



Child Development  
and Early Education  
HEALTH AND HUMAN SERVICES

Pat McCrory  
Governor

Richard O. Brajer  
Secretary

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Director

## Division of Child Development and Early Education Public Request Form for Child Maltreatment Registry

Pursuant to North Carolina General Statute 110-105.5, the Division of Child Development and Early Education as part of NC Department of Health and Human Services maintains a registry containing the names of all caregivers who have been confirmed by the Department of having maltreated a child in a child care facility pursuant to G.S. 110-105.3.

**Instructions:** At a minimum, the individual's full name, date of birth, and the last four digits of the social security number are required for your request to be completed. Your request will not be processed without this required information. Your request will be completed within two (2) weeks of receipt of this form.

**Submit completed request to:**

**Mail:** Division of Child Development and Early Education    OR    Fax (919) 715-0987  
Attn: Maltreatment Registry  
2201 Mail Service Center  
Raleigh, NC 27699-2201

**Individual Information**

First name\*: \_\_\_\_\_  
Middle name\*: \_\_\_\_\_  
Last name\*: \_\_\_\_\_  
Maiden name: \_\_\_\_\_  
Date of Birth\*: \_\_\_\_\_  
SSN\* (last four digits): \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip Code: \_\_\_\_\_

(\* indicates required information)

**Requestor's Information**

Full Name: \_\_\_\_\_  
Business Name (if applicable): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City/State/Zip Code: \_\_\_\_\_  
Date of request: \_\_\_\_\_

**DCDEE Staff Use Only:**

The Division determined that the above named individual \_\_\_\_\_ is/\_\_\_\_\_ is not on the Child Maltreatment Registry.

\_\_\_\_\_ Request contained incomplete/illegible information  
\_\_\_\_\_ Request received on \_\_\_\_\_  
\_\_\_\_\_ Request completed on \_\_\_\_\_

Completed by: \_\_\_\_\_  
Printed Name/Signature Title

