



BULLETIN :
Child and Adult Care Food Program

Child Care Centers & Day Care Homes
www.eed.state.ak.us/tls/cns

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To: CACFP Sponsors
Program Reviewers

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From: Ann-Marie Martin
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Program changes as a result of USDA Policy Memos and Technical Assistance Memos are to be implemented immediately. Please file this bulletin for reference, guidance and compliance with the Child and Adult Care Food Program. Feel free to call the Child Nutrition Services office if you need further clarification.

USDA Policy, Information and Implementation Memos

1. TA – 03-2008 Notification that Advance Food Company made unauthorized changes to Child Nutrition (CN) labels and approvals in violation of the CN Labeling Program

Additional Topics

2. CACFP Updates from USDA on Family Style Meal Service, Food Allergies, and Income Eligibility applications
3. Upcoming state policy on Meal Times and Number of Components in Combination Foods
4. Q & A from CACFP trainings
5. Optional Training from National Food Service Management Institute designed for cooks
6. CACFP Claim for Reimbursement Calendar
7. FDA Limited Recall of Cantaloupe
8. DEC information for Malt-O-Meal Unsweetened Puffed Cereals Recall
9. Mealtime Memo for Child Care No. 4, 2008 *Grains/Breads*

1. Notification that Advance Food Company made unauthorized changes to Child Nutrition (CN) labels and approvals in violation of the CN Labeling Program

The following CN numbers for the following products are not warranted by the Department of Agriculture and are barred from use as a CN label because they do not meet the credit claimed on the CN label:

CN Number: 069662	Flame broiled beef patties CN5117
CN Number: 2260E	Beef steak fritter for a biscuit CN79020-20
CN Number: 064321	Breaded chicken fried beef pattie 04080-76 FMB 45178

These products cannot be claimed as creditable items under the CACFP. Please read the attached memo for further information.

2. CACFP Updates from USDA on Family Style Meal Service, Food Allergies, and Income Eligibility applications

The following topics were brought up at the recent CACFP trainings and have since been verified with USDA. As of May 1, 2008 the interpretations listed below will be in effect and all programs will follow this guidance no later than May 1, 2008.

Family Style Dining

In order to claim a child's meal during family style dining the child must be sitting at the table with the other children. They need to be offered the food and actively encouraged to try all foods that are being served. If the child chooses not to try any item they should be offered the item again during the meal service. If they're across the room and offered food this **does not** count as family style dining and the child's meal should not be claimed. Having food items and a pitcher of milk on the table is not the intent of family style dining. The child care workers need to actively engage each child and encourage all items to be taken and eaten.

Allergies

- a. The medical statement must be on file for any meal a center is claiming that is not the same as the other children's meals. All children must be served the same meal if no medical statement is on file.
- b. If there is a medical statement on file for a food allergy the center has the option of providing the substitute item listed on the medical statement. The medical statement is not complete without substitute foods listed – program participants are out of compliance if the form is not completely filled out, and you take on a liability if deciding what items should be substituted. Don't accept a medical statement unless it is completely filled out.
- c. If the center chooses not to provide the substitute item for a child with an allergy then the meal cannot be claimed. **If the child's parent provides any portion of the child's meal** (this does not include infants up to 1 year old), **you may not claim the meal.**
- d. If the child has a disability that requires food substitutions **the center is required** to provide these substitutions.

Income Eligibility applications

All portions of the income eligibility applications need to be filled out in order to be considered completed. It is no longer acceptable to copy any prior year applications with new parent signatures and dates and you may not use white out on any application. Parents must fill in the social security number if you are claiming the family as income eligible for free or reduced price meals (reimbursement). If the parent chooses not to disclose their SSI number then the child needs to be put in the over-income category since the application is not fully filled out. The parent also needs to sign the application in order for you to claim the child as a free/reduced child. If the parent is claiming a categorical eligibility they need to include the case number or the application is not considered completed.

The center designated official must complete the bottom portion of the form in full to be considered a completed application. You must write in the total income, categorize the family income, sign and date.

3. Upcoming state policy on Meal Times and Number of Components in Combination Foods

The state agency is in the process of making a new policy regarding meal times, duration and span between meals, and combination foods. If you would like to provide input on the information given below please send your written comments to CNS by May 15, 2008.

Meal Times

In order to claim a child's meal they need to be in attendance for at least 15 minutes of the lunch or supper meal service and 10 minutes of the breakfast or snack meal service. They do not need to be sitting for this whole time, but they do need to be in the center. Examples of unacceptable meal claiming would include: child arriving before school, and leaving on a bus for school within 5 minutes of the breakfast meal service (i.e. arrives at 7:30 a.m. and breakfast begins at 7:45 a.m., but child gets on bus at 7:50 a.m. – so they have only been in attendance for 5 minutes of the meal time); child is in attendance when supper meal service starts but parent picks child up after only 10 minutes. (i.e. child starts supper at 5:30 p.m. but parent picks child up at 5:40 p.m.- so the child has only been in attendance for 10 minutes of the supper meal service).

