

	INDIANA DEPARTMENT OF CHILD SERVICES TITLE IV-D POLICY MANUAL	
	Chapter 14: Payment Processing	Effective Date: 6/19/19
	Section 4: Electronic Disbursement of Child Support Payments Via Direct Deposit or Debit Card	Version: 1.0 Revision Date: 6/19/19

BACKGROUND

Electronic disbursement allows custodial parties who receive child support payments from the state and the Clerk of Courts in Allen, Marion, and Vanderburgh counties to enroll in either the direct deposit or debit card electronic disbursement program.¹

POLICY

Child support payments shall be disbursed within two (2) business days after receipt from the employer or any other source income.²

A participant may receive child support payments in the form of direct deposit, debit card, or check.

REFERENCES

- [CSB-AT-333](#): Electronic Disbursement: Direct Deposit and Debit Card
- [42 U.S.C. § 654b](#): Collection and disbursement of support payments

PROCEDURE

The statewide child support system sends an Electronic Disbursement Enrollment Notices (EDEN) to the custodial party when the following requirements are met:

1. Payments are posted either in Allen, Marion, or Vanderburgh counties, or at the state (excluding involuntary payments);
2. Payments are disbursed to the custodial party in the form of a check;
3. The custodial party is at least 18 years old; and
4. The custodial party is not currently receiving TANF.

The EDEN notice notifies custodial parties of the option of receiving their child support payments via direct deposit to their checking or savings accounts or the debit card. If the Child Support Bureau (CSB) does not receive direct deposit information from the custodial party within 21 days from the date the EDEN notice was sent, the electronic disbursement method will default to the debit card, as long as the EDEN notice was not returned to CSB as undeliverable. If the direct deposit form is returned to CSB but is rejected due to an error on the form, CSB will extend the time period for the custodial party to correct and return the direct deposit form before automatically assigning a debit card to the custodial party.

¹ CSB-AT-333

² 42 U.S.C. § 654b(c)(1)

A custodial party can request to be exempted from electronic disbursement by sending a written request with a valid reason for exemption to the CSB, such as:

1. The custodial party has participated in credit card or bank fraud, preventing the custodial party from having one or both;
2. The custodial party is incarcerated; or
3. The custodial party has a mental incapacity.

A Social Security number (SSN) is not required for the debit card, but a SSN is required for direct deposit.

Participants under the age of 18 will receive their child support payments in the form of a check, unless they ask for the direct deposit form.

FORMS AND TOOLS

[CSB & County Contact List](#)

FREQUENTLY ASKED QUESTIONS

N/A

RELATED INFORMATION

For additional information or questions regarding debit cards, contact the Public Assistance Research and Recovery Unit (PARR) Supervisor as noted on the [CSB contact list](#).

For additional information or questions regarding direct deposit, contact the Electronic Funds Transfer (EFT) Supervisor as noted on the [CSB contact list](#).