Background

The Department of Child Support Services (DCSS) Paternity Opportunity Program (POP) processes declarations of paternity in accordance with California Family Code section 7571. A declaration filed with DCSS signed by both the biological father and the unmarried mother establishes a legal parent-child relationship between the father and the child. The information obtained from the POP database is considered verification that legal paternity has been established.

Changes

A referral to the Local Child Support Agency (LCSA) for the sole purpose of establishing paternity is not necessary if a copy of the POP online screen which provides the filed declaration date is in the case record.

Access to DCSS POP data will be provided to authorized eligibility staff and will be limited to the following information:

- Child’s full name
- Sex of the child
- Child’s date of birth
- Place of birth (County and State)
- Full name of both mother and father
- Last four digits of mother and father’s social security numbers, if provided
- Date declaration was filed in the database.

Note: A child support referral to establish paternity is still required if paternity must be established by court order and there is no data found in the POP database.

Refer to “Paternity Referrals,” page 37-5 for further information.
Implementation

This change is effective immediately.

Forms

For access to the POP data, authorized staff must complete the “Request for Access to Filed POP Declarations” (DCSS 0668) and mail it to the address below:

Paternity Opportunity Program
P.O. Box 419070
Rancho Cordova, CA 95741-9070.

The DCSS 0668 is available in the DEBS Forms Library.

Data Systems

A log-in ID and password will be assigned by the Department of Child Support Services upon request and approval. Once the access form has been approved, the requester will be contacted with a log-in, password and instructions.

POP Online Screen

A sample of the POP Data screens are included below:
Note: A date in the Date Filed field of the “Other Declaration Info” section indicates that paternity has been established.

Other Programs
This change affects the CalWORKs and Medi-Cal programs.

Supervisors
Eligibility Supervisors must approve and review the DCSS 0668 for completeness prior to submission to POP.

UMESH POL, DIRECTOR
CalWIN Division

KATHERINE BUCKOVETZ, DIRECTOR
Department of Employment and Benefit Services

Contact Person(s): Olivia Cuevas, Application and Decision Support Specialist, (408) 755-7540.