

I. CHAPTER OVERVIEW

This chapter describes the requirements and procedures for enrollment and approval of licensed and G.S. 110-106 facilities and other types of child care programs that are eligible to participate in the Subsidized Child Care (SCC) Program.

II. ENROLLMENT REQUIREMENTS

Child care providers must enroll in the SCC Program through the local purchasing agency (LPA). The purpose of the provider enrollment process is to determine if the provider selected by the parent is operating legally and to collect rate information from the provider in order for the provider to be approved for payment.

The enrollment process begins at the county level and results in the issuance of an Approval Notice for each provider. The Approval Notice serves as notification to the LPA that the provider is eligible to receive state and federal subsidy funds for child care. In order to receive an Approval Notice, the program must meet the applicable licensing requirements for the age groups of children in care. The Approval Notice is generated by the Division of Child Development (DCD) and can be accessed in the SCC Reimbursement System that is maintained by DCD. The information on the Approval Notice includes the same information that is printed on the [License](#) or [Notice of Compliance](#).

All providers who choose to care for children receiving SCC funding must have an Approval Notice in order to receive payment, with the exception of:

- Nonlicensed home providers
- In-home providers
- Transportation-only providers
- Out-of-state providers
- G.S. 110-106 programs requesting that direct payments be made to parents.

A. Licensed and Regulated Child Care Providers

In order to receive subsidy funds, providers operating child care programs such as preschools, before- and after-school programs, summer day camps, and other child care programs which are not required to be regulated according to State law, **must** be licensed and be issued an Approval Notice. Religious-sponsored programs do not have to be licensed to operate and may operate with a Notice of Compliance. A Notice of Compliance must be obtained before religious-sponsored programs can be issued an Approval Notice and receive payment for