

**Form 713G – Grandparents Raising Grandchildren
Interagency/Interoffice Referral and Follow-Up**

Purpose	Form 713G is used by agency staff to make referrals and share information needed by workers responsible for related case records
Program	All programs.
Form Completion Referral Agency	Complete page 1 in full except for follow-up comments. In a box for which there is no available information, enter “N/A.” When referring to the Division of Public Health, indicate whether the referral is for the parent, child or both. If making the referral to OCSS, complete page 2 in its entirety. Name of Children box is required for referrals to DMHDDAD and optional when making referrals to other divisions/offices. Name of Children box: List the names of the child(ren) for whom the referral is being made, whether the child is male or female, race (using the race codes which are noted below the names), date of birth, social security number and/or Medicaid/Success identification numbers, if known. Blue Box: Check the type of service the grandparent is receiving for any child(ren) currently in their home. Referral Source: Check the box for the DHR division you will be sending the referral to. Referring Party: The party making the referral, along with your phone and fax numbers should be entered in the space provided. Mother: Name the natural mother of the child, her home address, employer and work address, if known. If she is receiving Temporary Assistance for Needy Families (TANF) or Social Security benefits (SSI), please check the box that applies. Father: Name of the father of the child (indicate whether he is the legal or putative father), his home address, employer and work address, if known. If the father is receiving Temporary Assistance for Needy Families (TANF) or Social Security benefits (SSI), please check the box that applies. Grandparent: Name the grandparent custodian currently caring for the child, the address, phone number, race (by race code above), social security number, and date of birth.

Grandparents Raising Grandchildren – E-mail Contact List

Office of Child Support Services (all counties attached with separate emails)

