

# IV-D Reimbursement Invoice

In Tennessee, the Department of Human Services administers the Child Support Program. Offices are located across the state in all 31 Judicial Districts. The services are provided through local district attorneys, DHS staff and private agencies.

The Child Support Program provides services that promote parental responsibility to meet the financial needs of children and their families.

Title IV-D of the Social Security Act requires all states to have a child support program. The Child Support program is sometimes referred to as the IV-D program. If you receive services from your local child support office, your child support case is a IV-D case.

### **36-5-117. Reimbursement of clerks of court for activities involving child support, central state case registry and the central collection and disbursement system.**

**(a) (1)** Notwithstanding any law to the contrary, and in lieu of any other fees or costs set forth by law that would otherwise be applicable to cases enforced by the department of human services or its contractors pursuant to Title IV-D of the Social Security Act (42 U.S.C. § 651 et seq.), and for activity related to the collection and disbursement of support in cases subject to 42 U.S.C. § 654b, and for their activities required pursuant to § 36-5-115, the clerks of court shall be reimbursed by the department to the maximum extent permitted under federal law and regulations for the actual costs of providing services for which federal financial participation is available for child and spousal support cases being enforced pursuant to, or otherwise subject to, the requirements of the Title IV-D child support program.

## IV-D Documents

When a IV-D document is scanned into Quest, the document will add a requirement called “IV-D Reimbursable Expenses”. These are transactions and not assessments. These transactions are under the Respondent’s name.

The document will ask you questions, such as what type of document is being filed and if you need to add copy fees.

- Requirement transactions				<input type="checkbox"/> Descending	<a href="#">Top</a>	<a href="#">Options</a>
Date	Type	Number	Memo	Amount		
<a href="#">4/26/2023 7:57:52 AM</a>	Debit/Credit		IV-D Set Support Petition	\$77.00		
<a href="#">4/26/2023 7:57:52 AM</a>	Debit/Credit		Copies	\$13.00		


## IV-D Invoice

At the end of the month, you run a report called "Clerk IV-D Reimbursement Invoice." The report will ask if you wish to "Create final invoice assessment: Y/N" If you answer yes, it will create the invoice. Every IV-D transaction made during that month will be included in the report.

Clerk IV-D Reimbursement Invoice					
Bradley County Juvenile Court					
From 4/1/2023 thru 4/30/2023					
Count	Docket Number	Name	Description	Fee Item	Fee Amount
1	06JC1-2023-CS-1	Calvin Cordozar Broadus	Paternity Petition	7ii	\$77.00
2	06JC1-2023-CS-1	Calvin Cordozar Broadus	Copies	i4	\$5.00
3	06JC1-2023-CS-1	Calvin Cordozar Broadus	Income Withholding Order	7mi	\$0.00
4	06JC1-2023-CS-1	Calvin Cordozar Broadus	Income Withholding Order	7mi	\$1.55
5	Unassigned	Jolly Saint Nick, I	Support Petition	7i	\$77.00
6	Unassigned	Jolly Saint Nick, I	Copies	i4	\$13.00
7	Unassigned	Jolly Saint Nick, I	Contempt Petition	7mi	\$37.00
8	Unassigned	Jolly Saint Nick, I	Copies	i4	\$7.00
Total fees on this page					\$217.55
Grand total for the period					\$217.55

Each transaction in the report will receive a reference number that ties it to that invoice.

### Transaction Detail

Date:  


Type: IV-D Set Support Petition

Amount:

Payment method:

Payor/payee:

Address:



Transaction number:

Memo:

Reference number:

Transaction Details			
Account	Description	Debit	Credit
V103	IV-D Child Support Petition	\$0.00	\$77.00
DIVD	IV-D Reimbursable Expenses	\$77.00	\$0.00

The invoice report will also create the requirement and assessment. Each county has a generic person named <county> County Clerk. Under the clerk there is an “other” case where the assessment and payments can be made.

<b>- Cases</b> <a href="#">Top</a>
<b>Other (Case Filed)</b> Bradley County Clerk(Case 1) - Responsible Party from 4/25/2023 thru present

There is a Requirement called “Child Support Invoices to State” with the balance on the invoice.

<b>- Requirements</b> <a href="#">Top</a>			
Assigned	Requirement	Start	Status
4/1/2023	Child Support Invoices to State	4/1/2023 26 days	(Balance: \$217.55)

This assessment breaks the assessments down into the appropriate funds. Separating the clerk fee and clerk data fee from the petitions filed. You can see that the Transaction number matches the Reference number on the individual transactions.

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**Assess Requirement Fees**  
**Child Support Invoices to State**  
**Bradley County Clerk (56; Case: 1; Unassigned)**

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Date: 4/26/2023 7:59:28 AM

Amount: \$217.55

Transaction number: 0000001-ASR

Reference number:

Memo: IV-D Report from 4/30/2023

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Account	Amount
Clerk Data Fee due	\$6.00
Copies and Other Fees due	\$25.00
Clerk Fees due	\$186.55

# Take a Payment

You can take one payment since there is only assessment.

## Payment Detail

This is a new entry.

Date:

Total Amount Due: \$217.55

Tendered:

Amount paid:\*

Change due: \$0.00

Payment method:  Credit card fee:

Received from:

Address:

Transaction number:

Memo:

Reference number:

Case	Seq	Requirement	Current due	Payment type	Amount
Bradley County Clerk (56; Case: 1; Unassigned)		<b>Child Support Invoices to State</b>	\$217.55		
		Clerk Data Fee due	\$6.00	<input type="text" value="P002 - Pay Clerk Data Fee"/>	<input type="text" value="\$6.00"/>
		Clerk Fees due	\$186.55	<input type="text" value="P045 - Pay Clerk Fee"/>	<input type="text" value="\$186.55"/>
		Copies and Other Fees due	\$25.00	<input type="text" value="PAY - Pay Copy/Misc Fees"/>	<input type="text" value="\$25.00"/>