



American Payroll Association Conference

*Joyce Ellinwood, CSPC Project
Manager*

*Brian Leonard, EFT Marketing
Manager*

Overview

- Income Withholding
 - Ohio Child Support Payment Central
 - Electronic Payment Process
-

Income Withholding

What Is Income Withholding?

Income withholding is an administrative or court ordered deduction of child, spousal and/or medical support obligations from a parent's income.

Employers receive a JFS 04047 “Order/Notice To Withhold Income For Child and Spousal Support” which details specific withholding information.

The employer (or other source of income, i.e., banks, unemployment compensation, workers' compensation, etc.) deducts the specified amount each pay period and sends the payment to the Ohio Child Support Payment Central ([CSPC](#)).

Income Withholding

What Are The Employer's Basic Responsibilities?

- Begin withholding the amount indicated in the JFS 04047 by no later than the first pay period that falls 14 business days after the date on the order.
 - Send the amount withheld to Ohio Child Support Payment Central no later than seven business days after the obligor is paid wages.
 - Notify the county Child Support Enforcement Agency (CSEA) when the employer is no longer paying an employee/obligor (resignation, termination, layoff, retirement, etc.)
-

Income Withholding

How Do I Know How Much To Withhold?

The amount to withhold follows the terms of the JFS04047 and cannot exceed the employee's allowable disposable income:

ORDER INFORMATION: This is an Order/Notice to Withhold Income law, you are required to deduct these amounts from the above-na notice.

If checked, you are required to enroll the child(ren) identi available through the employee's/obligor's employment and to in lapses in coverage.

\$ 600.00	per month in current support	
\$ 120.00	per month in past-due support	Arrears
\$.00	per month in medical support	
\$ 720.00	per month Subtotal (for Ohio Bureau of Emp	
\$.00	per month in other (specify)	
for a Total of \$ 720.00		per month to be forwarded

Income Withholding

What is the Consumer Credit Protection Act?

- The CCPA establishes limits for income withholding not to exceed:
 - 50% of the noncustodial parent's disposable earnings if he/she is supporting a spouse, dependent child or both, other than a party in the support order.
 - 60% of the noncustodial parent's disposable earnings if he/she is not supporting someone else.

 - The Act also allows for an additional 5% to be withheld above the maximum amount permitted if the noncustodial parent is twelve (12) or more weeks in arrearage.

 - <http://www.dol.gov/compliance/laws/comp-ccpa.htm>
-

Income Withholding

What If The Employee Has Multiple Orders?

- Ohio Law: Prorate the amount due when two or more support orders are received for the employee, which when combined exceed the limits of the Consumer Credit Protection Act.
 - Refer to JFS 04047 for calculation guidelines
-

Income Withholding

What If The Employee Has Multiple Orders?

Case 1 Ordered Amount = \$78

Case 2 Ordered Amount = \$80

Amount Withheld (Due to CCPA) = \$100

Amount Withheld (100)

Total Amount Ordered (158) = .6329

Case 1 - 78 X .6329 = \$49.37

Case 2 - 80 X .6329 = \$50.63

Income Withholding

What Do I Do If I Intend To Pay a Lump Sum?

- Notify the county CSEA no later than the earlier of 45 days before the lump sum payment is to be made, or the date on which the determination to pay the lump sum is made.
 - Hold the lump sum payment for 30 days after the date on which it would otherwise be paid
 - Upon order of the court or CSEA, pay all or a specified amount of the lump sum to CSPC.
-

Income Withholding

How Do I Prioritize Multiple Deductions?

- Withholding under the JFS04047 has priority over any other legal process under State law against the same income.
 - **EXCEPTION:** Federal tax levies in effect before receipt of the order have priority.
-

Ohio Child Support Payment Central

What is Child Support Payment Central (CSPC)?

Child Support Payment Central (CSPC) was developed in response to Federal legislation that mandated implementation and operation of a state disbursement unit (SDU) for collecting and disbursing child support payments.



