



Durham PreK Provider Licensing and Regulatory Compliance Requirements

Licensing

Programs serving Durham PreK children shall have a five-star rated license at the time of application and maintain a five-star license while participating in Durham PreK.

For new centers, a 6-month temporary license may be accepted for Durham PreK participation with the expectation that the program will achieve a five-star license at the end of the temporary time period. Failure to achieve a 5-star license may result in termination as a Durham PreK provider.

Once participating in Durham PreK, a center that is relocating or experiences a change in ownership may be mandated to obtain a temporary license. Such centers may continue to participate in Durham PreK only if actively working with CCSA's Technical Assistance program to support relicensing at the 5-star rating at the end of their temporary status. Failure to achieve a 5-star license may result in termination as a Durham PreK provider.

Should a Durham PreK program drop to a license below a 5-star rating, providers may be considered (though not guaranteed) for continued participation in the Durham PreK program, on a case-by-case basis. Such consideration is contingent on the program's active participation in CCSA's Technical Assistance program to support reassessment and re-licensure at the 5-star rating. Requests for reassessment must be submitted within 1 month and completed within 5 months. Provider is responsible for paying for any reassessment and licensure fees. Failure to achieve a 5-star license upon reassessment may result in termination as a Durham PreK provider.

Compliance

Programs *applying* to serve Durham PreK children must have no open Administrative Actions from North Carolina Division of Child Development and Early Education (DCDEE) against their current license (excluding those related to licensing fees) and must have no prior Actions related to Child Maltreatment within the past 12 months. The eligibility of programs with Actions issued in the past 12 months related to other violations, including, but not limited to, Supervision, Discipline, or Safety, will be considered on a case-by-case basis.

Program applicants must also notify Durham PreK of any open/pending investigations by DCDEE. While such investigations are not immediately disqualifying, Durham PreK reserves the right to track progress of open investigations and delay approval of applicants until the outcome of an investigation is resolved.

Programs *participating* in Durham PreK must notify CCSA's Durham PreK management team within 10 days of official notification of an Administrative Action by DCDEE, including, but not limited to written warnings, civil penalties or probationary or provisional licenses. Notification is required regardless of intended or pending appeal status of any Action and failure to notify may jeopardize payments and/or eligibility.

