

Information Regarding Review of Support Orders Which are Less Than 36 Months Old

You must justify a modification review on a "less than 36 month old Order" by proving a "substantial change in circumstances" that occurred since the last order or since the last modification was completed.

Examples of substantial changes for either party:

- ~ Diagnosis of a serious illness or an accident that impacts the parent's ability to work and is expected to last for over a year
- ~ Parent suffers a 25% or greater involuntary loss of income (e.g. parent's employer goes out of business)
- ~ Either party began receiving TANF benefits since the last order
- ~ Unanticipated windfall of money (e.g. party winning a large sum from the lottery, inheritance)

Examples which *are not* considered a substantial change in circumstances:

- ~ Divorce or custody order where the "custodian" agreed to "little or no" child support when the order was entered or last modified
- ~ Medical-Only Order issued by DCSS and CP later applies for full services
- ~ New financial obligations of either party, e.g. birth of another child, going into debt to purchase a house, etc
- ~ Under-employment, a job change or a voluntary decision to become self-employed
- ~ Parent is voluntarily working at a new job paying less than before
- ~ Parent is voluntarily working part-time when full-time work is available
- ~ Change in parent's income, marital status (either party) or additional expenses (e.g. new home, vehicle or recreational vehicle)

The facts described above are not all-inclusive but must convince the Georgia child support agency that these circumstances justify a "*less than 36 month review*". You must include documentation, not just statements, proving that the facts meet the description of a "substantial change in circumstances". **Note:** This agency is not responsible for proving your allegations.

If you proceed with requesting a review for possible modification of an order that is "*less than 36 months old*", you must include evidence and proof with the request. If additional information is needed for the review, you will be notified.

If the DCSS confirms that there is proof of a substantial change in circumstances, a full review will be scheduled.

If the DCSS finds that your situation does not meet the requirements of a "substantial change in circumstances", you will be notified that the request for review is being denied.

If you have any questions, you may call the Georgia Contact Center at 1-844-MYGADHS. (1-844-694-2347)



DIVISION OF CHILD SUPPORT SERVICES

Telephone: 1-844-MYGADHS (1-844-694-2347) DCSS Contact Center - Toll Free

Re: Child Support Case No _____ ,
Non-Custodial Parent _____ ,
Custodian _____ ,
Children: _____
Support Order Date: _____ Date of Last Review: _____

REQUEST FOR REVIEW OF CHILD SUPPORT ORDER

Instructions

Use this form to ask the Division of Child Support Services (DCSS) to review your case for possible modification (change).

Except for your signature, print your responses. Use a black or blue ink ball point pen only. Sign and return all required forms to your Child Support Services office.

Attach copies of your last two federal income tax returns and copies of your last three pay stubs. **If you do not have tax returns or pay stubs, attach a separate sheet explaining why:**

Complete and return the following forms:

- ***This form. Return both pages.***
- **Personal/Financial Affidavit (3 pages),**
- **Confidential Information Form,**
- **Waiver of Personal Service,**
- **Daycare Verification (if applicable).**

Please provide a certified copy of your order. Failure to provide a certified copy may result in termination of the review.

I want DCSS to review my support order for modification because: (check the boxes below that affect your case):

- My wages changed.
- At least one of the children in my case turns 18 within 6 months.
- The other parent's wages changed.
- At least one of the children in my case lives in a different home.
- A health insurance requirement needs to be added to my order.
- I am disabled or imprisoned.
- Other (give details): _____

Note: A modification review may be conducted for persons who receive TANF benefits without the request of either parent.

If you have any questions, please call 1-844-MYGADHS (1-844-694-2347). Or you may view your case information on the Customer Service Online website at <https://services.georgia.gov/dhr/cspp/do/Logon> First time users are required to register to obtain a user ID and password. Your IRN is required to register.