Ohio Child Support Payment Central

Where Do I Send Child Support Payments?

Send payments via U.S. standard mail to:

Ohio CSPC

P.O. Box 182394

Columbus, Ohio 43218-2394

Ohio Child Support Payment Central

How Do I Send Child Support Payments?

- Do not send payments to a county Child Support Enforcement Agency.
 - Do not use overnight deliveries as they cannot be accepted by the lockbox and can actually cause a delay in processing.
 - Make checks payable to: **OHIO CHILD SUPPORT PAYMENT CENTRAL** or **OHIO CSPC**
-

Ohio Child Support Payment Central

What Information Must I Include With Every Payment?

- Employee name
 - Employee Social Security Number
 - SETS Case Number (a 10 digit number that begins with a "7")
 - Court Order Number
 - Amount of payment
 - Correct amount matched to each order
-

Ohio Child Support Payment Central

How Does CSPC Process Payments?

All payments are sent to a centralized lockbox (Post Office Box). The CSPC lockbox operation uses state-of-the-art equipment to batch, image and process payments.

All payments with valid posting information are processed on the same day they are received.

Ohio Child Support Payment Central

How Do I Report Changes In Employee Status?

Changes in employees' statuses must be reported to the CSEA administering the order.



What's New for Employers

OCS Employer Website

The Ohio Department of Job and Family Services, Office of Child Support website for employers has been updated and reflects changes to employer new hire reporting, medical support and the new National Medical Support Notice (NMSN), and Child Support Payment Central (CSPC)

As new changes occur, this website will be updated. Please feel free to forward your comments to the ODJFS Webmaster on how this site can further address the employer's issues regarding the child support program in Ohio.

http://jfs.ohio.gov/Ocs/employers/CSPC_Overview.stm#Employers

Electronic Payments



- ACH
 - Remitted through your financial institution. You supply the file to your bank.

 - ExpertPay
 - Web-based application. ExpertPay builds the file for you.
-

Benefits of ACH

- Reduces Paperwork, eliminates postage costs, lost mail or mail delays
 - Provides Security and prevents theft or fraud
 - Increases reliability – therefore fewer calls from employees
 - Assures that support will be received and distributed with increased accuracy and efficiency.
-

ACH Formats

- Cash Concentration & Disbursement (CCD+)
 - Addenda record for each financial header
 - More commonly used by small to medium sized employers
 - Corporate Trade Exchange (CTX 820)
 - Many addenda records for a single financial header
 - Commonly used by large employers (Daimler Chrysler, General Motors)
-

The Addenda Record

DED*CS*7123456789*051111*15017*987654321*Y*Doe,
John**Y\

- DED (segment identifier-fixed value)
 - CS (application identifier-fixed value)
 - 7123456789 (SETS CASE) 10 digits
 - 051111 (payment date) YYMMDD format
 - 15017 (payment amount)
 - 987654321 (non-custodial parent SSN)
 - Y (medical support indicator)
 - Doe, John (non-custodial parent name)
 - * (FIPS code- not used in Ohio)
 - Y (employment termination indicator)
-

Why the Addenda is so Important

- The addenda record carries all the posting information
 - Medical Support Indicator lets us know whether or not the child is eligible to receive dependent medical insurance coverage
 - Employment Termination Indicator lets us know when the employee is no longer working for your company
-

EFT Ohio

- EFT Employer Registration Form
 - Case reconciliation – more than ten employees
 - Format verification
 - Account Information Provided
 - Pre-note transaction
-

Contact Information

Joyce Ellinwood

- 614-985-4549
- Joyce.Ellinwood@jfs.ohio.gov

Brian Leonard

- 614-985-4561 Direct
- 888-965-2676 Toll Free
- Brian.Leonard@acs-inc.com

ExpertPay Customer Service

- 800-403-0879
 - WWW.ExpertPay.com
-