



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

Pat McCrory  
Governor

Aldona Z. Wos, M.D.  
Ambassador (Ret.)  
Secretary DHHS

Robert W. Kindsvatter  
Director

April 13, 2015

Dear Child Care Provider,

The purpose of this letter is to inform you of important changes regarding the Subsidized Early Education for Kids (SEEK) project.

We greatly appreciate the efforts of child care providers, parents, local departments of social services, and Xerox to develop the SEEK system as the preliminary approach to automating manual attendance tracking. Based upon a careful review of current and future requirements for tracking time and attendance within the subsidized child care program, the Division of Child Development and Early Education (DCDEE) has determined that a new approach is needed, as attendance tracking, payment, and case management will be combined into NC FAST. With the successful implementation of NC FAST, the opportunity now exists during this planning period to move forward with an alternative time, attendance, and payment system that will maximize future flexibility as it is augmented within NC FAST. We look forward to hearing your input, and will invite provider feedback as we consider how this system will be implemented moving forward.

DCDEE is working with Xerox to finish tasks that need to occur as the SEEK project ends. For providers, this includes:

- Parents receiving subsidized child care should continue to swipe their SEEK cards through April 30, 2015.
- **Do not dispose of your POS machines.** Additional instructions will be forthcoming for how to return the machine(s) to the vendor.
- Until further notice, please continue to complete the paper subsidy attendance forms for the children in your care as usual and send the forms to the local agencies for payment processing.

If you have questions about the information in this letter, please contact Kim Miller at 919-527-6594 or via email at [kim.miller@dhhs.nc.gov](mailto:kim.miller@dhhs.nc.gov). Updates related to the transition will also be posted at [http://ncchildcare.nc.gov/general/mb\\_SEEK.asp](http://ncchildcare.nc.gov/general/mb_SEEK.asp).

Sincerely,

Robert W. Kindsvatter

[www.ncdhhs.gov](http://www.ncdhhs.gov) • [www.ncchildcare.nc.gov](http://www.ncchildcare.nc.gov)

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