I understand and agree that:

- All forms must be signed and notarized where required or they will be returned to you, which may cause delays or possible termination of the modification review.
- DCSS only reviews child support and health insurance modifications for the children.
- DCSS does not represent me or the other party to my support order.
- DCSS uses information I provide to establish, modify, or enforce child support.
- After DCSS reviews my request, DCSS will determine if my case meets requirements for modification.
- Both parties have the right to have an attorney represent them in court under the provision of GA law O.C.G.A. 19-6-19.
- The judge decides the start date.
- I have the right to ask a court to modify or adjust my support order on my own.
- My modified or adjusted support order can result in higher, lower or remain unchanged support payments.
- Must notify DCSS of any changes to my name, address, phone number(s) or any other information that is needed to proceed with my request for a review and modification.
- I understand that a \$100 modification fee will be required if my monthly gross income (before taxes) is equal to or greater than \$1,000 and I requested the review and modification. The fee is waived if I am receiving TANF. If I receive Medicaid for my children and not for myself and my monthly gross income (before taxes) is equal to or greater than \$1000 per month the fee must be paid. The fee, if applicable, will be required when the review is complete and the order is adopted by the court.
- I understand that I am responsible for providing proof of my income and expenses. Failure to provide the required information within the specified time frame(s) may result in termination of the review process or an Agency Recommendation that may adversely affect my interests.
- I understand that legal documents including the Agency Recommendation and a petition will be personally served to me by my local sheriff's department or process server at my place of residence unless I sign and return the attached Waiver of Personal Service.

Under the penalty of perjury, I do hereby swear and affirm that the information I provided is accurate and true to the best of my knowledge. I understand the criminal penalties for making false statements and false swearing under Georgia Law, O.C.G.A §16-10-71 is punishable by a fine of not more than \$1,000 or by imprisonment of one year or more, or both. I do hereby attest to the truthfulness of the information provided.

_____ Date

_____ Signature

Visit our web site at: <http://dcss.dhs.georgia.gov/>

No person because of race, color, national origin, creed, religion, sex, age, or disability, shall be discriminated against in employment, services, or any aspect of the program's activities. This form is available in alternative formats upon request.

FOR CHILD SUPPORT AGENCY USE ONLY			
Agency representative's Signature		Date	
Agency Street Address	City	State	Zip Code

Review and Modification Checklist

Please note that you are responsible for providing proof of any information that you wish to be considered in a review of your court order. If you fail to do so or fail to respond, the review will be based on information available to us. The Division of Child Services is not responsible for proving your allegations. You must obtain this proof.

When completing the documents attached to the Notice of Child Support Review, the following must be provided, if applicable:

Income Verification:

- Pay stubs (last five or more)
- Tax records (last two years)

If you receive Social Security benefits, you will need to provide the following:

- Proof from the Social Security Administration showing type benefits received
- Proof from the Social Security Administration showing the monthly amount received
- Proof from the Social Security Administration showing that child(ren) is/are eligible for benefits from your account, and if so the date that child(ren) became eligible and type benefit(s) received (IF APPLICABLE)
- Proof from the Social Security Administration that a claim is pending, including the date that your claim was filed and the date of any hearing
- Proof of military pension (VA BENEFITS) or disability including the date(s) received and the monthly amount

If you are paying child support under a pre-existing order to another individual, state or foreign jurisdiction, you must provide: (Note: Information for child support being paid through Georgia DCSS is not required)

- Copy of the court order
- Payment history detailing payments made to any court, individual, or agency.

If you have qualified children (excluding stepchildren) in your home, you must show proof by providing the following:

- Copies of birth certificate(s)
- Adoption order, if applicable.
- School records

If you are providing medical insurance for the child(ren)

- Copy of the insurance card verifying coverage
- Insurance company name, address, phone number, sponsoring employer, (if group coverage) name or the person(s) providing insurance
- Group number and policy number
- Names of covered members
- Total cost of insurance and frequency (monthly, weekly, bi-weekly, etc.)
- Cost of insurance for the child or children's portion on this case

If you are providing vision and /or dental coverage

- ___ Copy of the insurance card verifying coverage
- ___ Insurance company name, address, phone number, sponsoring employer, (if group coverage) name or the person(s) providing insurance.
- ___ Group number and policy number
- ___ Names of covered members
- ___ Total cost of insurance and frequency (monthly, weekly, bi-weekly, etc.)
- ___ Cost of insurance for the child or children's portion on this case

If you have life insurance with the child(ren) as a beneficiary

- ___ Proof of life insurance from your insurance company with the child or children listed as beneficiaries
- ___ Proof of the monthly cost of the life insurance

If you have expenses associated for work related child care

- ___ The attached Day Care Verification Form must be completed by your provider.

