

**Commonwealth of Virginia
Department of Social Services
Child Care Subsidy Program**

FOR AGENCY USE ONLY
Case Name
Case Number
Worker Number

Attesting to the Lack of Information Form

As a condition of eligibility, each applicant/recipient of the Child Care Subsidy Program must cooperate with the Division of Child Support Enforcement (DCSE) or local department of social services, unless good cause for refusing to do so is determined to exist, in:

- identifying and locating the parent of a child for whom assistance is requested,
- establishing the paternity of a child born out of wedlock for whom assistance is requested;
- obtaining support payments for the applicant or recipient and for a child for whom assistance is requested; and
- obtaining any other payments or property due the applicant or recipient or the child.

If you withhold and/or give false information, you may be prosecuted for perjury, larceny, or welfare fraud. You may also be subject to a disqualification hearing. If you are found guilty, you will be ineligible to receive Child Care Subsidy assistance.

You have the right to attest to the lack of information about the absent parent.

***I attest under penalty of perjury, that I have provided all known information about the absent parent for (children names): _____

Information Provided on Absent Parent:

Name: _____

Any Additional Information Provided: _____

Applicant/Recipient Signature: _____ **Date:** ___/___/___

Worker Signature: _____ **Date:** ___/___/___

Attesting to the Lack of Information Form

FORM NUMBER

PURPOSE OF FORM – For the applicant/recipient to attest to the lack of information about each absent parent.

NUMBER OF COPIES – Two.

One copy will be filed in the Child Care Subsidy case record and one copy will be given to the applicant/recipient.

DISPOSITION OF FORM – File in the Permanent Verification section of the case record for a period of no less than 3 years from the date that the recipient/applicant signs the form.

INSTRUCTIONS FOR PREPARATION OF FORM – Review the form with the applicant/recipient after it has been determined that the applicant/recipient is unable to provide the first and last name and at least three additional pieces of identifying information about the absent (noncustodial) parent(s). A separate form should be completed for each absent parent for whom the custodial parent is unable to provide the first and last name and at least three additional pieces of identifying information (including a separate form for each putative father who has been listed on the “List of Putative Fathers” form). The applicant/recipient and eligibility worker must sign each form.