



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

ROY COOPER • Governor
MANDY COHEN, MD, MPH • Secretary
ARIEL FORD • Director

October 13, 2021

Dear County Directors of Social Services and Local Purchasing Agencies

Letter Number: SCCA DCDL 2021-#12

Attention: Directors of County Departments of Social Services
Directors of Other Local Purchasing Agencies
Child Care Coordinators
Other DSS Personnel who work with the Subsidized Child Care Assistance Program

Subject: **Waiver of Parent Fees for service months November 2021 – January 2022**

In an effort to further assist families during the COVID-19 Pandemic, DCDEE will continue to cover the cost of all parent fees for the child care subsidy program for the service months of November 2021 – January 2022.

DCDEE has worked with NC FAST to complete this in a systematic process and child care workers do not need to take any action on existing cases to have the parent fees waived. For all new cases, recertifications, and changes in circumstance entered on or after **11/1/2021**, the case worker will have to create a manual adjustment to make the parent fee zero. There will have to be a manual adjustment entered for each service month that the parent fee is waived, and the adjustment should be entered in NC FAST at the time of the application. The job aid for manual parent fee adjustment provides steps and guidance on how to make these manual parent fee adjustment within NC FAST.

Families will receive a written notice via mail explaining that they do not have to pay their parent fees for these months and a copy of the notice is attached.

Subsidized Child Care Providers will also receive notification of this information via email. A copy of that email is attached.

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 or your Technical Assistance Consultant to reach technical assistance and policy consultation.

Sincerely,

Ariel Ford, Director
AF/MJ

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

LOCATION: 333 East Six Forks Rd • Raleigh, NC 27609
MAILING ADDRESS: 2201 Mail Service Center, Raleigh, NC 27699-2200
www.ncdhhs.gov • TEL: 919-814-6300 • Fax: 919-715-1013

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