Acknowledge Parentage For Your Child... And For You!



Questions and Answers for Parents



CONGRATULATIONS ON BECOMING A PARENT!

This booklet will answer questions you may have about acknowledging parentage. It also gives information about child support services, how to obtain your child's birth certificate, and how to get questions answered about access to your child, custody and visitation.

Parentage is the legal recognition that someone is the parent of a child. A person who acknowledges parentage gains both rights to and responsibilities for the child.

Each hospital with a birthing center in Connecticut is required by law to offer parents the opportunity to voluntarily establish their baby's parentage immediately after the birth of their child. The staff at local Department of Social Services (DSS) Child Support offices across the state also offer this service to parents until the child's eighteenth birthday. This service is free.

To establish parentage of a child, the parents must sign a legal form called the *Acknowledgment of Parentage (AOP)*. Unless you are the birth parent or are married to the birth parent, your information generally will not be placed on the child's birth certificate, absent a decision by a court, unless both you and the birth parent complete and sign this form to acknowledge you are the child's parent. A sample of what a completed form looks like can be found at the end of this booklet. Parents should sign the form in front of a notary public, so you need to have a photo ID with you. Hospitals have notary services and will let you know when someone will be available to notarize the form. Certain DSS staff at the local offices are also authorized to help you complete and notarize the form.

If you are completing the form at the time of your child's birth and have questions about the form, please talk to hospital staff. If you are acknowledging parentage for a child after you have left the hospital or for an older child, contact a DSS Child Support unit at the phone number for your local office, listed on page 6. The Child Support staff can also answer other questions you have about child support services.

Remember that in most instances the information of the acknowledging parent will not be placed on the birth certificate unless the *Acknowledgment of Parentage* is completed, signed and notarized.

We wish you and your child much health and happiness!

Sincerely,

The Department of Social Services, Your local hospital, and The Department of Public Health

ACKNOWLEDGE PARENTAGE... for your child's sake!

Parentage? What's that?

Establishing parentage means determining the legal parents of a child.

When people are not married, legal parentage can be established if the birth parent and acknowledging parent voluntarily sign a form called the *Acknowledgment of Parentage (AOP)*.

The birth parent signs the 'affirmation' section of the *AOP*. The acknowledging parent signs the 'acknowledging' section of the same form. The acknowledging parent might be a genetic (biological) father, or a parent who is the "intended" parent of the child. For more information about who is eligible to sign the form, see "Who can sign an *Acknowledgment of Parentage* form" below.

There is a sample copy of the form at the end of this book. Signing this form shows that both parents agree that they are the child's parents.

This form must then be filed with the Parentage Registry at the Department of Public Health (DPH). If you complete the form at the hospital or at DSS, staff will forward the form to DPH for you and give each parent a copy.

Why is establishing parentage so important?

There are many benefits for your child when you establish parentage, such as:

- a chance to know and have a relationship with both parents you all deserve the opportunity to teach, love, and inspire each other
- a sense of family identity & belonging
- the chance to learn about health or medical problems that exist in your family which may not show up at birth or in childhood
- financial and economic benefits, such as the right to child support payments, health insurance, Social Security, pension and veterans' benefits
- the right to inherit when a parent dies

Who can sign an Acknowledgment of Parentage (AOP) form?

You can sign an AOP if:

- You are the biological father of the child. There is one exception. If you are the biological father and the birth parent is a surrogate, then you cannot sign this form.
- You are not a biological parent, but you and the birth parent are married, or if the marriage ended, this child was conceived during the marriage.
- You and the birth parent lived together with the child, and you openly held out the child as your own from the time the child was born and for a period of at least two years.
- You and the birth parent consented to conceive the child through assisted reproduction and raise the child together.

If I sign an AOP but then decide I am not the child's parent, what can I do?

A completed *AOP* may be rescinded or voided by either parent within 60 days of both parents signing the *AOP*, OR if the *AOP* was signed prior to the child's birth, within 60 days of the child's birth, so long as a court hearing related to the child and the parent requesting the rescission has not yet occurred. After these time periods, the *AOP* may only be rescinded through a court process. For more information about how to rescind an *AOP*, consult the "Notice of Rights and Responsibilities" portion of the *AOP* form under the heading "Rescission."

