



NEW JERSEY DEPARTMENT
OF CHILDREN AND FAMILIES

New Jersey Department of Children and Families Policy Manual

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Click here to view, complete, or print the [DHS form CC-196](#), Notice of Change in CPS Child Care Status.

WHEN TO USE IT

The purpose of this form is to notify the Child Care Resource and Referral (CCR&R) agency of:

- An extension of child care,
- Termination of child care, or
- A change in the child care provider.

HOW TO USE IT

The Worker completes and signs the CC-196 and forwards it to the Child Care Liaison.

The Child Care Liaison reviews and approves the action noted on the form and forwards it to the CCR&R within five business days of the noted change.

DISTRIBUTION

Original - Child Care Resource and Referral agency
Copy - Child's case record