

115550 Locate for Purposes of Review for Adjustment - Request by a Party

(a)

Within 15 business days of determining that a non-requesting party's location is unknown, the local child support agency shall access all appropriate locate tools, as set forth in 22 California Code of Regulations, Section 113100, for a period of 30 business days.

(b)

If the non-requesting party is located within 30 business days of accessing the appropriate locate tools pursuant to 22 California Code of Regulations, Section 113100, the review and adjustment timeframes shall resume effective on the date the non-requesting party is located.

(c)

If the local child support agency is unable to locate the non-requesting party within 30 business days of accessing all appropriate locate tools pursuant to 22 California Code of Regulations, Section 113100, the local child support agency shall terminate the review and adjustment process and send a written termination notice to the requesting party within 14 days of the expiration of the 30th business day of accessing the appropriate locate tools. The termination notice shall contain the following information: (1) The local child support agency does not have a current address for the non-requesting party and, as a result, the review and adjustment

process cannot proceed and has been terminated. (2) The requesting party should contact the local child support agency to share any information he or she has regarding the non-requesting party's location. (3) The local child support agency will continue locate efforts as required by 22 California Code of Regulations, Section 113100 et seq. (4) The local child support agency will process a new request for review for adjustment in the future provided that the requesting party renews his or her request.

(1)

The local child support agency does not have a current address for the non-requesting party and, as a result, the review and adjustment process cannot proceed and has been terminated.

(2)

The requesting party should contact the local child support agency to share any information he or she has regarding the non-requesting party's location.

(3)

The local child support agency will continue locate efforts as required by 22 California Code of Regulations, Section 113100 et seq.

(4)

The local child support agency will process a new request for review for adjustment in the future provided that the requesting party renews his or her request.