



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**  
Division of Child Development and Early  
Education

**JOSH STEIN** • Governor  
**DEVPUTTA SANGVAI** • Secretary  
**CANDACE WITHERSPOON** • Director

**SUBSIDIZED CHILD CARE SERVICES MANUAL – CHANGE NOTICE #26-01**

TO: County Departments of Social Services  
Other Local Purchasing Agencies

FROM: Candace Witherspoon, Director, Division of Child Development and Early Education *Candace Witherspoon*

SUBJECT: Revisions to the Subsidized Child Care Assistance Program Policy Manual

ISSUE DATE: January 6, 2026

The purpose of this Change Notice is to communicate changes in the Subsidized Child Care Services Policy Manual. These changes are effective January 2, 2026. Revised policies can be identified in red text and will remain red for 30 calendar days following the issuance of this change notice. After the 30th calendar day the revised policy language will revert to black text.

The Collaborative Approach Quarter IV has concluded with the release of revised SCCA Program Policy Manual **Chapters 1-3, 13, 14, and the SCCA Acronyms and Definitions.**

This Change Notice and revised policy is available on the Department's website at <https://policies.ncdhhs.gov/divisional/child-development/child-care-subsidy-services/policies>. It is the responsibility of the DSS/LPA to ensure that all staff is aware of the revised policy in the SCCA Program Policy Manual. If you have questions regarding the SCCA Program Policy Manual, please address these questions to your Subsidy Technical Assistance Consultant.

Attachments

Thank you

**NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF CHILD DEVELOPMENT AND EARLY EDUCATION**

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