

STATE OF TENNESSEE

TN

Department of Human Services

Paternity Orders

2025 Appointed & Elected Clerks Conference

May 8, 2025

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TN

Department of Human Services

“Why do they call it rush hour when nothing moves?”

— Robin Williams

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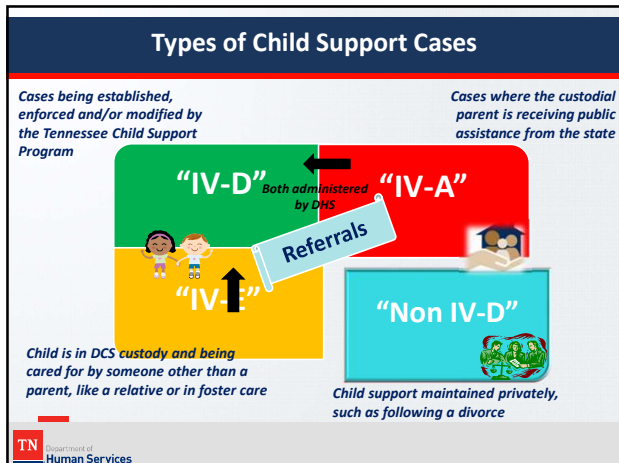
Tennessee Child Support Metrics

- 32 Judicial Districts, covering all 95 counties
- 1 in 5 children rely on our services
- 300,000+ cases

TN

Department of Human Services

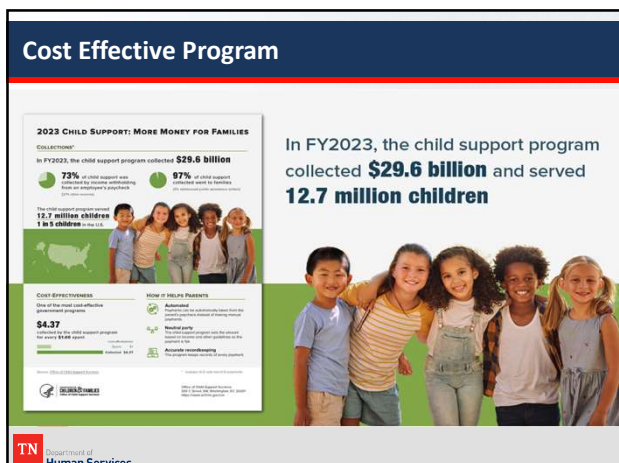
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Child Support across the Nation

Collections

Country: \$29.6 Billion (FY23)
TN: \$602 Million (FY21)

Children Served

Country: 12.7 Million (FY23)
TN 302,000 (FY21)

Cost effectiveness:

Country \$4.37 (FY23)
TN \$7.92 (FY21)

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Tennessee Birth Statistics

2023

- Recorded live births **88,387**
- Unmarried mothers 37,012 (41.9%)
- Fathers unnamed 9,031 (24.4%)

2022

- Recorded live births **87,853**
- Unmarried mothers 36,686 (41.8%)
- Fathers unnamed 9,634 (26.3%)

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Clerk Responsibilities to Send in Final Paternity Orders

According to T.C.A. §36-2-313(d) "an order of parentage is entered, the clerk of the **court shall immediately transmit a certified copy of the order and the completed application for a new certificate of birth by parentage to the registrar of vital records** who shall issue a new certificate of birth by parentage in conformity with the rules and regulations of the department of health. Upon receipt of the fee required by the department of health, **the clerk shall transmit the fee to the registrar of vital records.** Notwithstanding any law or regulation to the contrary, the registrar shall not be required to issue a new certificate of birth until the fee is paid."

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Required Information for PH-3343 or Exhibit A

I. Information Concerning Child

1. Name of Child Prior to Court Order
2. Date of Birth
3. State of Birth

II. Information for New Certificate of Birth

1. Name of Child as Determined by Court (First, Middle, Last, Suffix)
2. Father of Child
3. Father's Full Name as entered in court order
4. Father's Date of Birth
5. Father's Birthplace (State or Foreign Country), if known
6. Enter the father's full name as listed in the court order, father's date of birth and birthplace, as these are required items for the new birth certificate.



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Paternity Orders for Children NOT Born in Tennessee

Court clerk must send the certified order and PH-3343 or Exhibit A to the Office of Vital Records in the state where the child was born.

The state of birth will issue the new birth certificate based on the parentage order.



