

Food with Care

Child and Adult Care Food Program

Bureau of Nutrition, Health and Transportation Services λ lowa Department of Education

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EMERGENCY PREPAREDNESS

PREPARING FOR THE UNEXPECTED

Being prepared for the unexpected before it happens can make all the difference in overcoming obstacles that may occur in your center. There are numerous emergencies that can occur that can disrupt your operation. Some emergencies can happen without warning while other emergencies allow you time to react. Whatever the emergency it is best to have a plan and train the staff and center clients ahead of time to deal with these emergency situations.

Use the following steps to write an emergency preparedness plan for your child care center or family day care home.

- Identify potentially hazardous events that may impact your program, including natural disasters, food recall, and food defense. Identify how these events may impact your program.
- 2. Identify contacts and related resources you may need to respond effectively to emergencies. Keep staff members' contact information on file.
- 3. Identify who has keys to the building, storage units, or equipment that is locked.
- 4. Develop policies and standard operating procedures that tell you what to do in an emergency situation for your emergency preparedness plan. Consider addressing the items listed below and adding

others that might impact your program.

- a. Handling an electrical outage
- b. Handling a gas utilities disruption
- c. Dealing with a water supply disruption

ion sruption (Con't on Page 2)



- d. Handling foods in malfunctioning freezers
- e. Meeting special needs in emergencies (for example, breast fed babies or children with food allergies)
- f. Handling a food recall
- g. Handling a food defense crisis
- h. Tornado/windstorm,
- i. Ice storm/blizzard,
- i. Bomb threat
- k. Fire
- 5. Identify who will implement the emergency preparedness plan.
- 6. Develop emergency menus and a three-day inventory of food, water, and other basic supplies. For example, maintain a supply of items such as bottled water (one gallon for each person per day), non-perishable and canned foods that do not require cooking, flashlights, bleach for sanitizing, and similar staples. For more information or additional guidance on building a disaster supply kit, visit the American Red Cross' website at www.redcross.org









Train staff on how to use your emergency preparedness plan. Regularly evaluate the effectiveness of the emergency preparedness plan and update as needed.

Contact List

One of the first steps in planning for emergencies is to write a contact list. Include all of the people you would need to contact in an emergency situation. Some examples include:

- Child care director
- Child care employees
- Parents of children in your care
- Substitute child care employees
- Local public health contacts, such as sanitation and fire and rescue department representatives
- Local police department
- Utility emergency contacts
- Child and Adult Care Food Program (CACFP) emergency contacts (state-level)
- Community relief organization contacts
- Local cleaning and chemical suppliers (Con't on Page 3)

Emergency Menus

Another important step in emergency planning is to write emergency menus and have non-perishable food on hand to use in emergency situations. A sample emergency menu is listed below.

Emergency Menus for Breakfast

Tuesday	Wednesday	Thursday	Friday
Cheese sandwich	Cereal bar	Cereal variety	Peanut butter and
Canned apricots	Bottled fruit juice	Sliced apples	jelly sandwich1
Milk, from non-fat	Milk, from non-fat	Milk, from non-fat	Canned mixed
dry	dry	dry	fruit
			Milk, from non-fat
			dry
	Cheese sandwich Canned apricots Milk, from non-fat	Cheese sandwich Canned apricots Milk, from non-fat Cereal bar Bottled fruit juice Milk, from non-fat	Cheese sandwich Canned apricots Milk, from non-fat Cereal bar Bottled fruit juice Milk, from non-fat Milk, from non-fat Cereal variety Sliced apples Milk, from non-fat

Emergency Menus for Lunch

Monday	Tuesday	Wednesday	Thursday	Friday
Canned ham sandwich Canned peas Canned peaches Milk, from non-fat dry	Peanut butter and banana sandwich ¹ Canned green beans Milk, from non-fat dry	Tuna sandwich Canned tomatoes Canned pineapple Milk, from non-fat dry	Pork and beans Canned pears Crackers Milk, from non-fat dry	Chicken salad sandwich using canned chicken Canned carrots Canned pears Milk, from non-fat dry

Emergency Menus for Snack

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Monday	Tuesday	Wednesday	Thursday	Friday			
Yogurt Canned apricots Water ²	Graham crackers Canned peaches Water ²	Apple slices String cheese Water ²	Crackers with peanut butter ¹ Water ²	Vanilla wafers Milk, from non-fat dry Water ²			

¹Sunflower butter can be substituted for peanut butter.

