

Family Day Care Home
Renewal Training
What's New and Common
FY2012 Findings

FY 2013



Annual Training Documentation

- ◉ Date
- ◉ Attendance Records
- ◉ Agenda
- ◉ Training Materials

- ◉ Providers may not attend another sponsor's training



Required Training Topics for Providers

Minimum Required Topics

- ◉ Meal Pattern Requirements
- ◉ Meal Count Documentation
- ◉ Record Keeping
- ◉ Reimbursement System
- ◉ Claims Submission
- ◉ Civil Rights



Training for Sponsor Staff

- ◉ Annual Training Required
 - > Monitor duties and responsibilities
 - > Provider eligibility requirements
 - > Civil rights
 - > 5-day reconciliations
 - > Scheduling reviews



Monitors Resource

- ◉ Family Day Care Home Monitor Handbook by USDA
 - > <http://www.fns.usda.gov/cnd/care/Homes.htm>



Pre-Approval Visits

- Pre-approval visits must be conducted PRIOR to program approval
 - Discuss program benefits and requirements
 - Ensure provider is capable of operating the program and providing the proposed food service
 - Ensure any findings on health/fire inspections have been corrected



Varied Timing of Unannounced Reviews

- ◉ Unannounced Reviews should be unpredictable
 - > No patterns
 - Every January, May, & September
 - Always during the last two weeks
 - Always during a lunch meal service
- ◉ Must monitor providers who serve meals on weekend and/or holidays



5-day Reconciliations

- Must be conducted during every monitoring visit
 - > Previous 5 operating days
- Must be done in the home



Meal Times

- Meal times must be enforced
- Provider applications should reflect meals that are regularly claimed
 - > Update as necessary



Provider Notification

- Advance notification is required
- Failure to notify Sponsor will result in:
 - > 1st Offense = Technical Assistance
 - > 2nd Offense = Corrective Action
 - > 3rd Offense = Seriously Deficient
 - > 4th Offense = Termination from CACFP
- Effective tracking system



Provider Updates/Changes

- ◉ Provider name changes
- ◉ Changes in licensing/certification
 - > DES Certificate Updates
 - > Switching from DHS/DES to AA



Computer Generated Meal Count

- ◉ Written agreement required
 - > Between Sponsors and ADE
 - > Between Sponsors and their providers



