

Criteria for a Review

You may request an administrative review 36 months after the most recent support order was established or modified. You may request a review earlier than 36 months if you can **provide proof** that you meet one of the criteria listed below.

- You have been unemployed or laid off for 30 consecutive days or longer through no fault of your own and the unemployment or layoff is expected to continue.
- You have become unemployed due to a plant closing or mass layoff.
- You are permanently disabled.
- Your child support order was for a reduced or minimum amount based on the non-custodial parent being unemployed or underemployed and the parent is now employed or gainfully employed.
- You or the other party on the case have experienced a 30 percent decrease, which is beyond the party's control, or a 30 percent increase in gross income or income-producing assets for a period of at least six months which can be reasonably expected to continue for an extended period.
- You are incarcerated with no chance of parole or are institutionalized and cannot pay support during the child's minority.
- The order does not comply with the child support guidelines due to the termination of support for a child of the existing order.
- You and the other party have a child in common and you want to add that child to an existing administrative child support order or you want to consolidate two or more existing administrative child support orders for children you have in common.
- You have experienced an increase or decrease in the cost of childcare or ordered health insurance coverage and you believe the increase or decrease will result in greater than a 10 percent increase or decrease in the support order.
- You want access to improved health insurance coverage for the child.
- You are the non-custodial parent and a member of the uniformed services and have been called to active military service for a period of more than 30 days or a temporary support order adjustment had been issued and your term of active military services has ended.