of modified arrearage changes in the detail records.

1.4 Impact on States

This enhancement requires no change to your system.

1.5 State Testing

Testing is not required for this enhancement.

1.6 Page Enhancements

When a name change is present for an NCP, you will be able to select the link to display all the names associated with the NCP.

Figure 1-1: Case Query

U.S. Department of Health and Human Services
Administration for Children & Families
FPLS State Services Portal

Home Print | FAQ | Close

Federal Collection and Enforcement

Case Query
Address Query
Pre-Offset Query
Local Contact Address Query

Case Query
Identifying Information

NCP Name: Public, John [NCP name change]
SSN: 123 XX 6789
State Code: KS

SSN Verified?: SSN/Name Verified
States With Active Cases: AL

Comments

Case Address Details

Figure 1-2: NCP Name Changes

NCP Name Changes:

Date	Case Type	Name
12/11/2013	Non-TANF	Publick, Jon
07/05/2012	TANF	Public, Jon
08/03/2008	Non-TANF	Publik, Jonathan
03/09/2005	TANF	Publik, John

Close

1.7 End User Support Contact Information

For help or questions about this enhancement, contact the Federal Collections and Enforcement Help Desk at 202-401-9389 or e-mail sollections@acf.hhs.gov.

2. SEARCH BY TRACE NUMBER (OCSE REF. # 4832)

2.1 Summary of Changes

We are enhancing the Federal Collections and Enforcement system on the portal to enable you to query by trace number. You will receive the results of your query in the offset record.

2.2 Background

The Federal Collections and Enforcement system does not have the capability to search by trace number. Trace number is only visible on the Detail pages of a specific Case Query.

2.3 Description of Changes

As a result of this change, the Federal Collections and Enforcement system will enable you to search by trace number to query for an offset for a specific NCP in your state.

2.4 Impact on States

This enhancement requires no change to your system. Only users who have full access roles ('SB') will be able to use the Trace Number Search.

2.5 State Testing

Testing is not required for this enhancement.

2.6 Page Enhancements

The Trace Number Search allows you to enter a trace number and query for the offset information associated with that number.

Figure 2-1: Trace Number Query

The screenshot shows the FPLS State Services Portal interface. At the top, it features the U.S. Department of Health and Human Services logo and the Administration for Children & Families. The main header reads "FPLS State Services Portal" with a "Home" link and "Print | FAQ | Close" options. A left sidebar lists various services: Case Query, Trace Number Query, Address Query, Pre-Offset Notice Query, Local Contact Address Query, Local Contact Address Update, Transaction Submission, Online Transaction Maintenance, File Upload, and File Download. The main content area is titled "Trace Number Query" and includes a note: "* Indicates required field". Below this is a "Trace Number Search" section with a text input field for the Trace Number and a "GO" button. A "Trace Information" section lists fields: State, SSN, Case Type, Offset Amount, Offset Cycle, and OCSE Process Date. A "Clear" button is located below these fields. At the bottom, it says "Office of Child Support Enforcement" with links for "Contact Us" and "Privacy Statement".

2.7 End User Support Contact Information

For help or questions about this enhancement, contact the Federal Collections and Enforcement Help Desk at 202-401-9389 or e-mail scollections@acf.hhs.gov.

3. ADD CYCLE NUMBER TO COLLECTION AND ADJUSTMENT CONTROL RECORD (OCSE REF. # 4904)

3.1 Summary of Changes

We are enhancing the Federal Collections and Enforcement system to add the OCSE Cycle Number to the Control Record sent to states as part of the Collection and Adjustment file.

3.2 Background

The Federal Collections and Enforcement system does not send the OCSE Cycle Number in the Control Record sent to states as part of the Collection and Adjustment file.

3.3 Description of Changes

As a result of this enhancement, the Federal Collections and Enforcement system will send the OCSE Cycle Number in the Control Record sent to states as part of the Collection and Adjustment file.

3.4 Impact on States

This enhancement will require programming changes to your state system if you want to use the cycle number in your processing.

3.5 State Testing

Testing is not required for this enhancement.

3.6 Download Record Layout Changes

See Chart A-1, "Collection and Adjustment Control Record Layout," for the changes to the download record, which are at positions 109-114 (previously defined as Filler) in the OCSE Cycle Number field.

3.7 End User Support Contact Information

For help or questions about this enhancement, contact the Federal Collections and Enforcement Help Desk at 202-401-9389 or e-mail scollections@acf.hhs.gov.

A. OUTPUT RECORD LAYOUT

This record format gives the specifications for the Collection and Adjustment Control Record Layout. Type ‘A’ is alphabetic, type ‘N’ is numeric, and type ‘A/N’ is alphanumeric.

CHART A-1: COLLECTION AND ADJUSTMENT CONTROL RECORD LAYOUT				
OMB Control No: 0970-0161 Expiration Date: 05/31/2016				
Field Name	Location	Length	A/N	Comments
Submitting State Code	1-2	2	A	The state abbreviation sent to OCSE and stored on the OCSE Case Master File.
Filler	3-5	3	A/N	Reserved for future use and has spaces.
Total Control	6-14	9	A/N	A constant field containing TOTAL to identify this record as the Collection and Adjustment Control Record.
Filler	15-34	20	A/N	Reserved for future use and has spaces.
Total Adjustments	35-49	15	N	The total number of adjustments processed.
Total Collections	50-64	15	N	The total number of collections processed.
Total Certified Arrearage Amount	65-75	11	N	An accumulation of the certified arrearage amounts processed. The total certified arrearage amount is a signed positive numeric amount with two decimal places assumed.
Total Collection Amount	76-86	11	N	An accumulation of the collection amounts processed. The total collection amount is a signed positive numeric amount with two decimal places assumed.
Total Adjustment Amount	87-97	11	N	An accumulation of the adjustment amounts processed. The total adjustment amount is a signed positive numeric amount with two decimal places assumed.
Total Net Amount	98-108	11	N	The total collection amount minus the total adjusted amount. The total net amount is a signed positive numeric amount with two decimal places assumed.

CHART A-1: COLLECTION AND ADJUSTMENT CONTROL RECORD LAYOUT				
OMB Control No: 0970-0161 Expiration Date: 05/31/2016				
Field Name	Location	Length	A/N	Comments
OCSE Cycle Number	109-114	6	A/N	The year and cycle number for this file of collections and adjustments. The format of the field is CCYYNN where CC is century, YY is calendar year, and NN is the cycle number.
Filler	115-240	126	A/N	Reserved for future use and has spaces.