New Meal Pattern



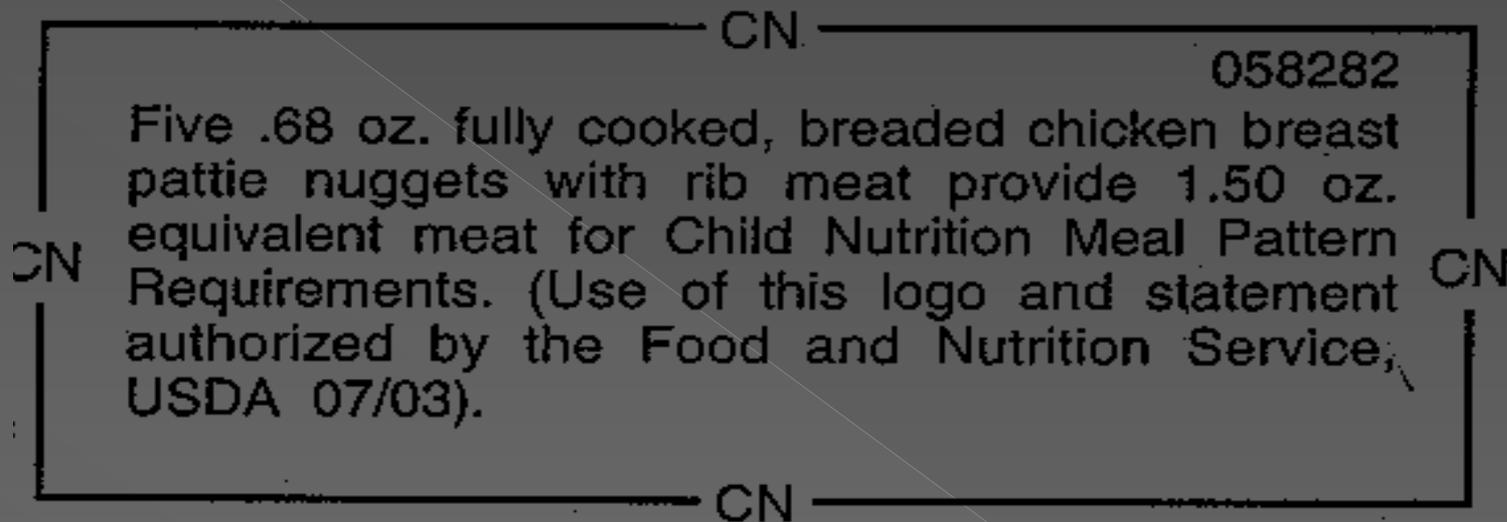
CN Labels: Convenience Foods

(In Accordance with 7 CFR §226.6(m)(3)(vii))

- CN Labels are required for ALL commercial/processed products and must be maintained on file
 - > If not available at the time of an audit, meals containing convenience foods will be disallowed
 - > Copies should be kept in the provider file



CN Labels: Example



- <http://www.fns.usda.gov/cnd/cnlabeling/default.htm>



CN Labels: Common Items

- ◉ Breaded meat products (i.e. chicken patties)
- ◉ Frozen pizza
- ◉ Fish sticks
- ◉ Hot dogs/corn dogs
- ◉ Chicken nuggets
- ◉ Frozen meatballs
- ◉ Frozen macaroni and cheese or lasagna
- ◉ Raviolis
- ◉ Or other convenience combination foods



Food Storage

- ◉ Must be properly labeled and dated
- ◉ Store only in appropriate containers
- ◉ Food service and storage areas should be clean and free of debris



Milk Requirements

- ◎ The milk component must be pasteurized
 - > 12 months – 23 months – Whole Milk
 - > 24 months and older – 1% or Skim
 - Chocolate/strawberry milk is a high-sugar item
- ◎ Monitors must disallow meals that do not meet these milk requirements



Milk Requirements

◎ Milk Substitutions

- › Special dietary needs (e.g. lactose intolerant
 - may be served non-dairy beverages in lieu of fluid milk
- › Parents or guardians must request, in writing, non-dairy milk substitutions
- › The non-dairy beverage must be nutritionally equivalent to milk 7 CFR 210.10 (m)(3)



Milk Requirements

◎ Milk Substitutions

> Approved non-dairy substitutions:

- 8th Continent Soymilk (original, vanilla & light chocolate)
- Pacific Natural Ultra Soy (plain & vanilla)
- Kikkomon Pearl Organic Soymilk (creamy vanilla & chocolate)
- Great Value Original Soy Milk

◎ If any of the above are used, a medical statement is not required.



Menus

- ◉ Menus must be completed in advance
 - > Meal counts done at end of each day, not in advance
- ◉ Cycle menus may be used
 - > Substitutions must be documented and kept on file
 - > Must be at least a four-week cycle menu
 - Entrees cannot repeat in a four-week cycle
 - ADE 5-Week Cycle Menu
 - <http://www.azed.gov/health-nutrition/cacfp/5-cycle-menu/>



Infants

- ◉ Non-creditable foods (not all-inclusive)
 - > Hot dogs
 - > Fish sticks
 - > Grapes
 - > Oatmeal
 - > Egg white
 - > Honey
 - > Infant meat sticks
 - > Yogurt
 - > Peanut butter
 - > Cow's milk



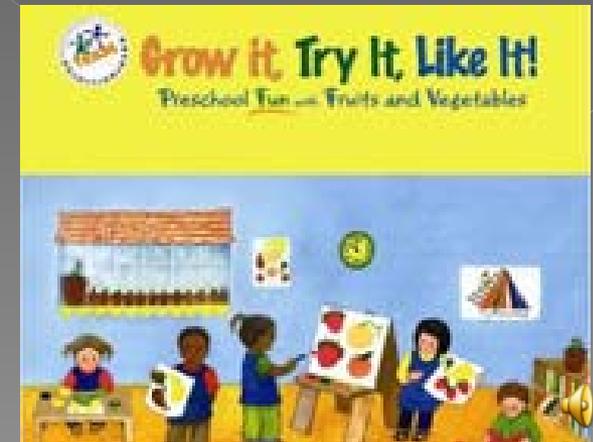
Nutrition Education Materials

- ◉ <http://www.choosemyplate.gov/print-materials-ordering/order-online.aspx>
- ◉ <http://teamnutrition.usda.gov/library.html>



