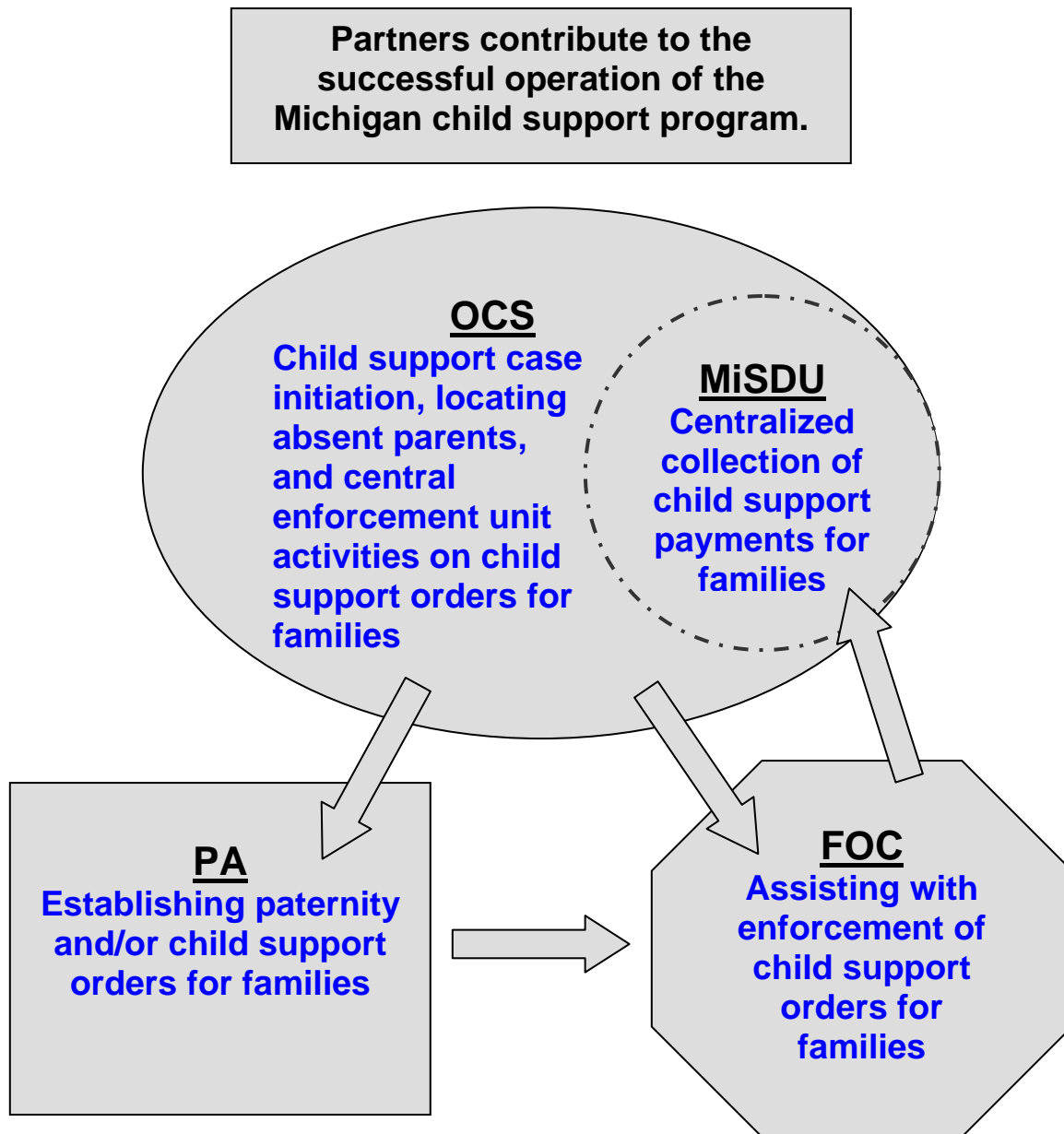


A Michigan Child Support Partner Guide

The Department of Human Services' Office of Child Support (OCS) is the state agency that administers the child support program within Michigan. OCS has responsibility for case initiation, central enforcement unit activities and contracts with Friend of the Court (FOC) and Prosecuting Attorney (PA) offices in each county to deliver additional child support services. The Michigan State Disbursement Unit (MiSDU) is also part of the Michigan Office of Child Support. The MiSDU collects and distributes child support payments to families.

The diagram below represents staff from partner agencies who work directly with customers. A child support case may originate within the OCS or the FOC offices but all agencies cooperate in the provision of child support services. The duties and interactions of staff within each agency are explained in greater detail on the following pages.



