

	INDIANA DEPARTMENT OF CHILD SERVICES TITLE IV-D POLICY MANUAL	
	Chapter 17: Case Closure	Effective Date: 12/18/18
	Section 27: IV-A Agency Determined Good Cause to not Pursue Case (CGCB)	Version: 1.0 Revision Date: 12/18/18

BACKGROUND

Closing a case when the IV-A agency has determined the custodial party has good cause to not cooperate with the Title IV-D Prosecutor is a manual closure process, which means the statewide child support system does not automatically recognize the case closure criteria, but the Title IV-D Prosecutor knows certain facts that make the case eligible for case closure.

The manual case closure reasons do not require an intent to close notice be sent to the custodial party or other tribunal. When the Title IV-D Prosecutor enters the case closure reason in the statewide child support system, the case is immediately closed to Title IV-D services.

Closing the case to Title IV-D services does not affect the validity or status of a court order.

POLICY

The Title IV-D Prosecutor may close a case when the following criteria are met:

1. The Division of Family Resources (DFR), in a Temporary Assistance to Needy Families (TANF) case, makes a determination that good cause exists for the custodial party to not cooperate with the Title IV-D Prosecutor because child support enforcement may not proceed without risk of harm to the child or custodial party;¹ and
2. The case is not a responding intergovernmental case.

REFERENCES

- [45 C.F.R. § 302.31](#): Establishing paternity and securing support
- [45 C.F.R. § 303.11\(b\)\(14\)](#): Case closure criteria

PROCEDURE

1. Case Management Upon DFR’s Determination of Good Cause to Not Cooperate with Title IV-D Enforcement

When DFR makes the determination of whether good cause exists for a custodial party to not cooperate with the Title IV-D Prosecutor, the statewide child support system receives notice through the IV-A/IV-D interface and a worklist item (UAGC) is created notifying the Title IV-D Prosecutor of DFR’s determination. The Title IV-D Prosecutor shall not proceed on a case in which there has been a finding of good cause for the applicant to not cooperate with the Title IV-D Prosecutor.²

¹ 45 C.F.R. § 303.11(b)(14)

² 45 C.F.R. § 302.31(c)

2. Case Type and Status Upon Closure

When a Title IV-D case is closed for this manual closure reason, the case closes to Title IV-D services and becomes a non-Title IV-D case.³ The Title IV-D Prosecutor determines at the time of closure if the case will be an open non-Title IV-D case or a closed non-Title IV-D case based on whether there is a current child support obligation or an arrears balance. If there is a current child support obligation and/or an arrears balance, the Title IV-D Prosecutor will change the case type to non-Title IV-D resulting in the case being an open non-Title IV-D case. If there is not a current child support obligation or an arrears balance, the Title IV-D Prosecutor will change the case status to closed. The next time the auto closure program runs, every Saturday except the first day of the month, after the manual closure, the statewide child support system will change the case type to non-Title IV-D resulting in the case being a closed non-Title IV-D case.

FORMS AND TOOLS

1. [Case Closure Checklist Why Didn't My Case Close](#)
2. [Case Closure Complete Guide](#)
3. [Case Closure Matrix How It Works](#)
4. [Using Proper Case Closure Codes](#)

FREQUENTLY ASKED QUESTIONS

1. Q. The DFR made a determination that the custodial party has good cause to not cooperate with the Title IV-D Prosecutor because child support enforcement may not proceed without risk of harm to the child or custodial party. However, the Title IV-D Prosecutor believes the case can be worked without the cooperation of the custodial party. Should the Title IV-D Prosecutor continue to work the case?

A. No. The Title IV-D Prosecutor should close the case. The reason good cause to not cooperate was determined by the DFR was because of the *risk of harm to the child or custodial party*. If the Title IV-D Prosecutor were to continue to enforce the case, the child or custodial party could be placed in undue harm.

RELATED INFORMATION

The ISETS case closure code is CGCB.

REVISION HISTORY

Version	Date	Description of Revision
Version 1	12/18/2018	Final Approved Version

³ An exception to this is that a DCS child welfare case will close to Title IV-D services, but does not change case type.

	03/11/2020	Changed Section number from 26 to 27.
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