Information About Birth Certificates and the State Parentage Registry

The Department of Public Health manages the Parentage Registry and can provide information about your child's birth certificate.

Connecticut Department of Public Health State Vital Records Office 410 Capitol Avenue, 1st floor MS#11VRS P.O. Box 340308 Hartford, CT 06134-0308 TELEPHONE: (860) 509-7958

To obtain a certified copy of your child's birth certificate, go to any Vital Records Office in any of Connecticut's 169 towns.

Information About Acknowledging Parentage for Older Children

We know we can establish parentage for our newborn at the hospital, but how can we establish parentage for our other child(ren)?

If you have not yet established parentage for an older child or children, know that you can sign an *AOP* for those children too, but **hospital staff cannot assist you with parentage for your older children the way they can for your new baby.** Parents can complete the form for free at your local DSS Office of Child Support Services (OCSS) until the child turns 18, even if you do not need any services from DSS. Both parents will need to bring a photo I.D. in order to complete the form. It is helpful if you bring a copy of the child's birth certificate with you to DSS. DSS staff will then send the completed form to the DPH to be entered into the Parentage Registry. It is important to know that if you are signing the AOP form for an older child that is not your biological child, you will have to meet certain criteria. You must have lived with the child from birth, and for a period of at least two years, and openly held out the child as your own.

Call the DSS office nearest you if you have any questions about establishing parentage for your baby or an older child. DSS Office of Child Support Services addresses and telephone numbers are listed in this book on page 6.

Information About Child Support Services

What if we aren't sure I am the genetic (biological) father?

If either parent is unsure about paternity, the *AOP* should not be completed. Genetic (or DNA) testing can be done to establish parentage. Call the local DSS Child Support office and let them know you are interested in establishing paternity but would like information about genetic testing. The birth parent may apply for child support services which can include genetic testing. The birth parent, alleged parent, and child all must be tested.

If you ask for genetic testing or the court orders genetic testing and you are found to be the genetic parent, you may have to pay for the test unless the court finds that you are not able to pay.

Who pays for the genetic (DNA) testing?

If you are not involved with DSS or the court system but want to take a DNA test, you can look for labs that do DNA testing on the internet or in the yellow pages of your phone book. When you call, ask if the lab does genetic testing for parentage. If they do, you can discuss cost and a payment plan with them.

The birth parent may also apply for child support services from DSS, and the first service you would ask for is a DNA test to determine paternity. Call the Child Support unit at your local DSS office to get your questions answered - the phone numbers are listed on page 6 of this booklet.

What other child support services are available?

Full child support services are available to the custodial and noncustodial parent. The custodial parent is the parent who lives with the child and the noncustodial parent is the other parent. Services include: locating noncustodial parent; establishing parentage (includes genetic testing for biological parents); establishing and modifying support orders; and enforcement of court orders. If you would like to apply for services, call the Office of Child Support Services at the DSS office nearest you and make an appointment.

Where can I get more information about child support services?

If you want general information or to apply for child support services, call the Connecticut Department of Social Services automated toll-free telephone at 1-888-233-7223 anytime between 6:00 a.m. and midnight, seven days a week or visit the DSS website at https://portal.ct.gov/dss

Please call the office listed below nearest where you live.

DSS OCSS OFFICE LISTING

Bridgeport:	925 Housatonic Ave., 06604;	(203) 551-2703
Danbury:	342 Main St., 06810;	(203) 207-8986
Greater Hartford:	20 Meadow Rd., Windsor, 06095;	(860) 723-1002
Manchester:	699 E. Middle Turnpike, 06040;	(860) 647-5913
Middletown:	2081 South Main St., Suite B, 06457;	(860) 704-3126
New Britain:	30 Christian Lane, 06051;	(860) 612-3465
New Haven:	50 Humphrey St., 06511;	(203) 974-8248
Norwich:	401 W. Thames St. Unit 102, 06360;	(860) 823-3325
Stamford:	1642 Bedford St., 06905;	(203) 251-9417
Torrington:	62 Commercial Blvd., 06790;	(860) 496-6944
Waterbury:	249 Thomaston Ave., 06702;	(203) 597-4171
Willimantic:	1320 Main St./Tyler Square, 06226;	(860) 465-3590

Information About Access, Parenting Time, and Custody

Will signing the Acknowledgment of Parentage (AOP) form guarantee the acknowledging parent access and custody rights?