DCSS FIELD OFFICES AND CONTACT INFO (revised 07/15/2013)							
Region	Office #	Office Name	Address	Counties Served	Contact phone number	Office Fax #	Generic Office Email
1	300	Region 1 Office	450 Riverside Dr, NE, Suite 100 Rome , GA 30161	n/a	1-877-423-474	706-802-5429	Region1CSE@dh.state.ga.us
1	314	Cherokee - Cartersville	45 Brook Drive Cartersville , GA 30120-3978	Bartow , Gordon	1-877-423-474	770-387-3772	CartersvilleCSE@dh.state.ga.us
1	316	Conosauga - Dalton	417 West Crawford Street Dalton , GA 30720	Murray, Whitfield	1-877-423-474	706-272-2371	DaltonCSE@dh.state.ga.us
1	324	Lookout Mountain - Rock Springs	10056 North Hwy 27 Rock Springs , GA 30739	Catoosa, Chattooga, Dade, Walker	1-877-423-474	706-375-0700	RockSpringsCSE@dh.state.ga.us
1	326	Rome - Rome	450 Riverside Pkwy NE, Suite 100 Rome , GA 30161	Floyd	1-877-423-474	706-802-5133	RomeCSE@dh.state.ga.us
1	328	Tallapoosa - Dallas	1387 Industrial Blvd N Suite 102 Dallas , GA 30132	Haralson, Paulding, Polk	1-877-423-474	770-443-7888	DallasCSE@dh.state.ga.us
1	330	Cobb - Marietta	590 Commerce Park Drive, Suite 112 Marietta , GA 30060 (Both parties in GA)	Cobb	1-877-423-474	770-528-3507	MariettaCSE@dh.state.ga.us
1	350	Cobb/UIFSA - Marietta	10 E Park Square - Suite 402, Marietta , GA 30090 (One parent out of state)	Cobb	1-877-423-474	770-528-2436	Marietta_ParkCSE@dh.state.ga.us
2	102	Region 2 Office	1526 East Forrest Ave, Suite 225 East Point , GA 30344	n/a	1-877-423-474	404-559-4233	Region2CSE@dh.state.ga.us
2	122	Clayton - Jonesboro	1287 Spur, Hwy 138, Suite 12 Jonesboro , GA 30236	Clayton	1-877-423-474	770-473-2496	Jones_SpurCSE@dh.state.ga.us
2	126	Flint - McDonough	46 Sloan Street McDonough , GA 30253	Henry	1-877-423-474	770-954-2823	McDonoughCSE@dh.state.ga.us
2	150	Clayton/UIFSA - Jonesboro	District Attorney's Office Child Support Division 9151 Tara Blvd., Suite 3CS01 Jonesboro , GA 30236-3694	Clayton	1-877-423-474	770-477-4560	JonesboroCSE@dh.state.ga.us
2	318	Coweta - Newnan	8A Madison Street Newnan , GA 30263	Coweta, Meriwether	1-877-423-474	770-254-7254	NewnanCSE@dh.state.ga.us
2	320	Coweta - Carrollton	102 College Street Carrollton , GA 30117	Carroll, Heard, Troup	1-877-423-474	770-836-6893	CarrolltonCSE@dh.state.ga.us
2	322	Douglas - Douglasville	8473 Durallee Lane, Suite 200 Douglasville , GA 30134	Douglas	1-877-423-474	770-489-3116	DouglasvilleCSE@dh.state.ga.us
3	210	Alcovy - Covington	4129 Mill St. NE Covington , GA 30014	Newton	1-877-423-474	770-784-2465	CovingtonCSE@dh.state.ga.us
3	212	Alcovy - Monroe	300 Georgia Ave, Monroe , GA 30655	Walton	1-877-423-474	770-207-4184	MonroeCSE@dh.state.ga.us
3	218	Gwinnett - Lawrenceville	1000 Hurricane Shoals Road, NE Suite 100 Lawrenceville , GA 30043-	Gwinnett	1-877-423-474	678-377-3721	LawrencevilleCSE@dh.state.ga.us
3	228	Rockdale - Conyers	997 Commerce Drive Suite 2-A Conyers , GA 30094	Rockdale	1-877-423-474	770-785-6869	ConyersCSE@dh.state.ga.us
3	302	Region 3 Office	1000 Hurricane Shoals Rd. Ste A-150 Lawrenceville , GA 30043	n/a	1-877-423-474	770-995-6876	Region3CSE@dh.state.ga.us
3	410	Augusta - Augusta	360 Bay Street, Suite 300 Augusta , GA 30901	Richmond, Columbia, Burke	1-877-423-474	706-721-6976	AugustaCSE@dh.state.ga.us
3	454	Toombs - Thomson	107 South Main Street Swainsboro , GA 30401-3617	Candler, Emanuel, Toombs	1-877-423-474	478-289-2573	ThomsonCSE@dh.state.ga.us
