The Noncustodial Parent Detail page is used to send referrals to Child Support Services (CSS).

CSS only receives referrals when an EES program is approved.

Noncustodial Parent Detail

Received referrals are in *View Only* meaning they cannot be edited by CSS workers.

EES staff can add or update information on the Noncustodial parent page. Any changes result in an updated referral being sent to CSS.
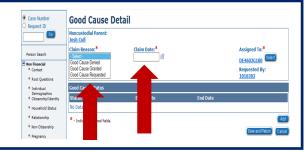
In rare situations, CSS receives referrals even when one is not required by policy.

The Comment section on the **Noncustodial Parent Detail** page displays the reason.

For example: *Single Adoptive Parent—No Referral Needed.*

GOOD CAUSE

The **Good Cause Detail** page displays if Good Cause for not cooperating was granted per policy. EES workers complete the Claim Reason and the Claim Date which display in *View Only* for CSS users.

If Good Cause is not supported, CSS users complete and send the Memorandum to the Purple Inbox to alert EES workers a penalty needs to be applied.

When a consumer's cooperation status is updated in the CSS System, the information is sent to EES staff through KEES.

Prior to penalizing a consumer for non-cooperation, CSS users need to check with PPS to ensure no PPS activity exists that might support Good Cause for failing to cooperate.

Kansas Eligibility Enforcement System (KEES)

User Manual Navigation

As of 6/1/2017