

5101:6-2-07 NOTICE OF THE RIGHT TO A STATE HEARING - CHILD SUPPORT SERVICES.

(A) NOTICE AT THE TIME OF APPLICATION.

- (1) PUBLIC ASSISTANCE RECIPIENTS SHALL BE INFORMED, IN WRITING, OF THE RIGHT TO A STATE HEARING. NOTIFICATION SHALL BE MAILED OR PERSONALLY DELIVERED WITHIN FIVE WORKDAYS OF THE DATE OF RECEIPT OF A REFERRAL TO THE CSEA.
- (2) INDIVIDUALS WHO ARE NOT PUBLIC ASSISTANCE RECIPIENTS WHO REQUEST CHILD SUPPORT SERVICES SHALL BE INFORMED, IN WRITING, OF THE RIGHT TO A STATE HEARING. NOTIFICATION SHALL BE MAILED OR PERSONALLY DELIVERED AT THE TIME AN APPLICATION IS PROVIDED TO THE INDIVIDUAL.
- (3) "EXPLANATION OF STATE HEARING PROCEDURES," ODHS 4059, SHALL BE USED.

(B) NOTICE OF ACCEPTANCE OR DENIAL.

- (1) WITHIN TWENTY CALENDAR DAYS OF RECEIPT OF A NON-PUBLIC ASSISTANCE APPLICATION FOR CHILD SUPPORT SERVICES, THE CSEA SHALL NOTIFY THE APPLICANT OF ACCEPTANCE OR DENIAL OF THE APPLICATION.
- (2) "NOTICE OF CASE STATUS," ODHS 7046, SHALL BE USED.

(C) NOTICE OF TERMINATION OF A SUPPORT ORDER.

- (1) WHEN THE CSEA HAS DETERMINED, AFTER NOTIFICATION BY ONE OF THE PARTIES, THAT REASON EXISTS TO TERMINATE A SUPPORT ORDER, THE CSEA SHALL NOTIFY THE OTHER PARTY OF THAT DETERMINATION.
- (2) WHEN THE CSEA ALONE HAS DETERMINED THAT REASON EXISTS TO TERMINATE A SUPPORT ORDER, THE CSEA SHALL NOTIFY BOTH PARTIES OF THAT DETERMINATION.
- (3) THE NOTIFICATION SHALL INCLUDE THE DATE AND REASON FOR THE TERMINATION AND SHALL BE ACCOMPANIED BY "EXPLANATION OF STATE HEARING PROCEDURES," ODHS 4059.

(D) NOTICE OF CASE CLOSURE.

- (1) THE CSEA SHALL NOTIFY THE RECIPIENT OF CHILD SUPPORT SERVICES IN WRITING AT LEAST SIXTY CALENDAR DAYS PRIOR TO TAKING ADMINISTRATIVE ACTION TO CLOSE THE CHILD SUPPORT CASE.
- (2) "NOTICE OF CASE STATUS," ODHS 7046, SHALL BE USED TO PROVIDE NOTIFICATION OF CASE CLOSURE.

Effective Date: June 1, 1993

Certification: Arnold R. Tompkins

May 18, 1993  
Date

Promulgated Under: Revised Code Chapter 119.

Statutory Authority: Revised Code Section 2301.35

Rule Amplifies: Revised Code Section 2301.35

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