



Larry Desbien, Director

COLORADO CHILD SUPPORT WEB ACCESS INSTRUCTIONS

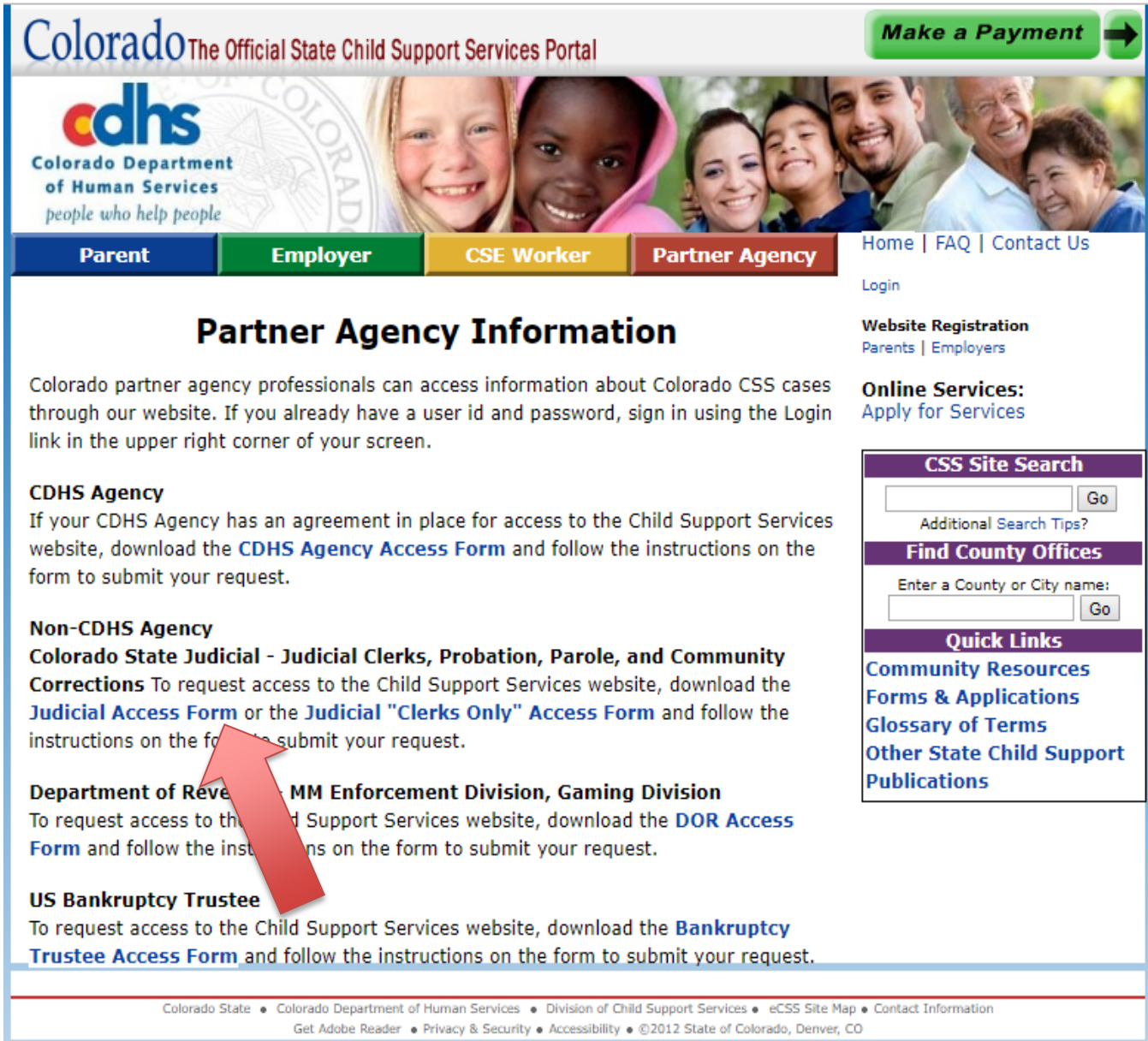
To register for State Partner Access: Log on to www.childsupport.state.co.us

1.) Click on “Partner Agency”

