

WOOD COUNTY COURT OF COMMON PLEAS
DOMESTIC RELATIONS DIVISION
ADDITIONAL ORDERS AND NOTICE TO PARTIES
(Attach to all Judgment Entries involving Children and Spousal Support)

Pursuant to ORC 3119.86, the child support order shall remain in effect beyond each child's 18th birthday so long as the child(ren) continuously attends, on a full-time basis, a recognized and accredited high school. In cases where the duty of support continues for any period after the child reaches the age of 18, the order shall not remain in effect after the child attains 19 years of age, regardless of school status, unless the support order provides that the duty of support continues because the child is mentally or physically disabled and is incapable of supporting or maintaining himself or herself or the child's parents have agreed to continue support beyond the child's 18th birthday pursuant to a separation agreement that was incorporated into a court order. This duty of support shall continue during seasonal vacation periods until the order terminates.

The parties shall comply with all applicable provisions of the Order:

- A. If you the obligor are receiving a monetary payment from any source, you are required to have the payor of that income withhold from your income the specified amount required to satisfy the court order. You are required to immediately notify the Wood County Child Support Enforcement Agency, in writing, of any change in the source of your income and of the availability of any other sources of income that can be the subject of any withholding order. You must include the name, business address and telephone number of any new employer or income source.
- B. If you have been ordered to enter into a cash bond with the court, and the bond is conditioned that you will make payments as previously ordered, and will pay any arrearages under any prior support order, you may request, upon the receipt of income from any payor, that the court cancel the bond and enter a withholding from your payor. R.C. 3121.03(C)
- C. If the obligor was unemployed at the time of the hearing, the obligor must immediately notify Wood County Child Support Enforcement Agency, in writing, upon obtaining employment, obtaining income from any source, or upon obtaining ownership of any asset with a value of five hundred dollars or more, or of the opening of an account in a financial institution, and to include in the notification a description of the nature of the employment or income source, the name, business address, and telephone number of the employer or income source, and any other information reasonably required by the court. R.C. 3121.05
- D. All support under this order shall be withheld or deducted from the income or assets of the obligor pursuant to a withholding or deduction notice or appropriate order issued in accordance with the Revised Code or a withdrawal directive issued pursuant to the Revised Code and shall be forwarded to the obligee in accordance with the Revised Code.

METHODS OF PAYMENT

- A. All payments of support must be made through the Wood County Child Support Enforcement Agency. Any payment of money by the obligor which is not paid through the agency will be deemed a gift and will not be considered payment of the child support order.
- B. All payments of support made to Wood County Child Support Enforcement Agency shall be made by cash, check, debit card, credit card or money order if not paid by withholding.
- C. If you are subject to a withholding notice, you shall immediately notify CSEA in writing of:
 - (1) any change in your income source and availability of other source of income;
 - (2) the nature of any new employment or income service and the name, business address, and telephone number of the new employer or income source.
- D. If you are subject to a deduction notice, you shall immediately notify CSEA of:

- (1) any change in status of the account from which support is being deducted on opening of a new financial account;
- (2) of the commencement of employment, including self-employment or the availability of any other sources of income that can be the subject of withholding or deduction.
- (3) the nature of any new account opened at a financial institute and the name and business address of the financial institute.
- (4) the nature of any new employment or income source and name, business address, and telephone number of the new employer or income source.
- (5) on commencement of employment, CSEA may issue a withholding order for support instead of a deduction notice.

**REQUIRED NOTIFICATION OF CHANGE IN MAILING INFORMATION OR
CHANGE IN STATUS OF MINOR CHILDREN**

- A. If you are the OBLIGEE of a child for whom a support order is issued, or the person who otherwise has custody of a child for whom a support order is issued, you must immediately notify the Wood County Child Support Enforcement Agency, *in writing*, of any reason for which the support order should terminate, including, but not limited to:
1. the child attains the age of majority if the child no longer attends an accredited high school on a full-time basis and the support order does not provide for the duty of support to continue beyond the age of majority;
 2. the child ceases to attend such a high school on a full-time basis after attaining the age of majority, if the support order does not provide for the duty of support to continue past the age of majority;
 3. the death, marriage, emancipation, enlistment in the armed services, deportation, change of legal or physical custody of the child, child's adoption or obligor's death.
 4. **A WILLFUL FAILURE TO NOTIFY THE CSEA OF ANY REASON FOR WHICH THE CHILD SUPPORT ORDER SHOULD TERMINATE IS CONTEMPT OF COURT AND SHALL BE PUNISHED AS PROVIDED BY LAW.**
- B. **EACH PARTY TO THIS SUPPORT ACTION MUST NOTIFY THE WOOD COUNTY CHILD SUPPORT ENFORCEMENT AGENCY IN WRITING OF HIS/HER CURRENT MAILING ADDRESS, CURRENT RESIDENCE ADDRESS, CURRENT RESIDENCE TELEPHONE NUMBER, CURRENT DRIVER'S LICENSE NUMBER, AND OF ANY CHANGES IN THAT INFORMATION. EACH PARTY MUST NOTIFY THE AGENCY OF ALL CHANGES UNTIL FURTHER NOTICE FROM THE COURT OR AGENCY, WHICHEVER ISSUED THE SUPPORT ORDER.**

IF YOU ARE THE OBLIGOR UNDER A CHILD SUPPORT ORDER AND YOU FAIL TO MAKE THE REQUIRED NOTIFICATIONS, YOU MAY BE FINED UP TO \$50 FOR THE FIRST OFFENSE, \$100 FOR THE SECOND OFFENSE AND \$500 FOR EACH SUBSEQUENT OFFENSE. IF YOU ARE AN OBLIGOR OR AN OBLIGEE UNDER ANY SUPPORT ORDER ISSUED BY A COURT AND YOU WILLFULLY FAIL TO GIVE THE REQUIRED NOTICES, YOU MAY BE FOUND IN CONTEMPT OF COURT AND BE SUBJECTED TO FINES UP TO \$1000 AND IMPRISONMENT FOR NOT MORE THAN 90 DAYS.

