



Modification

The Adjustment and Review process, also known as the Modification process, is the method by which the child support obligation is reviewed to reflect the current financial situation of both parties. The Adjustment and Review process takes several months to complete from the initial request to the final Order.

Reasons to Qualify for a Modification Review:

- Thirty six (36) months have elapsed since establishment of the order or most recent review.
- Obligor/Obligee employed or more gainfully employed
- Loss of employment for three (3) consecutive months.
- Verified disability of either party.
- Institutionalization or incarceration of either party beyond the child's minority age.
- Thirty percent (30%) change in gross income of either party.
- One or more children emancipated.
- To access availability of health insurance.
- Change in circumstances of original rebuttal guidelines.

Minimum Orders: If order is a minimum \$50.00 per month order, the modification request can be accepted at any time.

Health Insurance: If the parties are seeking health insurance, the modification request can be accepted at any time.

Arrears Only: A modification can not be accepted after the child(ren) have emancipated (18 or graduated from high school, but not past 19).

Thirty percent (30%) Change in Income: If reason for the modification request is a 30% change in income, it must be verified. If the **requestor** is claiming a 30% change in income he/she **must provide proof of the change at the time the request is made.**

Possible Results of Modification Review:

- No Change: (current child support amount and modified amount did NOT change by greater than 10%, Order remains the same).
- Increase in Current Child Support.
- Decrease in Current Child Support.
- If there is a change as a result of the modification, the new amount will be effective the First day of the month after the modification was scheduled for review.

**** CSEA cannot predict the result of your modification, and parties take the chance of any of the above-mentioned results occurring.****

How to Request a Modification:

- Contact the CSEA at 740-687-7155 or toll free at 800-409-CSEA(2732) to obtain a request form.
- Form can be printed from our web-site, www.fcjfs.org Go to the [Forms section](#) under CSEA.
- Mail your request to Fairfield County CSEA at: 239 W. Main St., Lancaster, OH 43130

- Specified Social Security Benefits may terminate the child support obligation (Example: Permanent Disability). Certain types of Social Security Benefits may or may not be counted as income.
- Interstate cases may have different criteria; please contact your Case Manager and advise that one or both parties on the order reside out of state.
- Review may be terminated if requested information is not returned by the specified date.
 - Website for the Ohio Support Guidelines in the ORC is:
www.onlinedocs.andersonpublishing.com OR www.alllaw.com