In each of these cases you cannot claim the meal for that child, and it is up to you if you will allow the child to take food with them. Remember, the CACFP requires that all food must be eaten on the premises with no 'meals to go' allowed. If the child has had enough time at the center during the meal service but hasn't finished their meal and their parent checks them out of the center, they may not take food with them, as this would still be considered 'meals to go'.

Number of Components in Combination Foods

You may only claim two different meal components in a combination food (i.e. lasagna, pizza, quiche, casseroles). Please update page 51 of your pink 'Crediting Foods in the Child & Adult Care Food Program' guide to allow only two different meal components that may be credited in combination foods. This is to ensure that children do not go hungry when a dish is disliked. It is also difficult to get the full portion sizes when combining three components in one dish. You may have more than the two components, but since you will not be crediting these "extras" they do not need to be the minimal quantity.

4. Q & A from CACFP trainings

We had a number of questions that were asked during and after the CACFP trainings recently. Please read the attachment and file for your records.

5. Optional Training from National Food Service Management Institute designed for cooks

The National School Lunch Program is offering workshop sessions on 'The Food Buying Guide' and 'On the Road to Professional Food Preparation' at its annual conference. If there is room available, these sessions will also be open to CACFP. Workshops will be facilitated by staff from the National Food Service Management Institute and the target audience is cooks, menu planners, food service assistants and food service managers. The first workshop will be held in Juneau on May 14th so please register as soon as possible if you are interested. The second session will be August 7th in Anchorage. Send the attached registration form via e-mail or fax to Melissa Morgan with Child Nutrition Services here in our office.

6. CACFP Claim for Reimbursement Calendar

The attached calendar is to assist centers and sponsoring organizations when filing your claim for reimbursements. We encourage all programs to submit your claims as soon as possible after the end of the claiming month. Many programs submit claims within the first week following the

claiming month, but we have many that we contact when they're coming close to the 60-day claim deadline. Once you pass this deadline you may not submit a claim and your program loses these reimbursement funds. If you have a revision to your claim and it results in an increase in funds for your program (upward revised claim deadline) you have an additional 30 days to file.

Any time you find an error in a submitted claim and the result is a downward adjustment (you were overpaid by the state) you must submit your claim – there is no deadline date for downward adjustments.

7. FDA Limited Recall of Cantaloupe

The U.S. Food and Drug Administration (FDA) issued an alert regarding entry of cantaloupe from one Honduran company, Agropecuaria Montelibano, following an on-going investigation of a salmonellosis outbreak that began in the United States in January.

Alaska may or may not have any of the potentially contaminated produce; however, it is important to examine any cantaloupe you may have to determine its origin. Only cantaloupe originating from Agropecuaria Montelibano should be discarded. Please go to the following link for information about this recall and general information about Salmonella:

www.fda.gov/oc/opacom/hottopics/cantaloupe.html.

8. DEC information for Malt-O-Meal Unsweetened Puffed Cereals Recall

The Alaska Department of Environmental Conservation (DEC) is warning consumers to check their pantries for Malt-O-Meal, Acme, America's Choice, Food Club, Giant, Hannaford, Jewel, Laura Lynn, Pathmark, Shaw's, ShopRite, Tops and Weise Quality Unsweetened Puffed Rice and Wheat Cereals in 6, 12 and 16 ounce bags, because of a risk of Salmonellosis. The bags have a 'Best if Used By' date ranging from April 8, 2008 to March 18, 2009. This product was shipped nationwide and has been found in Alaska. There have been no illnesses or injuries reported to date.

Persons with Salmonellosis, a common form of food poisoning, may experience a variety of symptoms and illnesses such as fever, diarrhea, nausea, vomiting, and abdominal pain. In rare circumstances, a Salmonella infection can result in more severe illnesses, some potentially life threatening. Anyone concerned about an illness should contact a physician immediately.

Consumers who have purchased any products covered by this recall are urged to discard them or to return them to the place of purchase. For more information visit the DEC website at www.dec.state.ak.us/eh/fss/recalls/food_recalls.html. A comprehensive listing of affected products can be found at www.malt-o-meal.com/recallinfo.

9. Mealtime Memo for Child Care No. 4, 2008 *Teaching Children about the Food Groups: Grains/Breads*

Mealtime Memo for Child Care is issued on a bi-monthly basis by the National Food Service Management Institute (NFSMI). This issue gives helpful information about eating a variety of whole grains and how grains give the children energy. This resource is available for free download with NFSMI at

http://www.nfsmi.org/Information/Newsletters/Mealtime_memo_index.html. I recommend incorporating some of the techniques and foods into your child care food program.

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Commonly Used Acronyms

CACFP – Child and Adult Care Food Program
CNS – Child Nutrition Services
FNS – Food & Nutrition Services
USDA – U.S. Department of Agriculture
CNP – Child Nutrition Program
DEC – Department of Conservation

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