No. Signing the *AOP* form does not guarantee access to your child or custody rights.

However, by acknowledging parentage, you gain legal rights to your child, which gives you a better chance of being part of your child's life and developing a strong, loving relationship.

Hopefully, if you are not living as a couple, you and the child's birth parent will agree about sharing time with your child. If you are unable to agree, however, after parentage has been established, both parents have the right to go to court and have the Superior Court decide on access and custody.

Where can parents get more information about access, parenting time, and custody?

Access, parenting time (also referred to as "visitation") and custody concerns are handled by the Judicial Branch, Court Support Services Division - Family Services. If you have specific questions about these issues please call the Family Services office, listed below, that is located nearest to where you live.

JUDICIAL BRANCH FAMILY SERVICES OFFICE LISTING

Bridgeport:	1061 Main St., 06604;	(203) 579-6513
Danbury:	146 White St., 06810;	(203) 207-8615
Hartford:	90 Washington St., 06106;	(860) 706-5170
Litchfield:	Commons, Route 202, 06759;	(860) 567-9463
Meriden:	54 West St., 06451;	(860) 238-6140
Middletown:	1 Court St., 06457;	(860) 343-6460
Milford:	14 West River St., 06460;	(203) 877-0001
New Britain:	20 Franklin Square, 06051;	(860) 515-5115
New Haven:	235 Church St., 06510;	(203) 503-6820
New London:	70 Huntington St., 06320;	(860) 443-2826
Putnam:	267 Kennedy Drive, 06260;	(860) 928-0478
Stamford:	123 Hoyt St., 06905;	(203) 965-5282
Vernon:	428 Hartford Tpke., 06066;	(860) 872-4088
Waterbury:	300 Grand St., 06702;	(203) 591-3325

STATE OF CONNECTICUT-DEPARTMENT OF PUBLIC HEALTH VITAL RECORDS SECTION - PARENTAGE REGISTRY ACKNOWLEDGMENT OF PARENTAGE

INTRODUCTION

Children need and benefit from the active involvement of both parents in their daily lives. One of the best ways to ensure this active involvement is to establish the legal parentage of <u>both</u> parents. And one of the easiest ways to establish legal parentage of both parents is to complete this form. Completion of this *Acknowledgment of Parentage* at the time of birth or at any time after birth is voluntary.

Persons responsible for the preparation and filing of birth records, such as hospital staff, are required to accept the *Acknowledgment of Parentage* up to 10 days from discharge as a basis for including the acknowledging parent's information on the birth certificate. If the parents are not married to each other, completing the *Acknowledgment of Parentage* is a simple way to establish parentage and have the acknowledging parent listed on the birth certificate.

If parentage is established later on, after a birth certificate has already been created, this form must be submitted to the Parentage Registry at the Department of Public Health (please reference instructions at bottom of this page). Once parentage has been established through completion of the *Acknowledgment of Parentage*, the birth certificate will be amended to include the acknowledging parent's information and any requested change to the child's name as identified on the *Acknowledgment of Parentage*.

INSTRUCTIONS

Before completing the *Acknowledgment of Parentage*, please read these instructions and the NOTICE OF RIGHTS AND RESPONSIBILITIES on the back of the *Acknowledgment of Parentage*.

ALL FIELDS ON THE FORM MUST BE COMPLETED. IF THE INFORMATION ASKED FOR DOES NOT APPLY TO YOU, ENTER "N/A".

