

	INDIANA DEPARTMENT OF CHILD SERVICES TITLE IV-D POLICY MANUAL	
	Chapter 3: Case Initiation	Effective Date: 05/20/2020
	Section 6: Non-IV-D (NIVD) Cases	Version: 1.2 Revision Date: 05/12/2020

BACKGROUND

A non-IV-D (NIVD) case is any case concerning paternity, child support, or medical support that is not open for establishment or enforcement through the Title IV-D program. A NIVD case is typically a paternity or divorce case in which the parties have retained private attorneys. These cases are maintained by the Clerk of Courts.

POLICY

A case may be a NIVD case when any of the following apply:

1. Neither party has enrolled in Title IV-D services for assistance in establishing paternity, establishing a child support or medical support order, or enforcing a child support or medical support order;
2. An agency, such as the Division of Family Resources, has not referred the case for Title IV-D services; or
3. The case was previously a Title IV-D case.

The Title IV-D Prosecutor’s Office does not have a role in NIVD cases.

When a new or modified child support order is issued, the Clerk of Courts is responsible for entering the order information in the statewide child support system.¹ The Clerk of Courts is also responsible for updating the participant records.²

REFERENCES

- [IC 31-16-6-9](#): Duty to furnish information; exception
- [IC 31-16-6-10](#): Notice of change of address, federal assistance, and other conditions affecting support order; exception
- [IC 33-32-3-1](#): Duties

PROCEDURE

When the Clerk of Courts receives a court order for a parent to pay child support, the Clerk of Courts shall verify whether a case currently exists in the statewide child support system.

¹ IC 33-32-3-1(d)

² IC 31-16-6-9(a); IC 31-16-6-10(a)

If the case does not already exist in the statewide child support system, the Clerk of Courts shall create the case.³ Each case is assigned a unique case number by the statewide child support system.

If the case does already exist in the statewide child support system, and the Clerk of Courts receives a court order modifying a support order or adjudicating an arrears balance, the Clerk of Courts shall update the case record.⁴

When the Clerk of Courts receives updated information about a participant in a case, the Clerk of Courts shall update the participant record.⁵

FORMS AND TOOLS

N/A

FREQUENTLY ASKED QUESTIONS

N/A

RELATED INFORMATION

N/A

REVISION HISTORY

Version	Date	Description of Revision
Version 1	05/26/2015	Final Approved Version
Version 1.2	05/20/2020	Updated Policy to make more concise.

³ IC 33-32-3-1(d)

⁴ IC 33-32-3-1(d)

⁵ IC 31-16-6-9(a); IC 31-16-6-10(a)