



Department of Human Resources  
311 West Saratoga Street  
Baltimore MD 21201

## Family Investment Administration **INFORMATION MEMO**

**Issuance Date: September 7, 2005**

**Effective Date: Immediately**

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**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES  
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT  
FAMILY INVESTMENT SUPERVISORS AND CASE MANAGERS**

**FROM: KEVIN M. MCGUIRE, EXECUTIVE DIRECTOR**

**RE: LOUISIANA CHILD SUPPORT INFORMATION FOR KATRINA  
EVACUEES**

**PROGRAMS AFFECTED: TEMPORARY CASH ASSISTANCE, CHILD SUPPORT**

**ORIGINATING OFFICE: OFFICE OF PROGRAMS**

DHR received the following information from Robbie Endris, Executive Director, Louisiana Support Enforcement Services, yesterday afternoon:

Changes on Louisiana Child Support cases can be reported in the following ways:

Calling our Customer Service Center 1-800-256-4650 or 1-225-922-8100

Sending an e-mail to our Customer Service Center [lacsc@dss.state.la.us](mailto:lacsc@dss.state.la.us)

Or sending a fax to our State Office 225/342-4397

If we have checks, we can mail them to you or to the client, whichever works best. Just let us hear from you and we'll work it out. If we change the address before the checks are cut, we will have less hassle, so please let us know ASAP.

Attached is an information form that may be used to report Child Support changes in all 3 states.

By dialing 1 (888) LAHELPU or 1 (888) 524-3578 from 7 a.m. to 7 p.m., information can be obtained on the following programs:

- Food Stamp Benefits, including Disaster Food Stamp Benefits
- Medicaid or WIC
- Mental Health Counseling
- Addictive Disorders
- Developmental Disorders
- Social Security Benefits or Social Security Disability Benefits
- Child Support
- Foster Care Program
- DHH Optional State Supplement Checks
- Louisiana Rehabilitation Services
- Unemployment Benefits and Disaster Unemployment Benefits

Displaced DSS employees may also call the number to report their whereabouts or inquire about their jobs.

Persons with information about missing children should call 1-800-THE LOST or log on to [www.missingkids.com](http://www.missingkids.com). Enter "Louisiana" under state information to find information about the effort. Beginning Tuesday, there will be a "Katrina" link on the Web site.

The State of Louisiana has a general web site that is very helpful. The address is: [www.katrina.louisiana.gov](http://www.katrina.louisiana.gov).

If you have questions or need further clarification, please direct inquires to Marilyn Lorenzo at 410-767-7333 or e-mail at [mlorenzo@dhr.state.md.us](mailto:mlorenzo@dhr.state.md.us).

cc: FIA Management Staff  
Constituent Services  
Help Desk  
Dianna McCulloh

# CHILD SUPPORT INFORMATION FORM

**Please provide information about yourself:**

State you are receiving Child Support from: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First

Date of Birth: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Child Support Case number (if known): \_\_\_\_\_

**Please provide information about the non-custodial parent:**

Name: \_\_\_\_\_  
Last First

Date of Birth (if known): \_\_\_\_\_

**Please provide information about your child(ren):**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Last First

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Last First

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Last First

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Last First

**Please complete the following section if you wish for your child support payments to be mailed to a new address:**

\_\_\_\_\_  
Address line 1

\_\_\_\_\_  
Address line 2

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature Date

**If you reside in a shelter, please provide shelter identification and address information.**