

	INDIANA DEPARTMENT OF CHILD SERVICES TITLE IV-D POLICY MANUAL	
	Chapter 9: Paternity Establishment	Effective Date: 08/19/2020
	Section 1: Federal Time Frames for Paternity Establishment	Version: 1.1 Revision Date: 08/19/2020

BACKGROUND

Federal regulations require the Title IV-D agency to initiate actions for paternity establishment in all Title IV-D cases in which a child was born outside of marriage and paternity has not already been established.¹ Paternity may be established administratively by executing a paternity affidavit or by judicial action.²

POLICY

Within 75 calendar days of the Title IV-D Prosecutor’s Office determining that it is necessary to locate the alleged father or non-custodial parent (NCP), the Title IV-D Prosecutor’s Office must access all appropriate locate sources.³ Repeat locate attempts must be made either quarterly or upon receipt of new information.⁴

Within 90 calendar days of locating the alleged father or NCP, a child support order must be established or service of process completed in order to commence proceedings to establish a child support order and, if necessary, establish paternity.⁵

Unsuccessful attempts to serve an alleged father shall be documented in the case file and the statewide child support system.⁶

REFERENCES

- [IC 31-14-2-1](#): Exclusive methods of establishing paternity
- [45 C.F.R. § 303.2](#): Establishment of cases and maintenance of case records
- [45 C.F.R. § 303.3](#): Location of noncustodial parents in IV-D cases
- [45 C.F.R. § 303.4](#): Establishment of support obligations
- [45 C.F.R. § 303.5](#): Establishment of paternity

PROCEDURE

¹ 45 C.F.R. § 303.5(a)

² IC 31-14-2-1

³ 45 C.F.R. § 303.3(b)(3)

⁴ 45 C.F.R. § 303.3(b)(5)

⁵ 45 C.F.R. § 303.4(d)

⁶ 45 C.F.R. § 303.2(c)

The Title IV-D Prosecutor's Office may refer the case to the State Parent Locator Service (SPLS) in order to locate an alleged father or NCP in order to obtain good service for a court hearing to establish paternity.⁷

FORMS AND TOOLS

N/A

FREQUENTLY ASKED QUESTIONS

N/A

RELATED INFORMATION

1. Chapter 8: Parent Locate

REVISION HISTORY

Version	Date	Description of Revision
Version 1	11/17/2017	Final approved version
Version 1.1	08/19/2020	Added locate time frame

⁷ Chapter 8: Parent Locate