



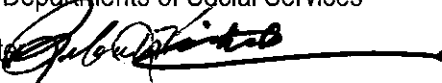
North Carolina Department of Health and Human Services
Division of Child Development and Early Education

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Governor

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Ambassador (Ret.)
Secretary DHHS

Robert W. Kindsvatter
Director

Memorandum

To: Directors of County Departments of Social Services
From: Robert W. Kindsvatter 
Issued: December 27, 2013
Subject: Expansion of the Data Clean-up Pilot for Subsidized Child Care

The Division's goal for SEEK implementation is for agencies to enter payment records into the Subsidized Child Care Reimbursement System (SCCRS) utilizing the swipe days returned from Xerox into the SCCRS. In preparation to rollout Payment by Swipe Data statewide, the Division is extending the Phase I Data Clean-up Pilot through the January and February 2014 service months in the following pilot counties: Alamance, Alexander, Guilford, Harnett, Johnston, and McDowell. The pilot activities will begin in the January 2014 service month in Alamance, Alexander, and Johnston counties and then for the February 2014 service month, Guilford, Harnett, and McDowell counties will be added.

For the January and February 2014 service months, county staff in the pilot counties will key payment information based on the swipe data returned from Xerox into the (SCCRS) or Cox OneCase system, as appropriate. When discrepancies are found between swipes and the paper attendance submitted by providers, research will be completed to determine why the discrepancy exists before payments are made.

Please use the months of January and February to clean up data using the soon-to-be released revised Guidance Document. It is important that the Guidance Document is shared with all child care and fiscal staff in your agency whose job functions include entering child care authorizations in the SCCRS and Cox OneCase system and/or processing subsidy reimbursement. Once pilot activities are complete, the Guidance Document will be re-released in final form. The Division expects to rollout payment by swipe data statewide in the spring of 2014.

Please share this memorandum with all staff in your agency who work with the Subsidized Child Care Program including those who key information into the SCCRS or the Cox OneCase System and/or complete reimbursement for the agency. If you have questions about the information contained in this memorandum, please contact Kim Miller at kim.miller@dhhs.nc.gov or via phone at 919-890-7045.

RWK/KM

cc: Child Care Coordinators

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