OCS child support specialists are primarily responsible for:

- **Initiating new child support cases from parents receiving public assistance or submitting a child support application.***
- **Central enforcement unit activities.**
- **Managing child support cases that require:**
 - **Locating the parent who is not in the home or sending a court action referral to the PA; and**
 - **Sending requests to the FOC for families needing enforcement action on their child support case.**

*The *IV-D Child Support Services Application/Referral* form (DHS-1201) is located at:
http://www.michigan.gov/documents/DHS-1201_136519_7.pdf.

**To start a case or speak to an OCS child support specialist,
call toll free: 1-866-540-0008 or 1-866-661-0005.**

PA staff are primarily responsible for the following actions within their county and in conjunction with out-of-state agencies:

- 1. Establishing paternity (determining the legal father of a child) by DNA testing and/or a court order;**
- 2. Establishing child support amounts in court orders, they also establish parenting time and custody arrangements;¹**
- 3. Modifying prior child support orders;² and**
- 4. Preparing the recommendation for birthing cost repayment.**

¹ Child support amounts are determined by using the Michigan Child Support Formula Manual and may be computed by either the PA office or the FOC.

² There are county differences in the modification process. The modification service is performed by PA staff in some counties, and by FOC staff in other counties.

FOC staff have the primary duty and responsibility of enforcing child support orders within their county. FOC services include:

- 1. Child support investigations;**
- 2. Child support enforcement and modifications;**
- 3. Parenting time and custody investigations;**
- 4. Parenting time and custody enforcement; and**
- 5. Mediation.***

* Settlement of a dispute or controversy between two contending parties in order to aid them in the settlement of their disagreement.

County FOC telephone numbers are provided on the following page.

Assorted counties: 877-543-2660

Alcona	Cass	Dickinson	Iosco	Mackinac	Oceana	Saint Joseph
Alger	Charlevoix	Emmet	Iron	Manistee	Ogemaw	Sanilac
Alpena	Cheboygan	Gladwin	Isabella	Marquette	Ontonagon	Schoolcraft
Arenac	Chippewa	Gogebic	Kalkaska	Mason	Osceola	Shiawassee
Baraga	Clare	Gratiot	Keweenaw	Mecosta	Oscoda	Tuscola
Barry	Clinton	Hillsdale	Lake	Menominee	Otsego	Wexford
Benzie	Crawford	Houghton	Lapeer	Missaukee	Presque Isle	
Branch	Delta	Huron	Luce	Montmorency	Roscommon	

Grand Traverse counties: 231-922-4660

Antrim	Grand Traverse	Leelanau	
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All other counties

Allegan	269-673-0330	Kalamazoo	269-384-8200	Newaygo	231-689-7260
Bay	989-895-4295	Kent	616-632-6800	Oakland	248-858-1565
Berrien	269-982-8649	Lenawee	517-264-4708	Ottawa	616-846-8210
Calhoun	269-969-6415	Livingston	517-546-0230	Saginaw	989-790-5300
Eaton	517-485-8449	Macomb	586-469-7618	Saint Clair	810-989-6970
Genesee	810-257-0781	Midland	989-832-6801	Van Buren	269-655-1946
Ingham	517-676-5885	Monroe	734-240-7180	Washtenaw	734-994-9261
Ionia	616-527-5310	Montcalm	989-831-7332	Wayne	313-224-5300
Jackson	517-788-4101	Muskegon	231-724-6421		

Once a child support order is completed and filed with the court, parents must keep the FOC informed about changes in their:

- Address;
- Employment; and
- Health insurance.

Parents must notify the FOC of:

- Income increases or decreases;
- Loss of employment; or
- Change in employer.





Michigan State Disbursement Unit (MiSDU)

New child support customers will receive their initial child support check with a request to make a choice between:

- Direct deposit into their checking or savings account; or
- A debit card.

Customers can choose which option they want. If customers do not already have direct deposit or if they do not return the form to request direct deposit, they will automatically receive a debit card.

The MiSDU is responsible for sending child support collections to families by either **electronic** direct deposit into their checking or savings account or use of the debit card. This provides recipients with a safe, convenient and secure method for receiving their payments, and the state with a more efficient way to get child support funds to families.

Customers with child support questions can contact their local FOC (**telephone numbers are listed on page 3**). The telephone system provides options for reaching the MiSDU for payment-related questions.

To make a payment, access the MiSDU web site at <https://www.misdu.com/Secure/SDUPayments/Payments/AddObligation.aspx>

MiCase

MiCase is a secure Web site containing child support information. To use the Web site, parents must have a Michigan child support court order with a docket ID number. Before parents can view their case information, they must sign up for a MiCase ID and password.

On this Web site, parents may view the current payment and enforcement information for their child support case.

The MiCase Web site is located at:
<https://apps.michigan.gov/MiCase/public/Home.aspx>



MiCase
Department of Human Services

