



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

ROY COOPER • Governor

KODY H. KINSLEY • Secretary

SUSAN G. OSBORNE • Assistant Secretary for Human Services

July 5, 2022

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

ATTENTION: Child Support Managers and Supervisors

SUBJECT: UIFSA Petitions to counties via EDE

REQUIRED ACTION: Information Only Time Sensitive Immediate

Effective July 11, 2022, the North Carolina Central Registry will no longer send paper Uniform Interstate Family Support Act (UIFSA) petitions to counties. Petitions will be sent via Electronic Data Exchange (EDE). Below is information that is pertinent to the new process.

- Central Registry (CR) will verify if there are certified/notarized documents within the UIFSA packets. If so, these documents will be sent as correspondence via USPS mail.
- When an initiating state sends a UIFSA packet with multiple copies and/or double-sided forms, it will be scanned/uploaded accordingly. (Copies sent/uploaded through EDE are considered original documents.)
- CR will only keep (paper) UIFSA packets for **10 Business days (federal timeframe)**.
- CR will **NO** longer mail (paper) Acknowledgments attached to the UIFSA packets. The county agents will be notified that a case is assigned to them through their worklists (auto-generated in the Automated Collection and Tracking System (ACTS)).
- CR will enter case notes and generate a CSNET transaction to the other state through ACTS, acknowledging receipt and listing the following: assigned county, county agent/e-mail & whether additional documents are needed.
- CR will upload the UIFSA packet through the **FPLS State Services Portal (EDE)** to the NC County, acknowledging a new petition request has been received.
- County case workers have **90 days** to download and process the petition.

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF SOCIAL SERVICES • CHILD SUPPORT SERVICES

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If you have any questions, please contact the Central Registry/State Parent Locate Unit at interstate@dhhs.nc.gov or your Continuous Quality Improvement (CQI) Specialist.

Sincerely,



Carla L. West

Senior Director for Economic Security

North Carolina Child Support Director

cc: IV-D CQI Specialists

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