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| **Alert Code** | **Alert Description** | **Action Needed on Case** |
| 092 | CS noncoop see absnt prt page | A non-cooperation sanction has been placed on the custodial parent. Using KIDS fast path 02/01/24 check for which AP the sanction has been placed under and update the case accordingly. Comment findings, action and results on case. |
| 128 | CP address change | Custodial parent has updated their address. Use KIDS path 02/01/04 to find current address and update case. Cross reference this with known address for any absent parents related to the case. |
| 129 | Direct CS reported | Add unearned income screen for CS and question for verification. Comment actions taken on case. |
| 292 | Change IVD referral OTH | This alert will show when an order for support is already active in another state. Check KIDS notes and update the AP screen to show NO for referral and ORDER IN ANOTHER STATE. |
| 293 | Change IVD referral DEC | AP is deceased and referral to IVD is no longer appropriate. Update APGI |
| 294 | Change IVD referral HOM | AP is now reported to be living in the same home with the CP. Add AP to case and delete AP screen, comment with regards to changes made on the case. |
| 303 | APGI/AA updated by IVD | General information on an AP page within the case was recently updated. This could be name of AP, address of AP, KIDS PIN added, etc. Check the following:   1. Has the paternity indicator been changed? If paternity is established and the AP is in the home, delete the AP screen and add the AP to the HH. If the AP is NOT in the home, make sure that the absence reason reads as OTHER. 2. Check KIDS address for AP (fast path 02/01/04 using AP SSN) and update CWW accordingly. |
| 304 | New AP from IVD | AP information has been updated in KIDS. Update AP screen in CWW accordingly and comment on case. |
| 305 | New Paternity indicator | Paternity for a child was determined and updated on the AP screen. Determine what changes were made and if they are correct by checking the Birth Query or KIDS notes. If the AP is in the home then you will need to add them (if not already listed on the case), update the HH relationships and comment accordingly. If the AP is in the home and paternity is established, delete the AP screen after updating the HH relationships. If the system change was correct and no changes to the case are needed, comment this on the case. |
| 326 | Non Coop ended | A non-cooperation sanction has ended for the CP. Using KIDS fast path 02/01/24 check for which AP the sanction has been ended and update the case accordingly. Comment findings, action and results on case. If the sanction ended in the current month and the client will re-open for MAGA, you must run the case for ongoing and then with dates to open from current month. |
| 400 | CS increase over 130% | Check the Unearned Income screen against current average in in CWW for child support (if available) or using KIDS. Updated and comment accordingly. |

**Reminders:**

1. You **MUST** comment findings or action taken on all of the above alerts.
2. When you add an absent parent to the household and paternity **HAS** been established, change the AP screen to **NO** for referral and delete the screen with an NL code. You will need to select the AP screen as it does not come up in the person add driver flow.
3. When a non-married woman reports that she is pregnant and the potential father is in the home, add the AP screen for that father and enter **YES** for the CS referral. Also add AP to HH members on the case.
4. If a newborn is added to the case with both parents living in the home, check the birth query for the child. If there is no father on the birth query then the relationship should be **CLAIMED FATHER** and CS referral should be **YES** with **N-PATERNITY NOT YET ESTABLISHED** indicated on the AP screen. If the father in the home is listed on the BQ then enter the relationship as **LEGAL FATHER** and delete the AP screen as you would in reminder 2 above. \*\*\*\*DO NOT USE ACKNOWLEDGED FATHER\*\*\*\*
5. If a client calls to see if their sanction was ended yet, check KIDS path 02/01/24 and update case accordingly. If the sanction still shows in KIDS, refer the client to their local CS office.