If you have expenses for other activities for the child(ren) such as music, choir, art, or sports, etc., you will need to provide evidence of these costs per month.

- ___ Statement from school, or provider showing the costs of participating in these activities. These must show the cost for each child being considered in the case being reviewed.

If you have extraordinary medical expenses and/or educational expenses. You must provide:

- ___ Proof from the medical and /or educational provider showing the amount(s) being paid per child each month and the balance left owing on the debt.

If you are the non-custodial parent and seeking a review based on job loss or financial instability:

- ___ Separation notice from my last employer detailing my circumstances for job loss
- ___ Statement detailing the reasons for your current financial instability if currently employed
- ___ If you are currently disabled, please provide a statement from your doctor noting if your disability is permanent or temporary. If temporary, we will need the date of your anticipated return to work.

PROVIDE DOCUMENTS THAT MAY DEMONSTRATE A BASIS FOR A DEVIATION IN THE AMOUNT OF CHILD SUPPORT. THESE DOCUMENTS MAY INCLUDE, BUT ARE NOT LIMITED TO:

- a.) An order of visitation. To be a deviation it may have to be extended visitation that is more than the usual amount. Joint or shared physical custody;
- b.) Insurance for the child, including health, dental, vision or life insurance where the child is the beneficiary;
- c.) Work related child care costs;
- d.) High income of either parent;
- e.) Low income of either parent (demonstrating extreme economic hardship or no earning capacity);
- f.) Substantial Travel Expenses for visitation;
- g.) Alimony;
- h.) Mortgage payments made to the custodial parent for the benefit of the child;
- i.) Permanency or Foster Care Plan;
- j.) Extraordinary expenses for the child(ren) like educational costs as well as special expenses for raising the child and extraordinary medical expenses.

Your response must be completed and notarized where appropriate. If you fail to do so, the review may be delayed or terminated without further notice.

PERSONAL / FINANCIAL AFFIDAVIT

CUSTODIAL PARENT []

NON CUSTODIAL PARENT []

NON PARENT CUSTODIAN []

PERSONAL INFORMATION:

Your name:

Last First Middle Maiden

Other married names, nicknames, etc:

Marital status: [] Single [] Married Spouse: _____ [] Divorced

Social Security Number: _____ Sex: [] Male [] Female

Date of birth: ___/___/___ Place of birth: _____
City State County Country

Eyes: _____ Hair: _____ Weight: _____ Height: ___ft ___in

Home address: _____
Street address City State County Zip

Mailing address: _____
Street address City State County Zip

At this address since: ___/___/___ E-mail: _____

Home phone #: _____ Cell phone #: _____ Work phone#: _____

Last permanent address: _____
Street address City State County Zip

Driver's license no: _____ State: _____ Vehicle make/model/year: _____

License tag: _____ State: _____

FEDERAL BENEFITS / SOCIAL SECURITY HISTORY

[] Receives social security disability [] Receives SSI [] Receives survivor benefits

[] Receives military pension or disability [] Never received ANY of the above benefits

Does the child(ren) receive benefits from parent's account? [] Yes [] No If Yes, amount \$ _____

If yes, type, benefit amount and from which parent? _____

ADOPTION / FOSTER CARE:

[] Currently receive [] Never received

[] Reunification / Foster Care Plan How much monthly? \$ _____

YOUR EMPLOYMENT:

[] Unemployed [] Self-employed Type of business: _____

* If you are self-employed you MUST provide a copy of all applicable tax returns filed for your business, company and/or proprietorship.

