



SUBSIDIZED CHILD CARE SERVICES MANUAL – CHANGE NOTICE #3-11

TO: County Departments of Social Services
Other Local Purchasing Agencies

FROM: Deborah J. Cassidy, Ph.D.

SUBJECT: Revisions to the Subsidized Child Care Services Manual

ISSUE DATE: September 16, 2011

The purpose of this Change Notice is to communicate changes that have been made to the Subsidized Child Care Services Manual. The Child Care Provider Agreement (DCD-0452) has been updated to support legislative changes and Subsidized Early Education for Kids (SEEK). A summary of the changes are indicated below. These changes are effective immediately and are identified by a line in the left margin of the documents.

DCD-0452 – Child Care Provider Agreement

This form was revised to include provider responsibilities related to SEEK. In addition, the requirement for providers to report absences was removed. Changes were also made to delete references to registration and transportation.

Remove

DCD-0452
Dated February 2005

Insert

DCD-0452
Dated September 2011

This Change Notice and revised policy is available in the on-line manual on the Division's web site at <http://info.dhhs.state.nc.us/olm/manuals/dcd/ccs/man/index.htm>. Child care staff in your agency should print and retain a copy of the revised policy in their Subsidized Child Care Services Manual. In addition, child care staff should maintain a copy of the Change Notice in Appendix E of the manual. Questions regarding the manual should be directed to your Subsidy Services Consultant.

Enclosures

DJC/SY

cc: Child Care Coordinators
North Carolina Partnership for Children, Inc.