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Surname of the child (T.C.A. § 68-3-305(a)(1))

Married Mother

1. If the mother was married at the time of either conception or birth, or anytime between conception and birth, to the natural father of the child, the name of the natural father shall be entered on the certificate and the surname of the child shall be entered on the certificate as one of the following:

- (A) The **surname of the natural father**; or
- (B) The **surname of the natural father in combination with either the mother's surname or the mother's maiden surname**.



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Surname of the child (T.C.A. § 68-3-305(b)(1))

Unmarried Mothers

(b)(1) If the mother was not married at the time of either conception or birth or between conception and birth, the name of the father shall not be entered on the certificate of birth and all information pertaining to the father shall be omitted, and the surname of the child shall be that of either:

- (A) The **surname of the mother**;
- (B) The **mother's maiden surname**; or
- (C) Any **combination of the surnames** listed in subdivisions (b)(1)(A) and (B).



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Surname of the Child

IMPORTANT:

Parents always have the option to petition their local court for a name change.



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Processing Time and Fees

Child support *should* include language in paternity orders directing the non-custodial parent to pay the fee for an amended birth certificate to the clerk **within ten (10) days**.

T.C.A. § 36-2-313 requires the clerk to forward the fee, along with a certified copy of the order, to Vital Records. **The clerk shall immediately send paternity orders to Vital Records as they are filed, with or without the fee.**



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Amendment Fee Change

(3) Fees for services from the Office of Vital Records.

- (a) For a search of the files and issuance of each certified or uncertified copy of birth, death, marriage, or divorce record if found:\$15.00
- (b) For preparing a new certificate of birth by adoption, legitimation, or order of parentage:\$15.00
- (c) For amending a birth, death, marriage, or divorce certificate within six months or more after the date of the event:\$15.00
- (d) For preparing and filing a report of an adoption for a foreign-born person adopted in Tennessee:\$15.00
- (e) For preparing and filing a delayed certificate of birth, death, marriage, or divorce:\$15.00
- (f) For amending a birth certificate to remove the named father based on a Rescission of Voluntary Acknowledgment of Paternity, unless the requestor submits an Affidavit of Indigency to waive the fee entirely:\$15.00
- (g) For a certified or uncertified copy of the supporting documentation used to file or amend a record, which must be requested at the same time as the copy of the record is requested, per document:\$5.00

<https://publications.tnsofiles.com/rules/1200/1200-07/1200-07-01.20220622.pdf>



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How long will it take for the order to be processed?

How long will it take?		
Service		Processing Time (as of 04/08/2025)
Request for Certificate - in Person ¹		Same Day
Request for Certificate - by Mail ²		4 weeks
Request for Certificate - Online ³		4 weeks
Adoptions received after July 1, 2024		45 days
Death Amendments ⁴		1 month
Birth Amendments Under the Age of 1 ⁵		3 months
Voluntary Acknowledgments of Paternity		4 months
All other Amendments, Court Ordered Name Changes, and Court Orders of Paternity		12 months

¹Final requires no changes to a vital record.

<https://www.tn.gov/health/health-program-areas/vital-records/howlong.html>



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What form does Vital Records require for adoptions?

STATE OF TENNESSEE
DEPARTMENT OF HEALTH
OFFICE OF VITAL RECORDS
CERTIFICATE OF ADOPTION

PART I

Adoption of a child who is under 18 years of age.

Adoptive Parent(s): (Last, First, Middle Initial) _____
 Date of Birth (MM/DD/YYYY): _____
 State or Foreign Country of Birth: _____
 Social Security Number: _____

Child: (Last, First, Middle Initial) _____
 Date of Birth (MM/DD/YYYY): _____
 State or Foreign Country of Birth: _____
 Social Security Number: _____

Adoptive Parent(s): (Last, First, Middle Initial) _____
 Date of Birth (MM/DD/YYYY): _____
 State or Foreign Country of Birth: _____
 Social Security Number: _____

Child: (Last, First, Middle Initial) _____
 Date of Birth (MM/DD/YYYY): _____
 State or Foreign Country of Birth: _____
 Social Security Number: _____

Place of Adoption: (City, State or Country) _____
 Date of Adoption: (MM/DD/YYYY) _____

Adoptive Parent(s) Signature: _____
 Date: _____

Child's Signature: _____
 Date: _____

PART II

Adoptive Parent(s): (Last, First, Middle Initial) _____
 Date of Birth (MM/DD/YYYY): _____
 State or Foreign Country of Birth: _____
 Social Security Number: _____

Child: (Last, First, Middle Initial) _____
 Date of Birth (MM/DD/YYYY): _____
 State or Foreign Country of Birth: _____
 Social Security Number: _____