IF UNEMPLOYED: (please provide a copy of your separation notice) Dates: from: ___/___/___ to ___/___/___

Reason for job termination: [] Quit [] Fired [] Laid Off [] Other Details: _____

Did you receive: [] Disability from: ___/___/___ to ___/___/___ [] Settlement Amount: \$ _____

Employer: _____ Job title: _____

Contact person: _____ Work phone no: (_____) _____ - _____

Employer address: _____
Street address City State County Zip

Employed from ___/___/___ to ___/___/___ [] Union: _____ Local No: _____

GROSS income: \$ _____ (Attach pay stubs) Pay frequency: [] Weekly; [] Bi-weekly; [] Monthly; [] Semi-monthly

INSURANCE INFORMATION:

Do you provide health insurance? Yes No Total number of people included in policy? ____ Monthly Cost: \$____
Each child's portion: \$____ Who is currently covered by Health Insurance? _____
Insurance company name: _____
Insurance company phone no.: (____)____ - _____ Policy / Group No.: _____
Address: _____

Street address City State County Zip

Do you provide life insurance with the child on this case as the beneficiary? Yes No Monthly Cost: \$____
Do you provide dental insurance? Yes No Monthly Cost for children included in this case: \$____
Do you provide vision insurance? Yes No Monthly Cost for children included in this case: \$____

NAME OF BANK / CREDIT UNION:

Account type & no.: _____

Account type & no.: _____

FAMILY HISTORY: [Note: even if parents are deceased]

Your mother: _____ Phone no.: (____)____ - _____
Date of birth: ____/____/____ Place of birth: _____ Deceased on ____/____/____
Address: _____

Street address City State County Zip

Your father: _____ Phone no.: (____)____ - _____
Date of birth: ____/____/____ Place of birth: _____ Deceased on ____/____/____
Address: _____

Street address City State County Zip

Other close relative/Family/Friends: _____ Relationship: _____
Address: _____
Street address City State County Zip

Phone number or other contact address: _____

MILITARY STATUS: Never in military service Active Retired Discharged
Branch: _____ Service no: _____ Entry date: ____/____/____ Discharge date: ____/____/____

HAVE YOU EVER BEEN IN PRISON OR ON PROBATION?

Prison history Probation history On probation now
Incarcerated from ____/____/____ to ____/____/____ Probation period to end: ____/____/____
Institution name: _____ Probation / parole officer: _____
Institution address: _____ Probation / parole officer's no.: _____

YOUR TANF (WELFARE) HISTORY:

Never on TANF Currently on TANF Formerly on TANF History unknown
 Receives Medicaid Only; Receives Food Stamps only; TANF received from ____/____/____ to ____/____/____

PREVIOUS EMPLOYMENT (LAST 3 YRS):

Provide city, state & employer name. Complete addresses are not required.

EDUCATIONAL HISTORY:

Schools (High school, Trade, Colleges) attended:

Name Street City State Zip Phone Number

Your Financial Summary

Gross Income Source (before taxes)	Average Monthly Gross Amount	<u>Expense Source</u>	Average Monthly Gross Amount
Salary / Wages (do not include TANF)	\$	Rent or mortgage payment	\$
Commissions, fees & tips	\$	Utilities (electric, natural / propane gas, telephone)	\$
Self-Employment Income [Refer to O.C.G.A. §19-6-15 (f)(1)(B) for details]	\$	Child care (proof is required)	\$
		Alimony Paid	\$
Bonuses	\$	Food	\$
Overtime Payments	\$	Medical bills or expenses (not covered by insurance) (proof is required)	\$
Severance Pay	\$	Probation / parole fines	\$
Recurring income from Pensions or retirement plans	\$	Vehicle payment	\$
Interest Income	\$	Clothing	\$
Income from dividends	\$	Transportation/Visitation costs	\$
Trust income	\$	Child support paid by previous court order	\$
Income from annuities	\$	Property taxes	\$
Capital Gains	\$	Recreation	\$
Social Security Disability or Retirement (Do not include SSI or payment for children)	\$	Insurance (Health) (proof is required)	\$
Worker's Compensation benefits	\$	Insurance (Life) (proof is required)	\$
Unemployment Compensation benefits	\$	Insurance (Automobile, Homeowners)	\$
Judgments from Personal Injury or other Civil Cases	\$	Insurance (Dental/Vision) (proof is required)	\$
Gifts (cash or other gifts that can be converted to cash)	\$	Bankruptcy	\$
Prizes / Lottery winnings	\$	Extraordinary Educational Expenses (i.e., tuition, books, room & board) (proof is required)	\$
Alimony & maintenance from persons not on this case	\$		\$
Assets which are used for support of family	\$	Child's extraordinary medical expenses (co-pays, deductibles) (proof is required)	\$
Fringe Benefits (if significantly reduce living expenses)	\$		\$
Any other income including Imputed Income: (Do not include means-tested public assistance, such as TANF or Food Stamps)	\$	Special expenses for child rearing (i.e., camp, band, music, art, clubs) (proof is required)	\$
		Other:	\$
TOTAL MONTHLY GROSS INCOME:	\$	TOTAL MONTHLY EXPENSES:	\$

