

**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)

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

All child support and spousal support as directed under this order must be withheld or deducted from Obligor's income or assets pursuant to a withholding or deduction notice of appropriate order in accordance with R.C. Chapters 3119, 3121, 3123 and 3125 or a withdrawal directive issued pursuant to R.C. 3123.24 to 3123.38. CSE will pay support to Obligee in accordance with R.C. Chapters 3119,3121, 3123, and 3125.

Until the withholding/deduction order goes into effect, Obligor must pay support through the Ohio Child Support Payment Central (CSPC), as set forth below. If Obligor sends a payment directly to Obligee, that payment is a gift and not in satisfaction of support. Support will continue until further order of the Court unless it terminates earlier by law. Support will terminate when the child reaches age 18 or graduates from high school, whichever occurs second. Support will continue up to age 19 as long as the child attends an accredited high school on a continuous and full-time basis. Support will not continue past age 19 unless specifically provided by Court order.

Payments to CSPC must be sent to the following address: Ohio CSPC, P.O. Box 182372, Columbus, Ohio 43218-2372. Payment may be made by personal check, certified check, cashier's check, or money order. The payment must include the Court case number and the SETS number. If the SETS number is not available, then the payment must include Obligor's Social Security number.

Regardless of the frequency or amount of the support payments, CSE will administer the order on a monthly basis in accordance with R.C. 3121.51 to 3121.54. Payments must be made as ordered by the Court.

Obligee must notify CSE immediately and Obligor may notify CSE of any reason to terminate the support order. A willful failure to notify CSE is contempt of court. Reasons include but are not limited to the following:

- A. The child turns 18 years old and no longer attends an accredited high school on a full-time basis, if the support order does not require support to continue past age 18;
- B. The child's death, marriage, emancipation, deportation, adoption or enlistment in the armed services; or
- C. The change of legal custody of the child.

EACH PARTY TO THIS SUPPORT ORDER MUST NOTIFY THE CHILD SUPPORT ENFORCEMENT AGENCY IN WRITING OF HIS OR HER CURRENT MAILING ADDRESS, CURRENT RESIDENCE ADDRESS, CURRENT RESIDENCE TELEPHONE NUMBER, CURRENT DRIVERS 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 A SECOND OFFENSE, AND \$500 FOR EACH SUBSEQUENT OFFENSE. IF YOU ARE AN OBLIGOR OR OBLIGE 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 \$1,000 AND IMPRISONMENT FOR NOT MORE THAN 90 DAYS.

IF YOU ARE AN OBLIGOR OR OBLIGE AND YOU FAIL TO GIVE THE REQUIRED NOTICES TO THE CHILD SUPPORT ENFORCEMENT AGENCY, YOU MAY NOT RECEIVE NOTICE OF THE CHANGES AND REQUESTS 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, DRIVERS 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 is required to provide private health insurance coverage for the children and designate the children as covered dependents under any private health insurance policy, contract, or plan for which the person contracts. This applies to the children in the Judgment Entry.

The party who has incurred the medical expense for the children shall promptly notify the other party. (S)he shall provide a copy of the statement, the insurance payment and proof of payment.

(B) The party who is required to pay the other party for out of pocket expenses shall reimburse, within 30 days of a proper request, the party who paid the bill, at the address in the caption, and with the telephone number _____ for out-of-pocket medical, optical, hospital, dental, psychological, psychiatric or prescription expenses paid for each child pursuant to the appropriate percentage.

(C) The parties shall comply with the local court rules if it is necessary to return to court for reimbursement of unpaid medical bills. A motion can only be brought for medical bills incurred within the last 24 months.

(D) The parties shall divide all copayments and extraordinary medical, dental, optical, hospital, prescription, psychological and psychiatric expenses pursuant to Line 17 of the child support worksheet, unless otherwise specified in the Order.

(E) 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.

(F) 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 and accessible.

(G) Upon receipt of notice by the child support enforcement agency that private health insurance coverage is not available at a reasonable cost, cash medical support shall be paid in the amount as determined by the child support computation worksheets in section 3119.022 or 3119.023 of the Revised Code, as applicable. The child support enforcement agency may change the financial obligations of the parties to pay child support in accordance with the terms of the court or administrative order and cash medical support without a hearing or additional notice to the parties.

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 10 days after the issuance of the order, provide written proof that coverage is being provided 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 any necessary proof of coverage.
- D. You must designate the children as covered dependents under any health care policy, contract, or plan with which you contract.
- E. If you fail to obtain insurance coverage, the Child Support Enforcement Agency shall obtain a court order requiring the party to obtain coverage. R.C. 3119.30
- F. The employer of the party ordered to maintain health insurance shall, upon written request of the other parent subject to an administrative or court child support order, release any necessary information concerning the health care 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 and R.C. 3119.32.
- G. If you obtain new employment and the health insurance coverage for the children is provided through the previous employer, the agency shall comply with the requirements of R.C. 3119.34 which may result in the issuance of a notice requiring the new employer to take whatever action is necessary to enroll the children in health insurance coverage provided by the new employer.
- H. 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.
- I. You will be responsible for any co-payment and unreimbursed expenses as set forth in the court order.
- J. **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 Jill M. Varnes-Richardson
Magistrate Michelle L. Christie

Judge Matthew L. Reger
Judge Mary "Molly" L. Mack
Judge Joel M. Kuhlman