

## A Verifying Relationship

Verify the relationship of the [specified relative](#) to each child included in the CA budgetary unit.

Verify the relationship of the child to both parents when both parents are included in the budgetary unit.

For NA, verify relationship only when [questionable](#).

Relationship verification must be obtained prior to [adding a participant](#) to an active case.

Verify relationship using [documented verification](#) only.

NOTE More than one document may be required to verify relationship between a child and a specified relative.

### CA EXCEPTION

[Collateral contact](#) verification may be used to verify relationship between an [unwed minor parent](#) (UMP) and either of the following when documented verification cannot be obtained:

- A [Nonparent Caretaker Relative](#) (NPCR).
- A [Legal Guardian](#) (LG).

[Participant statement](#) may be used to verify relationship between an UMP and an NPCR or LG when ALL of the following apply:

- Documented and collateral contact verification cannot be obtained.
- The NPCR or LG is not requesting CA for themselves.
- The NPCR or LG is not requesting to be the [CA payee](#)

When verification of relationship is received, place it in the [case file\(g\)](#). (See [Relationship Verification Documents](#) for verification sources)