- 1. If you have any questions, you should talk to an attorney. Information concerning state child support services can be obtained from any local office of the Connecticut Department of Social Services (DSS), Office of Child Support Services. The address of the local DSS office nearest you can be found in the blue pages of a local telephone book.
- 2. <u>Print</u> all information requested except for your signature. <u>Use a black ball point pen</u> and press hard enough to make the copies.
- 3. <u>Fill in all spaces</u>. List your health insurance company, even if it will not cover the hospital bill for the child's birth. If you do not have health insurance, put "none" in that space.
- 4. If you are completing the *Acknowledgment of Parentage* in a location other than the hospital where the child was born, remember to sign it in front of an authorized official. You may do this in another state. Leave all pages together until both parents have signed.
- 5. Both parents must sign their legal names on this form <u>in front of a notary public</u>, or other authorized officer. Show the notary or other officer a photo identification of yourself, such as your driver's license, motor vehicle identification card, passport, etc. If you are completing this form at the hospital or birthing center right after your child is born, tell the staff when you are ready to sign it. They will assist you with obtaining the services of a notary public.
- 6. Next to your signature put the date you actually signed the form. It does not have to be the same date the other parent signed.

After this form has been completed, signed, and **sworn to** by both parents, each parent will receive and need to keep a copy of the form (see copy distribution at bottom of form). The completed **original** (**white**) copy must be sent to the address listed below. If this form is being completed at a hospital or a local DSS office, the hospital or DSS office will forward it to DPH. If you are completing the form on your own or with the assistance of an attorney, you or the attorney must send the **original** (**white**) copy to the Department of Public Health

Connecticut Department of Public Health Vital Records Section - Parentage Registry 410 Capitol Avenue- MS#11VRS P. O. Box 340308 Hartford, CT 06134-0308 Telephone: (860) 509-7958

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ACKNOWLEDGMENT OF PARENTAGE

Check One: ☐ At Birth ☐ Post Birth

This is a legal document. Complete in \underline{BLACK} ball point pen and do not alter.