IF YOU ARE AN OBLIGOR AND YOU FAIL TO GIVE THE REQUIRED NOTICES TO THE CHILD SUPPORT ENFORCEMENT AGENCY, YOU MAY NOT RECEIVE NOTICE OF THE CHANGES AND REQUEST TO CHANGE THE CHILD SUPPORT AMOUNT, HEALTH CARE PROVISIONS, OR TERMINATION OF THE CHILD SUPPORT ORDER. IF YOU ARE AN OBLIGOR AND YOU FAIL TO GIVE THE REQUIRED NOTICES, YOU MAY NOT RECEIVE NOTICE OF THE FOLLOWING ENFORCEMENT ACTIONS AGAINST YOU: IMPOSITION OF LIENS AGAINST YOUR PROPERTY; LOSS OF YOUR PROFESSIONAL OR OCCUPATIONAL LICENSE, DRIVER'S LICENSE, OR

RECREATIONAL LICENSE; WITHHOLDING FROM YOUR INCOME; ACCESS RESTRICTION AND DEDUCTION FROM YOUR ACCOUNTS IN FINANCIAL INSTITUTIONS; AND ANY OTHER ACTION PERMITTED BY LAW TO OBTAIN MONEY FROM YOU TO SATISFY YOUR SUPPORT OBLIGATION.

HEALTH INSURANCE COVERAGE

(A) _____ (the Health Insurance Obligor) as set forth in the Judgment Entry, is required to provide private health insurance coverage for the children in this Order within 30 days and designate the children as covered dependents under any private health insurance policy, contract, or plan for which the person contracts.

(B) The Health Insurance Obligor shall reimburse, within 30 days of a proper request, the Health Insurance Obligee, at the address in the caption, for all ordinary and extraordinary health care expenses paid for each child pursuant to the appropriate percentage.

(C) Health care expenses include, but are not limited to medical, dental, orthodontic, optical, surgical, hospital, major medical, psychological, psychiatric, outpatient, doctor, therapy, counseling, prosthetic, and /or all other expenses including preventative health care expenses related to the treatment of the human body and mind.

(D) The parties shall comply with the local court rules if it is necessary to return to court for reimbursement of unpaid medical bills incurred within the last 24 months.

(E) The parties shall divide all copayments and health care expenses that exceed the cash medical obligation (Line 23a) pursuant to Line 17 of the child support worksheet, unless otherwise specified in the Order.

(F) The obligor and the obligee shall comply with any requirement described in section 3119.30 of the Revised Code and in an order issued in compliance with this section no later than thirty days after the issuance of the order.

(G) The parties shall maximize the use of insurance by seeking treatment through network providers if available.

(H) Both parties are liable for the health care of the child(ren) who are not covered by private health insurance or cash medical support. If insurance becomes available to either party through his or her employment or another plan, (s)he shall immediately notify the Wood County Child Support Enforcement Agency to determine if it is reasonable.

If you are ordered to maintain health insurance coverage:

- A. You must submit a copy of the court order to your insurer at the time of your application for coverage, and shall, no less than 30 days after the issuance of the order, provide written proof of your application for coverage to the Child Support Enforcement Agency.
- B. Your insurer may continue making payment for medical, optical, hospital, dental, or prescription services directly to the provider in accordance with the applicable health insurance or health care policy, contract or plan.
- C. You must provide the other parent information within 30 days regarding the benefits, limitations and exclusions of the health insurance coverage, copies of any insurance forms necessary to receive reimbursement, payment, or other benefits under the health insurance coverage, and a copy of the necessary insurance cards.
- D. You are required to verify that coverage is being provided as ordered within 30 days of this order.

- E. You must designate the children as covered dependents under any health care policy, contract, or plan with which you contract.
- F. The employer of the party ordered to maintain health insurance shall, upon written request of the other parent or CSEA, subject to an administrative or court child support order, release any necessary information concerning the private health insurance coverage, including, but not limited to the name and address of the health plan administrator, insurer and any policy, contract, or plan number and to otherwise comply with any court order.
- G. You must notify the insurer of the name, address, and telephone number of the person designated to be reimbursed for any out-of-pocket expenses.
- H. If the person required to obtain private health care insurance coverage for the children subject to this child support order obtains new employment, the agency shall comply with the requirements of section 3119.34 of the Revised Code, which may result in the issuance of a notice requiring the new employer to take whatever action is necessary to enroll the children in private health care insurance coverage provided by the new employer, when insurance is not being provided by any other source.
- I. **If you fail to obtain or maintain health insurance, you may be found in contempt and you will be responsible for all medical expenses incurred on behalf of the minor children.**

All required notices for the Wood County Child Support Enforcement Agency shall be sent to:
P.O. Box 1028
Bowling Green, Ohio 43402

THE FAILURE TO COMPLY WITH THE PROVISIONS OF THIS ORDER MAY BE CONSIDERED CONTEMPT OF COURT.

Magistrate Pamela A. Heringhaus
Magistrate Michael E. Hyrne

Judge Alan R. Mayberry
Judge Matthew L. Reger
Judge Mary "Molly" L. Mack