



Department of Human Resources  
311 West Saratoga Street  
Baltimore MD 21201

## FIA ACTION TRANSMITTAL

Control Number 05-20

Effective Date: Immediately

Issuance Date: January 7, 2005

**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES  
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT  
FAMILY INVESTMENT SUPERVISORS/CASE MANAGERS  
LOCAL HEALTH DEPARTMENT SUPERVISORS/ELIGIBILITY STAFF**

**FROM: KEVIN M. MCGUIRE, EXECUTIVE DIRECTOR, FIA  
BRIAN SHEA, EXECUTIVE DIRECTOR, CHILD SUPPORT  
ENFORCEMENT ADMINISTRATION  
JUDITH ROZIE BATTLE, EXECUTIVE DIRECTOR, CHILD CARE  
ADMINISTRATION  
JOSEPH E. DAVIS, EXECUTIVE DIRECTOR, DHMH/OOEP**

**RE: CHILD SUPPORT REQUIREMENTS FOR REFUGEES AND ASYLEES**

**PROGRAM AFFECTED: TEMPORARY CASH ASSISTANCE (TCA), PURCHASE  
OF CHILD CARE (POC), MEDICAL ASSISTANCE (MA)**

**ORIGINATING OFFICE: OFFICE OF PROGRAMS**

### **SUMMARY:**

Civil war and political and religious persecutions continue in many countries of the world. The United States grants humanitarian status to some people whose countries are in turmoil. Some of these refugees, persons granted political asylum, and victims of trafficking are applying for assistance in Maryland's local departments of social services. Many of these refugees and asylees fled for their lives. There is little or no knowledge about missing family members. There is little hope for the families to be reunited because many of the missing have been killed or fled to other countries.

The TCA, MA and POC programs all require a single parent applying for assistance for minor children to agree to file for child support against the absent parent and then cooperate with the Child Support Enforcement Administration (CSEA) in attempting to obtain child support. This requirement causes unnecessary hardship on the refugee and asylee families and also results in increased financial expense for interpreters at the local departments and Child Support offices.

## **ACTION REQUIRED:**

### **TCA and MA**

When single parent, ***refugee or asylee*** families or ***refugee or asylee*** caretaker relatives apply for TCA, MA or POC, the parent or caretaker relative must agree to file for child support against the absent parent or parents. **Effective immediately for TCA and MA**, when a refugee or asylee customer tells the case manager that the absent parent is believed to still be in a foreign country or that the absent parent may be deceased, the case manager should code the **CARES APID** screen in the **Good Cause Claim Ind** field as “Y.” In addition, on the **CARES APAD** screen in the address field, type “**absent parent believed to be in a foreign country or may be deceased.**” That will advise CSEA not to pursue child support action. Review the absent parent’s status at redetermination for any changes.

### **Purchase of Care**

For POC, do not refer the case to CSEA and add "**absent parent believed to be in a foreign country or may be deceased**" to the case narration. Review the absent parent’s status at redetermination for any changes.

### **Child Support Enforcement**

The child support worker will register the referral in the Child Support Enforcement System (CSES), then immediately close the case due to “Good Cause,” using the Case Status Code “ICH” (INACT/CLSD/GOOD CAUSE DOCUMENT).

## **INQUIRIES:**

Direct TCA policy questions to Marilyn Lorenzo at 410-767-7333 or Gretchen Simpson at 410-767-7937. Medical Assistance policy questions should be directed to Cynthia Carpenter at 410-767-7495 or to DHMH Division of Eligibility Services at 410-767-1463 and POC questions should be directed to Betsy Blair at 410-767-7845. Child Support Enforcement policy and CSES questions should be directed to Julia Koch at 410-767-7034. CARES system questions should be referred to Gerald Conaway at 410-767-7546.

cc: FIA Management Staff  
CCA Management Staff  
CSEA Management Staff  
Refugee Resettlement Center  
Constituent Services  
DHR Help Desk