4	124	Towaliga - Jackson	464 West Third Street Suite 105 Jackson , GA 30233	Lamar, Butts, Monroe	1-877-423-474	770-504-2247	JacksonCSE@dh.state.ga.us
4	128	Griffin - Griffin	1435 North Expressway Suite 305 Griffin , GA 30223	Fayette, Spalding	1-877-423-474	770-412-4784	GriffinCSE@dh.state.ga.us
4	130	Griffin - Thomaston	1457 Highway 19 North Thomaston , GA 30286	Pike, Upson	1-877-423-474	706-646-6019	ThomastonCSE@dh.state.ga.us
4	400	Region 4 Office	4619 Sheraton Dr. Suite 200 Macon , GA 31210	n/a	1-877-423-474	478-476-5078	Region4CSE@dh.state.ga.us
4	422	Ocmulgee - Milledgeville	111 Fieldstone Drive Suite 200 Milledgeville , GA 31061	Hancock , Baldwin Jones, Wilkinson, Greene, Jasper, Morgan, Putnam	1-877-423-474	478-445-4806	MilledgevilleCSE@dh.state.ga.us
4	430	Macon - Macon	4619 Sheraton Dr. Suite 100 Macon , GA 31210	Bibb, Crawford, Peach Ben Hill, Crisp, Dooly, Wilcox	1-877-423-474	478-476-5075	MaconCSE@dh.state.ga.us
4	616	Cordele - Cordele	305 16th Avenue East Cordele , GA 31015		1-877-423-474	229-276-2722	CordeleCSE@dh.state.ga.us
4	620	Houston - Warner Robins	92 Cohen Walker Drive Suite 2 Warner Robins , GA 31088	Houston	1-877-423-474	478-988-7727	WRobinsCSE@dh.state.ga.us
5	200	Region 5 Office	P. O. Box 1479 Oakwood , GA 30566-1479	n/a	1-877-423-474	770-531-5686	Region5CSE@dh.state.ga.us
5	214	Enotah - Dahlonega	133 Tipton Drive Dahlonega , GA 30533-0939	Lumpkin, Towns, Union, White	1-877-423-474	706-867-3503	DahlonegaCSE@dh.state.ga.us
5	220	Mountain - Clarkesville	518 A Monroe Street Clarkesville , GA 30523-0376	Habersham, Rabun, Stephens	1-877-423-474	706-754-1717	ClarkesvilleCSE@dh.state.ga.us
5	222	Northeastern - Gainesville	465 EE Butler Parkway, SE Suite 2 Gainesville , GA 30501	Hall, Dawson	1-877-423-474	770-535-6984	GainesvilleCSE@dh.state.ga.us
5	224	Northern - Elberton	11 Seaboard Street Elberton , GA 30635-2332	Elbert, Franklin, Hart, Madison, Oglethorpe	1-877-423-474	706-213-2222	ElbertonCSE@dh.state.ga.us
5	226	Piedmont - Winder	28 Lee Street P.O. Box 1880 Winder , GA 30680-6880	Banks, Barrow, Jackson	1-877-423-474	770-868-4183	WinderCSE@dh.state.ga.us
5	238	Western - Athens	850 Hawthorne Avenue Athens , GA 30606	Clarke, Oconee	1-877-423-474	706-369-4021	AthensCSE@dh.state.ga.us
5	310	Appalachian - Ellijay	37 Kiker Street Ellijay , GA 30540	Fannin, Gilmer, Pickens	1-877-423-474	706-276-2378	EllijayCSE@dh.state.ga.us
5	312	Blue Ridge - Canton	321 Lamar Haley Parkway Suite A Canton , GA 30114	Forsyth, Cherokee	1-877-423-474	770-720-3588	CantonCSE@dh.state.ga.us
6	510	Alapaha - Nashville	303 S. Jefferson St Nashville, GA 31639	Atkinson, Berrien, Clinch, Cook, Lanier	1-877-423-474	229-686-9758	NashvilleCSE@dh.state.ga.us
6	516	Southern - Valdosta	111 B South Patterson Street, Suite 202 Valdosta , GA 31601	Brooks, Echols, Lowndes, Colquitt, Thomas	1-877-423-474	229-245-3845	ValdostaCSE@dh.state.ga.us
6	600	Region 6 Office	200 West Oglethorpe Blvd. Suite 401 Albany , GA 31701	n/a	1-877-423-474	229-430-3887	Region10CSE@dh.state.ga.us
6	618	Dougherty - Albany	200 West Oglethorpe Boulevard Suite 201 Albany , GA 31701-2832	Dougherty	1-877-423-474	229-430-5093	AlbanyCSE@dh.state.ga.us
6	622	South Georgia - Camilla	12 West Broad Street Camilla , GA 31730	Baker, Calhoun, Decatur, Grady, Mitchell	1-877-423-474	229-522-3607	CamillaCSE@dh.state.ga.us