CHILD								
CHILD'S NAME (As it currently appears on birth certificate)(First) John Michae		chael			(Last) Smith			
SEX MALE FEMALE DATE OF BII NON-BINARY 2/15		SOCIAL SECURITY NO. (If Available)		IS THE CHILD'S NAME TO BE CHANGED? NO				
CHILD'S NAME (As it will appear on new birth certificate)	(First) (Middle)			(Last)				
PLACE OF BIRTH City Hospital	(CI	TY) Midtow	'n	(STA	ATE) CT			
	B	IRTH PARENT						
CURRENT NAME (First) Marie	(Middle) Elle		Jones		(Last Name Prior to Marriage If applicable) $\mathbf{N/A}$			
DATE OF BIRTH 6/26/1994		TELEPHONE NUMBER 860-555-3434		SOCIAL SECURITY NO. 555-55-5555				
RESIDENCE (No. and Street) 222 Main Street	(Town)		(State or Foreign Coun	try)	(Zip Code) 00000			
	ACKNO	WLEDGING PA	RENT					
CURRENT NAME (First) Jessie	(Middle)		Smith		(Last Name Prior to Marriage If applicable) N/A			
DATE OF BIRTH 3/2/1991 PLACE OF BIRTH Boston, I	(CITY and STATE OR FOREIGN COUNTRY)	SOCIAL SECU 888-88-			HONE NUMBER 3-555-2121			
RESIDENCE (No. and Street) 99 High Street	Bigtown	(State or Foreign Country CT	(Z	(ip Code) 00001			
		manage		tivo II "				
RACE (all that apply) White								
HISPANIC ORIGIN? Specify: □Puerto Rican MC □ NO MYES	Cuban ☐ Mexican ☐ Other (Spec		EDUCATION LEVEL	: (highest level (COMPLETED) ollege/No degree □Master's degree			
OCCUPATION Sales	BUSINESS/INDUSTRY Retail			diploma A	ssociates Doctorate/professional Bachelors			
SPOKEN LANGUAGE: (include all) Menglish Spa	nish American Sign Language	Armenian Chines	e (Cantonese) Chinese	e (Mandarin) \square	French (including Cajun, Patois) ☐French			
Creole □Gujarathi □Khmer □Korean □ Laotian □	Persian Polish Portuguese	Russian Serbo-C	Croatian □Vietnamese □	Other Spoken	Language (specify)			
EMPLOYER XYZ Business					Way, Bigtown, CT			
DO YOU HAVE MEDICAL INSURANCE? X YES □ NO	MEDICAL INSURANCE Feel Fine	CE COMPANY NAME America	ИE	POLICY I	NUMBER 27-777-77			
We affirm that the acknowledging parent is the genetic father of this child and that the child was not born subject to a surrogacy agreement; OR We affirm that the acknowledging parent meets at least one of the legal requirements to voluntarily establish parentage. Check all that apply: This child was conceived through assisted reproduction with the consent of both of us and with the intention that we both raise this child.								
☐ We were legally married at the marriage ended).								
				nd openly he	ld out the child as the person's own			
enna nom the time the enna v	vas bom or adopted and for a	i period or at rea	ist two years.					
BIRTH PARENT'S AFFIRMATION I freely and voluntarily consent to this Acknowledgment of Parentage. The person I freely and voluntarily acknowledge that I am the parent of the child named at					am the parent of the child named above,			
identified above as 'ACKNOWLEDGING PA Acknowledgment of Parentage under Connecticu	t law and is the parent of this c	child. I I accept	the obligation to supp	port this child	gment of Parentage under Connecticut law. and I understand that an order for child to a trial, a lawyer to represent me, and a			
have read or have had read to me, and have had the rights and responsibilities on the back of this	form, and I understand and ag	gree to genetic t	test to determine pare	ntage, if applic	able. I have read or have had read to me,			
the contents. I have had the opportunity to ask of copy of this statement has been given to me. I a					tion and rights and responsibilities on the agree to the contents. I have had the			
have provided is true and correct to the best of my knowledge. opportunity to ask questions before I signed this form. A copy of this statement has been given to me. I attest that the above information that I have provided is true and								
Marie E. Jones 1/1/2022 Tessie Smith 1/1/2022								
Marie E. Jones Birth Parent Signature (use current last name)		Date Acknow	rledging Parent's Sign		1/1/2022 ent legal name) Date			
. ,	Smalltown	C						
State of Anyplace County of		State		Anypla County of	ace Smalltown Town of			
Sworn and subscribed before me on this 1st Day of Jai	Town of 1uary . 20 22	Sworn a	nd subscribed		anuary ₂₀ 22			
Signature of Witness or S Signature of Witness or Sugar Too								
Name and title of Witness Success Doo Pirth Dogistrar			Name and Title of Witness					
6/2	(title)	(title) (title) (title)						
If notary, date commission expires: 0/30/2026 If notary, date commission expires: 0/30/2026								
PLACE COMPLETED X Hospital DPH Other DSS Regional Office PLACE COMPLETED X Hospital DPH Other DSS Regional office Form VS 56 (Pay 1/2) Distribution: White Vital Records/DPH Vallow Originator Pink Birth Parent Gold Asknowledging Parent								

Acknowledgment of Parentage

NOTICE OF RIGHTS AND RESPONSIBILITIES

Read all sections before you sign the form.

By signing this form, the Birth Parent and Acknowledgin's Parent affirm the following:

- 1. We understand that the acknowledgment of parentage is equivalent to a legal finding of parentage that is binding on both parents, whether adult or minor, and may only be challenged under limited circumstances.
- 2. The birth certificate of the named child does not identify any other parent except for the birth parent or the acknowledging parent.
- 3. There is no other parent of the named child other than the birth parent and the acknowledging parent. This means that there is no other acknowledged or adjudicated parent, person who consented to assisted reproduction by the birth parent with the intent to parent the conceived child along with the birth parent, or a person who signed a surrogacy agreement indicating such person's intent to parent the child conceived in accordance with such agreement.
- 4. There is no action pending in which the named child's parentage is at issue, unless all parties to the action agree to the establishment of the signatory's parentage pursuant to the acknowledgment.

