



Department of Human Resources  
311 West Saratoga Street  
Baltimore MD 21201

## FIA ACTION TRANSMITTAL

Control Number: #03-52

Effective Date: Immediately

Issuance Date: June 12, 2003

**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES  
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT  
FAMILY INVESTMENT SUPERVISORS AND ELIGIBILITY STAFF  
PURCHASE OF CHILD CARE PROGRAM ADMINISTRATORS**

**FROM: KEVIN MCGUIRE, EXECUTIVE DIRECTOR, FIA  
LINDA HEISNER, EXECUTIVE DIRECTOR, CCA**

**RE: POC CHILD SUPPORT TAX INTERCEPTS**

**PROGRAM AFFECTED: PURCHASE OF CHILD CARE**

**ORIGINATING OFFICE: CHILD CARE ADMINISTRATION**

**SUMMARY:** This action transmittal outlines Purchase of Child Care policy on counting child support tax intercepts.

**BACKGROUND:** Purchase of Child Care currently counts all of the child support monies a customer receives during the six months prior to an application, reconsideration or interim change. The monies are totaled, divided by six and the monthly average is entered into CCAMIS.

**ACTION REQUIRED:** When counting state and federal tax intercepts for child support, exclude up to \$2000. If the amount received exceeds \$2000, only the excess will be counted as annual/yearly income.

**EXAMPLE:** Customer received the following amounts during the past six months:

December	\$150	
January	\$50	
February	\$125	
March	\$2500 (tax intercept)	\$2500-\$2000=\$500
April	\$50	
May	\$125	
Total		\$1000/6 months=\$166.67

Enter \$166 into CCAMIS (drop cents).

**CCAMIS PROCEDURES:** Enter only the excess dollar amount on CCAMIS if the child support tax intercept exceeds \$2000.

**ACTION DUE:** Immediately upon receipt

**INQUIRIES:** Direct policy or procedures inquiries to Betsy Blair at 410-767-7845 or [bblair@dhr.state.md.us](mailto:bblair@dhr.state.md.us). Direct CCAMIS inquiries to Dwight Carter at 410-767-7850 or [dcarter@dhr.state.md.us](mailto:dcarter@dhr.state.md.us).

cc: DHR Executive Staff  
CCA Management Staff  
CCA Program Management Staff  
CCA Program Standards Staff  
FIA Management Staff  
Constituent Services  
OIM Help Desk