PART III

Adoptive Parent(s): (Last, First, Middle Initial) _____
 Date of Birth (MM/DD/YYYY): _____
 State or Foreign Country of Birth: _____
 Social Security Number: _____

Child: (Last, First, Middle Initial) _____
 Date of Birth (MM/DD/YYYY): _____
 State or Foreign Country of Birth: _____
 Social Security Number: _____

PART IV

Adoptive Parent(s): (Last, First, Middle Initial) _____
 Date of Birth (MM/DD/YYYY): _____
 State or Foreign Country of Birth: _____
 Social Security Number: _____

Child: (Last, First, Middle Initial) _____
 Date of Birth (MM/DD/YYYY): _____
 State or Foreign Country of Birth: _____
 Social Security Number: _____

PH 1248 (Rev. 10/20)

<https://www.tn.gov/content/dam/tn/health/documents/vital-records/PH-1248-Certificate-of-Adoption.pdf>

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Fatherhood Direct Services



**Tennessee Department of Human Services
Fatherhood Initiative**

The United States is currently experiencing a historic high in the number of children born to single parents, with 1.6 million approximately. As fathers bring fathers a stronger role in single parent households, the Tennessee Department of Human Services is committed to providing support and resources for fathers, communities, and society as a whole. Research indicates that children growing up with their fathers under involvement experience greater challenges across various aspects of life.

To assist with this, the Tennessee Department of Human Services (TDHS) offers a variety of community services, resources, and support, to enhance fatherhood and offer support to single parents. The TDHS Fatherhood Initiative is a significant component of the health and well-being of Tennessee's children and families. The initiative is designed to provide support and resources to fathers in Tennessee. Our programs are an integral part of the state's commitment to providing a safe, healthy, and supportive environment for all children and families.

Services Provided:

- Paternity and support services
- Financial counseling
- Community events
- Mental health support and resources
- Substance use and support services
- Community events

Who is eligible for Fatherhood Tennessee services?

Any father who participates in a Fatherhood Tennessee program. Contact your local Fatherhood Tennessee agency for more information and to learn more about specific programs that are best suited for your needs.

West Tennessee

Big Rock Valley Child of Women Services
P.O. Box 10000, 10000 Highway 100, 10000 Highway 100, Memphis, TN 38104
Service area: Shelby County

Alger Child and Family Services, Inc.
P.O. Box 10000, 10000 Highway 100, 10000 Highway 100, Memphis, TN 38104
Service area: Shelby County

Southwest Resource Recovery Agency
P.O. Box 10000, 10000 Highway 100, 10000 Highway 100, Memphis, TN 38104
Service area: Shelby County, DeKalb, Madison, and Shelby Counties

Middle Tennessee

National Council on Aging Association - Tennessee Chapter
P.O. Box 10000, 10000 Highway 100, 10000 Highway 100, Nashville, TN 37203
Service area: Davidson and Williamson

Big Rock Valley Child of Women Services
P.O. Box 10000, 10000 Highway 100, 10000 Highway 100, Nashville, TN 37203
Service area: Davidson, Hamilton, and Shelby Counties

Southwest Resource Recovery Agency
P.O. Box 10000, 10000 Highway 100, 10000 Highway 100, Nashville, TN 37203
Service area: Davidson, DeKalb, Madison, and Shelby Counties

East Tennessee

South Tennessee Regional Community Fatherhood Initiative
P.O. Box 10000, 10000 Highway 100, 10000 Highway 100, Knoxville, TN 37901
Service area: Carter, Sevier, and Washington Counties

Big Rock Valley Child of Women Services
P.O. Box 10000, 10000 Highway 100, 10000 Highway 100, Knoxville, TN 37901
Service area: Sevier, Carter, and Washington Counties

Big Rock Valley Child of Women Services
P.O. Box 10000, 10000 Highway 100, 10000 Highway 100, Knoxville, TN 37901
Service area: Sevier, Carter, and Washington Counties

Big Rock Valley Child of Women Services
P.O. Box 10000, 10000 Highway 100, 10000 Highway 100, Knoxville, TN 37901
Service area: Sevier, Carter, and Washington Counties

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Any questions?



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Contact Information

- **Paternity/VAoP Program**
 - Hotline Number: 800-457-2165 or 615-741-6050
 - Email: ChildSupportPaternityVAoP.DHS@tn.gov
- **Krystle Glenn, TDHS Child Support Compliance Program Manager**
 - Krystle.Glenn@tn.gov
 - 615-770-1996
- **Daphne A. Davidson, TDHS Senior Associate Counsel**
 - Daphne.A.Davidson@tn.gov
 - 615-313-2258

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