The screenshot shows the Colorado Child Support Services Portal. At the top, there is a navigation bar with the Colorado Department of Human Services logo and the text "Colorado The Official State Child Support Services Portal". A "Make a Payment" button is visible in the top right. Below the navigation bar, there are four main menu items: "Parent", "Employer", "CSE Worker", and "Partner Agency". A red arrow points to the "Partner Agency" button. To the right of the menu, there are links for "Home", "FAQ", and "Contact Us". Below the menu, there is a "Login" link and a "Website Registration" link for "Parents" and "Employers". A "Online Services" link for "for Services" is also present. A "CSS Site Search" box is located on the right side, with a "Go" button and a link to "Additional Search Tips?". Below the search box is a "Find County Offices" section with a text input field for "Enter a County or City name:" and a "Go" button. A "Quick Links" section is also visible, listing "Community Resources", "Forms & Applications", "Glossary of Terms", "Other State Child Support", and "Publications". The main content area features a "Welcome" message and a "Mission" statement: "The Mission of the Colorado Child Support Services Program is to assure that all children receive financial and medical support from each parent. This is accomplished by locating each parent, establishing paternity and support obligations, and enforcing those obligations." Below the mission statement, there is a link to a Spanish video: "Haga clic en la ficha de los padres para obtener información en español y haga clic en la ficha de publicaciones a la derecha. Description of Colorado CSS - Spanish Video 7.7mb". A "Useful Topics" section lists several links: "Make online payments, for more information view options.", "Online Application Available", "Enhancements to Income Withholding Orders", "Colorado CSS Program Strategic Plan 2011 - 2013", "Description of Colorado Child Support Services - Spanish Video", "The importance of paternity.", "The Power of Two - Spanish Video", "The Power of Two - English Video", and "Direct Support for Children Policy". At the bottom of the page, there is a footer with the text "Updated May 2016" and a list of links: "Colorado State", "Colorado Department of Human Services", "Division of Child Support Services", "eCSS Site Map", "Contact Information", "Get Adobe Reader", "Privacy & Security", "Accessibility", and "©2012 State of Colorado, Denver, CO".



2.) Click on “Judicial Access Form”



Colorado The Official State Child Support Services Portal [Make a Payment](#)

cdhs
Colorado Department of Human Services
people who help people

[Parent](#) [Employer](#) [CSE Worker](#) [Partner Agency](#) [Home](#) | [FAQ](#) | [Contact Us](#)

Partner Agency Information

Colorado partner agency professionals can access information about Colorado CSS cases through our website. If you already have a user id and password, sign in using the Login link in the upper right corner of your screen.

CDHS Agency
If your CDHS Agency has an agreement in place for access to the Child Support Services website, download the [CDHS Agency Access Form](#) and follow the instructions on the form to submit your request.

Non-CDHS Agency
Colorado State Judicial - Judicial Clerks, Probation, Parole, and Community Corrections To request access to the Child Support Services website, download the [Judicial Access Form](#) or the [Judicial "Clerks Only" Access Form](#) and follow the instructions on the form to submit your request.

Department of Revenue - MM Enforcement Division, Gaming Division
To request access to the Child Support Services website, download the [DOR Access Form](#) and follow the instructions on the form to submit your request.

US Bankruptcy Trustee
To request access to the Child Support Services website, download the [Bankruptcy Trustee Access Form](#) and follow the instructions on the form to submit your request.

Quick Links
[Community Resources](#)
[Forms & Applications](#)
[Glossary of Terms](#)
[Other State Child Support Publications](#)

Colorado State • Colorado Department of Human Services • Division of Child Support Services • eCSS Site Map • Contact Information
Get Adobe Reader • Privacy & Security • Accessibility • ©2012 State of Colorado, Denver, CO



3.) You can print the form,

**COLORADO DIVISION OF CHILD SUPPORT SERVICES WEBSITE ACCESS
CONFIDENTIALITY AGREEMENT**

The information obtained from this website is considered confidential in nature and must be safeguarded against unauthorized access and disclosure. At all times, I will maintain the confidentiality of the information. The information may be used solely for the authorized or intended purpose. I will not inspect or "browse" the information for any purpose not identified in this Agreement. I will not access, or attempt to access, my own information or information relating to an individual or entity with which I have a personal or financial interest for any reason not necessary to the performance of the work assigned to me. This includes, but is not limited to, information relating to family members, neighbors, relatives, friends, ex-spouses, their employers, and/or anyone not necessary for the work assigned.

I agree to comply with all applicable state and federal laws and regulations with regard to confidentiality and security of the information, including but not limited to, the following.

- Colorado Rules Volume 6 - Section 6.210
- Colorado Information Security Act (C.R.S. 24-37.5)
- Colorado Revised Statutes Title 26, Article 1, section 26-1-114
- Privacy Act of 1974
- Federal Information Security Management Act of 2002 (FISMA)

Civil and criminal penalties for willful misuse of child support data can be found in the aforementioned citations. The Division reserves the right to suspend access at any time, without notice, for technical reasons, possible data safeguard violations, security or other concerns.

Executed:

_____	_____
Signature	Date
_____	_____
Printed Name	Phone Number
_____	_____
Email Address	

Mailing Address	
_____	_____
*Supervisor Signature	Date
_____	_____
Supervisor Printed Name	Phone Number

Please select your agency:

- US Bankruptcy Trustee Ch.13
- Division of Gaming
- Medical Marijuana Enforcement
- Judicial Clerks
- Parole
- Probation

Email completed requests to cdhs_echildsupport@state.co.us or fax to (303) 866-4377
Attention: NON-CDHS Partner Agency

Once registered, your user ID and password will be emailed to you at the email address you have provided above.

** (Judicial clerks must submit form to Maureen Leif for approval and signature.)*

Rev.10/28/14



4.) Or download it to your desktop,

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Mailing Address	
*Supervisor Signature	Date
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