



**North Carolina Department of Health and Human Services**  
**Division of Public Health – Women’s & Children’s Health Section**  
1914 Mail Service Center • Raleigh, North Carolina 27699-1914  
Tel 919-707-5800 • Fax 919-870-4818

Beverly Eaves Perdue, Governor

Lanier M. Cansler, Secretary

March 19, 2010

CACFP 10-04

**MEMORANDUM**

**To:** Institutions Participating in the Child and Adult Care Food Program

**From:** Arnette Cowan, Head  
Special Nutrition Programs

**Subject:** NC CARES User IDs

This memo is to inform you that effective April 1, 2010, NC CARES user IDs that have not been actively used for the past 90 days will automatically be terminated. As a means to keep user IDs current, the state agency will review user ID activity quarterly. If the user ID has not been used, it will be automatically terminated.

As a reminder, if there are users in your Institution that should no longer have access to NC CARES, please complete the enclosed form, requesting their user ID be deleted.

If you have any questions, please contact your regional consultant.

**c:** SNP Staff (via email)  
Auditors (via email)  
Helpdesk (via email)



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