

I HAVE BEEN ORDERED BY THE RHODE ISLAND FAMILY COURT TO PAY CHILD SUPPORT. HOW DO I DO THAT?

Until the Child Support order is withheld from your paycheck, all payments must be made to:

**Rhode Island Family Court
Attn: Bookkeeping Department
One Dorrance Plaza
Providence, RI 02903**

Include your case # and the R.I. Family Court Docket # on all payments.

WHY IS THE CHILD SUPPORT PAYMENT BEING TAKEN FROM MY PAYCHECK?

By law if you are employed, the RI Family Court will order the child support obligation be taken directly from your paycheck by wage withholding. If your employer, for whatever reason, is not taking the child support payments directly from your paycheck YOU are required to make the payments payable to the RI Family Court at the address above.

Your employer is legally obligated to forward any withheld money to the R.I. Family Court within seven days of the withholding date. If your employer fails to comply, please alert the Office of Child Support Services as soon as possible.

I CANNOT AFFORD TO MAKE THE PAYMENTS. WHAT SHOULD I DO?

YOU must ask the R.I. Family Court to *modify* your order as quickly as possible. You can do that by visiting the courthouse where you were ordered to pay support. You may ask the Clerk for a Pro-Se Motion to Modify, you will then be scheduled a hearing for your case. You can also obtain assistance in filing the motion at the OCSS. At the hearing you must state the reason why you should be granted relief. A packet is also available on our website www.cse.ri.gov.

If you have become unemployed or are working less hours than when the order was issued, the court may order you to participate in the Rapid Job Entry Program. This program runs in conjunction with the Department of Labor & Training and is available to assist all non-custodial parents that are unemployed or underemployed, access resources plus obtain the skills necessary to find employment

HOW CAN I SEEK RELIEF FROM MY CHILD SUPPORT ORDER IF I AM INCARCERATED?

A process is in place that allows persons incarcerated at the Department of Corrections to file Motions for Relief with the R.I. Family Court. Inmates with child support orders are strongly encouraged to take advantage of this resource.

HOW CAN I SEEK RELIEF FROM MY CHILD SUPPORT ORDER IF I AM

AWAY FROM RHODE ISLAND AND CANNOT RETURN?

If you reside outside of Rhode Island and you cannot travel here for a hearing, you may contact the Office of Child Support Services and request that a *telephonic* hearing packet be mailed to you. You must complete this paperwork and return it as instructed. A hearing will then be scheduled for you and you will be allowed to testify by telephone.

CAN I HAVE AN ATTORNEY FILE A MOTION FOR RELIEF FOR ME?

You have a right to retain an attorney to assist you at your own expense; however, most people proceed without legal representation.

WHAT HAPPENS IF I DO NOT MAKE THE CHILD SUPPORT PAYMENTS ORDERED BY THE COURT?

The Office of Child Support Services has a number of effective enforcement procedures:

- 1) The State has and uses numerous administrative procedures to seize real estate, insurance settlements and other assets that you might have.
- 2) The State reports child support delinquencies to national credit bureaus. This information can negatively affect a person's ability to get a loan and it may also be used for employment screening.
- 3) Driver's licenses can be suspended.
- 4) Cases can be referred to the R.I. Attorney General or the U.S. Attorney for criminal prosecution.

- 5) The State may seek Contempt Hearings for non-compliance of support orders
- 5) Your lottery winnings may be detained.
- 6) You may not be able to renew your passport.
- 7) Lastly, the State may seek Contempt Hearings for non-compliance of support orders.



**OFFICE OF CHILD
SUPPORT SERVICES**
77 Dorrance Street
Providence, RI 02903
401-458-4400
www.cse.ri.gov

SERVICES OFFERED AT THE OFFICE OF CHILD SUPPORT SERVICES FOR NON- CUSTODIAL PARENTS?

- You may obtain help with filing a motion to Modify your child support order or Review and Adjustment of your order.
- You may be referred to the Department of Labor and Training Rapid Job Entry Program.
- You may obtain assistance in establishing Paternity through:
 - The Voluntary Acknowledgment Paternity Process



**Department of
Human Services**

FREQUENTLY ASKED QUESTIONS BY NON-CUSTODIAL PARENTS



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