I understand the criminal penalties for making false statements and false swearing under O.C.G.A. §16-10-71 and do hereby attest to the truthfulness of the information provided. So sworn and affirmed:

Your signature: _____ SSN _____ - _____ - _____ Date: ____/____/____

Notary Public signature: _____ Commission expiration date: ____/____/____

NOTARY SEAL:

Confidential Information Form

<input type="checkbox"/> Divorce/Separation//Non-parental Custody/Paternity/Modifications <input type="checkbox"/> Other	
<input type="checkbox"/> Information Change (Check if you are updating information)	
<input type="checkbox"/> A restraining order or protection order is in effect protecting <input type="checkbox"/> the non-custodial parent	
<input type="checkbox"/> the custodial parent <input type="checkbox"/> the children.	

**The following information about the parties is required in all cases:
(Use an additional Confidential Information Form to list additional parties or children)**

<input type="checkbox"/> Non-Custodial Parent	<input type="checkbox"/> Custodial Parent	<input type="checkbox"/> Non-Parent Custodian
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Name (Last, First, Middle)		
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Race	Sex	Birth date
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Driver's Lic. or Identocard (# and State)	Employer
---	----------

Mailing Address (P.O. Box/Street, City, State, Zip)	Employer Address and Phone Number:
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Relationship to Child(ren)	Your Phone Number:
	Your E-mail address:

The following information is required if there are children involved in the proceeding.

1) Child's Name (Last, First, Middle)

Child's Race/Sex/Birthdate

Child's Present Address or Whereabouts
--

2) Child's Name (Last, First, Middle)

Child's Race/Sex/Birthdate

Child's Present Address or Whereabouts
--

List the names and present addresses of the persons with whom the child(ren) lived during the last five years:

List the names and present addresses of any person besides you and the respondent who has physical custody of, or claims rights of custody or visitation with, the child(ren):

--	--

<u>Please list qualified children: (your biological children residing in your home):</u>	
1) Child's name:	2) Child's name:
Residential Address (Street, City, State, Zip)	Residential Address (Street, City, State, Zip)
Date of Birth:	Date of Birth:
<u>Please list children in which you have court ordered child support:</u>	
1) Child's name:	1) Child's name:
County of Order and Civil Action Number	County of Order and Civil Action Number
Support Order Amount: \$	Support Order Amount: \$

Additional information: _____

Additional Confidential Information Form attached.

I certify under penalty of perjury under the laws of the state of Georgia that the above information is true and accurate concerning myself and is accurate to the best of my knowledge as to the other party, or is unavailable. The information is unavailable because _____

Signed on _____ (Date) at _____ (City and State).

Signature

DAYCARE VERIFICATION FORM

To be completed by a DAYCARE, AFTERSCHOOL, or SUMMERCARE Provider

To be used by the Division of Child Support Services in legal actions.

To the Childcare Provider:

The legal custodian of the named child(ren) states that (s)he pays childcare costs for the child(ren) while (s)he works or attends classes for future employment. Under the Georgia Law these costs figure prominently in calculating the support that the child's other parent should pay. Please help us to determine a fair support award, by completing this form.