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Office of Child Support Services (all counties attached with separate emails)

6	624	Southwestern - Americus	502 Lawson Drive Americus , GA 31719	Lee, Macon, Schley, Stewart, Sumter, Webster	1-877-423-474	229-931-2525	AmericusCSE@dhr.state.ga.us
6	650	Pataula - Cuthbert	93 Front Street P.O. Box 30 Cuthbert , GA 39840-0030	Clay, Miller, Quitman, Randolph, Seminole, Terrell, Early	1-877-423-474	229-732-2111	CuthbertCSE@dhr.state.ga.us
6	652	Tifton - Tifton	246 E 2nd Street Suite 2 Lee Building P. O. Box 7610 Tifton , GA 31793-7610	Irwin, Tift	1-877-423-474	229-387-8810	TiftonCSE@dhr.state.ga.us
6	654	Tifton - Sylvester	405 North Henderson Street P. O. Box 426 Sylvester , GA 31791-0426	Worth, Turner	1-877-423-474	229-776-0821	SylvesterCSE@dhr.state.ga.us
7	120	Fulton - Atlanta	1526 East Forrest Ave. Suite 300 East Point , GA 30344	Fulton	1-877-423-474	404-559-4135	AtlantaCSS@dhr.state.ga.us
7	412	Region 7 Office	106 South Green Street Swainsboro , GA 30401	n/a	1-877-423-474	478-289-2653	Region7CSE@dhr.state.ga.us
7	418	Middle - Sandersville	125 East Church Street, Suite B Sandersville , GA 31082-2429	Jefferson, Washington	1-877-423-474	478-552-6123	SandersvilleCSE@dhr.state.ga.us
7	420	Middle - Swainsboro	107 South Main Street Swainsboro , GA 30401-3617	Candler, Emanuel, Toombs	1-877-423-474	478-289-2573	SwainsboroCSE@dhr.state.ga.us
7	424	Dublin Hub - Dekalb	1835 Highland Ave Dublin , GA 31021	Dekalb	1-877-423-474	478-609-6061	DublinHubCSS@dhr.state.ga.us
7	432	Dublin Hub - Valdosta	1835 Highland Ave Dublin , GA 31021	Brooks, Colquitt, Echols, Lowndes, Thomas	1-877-423-474	478-609-6061	DublinHubCSS@dhr.state.ga.us
7	456	Dublin Hub - Fulton	1835 Highland Avenue Dublin , GA 31021	Fulton, Cobb	1-877-423-474	478-609-6061	DublinHubCSS@dhr.state.ga.us
8	232	Albany Hub Intake Center	101 N Slappey Blvd Albany , GA 31701	statewide	1-877-423-474	229-430-3798	AlbanyHubIntake@dhr.state.ga.us
8	234	Albany Hub Intergovernmental	101 N Slappey Blvd. Albany , GA 31701	statewide	1-877-423-474	229-430-3798	AlbanyHubIntergov@dhr.state.ga.us
8	236	Stone Mtn/UIFSA - Decatur	One West Court Square Suite 450 Decatur , GA 30030-3356	Dekalb (one parent in another state)	1-877-423-474	404-687-3890	Dec_PonceCSE@dhr.state.ga.us
8	240	Stn Mtn Dekalb - Decatur	2910 Miller Rd Suite 100 Decatur , GA 30035	Dekalb (both parents in state)	1-877-423-474	770-593-6985	Dec_SamsCSE@dhr.state.ga.us
8	602	Region 8 Office	2910 Miller Road Suite 100 Decatur , GA 30035	n/a	1-877-423-474	229-430-3798	Region8CSE@dhr.state.ga.us
8	610	Chattahoochee - Columbus	1327 3rd Avenue P.O. Box 309 Columbus , GA 31902-0309	Chattahoochee, Muscogee, Harris, Marion, Talbot, Taylor	1-877-423-474	706-649-1149	ColumbusCSE@dhr.state.ga.us
9	402	Region 9 Office	904 Claxton Dairy Road, Suite 5B Dublin , GA 31040-4929	n/a	1-877-423-474	478-275-6862	Region9CSE@dhr.state.ga.us
9	416	Dublin - Dublin	904 Claxton Dairy Road Ste 2-B Dublin , GA 31021	Johnson, Laurens, Treutlen, Twiggs	1-877-423-474	478-274-7809	DublinCSE@dhr.state.ga.us
9	426	Oconee - Eastman	5506 6th Avenue Eastman , GA 31023	Bleckley, Dodge, Montgomery, Pulaski, Telfair, Wheeler	1-877-423-474	478-374-6960	EastmanCSE@dhr.state.ga.us
9	512	Brunswick - Brunswick	100 W Palm Plaza Drive Brunswick , GA 31523-7156	Camden, Glynn	1-877-423-474	912-262-3317	BrunswickCSE@dhr.state.ga.us
9	514	Brunswick - Jesup	1313 West Pine Street Jesup , GA 31545-0627	Appling, Jeff Davis, Wayne	1-877-423-474	912-427-1920	JesupCSE@dhr.state.ga.us
9	520	Waycross - Waycross	215-B Albany Avenue Waycross , GA 31501	Bacon, Brantley, Charlton, Coffee, Pierce, Ware	1-877-423-474	912-287-6726	WaycrossCSE@dhr.state.ga.us
9	550	Atlantic - Hinesville	945 E. G. Miles Parkway Hinesville , GA 31313	Bryan, Evans, Liberty, Long, McIntosh, Tattnall	1-877-423-474	912-876-7991	HinesvilleCSE@dhr.state.ga.us
9	552	Eastern - Savannah	222 West Oglethorpe Ave., Savannah , GA 31401	Chatham	1-877-423-474	912-652-7374	SavannahCSE@dhr.state.ga.us
9	554	Ogeechee - Statesboro	34 Hill Street Statesboro , GA 30458	Bulloch, Jenkins, Screven, Effingham	1-877-423-474	912-764-5990	StatesboroCSE@dhr.state.ga.us