NOTICE OF RIGHTS AND RESPONSIBILITIES TO BIRTH PARENT AND ACKNOWLEDGING PARENT

- 1. You do not have to sign the *Acknowledgment of Parentage* and you should not sign the form if you are unsure about whether the acknowledging parent meets the legal requirements of parentage, as specified in Public Act 21-15, or if you do not fully understand the rights and responsibilities that you will have upon signing the *Acknowledgement of Parentage*.
- 2. For an acknowledging parent who is signing as the genetic father, genetic testing (DNA) may be able to establish parentage with a high degree of accuracy, and may, under certain circumstances, be available at state expense. For the purposes of this form, a genetic father is defined as the person whose sperm fertilized the egg that resulted in the conception of the named child, and in which no surrogacy arrangement was used.
- 3. Once this form is completed, it will be filed with the Connecticut Department of Public Health, Parentage Registry, and the acknowledging parent's name will be placed on the birth certificate if not already listed.
- 4. As a legal parent, the person acknowledging parentage may obtain rights of custody and visitation, and also will be responsible for the child's financial support at least until the child's eighteenth birthday.
- 5. Your child may be eligible for many other benefits from the acknowledged parent such as health insurance, social security, veteran's benefits, and the right of inheritance.

ACKNOWLEDGING PARENT'S RIGHTS AND RESPONSIBILITIES – In addition to the rights and responsibilities listed above, as the acknowledging parent you will have the following rights and responsibilities.

- 1. You have the right to deny parentage and to have your case heard by a court or a family support magistrate.
- 2. You have the right to speak with an attorney before signing an *Acknowledgment of Parentage*. In addition, if there is a trial concerning the parentage of a child, you have the right to have an attorney represent you and, if you are alleged to be the genetic parent of the child and cannot afford an attorney, you can ask the court to appoint one for you.
- 3. As legal parent of the child, you will be liable for the child's financial and medical support at least until the child's eighteenth birthday. If you do not support your child, a civil or criminal court case may be brought against you, and the court may order that your income be withheld.
- 4. The child will be given many rights and benefits which the child may otherwise not have, such as the right to inherit from you, as the legal parent, and be eligible to receive health insurance, social security, or veteran's benefits.

RESCISSION

- 1. Either parent may rescind the *Acknowledgment of Parentage* within 60 days of signing the *Acknowledgment of Parentage* (or within 60 days of the child's birth date if signed prior to birth), by contacting the Connecticut Department of Public Health, Vital Records Section-Parentage Registry or any field office of the Connecticut Department of Social Services (DSS), Office of Child Support Services, and completing a *Rescission of Acknowledgment of Parentage* form (VS-57 form). The addresses of DSS field offices can be found on the Connecticut DSS website. After signing the VS-57 form in front of a notary public or other authorized official, forward the original to: Connecticut Department of Public Health, Vital Records Section-Parentage Registry, 410 Capitol Avenue, First Floor, MS #11VRS, P.O. Box 340308, Hartford CT 06134-0308.
- 2. If either parent signs the *Rescission of Acknowledgment of Parentage* (VS-57 form), the acknowledging parent's name will be removed from the birth certificate and the person will no longer be considered the legal parent of the child, unless legal parentage is established in an alternative way.
- 3. After 60 days from the signing of the *Acknowledgment of Parentage* (or after 60 days of the child's birth date if signed prior to birth), the acknowledging parent's name will be removed from the birth certificate only by order of the court. An *Acknowledgment of Parentage* may be challenged in the court or before a family support magistrate after the 60-day rescission period only on the basis of fraud, duress, or material mistake of fact, with the burden of proof upon the person making the challenge.

IF EITHER ONE OF YOU IS NOT ABSOLUTELY SURE THAT THE ACKNOWLEDGING PARENT MEETS THE LEGAL REQUIREMENTS OF PARENTAGE, YOU SHOULD NOT SIGN THIS *Acknowledgment of Parentage*. If you have any questions you should talk to an attorney.

The Department of Social Services' (DSS) and Department of Public Health's (DPH) programs are available to all applicants and recipients without regard to race, color, religion, sex, gender identity or expression, marital status, age, national origin, ancestry, political beliefs, sexual orientation, intellectual disability, mental disability, learning disability or physical disability including but not limited to blindness.

DSS has a TDD/TTY line for persons who are deaf or hearing impaired and have a TDD/TTY: 1-800-842-4524, or dial 7-1-1. Auxiliary aids are also available for blind or visually impaired persons.

The DSS and DPH are equal opportunity, affirmative action employers.

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