Thank you, DCSS Representative

Please list all the children of the above CUSTODIAN for whom you provide care:

<u>Case Child(ren)</u>	<u>Birthdate</u>	<u>Type Of Services You Provide</u>
_____	DOB: _____	<input type="checkbox"/> Daycare <input type="checkbox"/> Afterschool <input type="checkbox"/> Summer Care
_____	DOB: _____	<input type="checkbox"/> Daycare <input type="checkbox"/> Afterschool <input type="checkbox"/> Summer Care
_____	DOB: _____	<input type="checkbox"/> Daycare <input type="checkbox"/> Afterschool <input type="checkbox"/> Summer Care
_____	DOB: _____	<input type="checkbox"/> Daycare <input type="checkbox"/> Afterschool <input type="checkbox"/> Summer Care
_____	DOB: _____	<input type="checkbox"/> Daycare <input type="checkbox"/> Afterschool <input type="checkbox"/> Summer Care

What is the COST\Type of care you provide for the named child(ren):

Daily, such as for preschoolers

Weekly Cost: \$ _____

Afterschool and holidays

Weekly Cost: \$ _____

Summer Care

Weekly Cost: \$ _____

Irregularly How often: _____

Average Weekly cost: \$ _____

Does the named Custodian pay the full amount of the cost? Yes No

(If another party or agency pays part or all of the childcare, please explain): _____

Daycare is provided through DFCS, in the amount of \$ _____.

Custodian pays: \$ _____

Another person pays (Relationship to child(ren): _____

Amount they pay: \$ _____

Is it your understanding that the Custodian is working or in classes during the period you provide care: Yes No

Where: _____

Does the above cost include other children of this Custodian? If so, please name them.

Your Name: _____ Title _____

Name of your facility: _____ or Home Daycare

Address _____

Phone number: _____

If possible, attach a printout of the receipts over the last 12 months

INFORMATION AFFIDAVIT

You may submit this form by mail with attached EVIDENCE, but you **MUST** show that a **Substantial Change has** occurred since the original Support Amount was set by court order or since the last review was conducted.

The following facts should be considered when determining if my child support amount should go up, down, or remain the same:

Were the parents of the case child(ren) divorced from one another? No, Never married
 Yes, County: _____, State: _____ Year: _____ Still married, not yet divorced

Please indicate the number of Documents you have attached to PROVE the above statements: _____

I understand the criminal penalties for making false statements and false swearing under Georgia law, O.C.G.A. §16-10-71 and do hereby attest to the truthfulness of the information provided.

So sworn and affirmed,

Your Signature: _____ SSN ____ - ____ - ____ Date: ____/____/____

Notary Public Signature: _____ Commission Expiration Date:

____/____/____

NOTARY SEAL:

STATEMENT OF MEDICAL NEED\COST

(Use to show SPECIAL MEDICAL CONDITIONS that have occurred since the last support amount was ordered)

THIS INFORMATION IS REQUIRED:

Medical Insurance provided for the children : (CHECK all known sources of medical insurance for these children)

NCP provides: Medical; Dental; Vision; Life; Insurance Co: _____ Does CP have card? No Yes

CP provides: Medical; Dental; Vision; Life; Insurance Co: _____ Medicaid Peach Care

YOUR Spouse provides: Medical; Dental; Vision; Life; Insurance Co: _____ Insurance cost per pay period: \$ _____

Extraordinary Medical Expenses: Co-payments, Amounts: _____; Deductibles, Amounts: _____

Military Medical Benefits for the case child(ren), based on current, reserves, or retired status:

Military Medical Benefits ARE \ ARE NOT available for the named child(ren) As provided by NCP CP Your Spouse's military benefits

If Spouse provides insurance; Spouse's Name: _____ Spouse's employer: _____ Work Phone: _____

This form will help you to show special or unusual medical needs of yourself or child. Please attach copies of Doctors' Statements showing WHAT the conditions is, HOW long it is expected to continue, How much YOUR portion of the cost of treatment is after all insurance has been paid, etc.... The more documentation you provide, the more weight this will carry with the Judge.

COMPLETE A NEW SECTION FOR EACH MEDICAL PROBLEM, EVEN IF IT IS FOR THE SAME PERSON.