When planning emergency menus, think about

- foods that you generally have on hand.
- the number of meals that can be prepared from the emergency inventory.
- availability of bottled water.
- documentation of food and supplies used and damaged food or supplies to receive reimbursement.
- shelf stability of goods and supplies.

Being prepared during an emergency can reduce stress levels and help your center to continue to function effectively. Don't wait for the emergency to happen to put plans into practice.

Excerpted from NSFMI Mealtime Memo for Childcare, No. 7, 2009

²Water is suggested as a beverage for all snacks even when other beverages are offered to encourage children to drink water.

Sharing Income Information Among Child Nutrition Programs

Child Nutrition Programs (CNP) administered by the United State Department of Agriculture (USDA) are allowed to share information about eligibility for free and reduced price meals among themselves without obtaining permission from the families of participants. In no case are CNP institutions required to share eligibility information. Some examples of CNPs are the National School Lunch Program, the School Breakfast Program, Special Milk Program, Child and Adult Care Food Program, Summer Food Service Program, and the WIC program. The Food Assistance Program is not considered to be a CNP.

These guidelines must be followed when sharing information:

- 1. The institution that receives the information must be informed in writing that eligibility information may only be used for the purpose intended, that further use or disclosure is prohibited and that a violation may result in a fine, imprisonment, or both.
- Consent is required to share eligibility information with Federal health programs; Hawk-i; and any local health, education, or other local program.
- 3. <u>All eligibility information</u> may be shared without consent to persons directly connected with the administration or enforcement of the Programs.
- 4. Information received cannot be shared with another organization.
- The center should request the information on school letterhead and/or be signed by a school official to clearly document its source.

Recommendations for institutions planning to share information:

 Enter into a written agreement with the institution requesting the information that is signed by both parties. The agreement should

- describe the information to be disclosed, how it will be used and protected from unauthorized uses and disclosures, and the penalties for unauthorized use.
- Since the institution receiving the eligibility information is responsible for its accuracy, it is recommended to request a copy of the lowa Income Eligibility Application rather than only a name and eligibility determination.

Exclusion of Military Combat Pay

Combat pay that is received by service members deployed to a designated combat zone is excluded from household income if it is:

- Received in addition to the service member's basic pay,
- Received as a result of the service member's deployment to or service in an area that has been designated as a combat zone; and
- Not received by the service member prior to his/her deployment to or service in the designated combat zone.

A combat zone is any area that the President of the United States designates by Executive Order as an area in which the U.S. Armed Forces are engaging or have engaged in combat.

The exclusion of combat pay is extended to Deployment Extension Incentive Pay (DEIP), given to active duty service members who agree to extend their military service by completing deployment with their units without re-enlisting. This exemption applies only until the service members return to their home station. Any additional DEIP payments provided to service members serving at their home station is considered income as they are no longer considered deployed.

Continue to count only that portion of the deployed service member's income made available by them or on their behalf to the household as income. Deployed service members continue to be considered members of the household for purposes of determining income eligibility for the Child Nutrition Programs.



Attention



New Bureau Communication Procedures via Email

The Iowa Department of Education is taking steps to correspond electronically as a preferred means of communication to improve efficiency, conserve resources, and reduce cost. We will no longer be sending routine notices formerly included with your warrant or Electronic Fund Transfer (EFT) notice. We will begin sending high importance information via email(s) to the assigned Authorized Representative who is expected to share with other responsible individuals as applicable.

Therefore, it is imperative that we have a correct email address on the CNP2000's current institution application and management plan. A memo was sent in early November with instructions on where to enter/update/confirm email address for the Authorized Representative and other staff. This update can be made at the local level and does not require State Agency approval or assistance. Updating the email will not unapprove your application. If the email address listed is not correct, USDA program regulations and guidance cannot be delivered.

If there is a change in the authorized representative, the email address must be changed, if needed, so there is no interruption in the receipt of information.



CACFP Training Opportunities

Steps to CACFP Success • 3/8/11• 8:00 a.m.- 4:30 p.m.



"Steps to CACFP Success" is held five times per year at ICN sites throughout the state. The workshop includes basic requirements for CACFP

participation with sessions on various topics. You may attend one or more sessions.

Attendance at the "Steps to CACFP Success" workshop is encouraged when CACFP staff responsibilities change or when there are new staff members with CACFP responsibilities. ICN site locations are subject to change.

