

Child Support Payment Options for Employers

- **Virginia \$4KIDS** allows both employers and Noncustodial Parents to make payments over the telephone or on our secure Web site. Click on *Pay Child Support Electronically* on the Virginia Division of Child Support Web site. There is no cost for this program.
- **Online banking** can be used to pay child support electronically for financial institutions that contract with Checkfree. (To determine if your financial institution uses Checkfree, go to <http://www.checkfreecorp.com/cda/corp/> and drop down the list at “Pay Bills Online”. Then click on “Providers for Consumers” and click on “All”. If your financial institution is not on this list, your payment will come to DCSE by paper check.) Enter the NCP’s nine digit social security number, without dashes, in the customer account number field. The payee “Treasurer of Virginia” and the payment address of PO Box 570, Richmond, VA 23218, have been programmed to generate EFT payments to Virginia Child Support Enforcement.
- Many **payroll companies** can pay child support wage withholdings electronically. ADP, Paychex, and Ceridian are three of the larger companies that offer this service for child support payments.
- **ExpertPay** is a private Web-based business that can transmit electronic payments to Virginia. An employer can contract with them for EFT service.
- Employers can utilize the **direct deposit function of their payroll system** to make child support payments. The employee’s social security number in the identification number field (field 7 of the Entry Detail Record) ensures that Child Support Enforcement can properly identify the employee’s payment.
- Larger, multistate employers are often more interested in the **CCD+ or CTX formats** for EFT. These formats are not only accepted by Virginia, but also most of the other child support agencies in the country. This Web site has a copy of the “Child Support Application Banking Convention”, which gives additional information about the NACHA standards for these two file formats. **Note:** the CTX format must contain the full ASC X12 820 transaction set. Virginia posts child support payments by the non-custodial parent’s social security number, so verification of the state’s case number is not required, but it is helpful. The employer need not send individual payments for each case that an employee may have. Payments are applied to the non-custodial parent’s account and then divided among that person’s cases. Also, Virginia does not require a FIPS code, though 51000 may be used.