



BULLETIN:

Child and Adult Care Food Program

**Child & Adult Care Centers,
Emergency Shelters, OSHC, &
Sponsors of Family Day Care Homes**
www.education.alaska.gov/tls/cnp

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To: CACFP Agencies
CACFP Program Reviewers

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From: Ann-Marie Martin
CACFP Coordinator

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 Programs office if you need further clarification.

USDA Policy Memos

1. CACFP 05-2015 Health & Safety Inspection Requirements
2. Technical Assistance Memo 07-2015 (v.3) Guidance for Accepting Processed Product Documentation for Meal Pattern Requirements

Bulletin Topics

3. Claims in Pending Approval by the 60 day deadline
4. Market Basket Survey – complete by 12/31/14 & keep on file
5. USDA Resource: MyPlate for My Family: SNAP Nutrition Education
6. Early Childhood Self-Assessment Tool for Family Shelters
7. Mealtime Memo – Time Saving Tips for the Child Care Kitchen

1. CACFP 05-2015 Health & Safety Inspection Requirements

This memorandum provides clarification on health and safety inspection requirements for non-traditional centers in CACFP and exempts CACFP at-risk afterschool centers and sites located in schools participating in the National School Lunch Program (NSLP).

2. USDA Technical Assistance Memo 07-2015 (v.3) Guidance for Accepting Processed Product Documentation for Meal Pattern Requirements

This memorandum provides clarification on common issues related to inaccurate or misleading product literature, product labels, and factsheets; provides guidance about how product literature can be used to make purchasing decisions; and share sample Product Formulation Statements (or Manufacturer's Analysis) that can be used to document a product's contribution to meal pattern requirements.

Please print off the TIP Sheet for Accepting Processed Product Documentation that can be found on the Alaska CACFP Bulletin webpage: <http://education.alaska.gov/tls/cnp/CACFP4.html>.

3. Claims in Pending Approval by the 60 day deadline

This is a reminder that you must get your final claim into PENDING APPROVAL by the 60 Day Deadline. This is 60 days after the end of the claim month – not 2 months. We leave the office at 4:30 p.m. so if you wait until the 60th day and your claim is in pending submission or ERROR status and we don't have time to help you your claim will be late. USDA does allow for a late claim exception once every 3 years – but it is not automatic. If you file a late claim we will send you a letter with instructions on requesting a late claim exception within 30 days and the required corrective action you must submit. As always, your corrective action must contain a procedure or process that will be implemented so you do not have another late claim because your corrective action must be permanent.

4. Market Basket Survey – complete by 12/31/14 & keep on file

Friendly reminder – complete your Market Basket Survey (required for all programs with the exception of military that has mandatory vendors per their procurement process and school districts). You can find the form and information on the Child Nutrition Programs website under Procurement for Child Nutrition Programs: <http://education.alaska.gov/tls/cnp/procurement.html>.

5. USDA Resource: MyPlate for My Family: SNAP Nutrition Education

MyPlate for My Family is a MyPlate resource offered especially for SNAP-Ed nutrition education and obesity prevention efforts based on recommendations from the Dietary Guidelines for Americans.

It is designed for parents and caregivers who are SNAP participants or people eligible for SNAP who play a key role in planning, purchasing and preparing food for their families. These materials can also be used in other settings with similar target audiences, such as the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC); the Child and Adult Care Food Program (CACFP); and National School Lunch and Breakfast Programs.

The Toolkit includes educator and participant resources to assist community providers, educators, and professionals in their efforts to improve eating and physical activity behaviors. Participant handouts are available in both English and Spanish.

You can find this for download at: <http://snap.nal.usda.gov/resource-library/nutrition-education-materials-fns/myplate-my-family>.

6. Early Childhood Self-Assessment Tool for Family Shelters

This guide focuses on the safe and healthy development of young children in the shelter settings, from the Office of the Deputy Assistant Secretary for Early Childhood Development, Administration for Children & Families, U.S. Department of Health & Human Services. This document can be found on the Alaska CACFP Bulletin webpage: <http://education.alaska.gov/tls/cnp/CACFP4.html>.

7. Mealtime Memo – Time Saving Tips for the Child Care Kitchen

Time management skills are important for efficient operation of the child care kitchen. Learn tips to help manage and save time when preparing meals in the child care setting as well as a nutrition tip, a nutrition fact, and information about the vegetable of the month – Brussel Sprouts. You can find the memo in

English and Spanish at the following website: <http://www.nfsmi.org/ResourceOverview.aspx?ID=488> and also on the CACFP Bulletins webpage: <http://education.alaska.gov/tls/cnp/CACFP4.html>.

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Commonly Used Acronyms

CACFP – Child and Adult Care Food Program
CNP – Child Nutrition Programs
FNS – Food & Nutrition Services
FNSRO-Food & Nut Services Reg. Office
USDA – U.S. Department of Agriculture
LEA – Local Education Authority
DEC – Department of Conservation

All attachments for this bulletin can be found on the State of Alaska Child Nutrition Programs, CACFP Bulletins page: <http://education.alaska.gov/tls/cnp/CACFP4.html>.

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