CABINET FOR HUMAN RESOURCES
COMMONWEALTH OF KENTUCKY
FRANKFORT 40621

DEPARTMENT FOR SOCIAL INSURANCE
"An Equal Opportunity Employer M/F/H"

DCSE Manual Transmittal
Letter No. 345
July 1, 1992

obsolete

revised 2/07

TO: Staff, Division of Child Support Enforcement

SUBJECT: Issuance of the Client Affidavit Letter (Form CS-148), the Client Affidavit of Support Paid (Form CS-149), and Procedural Instructions

The CS-148 and the CS-149 have been created to obtain a sworn statement of the amount of support paid as of the date public assistance is approved or non-AFDC services are provided. The CS-149 obsoletes the Non-AFDC Arrearage Affidavit (Form CS-129).

The CS-148 is used to advise the client to complete the CS-149. The CS-148 also informs the client that in the absence of court or collection agency records for support paid, the Division of Child Support Enforcement (DCSE) will only be able to collect past-due support determined by the CS-149.

The CS-149 enables DCSE and contracting official staff to determine the amount of past-due support owed and the period(s) for which the client attests it is owed. The CS-149 is sent in support order cases to the public assistance client upon receipt of the initial referral, and to first time non-AFDC applicants after the non-AFDC application is returned and a case is established. It is also sent to clients who have been reapproved for public assistance if a lapse in child support services has occurred, and to applicants reapplying for child support services.

The client must complete and return the CS-149 within 15 calendar days.

The CS-148 and CS-149 are not to be used with Foster Care cases.

The CS-148 and the CS-149 will be available from the supply center in about six weeks. An unnumbered version of each form is attached for use in the interim. The CS-129 dated 9/89 is to be recycled or destroyed.