Registration materials and session descriptions are available online at: http://www.iowa.gov/educate/ (click on Nutrition Programs-left of screen, then Nutrition Training Events-right of screen). Please register using the registration form by mail, fax, or e-mail.

Mark Your Calendar

CACFP Short Course: May 16-18, 2011, Cedar Rapids

May 16-Food Buying Guide, Bureau Staff

May 17- Food Safety and Sanitation, Cathy Strohbehn, PhD, RD, Iowa State University

May 18- Feeding Children in Group Settings
Laurel Branen, PhD, RD,
University of Idaho

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If you have questions or grievances related to compliance with this policy by the Iowa Department of Education, please contact the legal counsel for the Iowa Department of Education, Grimes State Office Building, Des Moines, IA 50319-0146, telephone number 515/281-5295; or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison Street, Suite 1475, Chicago, IL 60661, telephone number 312/730-1560, fax 312/730-1576, email: OCR.Chicago@ed.gov

Ann's Tidbits

Happy Snowman Days! Snow and cold means Iowa Winter is upon us! Thoughts turn to warm foods like soup and chili.

As the new Chief I think I have dropped into a whirlwind! Things have certainly been busy at the Bureau. We have a new Education Consultant to introduce. Lisa Robinson will be based out of Cedar Rapids and comes to the Bureau with training as a Registered Dietitian and experience in the Women, Infants and Children program, hospitals, and long term care arenas. Lisa will be involved with both Child Care and School Food Programs. Her training started with the child care programs so keep a look out and tell her hi when you meet her!

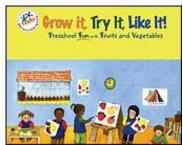
Congress passed the Healthy Hunger-Free Kids Act which reauthorized Child Nutrition Programs, including CACFP. It was signed by President Obama on December 13th. We will be sharing information about putting it into action as it comes from USDA. Keep your eyes and ears open for any changes — and your emails! I hope you noticed the article on page 6 about emails.

I wish you a safe and healthy New Year! Thank you for your service to children!

Ann Feilmann, Chief Bureau of Nutrition, Health, and Transportation Services Iowa Department of Education



Grow It, Try It, Like It! Preschool <u>Fun</u> with Fruits and Vegetables Help create a love of fruits and vegetables with the new kit, "Grow It, Try It, Like It!" The kit is available FREE for child care centers, pre-K, and Kindergarten by ordering from Team Nutrition at http://teamnutrition.usda.gov.



Young children have a natural curiosity about the world around them and a genuine desire to learn. The activities in "Grow It, Try It, Like It!" tap into these characteristics of preschool children. Central throughout the resource are three concepts:

- Children can have fun while learning about nutrient and fiber-rich foods such as fruits and vegetables.
- Fruits and vegetables grow from plants or trees in the ground, are harvested, and are taken from the farm or orchard to grocery stores and farmers markets.
- Fruits and vegetables can be prepared and eaten in many different and fun ways.

The "Grow It, Try It, Like It!" materials promote hands-on activities to engage children including:

- Seven booklets featuring three fruits-peaches, strawberries, and cantaloupe and three vegetablesspinach, sweet potatoes, and crookneck squash
- Hands-on activities; introduces fruits and vegetables thru exploration and tasting
- Planting activities focus on how fruits and vegetables grow and children experience planting seeds
- **Stories, songs, and video** children hear stories about fruits and vegetables and sing versions of Old McDonald that feature each fruit or vegetable and move to the singing
- MyPyramid for Preschoolers nutrition education activities; introduces the children to the food groups and includes group physical activity
- Home activities with parent/child activity sheets, family-sized recipes, and tips for cooking with children
 including letters to parents, activities for children and parents to complete together to reinforce what
 children learned
- Other tools include an overview booklet with teaching guide, arts and crafts, and other resources;
 MyPyramid for Kids Poster; DVD of Cool Puppy Pup video series; and a CD ROM of all materials plus "extras."

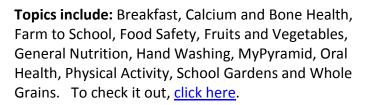
Please contact Patti Delger, Team Nutrition Project Director, <u>patti.delger@iowa.gov</u> or 515-281-5676 for more information, or if you want to order multiple copies.



