

F CHILD SUPPORT PAYMENT HISTORY (CHSP)

[REVISION 04](#)
(04/01/08 – 06/30/08)

The CHILD SUPPORT PAYMENT HISTORY (CHSP) screens display [child support payments](#) issued through the Division of Child Support Enforcement (DCSE).

On the fourth workday of each month, CHSP is automatically updated with the previous month's information.

CHSP displays up to 18 months of information.

When 18 months of CHSP history has been reached, the oldest month of history is purged. This purging process continues monthly. When purged history is needed to clarify discrepancies, elevate to the [Policy Support Team](#) (PST) via e-mail.

Complete the following to determine the AZTECS participant that is receiving the child support income:

- Key 1 in the ENTER FUNCTION (BY NUMBER) field on the **INME**.
- In the CLIENT IDENTIFIER field on CLIN, key the first ten digits of the CHSP DCSE CASE number. Press ENTER.
The name that displays is the participant receiving the child support income from this absent parent.
- Review the **CLPR** to verify whether the participant was ever known to the AZTECS case.
- Do not count the child support income when the participant is not currently active in the AZTECS case number displayed on CHSP.
- Thoroughly document **CADO**.

WARNING

DO NOT share absent parent information displayed on CHSP with the participant.

CHSP screens can be printed for the case file ONLY.

DO NOT print CHSP screens to give to a participant. FAA has a Data Sharing Agreement (DSA) with DCSE and is bound by confidential rules of the agreement. (See [Release of Confidential Information](#))

A Y displays in the SPOUSAL MAINTENANCE field on CHSP when there is an alimony or spousal maintenance debt ESTABLISHED by DCSE. When issued by DCSE, alimony or spousal maintenance payments are included in the CS RE INCOME TYPE amount displayed in the AMT field on CHSP.

NOTE A Y indicator DOES NOT verify a participant is receiving alimony or spousal maintenance income.

WARNING

Contact the PST via e-mail for verification of alimony or spousal maintenance income. Include the following in the e-mail:

- Case name
- Case number
- CHSP month

The following TOTAL fields display on the last CHSP screen for the child support issuance month:

- TOTAL: LS and the amount
LS indicates non-recurring lump sum payment. (See [Lump Sum Resource](#))
- TOTAL: CS BC and the amount
CS BC indicates current child support for a family benefit capped (BC) child. (See [Budgeting Support Payments](#))
- TOTAL: LS BC and the amount LS BC indicates a non-recurring lump sum payment for a family benefit capped (BC) child.

WARNING

When issued by DCSE, alimony or spousal maintenance payments are included in the CS RE INCOME TYPE amount displayed in the AMT field on CHSP.

When issued by DCSE, child support payments for a benefit capped (BC) child are included in the CS RE INCOME TYPE amount displayed in the AMT field on CHSP, when the CA case is closed.

Budget the child support income, alimony or spousal maintenance as follows:

- For new applications, review the prior thirty days.
- For active cases, budget the child support income for the [current system month \(g\)](#) allowing for [NOAA](#).

Policy and procedures regarding CHSP are outlined as follows:

- [CHSP ACTS Alerts](#)
- [CHSP Procedures](#)