Nutrition Education Materials

- ◉ Grow It, Try It, Like It!
Preschool Fun with Fruits & Veggies
 - > Garden Themed education kit
 - > Introduces fruits and veggies to children 3-5 years old



Nutrition Education Resources

- ◉ Provider Handbook for CACFP: How to Use It
 - > Trainings for child care providers and staff
 - > Activity Sheets
 - Weekly/cycle menus
 - Menu planning
 - Reading labels and ingredient lists
 - Active play/Limiting screen time



Nutrition Education Resources

- ◉ Recipes for Healthy Kids Competition Cookbooks
 - > <http://www.teamnutrition.usda.gov/Resources/r4hk.html>

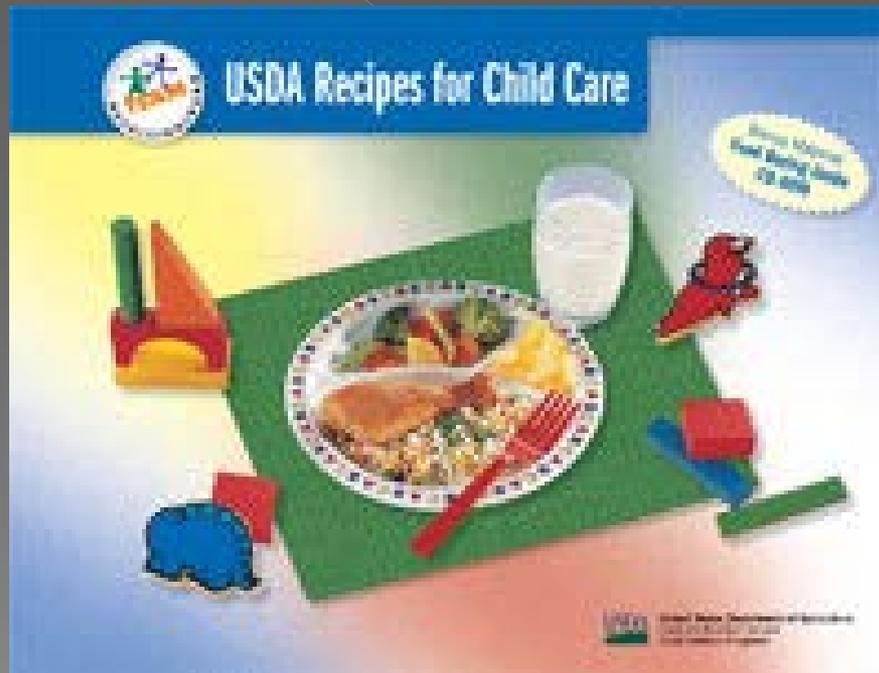


RECIPES
FOR **HEALTHY KIDS**



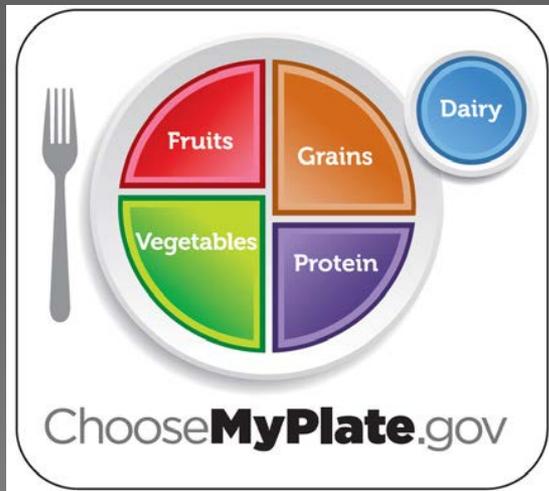
Nutrition Education Resources

- ◉ USDA Recipes for Child Care



Nutrition Education Resources

- 10 Tips Nutrition Education Series



10
tips
Nutrition
Education Series