Jennifer Neal, Healthy Kids Act, Co-Project Director wrote a series of short stories that include action words that prompt bursts of physical activity. The stories are called, "Stories in Motion." Utilize these stories in your childcare for short physical activity breaks. They can be found at the Team Nutrition section of the Iowa Department of Education website. To view them, click here.

Looking for Bulletin Board Ideas that Promote Childcare Wellness?

Help your children, parents, and childcare staff learn to make healthful food choices by creating a colorful bulletin board in your childcare setting. Use the resources located on this website to create a themed display that will make your children, parents, and staff stop and look!



Whole Grain Infant Cereal

Infant Cereal

Iron-fortified infant cereal (IFIC) is a required meal pattern component for 8-12 month old infants. It must be served at breakfast. At lunch, infant cereal



or a meat/meat alternate must be served. IFIC is required because it is a good source of highly absorbable iron for infants. Infants need iron for proper development and need to obtain it from foods in their diet, especially after about six months of age.

IFIC is easy to digest and can be altered in consistency to meet a baby's developmental needs. IFIC may be made from rice, oatmeal, barely, or wheat. One drawback of IFIC is that it has customarily been made from refined grains.

Whole Grain Infant Cereal

More nutritious whole grain IFIC is becoming increasingly available on grocery store shelves. Whole grain cereals contain a broader range of



nutrients, especially minerals and have more fiber than cereals made from refined grain. The price is a little higher for whole grain IFIC but not dramatically so.

Whole grain IFIC can be identified by looking for the word "whole" on the product label and the first ingredient on the ingredients label. Varieties of whole grain IFIC include whole grain rice, oatmeal, wheat and mixed or multi-grain. (Wait until infants are at least eight months to introduce wheat and mixed cereals due to concerns regarding allergies.) Brands seen in central lowa stores include Earth's Best and Gerber. If you cannot find whole grain IFIC in your local stores, consider asking them to carry it. It can also be ordered online.

School Age Nutrition Education Resource

Small Step Website www.smallstep.gov

Sponsored by the U.S.
Department of Health and
Human Services, this web



site helps children and adults overcome the challenges of adopting a healthful lifestyle through its "small steps" approach to optimal nutrition, physical fitness, and weight management.

The content of the *Small Step* Website is divided into five key sections — Get the Facts, Eat Better, Get Active, Learn More, and Portion Control — providing a goldmine of healthful living tips. *Small Step* electronic resources include an online newsletter, tip-of-the-day "postcards," and Activity Tracker, an interactive physical activity self-monitoring tool. "Drink water before a meal" is one of over 150 healthful lifestyle tips offered on the *Small Step* Website.

Small Step Kids

Small Step Kids is the youth companion web site directed at children and teachers. Kid-friendly fruit and vegetable nutrition, quizzes, games, activities, and web links are posted on the site. Additionally, educators can download the Small Step health and



fitness curriculum targeted at children in second through fourth grade.

The adult and youth Small Step Websites are available in both English and Spanish. Site users can sign up for a free electronic newsletter describing updates on Small Step tips, recipes, and other features.

Vitamin D and the Elderly

Recent research has led to a growing awareness of the importance of vitamin D to our overall health.

We all need vitamin D, which we get mainly through diet or through exposure to sunlight. Vitamin D aids in the absorption of



calcium, helping to form and maintain strong bones. Recently, research also suggests vitamin D may provide protection from osteoporosis, hypertension (high blood pressure), cancer, and several autoimmune diseases.

The elderly often spend much of their time indoors, where they cannot absorb vitamin D from the sun. As people age, they often do not absorb vitamins from their food as well as they did in their younger years. Also, the elderly may have less-than-nutritious diets for many reasons. Lack of vitamin D may lead to increased risk of frailty, an increased risk of falling, and increased risk of fractures.

Current recommendations call for people from age 50 to 69 to get 400 international units (IUs) of vitamin D per day and for those over age 70 to get 600 IUs. Many researchers, however, feel that higher amounts may be needed. New research indicates that vitamin D intake of 1000 IU is safe in general and that vitamin D intake of 2000 IU level is safe and may be necessary.

Food sources of vitamin D include:

- 1 cup of fortified milk (100 IU vitamin D)
- 1 ounce of salmon (110 IU vitamin D)

Drinking ten cups of fortified milk daily or eating nine to ten ounces of salmon daily is required for vitamin D intake of 1000 IU. This is somewhat unrealistic so it may be necessary for the elderly to take appropriate vitamin supplements that contain vitamin D on a regular basis.