



Child Support Program

CS-OA32
Rule 12E-1.036
Florida Administrative Code
Effective 04/05/16

**Notice of Conclusion of Informal Discussion
Administrative <<Option 1>> Proceeding**

If your address has changed, provide new address here:

<<Option 35>>

Form with three horizontal lines for address input.

<<Date>>

Child Support Case Number: <<CSE Case #>>

Activity Number: <<ActivityNum>>

We have concluded the informal review you requested because <<Option 2>>

<<Option 3>>

<<Option 4>>

To contact us call <<Option 5>>.

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Option 1: (only one would populate)

- A. Support
- B. Paternity
- C. Paternity and Support
- D. Modification

Option 2: (outcome of review, status update-only one would populate)

- A. you did not appear as agreed.
- B. we were unable to reach an agreement.
- C. we have been unable to contact you since your request.
- D. you did not provide necessary information as required.
- E. we addressed your issues.

Option 3: (can only be used if in Option 1 you chose B)

This notice is to tell you we intend to proceed with the Order to Appear for Genetic Testing issued <<date order to appear for genetic testing was issued>>.

You may request an administrative hearing to contest the Order by filing a written request no later than 15 days from the date of this notice with:

DEPUTY AGENCY CLERK
<<local office address>>

If you file a written request for a hearing, the Division of Administrative Hearings (DOAH) will mail you a written notice of the date, time, and place of the hearing. Any hearing will address only the Order to Appear for Genetic Testing

If we do not receive a request for a hearing within the time allowed, you lose your right to a hearing and we will proceed with the Order to Appear for Genetic Testing.

Option 4 (can only be used if in Option 1 you chose A, C, or D- Not used for B)

You may request an administrative hearing to contest the Proposed Order by filing a written request no later than 10 days from the date of this notice with:

DEPUTY AGENCY CLERK
<<local office address>>

If you file a written request for a hearing, the Division of Administrative Hearings (DOAH) will mail you a written notice of the date, time, and place of the hearing. If there is a hearing, DOAH may issue a Final Administrative Support Order. Any hearing will address only issues related to child support. Neither the Department of Revenue, Child Support Program nor DOAH has the authority to decide issues of custody, divorce, alimony, visitation, or contested paternity. Only a circuit court may decide these issues.

If we do not receive a request for a hearing within the time allowed, you lose your right to a hearing and we will issue a Final Administrative Order.

Option 5 (based on the office handling the case)

A. 1-305-530-2600 (if case is handled in Miami-Dade County)

B. 1-800-622-KIDS (5437) (if condition A is not met, [all other sites])

This notice is sent to the party who was served in the admin action.

<<Option 35>> refers to common administrative logic option 35 for recipients address