



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF CHILD DEVELOPMENT AND EARLY EDUCATION

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**SUBSIDIZED CHILD CARE ASSISTANCE ADMINISTRATIVE LETTER #02-18**

TO: Directors of County Departments of Social Services  
Directors of Other Local Purchasing Agencies

SUBJECT: Changes to Subsidized Child Care Assistance (SCCA) Program Policy

ATTENTION: Child Care Coordinators  
Other DSS Personnel who work with the SCCA Program

ISSUE DATE: March 20, 2018

EFFECTIVE DATE: Upon Receipt

The purpose of this Administrative Letter is to communicate policy regarding Parental Fees and Blended Rates.

**1. General Information**

Chapter 8, III., B. states "All families who are eligible for child care services based on their countable income will be charged a parental fee for a portion of the cost of child care services." Chapter 8, V., B. states "To determine the parental fee, the child care worker will multiply the family's gross monthly countable income by ten percent (10%) up to a maximum income limit."

**SESSION LAW 2017-57 SENATE BILL 257 SECTION 11B.3. (b)** Fees for families who are required to share in the cost of care are established based on ten percent (10%) of gross family income. When care is received at the blended rate, the co-payment shall be eighty-three percent (83%) of the full-time co-payment. Co-payments for part-time care shall be seventy-five percent (75%) of the full-time co-payment.

**2. Policy**

New policy requires that when a provider is paid based on a blended rate, the parental fee will be 83% of the full time parental fee. The parental fee will apply to the entire eligibility period.

**3. Procedure**

For new applications in which the provider should be paid at a blended rate, NC FAST will automatically calculate the 83% parental fee.

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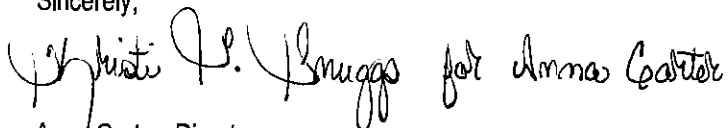


For existing cases in which the provider is being paid at a blended rate and the parental fee is 75%, the child care worker should complete a reassessment of these cases. Once the reassessment is completed, the parental fee will be adjusted to 83% in NC FAST. The child care worker should then manually send an action notice to the recipient and the provider indicating this change in parental fee.

A communication will be issued by NC FAST indicating the existing cases that are impacted by this change and that need to be reassessed.

If you have questions about the information in this letter, or other Subsidized Child Care Assistance Program questions, please contact [dcdee.subsidy.policy.help@dhhs.nc.gov](mailto:dcdee.subsidy.policy.help@dhhs.nc.gov) to reach technical assistance and policy consultation.

Sincerely,

  
Anna Carter, Director

AC/LD