

**Instructions for Child Support  
Worksheet – Joint Physical  
Custody**

**Case Number** \_\_\_\_\_

Are you modifying a final order that was entered for the first time prior to January 1, 2023?

• Yes

You may use this worksheet and instructions to **MANUALLY CALCULATE** the child support obligation using the table found in [Utah Code 78B-12-301](#).

• No

You may use the **ONLINE CALCULATOR** found at <https://orsutah.gov/> to estimate the child support obligation using the table found in Utah Code 78B-12-303; or

You may use this worksheet and instructions to **MANUALLY CALCULATE** the child support obligation using the table found in [Utah Code 78B-12-303](#).

Write the names of the parents in the spaces above Line 1 of the worksheet.

Line 1. Enter the number of natural and adopted children of the parents for whom support is to be determined. Do not include any children of either parent by another partner on this line. If a child for whom support is to be determined is an unemancipated minor who does not live with their parents, use the total number of children, including the unemancipated minor, by that set of parents for Line 1.

Line 2a. Enter each parent's gross monthly income. Utah Code 78B-12-203(1) states: "As used in the guidelines, 'gross income' includes prospective income from any source, including earned and nonearned income sources which may include salaries, wages, commissions, royalties, bonuses, rents, gifts from anyone, prizes, dividends, severance pay, pensions, interest, trust income, alimony from previous marriages, annuities, capital gains, Social Security benefits, workers' compensation benefits, unemployment compensation, income replacement disability insurance benefits, and payments from 'nonmeans-tested' government programs."

Utah Code 78B-12-203(2) states: "Income from earned income sources is limited to the equivalent of one full-time 40-hour job." Refer to Utah Code 78B-12-203 for additional information about determining gross income.

Utah Code 78B-12-203(3) says: “. . . specifically excluded from gross income are:

- (a) cash assistance provided under Title 35A, Chapter 3, Part 3, Family Employment Program;
- (b) benefits received under a housing subsidy program, the Job Training Partnership Act, Supplemental Security Income, Social Security Disability Insurance, Medicaid, SNAP benefits, or General Assistance; and
- (c) other similar means-tested welfare benefits received by a parent.”

All income must be verified. Verification includes: year to date pay stubs; employer statements or records; the last year's tax return; and documentation of non-earned income appropriate to the source.

Line 2b. Enter the amount of alimony either parent is court ordered to pay and actually pays to a former spouse. Utah Code 78B-12-204(1). Do not include alimony payments for this case. Alimony payments must be verified. Cancelled checks or a statement from the recipient of the alimony may be accepted as verification.

Line 2c. Enter the amount of any child support orders either parent is ordered to pay for children by another partner. Utah Code 78B-12-204(1).

A copy of the order is required for verification.

Line 2d. OPTIONAL

Utah Code 78B-12-210(6) says: “(a) Natural or adoptive children of either parent who live in the home of that parent and are not children in common to both parties may at the option of either party be taken into account under the guidelines in setting a child support award, as provided in Subsection (7). (b) Additional worksheets shall be prepared that compute the base child support award of the respective parents for the additional children. The base child support award shall then be subtracted from the appropriate parent's income before determining the award in the instant case.”

Utah Code 78B-12-210(7) says: “In a proceeding to adjust or modify an existing award, consideration of natural or adoptive children born after entry of the order and who are not in common to both parties may be applied to mitigate an increase in the award but may not be applied: (a) for the benefit of the obligee [the parent who receives child support] if the credit would increase the support obligation of the obligor [the parent who must pay child support] from the most recent order; or (b) for the benefit of the obligor [parent who must pay child support] if the amount of support received by the obligee [the parent who receives child support] would be decreased from the most recent order.”

If these provisions apply, use the Other Children Present in the Parent's Home Worksheet. Enter the number from Line 7 of that worksheet on Line 2d of this worksheet.

Line 3. Complete the calculation as directed.

Line 4. Enter the amount from the Base Combined Child Support Obligation Table. Use the table in [Utah Code 78B-12-301](#) if you are modifying a final child support order entered for the first time prior to January 1, 2023. Otherwise, use the table in [Utah Code 78B-12-303](#). The amount on the Base Combined Child Support Obligation Table shows the amount BOTH parents combined should contribute for the support of their children.

If the combined number in Line 3 and the number of children in Line 1 do not correspond to a number on the Base Combined Child Support Obligation Table, enter \$0. NOTE the Low Income Table does not apply to Joint Physical Custody worksheets.

Line 5. Calculate each parent's share of the amount in Line 4 as a percentage figure. Round to a whole percentage number so there are no decimal points. If Line 4 is \$0, the numbers here will be 0%.

Line 6. Calculate each parent's share of the amount in Line 4 as a dollar amount. If Line 4 is \$0, the numbers here will be \$0.

Line 7a. This is the total number of overnights the children will have with each parent. Each parent must have at least 111 overnights to qualify for Joint Physical Custody. Utah Code 78B-12-208.

Line 7b. The rest of the calculation will be made for the parent who has the children the lesser number of overnights. Identify the parent with the lesser number of overnights here and continue the calculation for only this parent.

Line 8a. Complete the calculation as directed. This is the mathematical figure that will be used to reduce the base support obligation for overnights totaling between 110 and 131. Utah Code 78B-12-208(3)(a).

Line 8b. Complete the calculation as directed.

Line 8c. Complete the calculation as directed. If a parent has 130 overnights or less, no further calculation is needed. Go to Line 10 and follow the instructions.

Line 9a. If both parents have the child for 131 overnights or more, then continue the calculation as directed. This is the mathematical figure that will be used to reduce the base support obligation for any overnights greater than 130 that the children have with the parent who has the children the lesser number of overnights. Utah Code 78B-12-208(3)(b).

Line 9b. Complete the calculation as directed.

Line 9c. Complete the calculation as directed.

Line 10. Complete the calculation as directed. The Base Child Support Award is the amount the paying parent pays to the receiving parent all 12 months of the year. The amount entered should be rounded to the nearest dollar.

Line 11. Designate which parent must pay support. Or check "Neither" if the number in Line 10 is \$0.

Line 12. Complete Line 12 to indicate if the amount ordered deviates from the guideline amount in Line 10. If the ordered amount deviates from the guideline amount, insert the amount the paying parent is ordered to pay.

Line 13. Complete Line 13 if the paying parent will not be ordered to pay the guideline amount from the "Base Combined Child Support Obligation Table".