

1. Issue credentials and determine equivalency status for teaching and administrative staff in all regulated child care facilities
2. Process and report criminal records check information on child care providers. Refer to and Chapter 16: Approval and Enrollment Procedures for Licensed Facilities and Chapter 17: Approval Process for Nonlicensed Homes and In-Home Care for more information on criminal records checks.
3. Develop and implement statewide educational strategies for the child care workforce.
4. Implement In-Service Training rules for the child care workforce across the stat.
5. Provide funding and technical assistance to child care resource and referral agencies across the state.
6. Coordinate effective communication in response to requests to the Division website (www.ncchildcare.net) and assist with administration of NC Institute for Early Childhood Professional Development website (www.ncchildcare.org) that displays information on professional development for child care teachers and administrators.
7. Develop and implement statewide strategies to promote workforce development that supports the Star Rated License and higher quality of child care.

VII. ROLE OF THE WOMEN’S AND CHILDREN’S HEALTH SECTION, NUTRITION SERVICES BRANCH - (919) 707-5000

The Women and Children’s Health Section of the Division of Public Health administers the Child and Adult Care Food Program (CACFP). Information about the program can be accessed on their website at www.ncpublichealth.com/.

The CACFP was established by Congress in 1968 in response to the need to provide good nutrition for children in low-income areas where there were large numbers of working mothers. It also introduces young children to many different types of foods and helps them learn good eating habits. Child care programs that participate in the Child and Adult Care Food Program receive reimbursement for nutritious meals served to the children.

The program is limited to public and private nonprofit organizations providing licensed, or approved nonresidential child care services. Private for profit

centers and homes may participate if they meet certain criteria for serving low-income children. Refer to Chapter 20: Payment Policies for more information.

VIII. ROLE OF THE COUNTY DEPARTMENT OF SOCIAL SERVICES

State statute designates the county department of social services (DSS) as the local purchasing agency to administer the SCC Program. DSS may choose to delegate this responsibility to another agency through contractual agreement. The agency that administers the SCC Program at the county level is referred to as the LPA in this manual. If the county DSS administers the subsidy program, the agency is referred to as the LPA. If the county DSS contracts with private nonprofit/for profit agencies such as the local child care resource and referral agency, then that agency is the LPA. In such cases, **the contracting agency assumes the same responsibilities that the DSS has in administering the SCC Program which are described as follows.**

A. Service Provision

Service provision includes:

1. Providing families with information about available child care resources and the five star licensing system. Refer to the DCD website for more information (<http://www.ncchildcare.net/>).
2. Helping families understand their child care needs and options.
3. Determining the eligibility of the family.
4. Promoting the selection of child care services based on parental choice.
5. Maintaining contact with the parent and the child care provider to ensure that the family is receiving the appropriate service(s) and to remain aware of family issues that may need to be addressed.
6. Issuing vouchers to eligible parents.
7. Enrolling providers in the subsidy program.
8. Making visits to child care providers receiving subsidy funds.

B. Administrative Accountability

The local DSS receives and manages funds allocated for the delivery of subsidized child care services unless the DSS chooses to contract with another local agency or organization to administer the SCC Program.