(Make additional copies of this form as needed)

Patient's Name: _____ Relationship to You: _____

Medical Condition: _____ Date of (injury\first treatment): _____

How long is this expected to last: _____

How does this condition affect the patient's ability to function normally: _____

What kind of continued treatment is included: _____

Name all REGULAR monthly office visits, medications, and treatments which this condition require _____

What is the TOTAL monthly cost: \$ _____ How much of this cost is YOUR portion: \$ _____

Name of primary Physician: _____ Doctor's #: (_____) _____

Patient's Name: _____ Relationship to You: _____

Medical Condition: _____ Date of (injury\first treatment): _____

How long is this expected to last: _____

How does this condition affect the patient's ability to function normally: _____

What kind of continued treatment is included: _____

Name all REGULAR monthly office visits, medications, and treatments which this condition require _____

What is the TOTAL monthly cost: \$ _____ How much of this cost is YOUR portion: \$ _____

Name of primary Physician: _____ Doctor's #: (_____) _____

Signed: _____, CP Date: ____/____/____

**ATTACH PROOF OF THE MEDICAL EXPENSES, SHOW PORTION NOT COVERED BY INSURANCE.
ATTACH A DOCTOR'S STATEMENT DIAGNOSIS, PROGNOSIS, & LENGTH OF EXPECTED TREATMENT**

STATEMENT OF EMPLOYMENT AND INCOME HISTORY

(Use to show how your income has changed since the last support amount was ordered)

Instructions:

A person who is seeking a review for possible recommendation of modification or objecting to an increase in support, must show that changes in income are not due to his/her own actions and are expected to last over a year. This form will help you to show the facts.

1. Attach copies of Separation Notices, Doctors' Statements (if you left due to an injury), etc... The more documentation you provide, the more weight this will carry with the Judge.
2. Complete addresses are mandatory.
3. PROOF is required, or a Less-than-36-Month Review will not be justified.

Employer: _____ Address: _____

Phone: (____) _____ Job Title: _____ Period of employment: From ____/____/____ to ____/____/____

Paid: \$ _____ per []Hr []Wk []Biwkly []Yrly Total of all bonuses, commissions, per diem, etc; received Yrly: _____

Describe actual job duties: _____

Reason for job termination: [] Quit [] Fired [] Laid Off [] Other Details: _____

Did you receive: [] Unemployment [] Disability [] Settlement Amount: \$ _____ From: ____/____/____ to ____/____/____

Proof of Income for this job: [] W2's, 1099's, Tax Returns; [] pay stubs; [] Other: _____

Proof of why I left this job: [] Separation Notice; [] Doctor's or Medical Statements; [] Other: _____

Employer: _____ Address: _____

Phone: (____) _____ Job Title: _____ Period of employment: From ____/____/____ to ____/____/____

Paid: \$ _____ per []Hr []Wk []Biwkly []Yrly Total of all bonuses, commissions, per diem, etc; received Yrly: \$ _____

Describe actual job duties: _____

Reason for job termination: [] Quit [] Fired [] Laid Off [] Other Details: _____

Did you receive: [] Unemployment [] Disability [] Settlement Amount: \$ _____ From: ____/____/____ to ____/____/____

Proof of Income for this job: [] W2's, 1099's, Tax Returns; [] pay stubs; [] Other: _____

Proof of why I left this job: [] Separation Notice; [] Doctor's or Medical Statements; [] Other: _____

Employer: _____ Address: _____

Phone: (____) _____ Job Title: _____ Period of employment: From ____/____/____ to ____/____/____

Paid: \$ _____ per []Hr []Wk []Biwkly []Yrly Total of all bonuses, commissions, per diem, etc; received Yrly: \$ _____

Describe actual job duties: _____

Reason for job termination: [] Quit [] Fired [] Laid Off [] Other Details: _____

Did you receive: [] Unemployment [] Disability [] Settlement Amount: \$ _____ From: ____/____/____ to ____/____/____

Proof of Income for this job: [] W2's, 1099's, Tax Returns; [] pay stubs; [] Other: _____

Proof of why I left this job: [] Separation Notice; [] Doctor's or Medical Statements; [] Other: _____

Signed: _____, Date: ____/____/____

Please indicate the number of Documents attached to PROVE the above statements: _____