



# Food with Care

## *Child and Adult Care Food Program*

Bureau of Nutrition, Health and Transportation Services | Iowa Department of Education

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## **Seriously Deficient Determinations**

The United States Department of Agriculture (USDA) has established procedures for the State Agency to follow when there are serious instances of non-compliance with CACFP regulations. These types of findings are known as serious deficiencies (SDs). SD findings in your center/institution may be cited if there are an excessive number of areas of non-compliance, one or more findings are serious, or when findings that were to have been permanently corrected continue to recur.

Your center/institution will have the opportunity to correct SD findings within a set timeline (usually within 90 days or less). If the SDs are fully and permanently corrected, the SD determination can be deferred (withdrawn). Unannounced reviews may be conducted and/or additional documentation may be requested to verify that the seriously deficient findings have been fully and permanently corrected. If the SD recurs in the future, the institution may be terminated from CACFP participation without further opportunity for corrective action.

The following are examples of noncompliance that could generally be described as SDs:

- A previously-identified corrective action has not been fully and permanently corrected;
- Required CACFP records are not maintained;
- A substantial number of meals do not meet meal pattern requirements;
- The institution is not financially viable, administratively capable or accountable which may include inadequate oversight by the owner or board of directors;
- False information about your institution or CACFP operation is submitted to the State Agency on the annual CACFP application documents or management plan;
- Reimbursement is claimed for meals not served to participants;
- A sponsoring organization fails to properly train or monitor sponsored facilities;
- The institution fails to adjust the number of meals ordered when contracting for meals.

Termination from CACFP participation may be for up to seven years, or permanently if CACFP money is owed and not repaid to the State Agency. However, an institution can seek to be reinstated before this period has transpired if funds are repaid and the State Agency determines that the institution has kept records for at least six months and demonstrates that all SDs have been corrected.

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(Con't from Page 1)

The goal of the State Agency is to help you operate a successful CACFP program so children/adults and communities are served. We are also responsible to enforce compliance with CACFP regulations so tax payer dollars are used as intended. Regularly consult your CACFP Center Administrative Manual, attend a "Steps to CACFP Success" workshop, and contact your consultant if you have questions to help you be in full compliance with CACFP requirements.

## Healthy, Hunger Free Kid's Act of 2010

### Changes Underway

The Bureau has issued several memos passing along information from USDA with changes to improve the health and nutrition of children and enhance CACFP operations. Contact our office if you have not received these important communications.

### The following is a summary of the changes we have issued to date:

1. **Water** must be made available during meals and throughout the day at child care centers. Water is not reimbursable and must not displace required meal components.
2. Centers that contract with schools to provide their meals may substitute National School Lunch meal patterns for CACFP meal pattern, including the use of **Offer Versus Serve (OVS)**. OVS may not be used for snacks.
3. Only **skim or 1% milk** may be served in child and adult care centers for participants over the age of two. Other types of milk are not reimbursable and will be included in over claim calculations during CACFP reviews. It is recommended that one to two year olds be served whole milk. The milk may be flavored or unflavored. Parents or guardians may now request in writing non-dairy milk substitutions without providing a medical statement. Milk substitutes must be nutritionally comparable to cow's milk.
4. Only the last four digits of the **social security number** must now be collected on the Iowa Eligibility application. The requirement remains that if income is reported; the adult household member that signs the application must provide

this information or indicate they do not have a social security number.

5. Organizations that qualify for and participate in the **At-Risk Meal Program** are now eligible to claim one meal and one snack per child per day. Snacks and meals must be served after school on days when school is in session, and may be served at anytime on non-school days. The program is only available during the school year.
6. **Foster children** may now be included on the Iowa Eligibility Application along with other members of the household. A separate foster child application may be obtained, but is not required. A foster child may also be directly certified for free benefits using documentation from a foster agency without an Iowa Eligibility Application on file.

### Center Sponsors Only

7. The **block claim edit check** has been removed as a requirement. The site review form was revised to reflect this change and a new form is posted in form download. Sanitation guidelines were also updated on this form.
8. Unannounced **monitoring reviews** must take place at varied times so sponsored center site personnel cannot predict when reviews will take place. The purpose of unannounced reviews is to ensure Program integrity.

If you have questions, please contact your consultant or the State agency. Any additional guidance will be issued as it is received from USDA. Two of the topics that will be addressed in the future include changes to the CACFP meal pattern to meet the 2010 Dietary Guidelines, and ensuring food is not used as a punishment or reward.



## Food Safety/Sanitation

It would be impossible to raise a child in a sterile environment, but maintaining a clean and sanitary food service is the expectation when caring for children in a daycare setting.

According to the DHS Child Care Licensing Standards and Procedures:

*The kitchen and food preparation areas should be maintained in a sanitary manner, including sanitizing the food preparation and surface areas at least daily. Clean all food service preparation items after each use. All dining tables should be sanitized before and after each meal. The surface should be left wet and allowed to air dry. If circumstances do not allow time for air drying, the surface should be wiped dry with a clean single-use or disposable towel. Standing pools of sanitized water should not be left to air dry.*

*Periodic sanitizing should also occur with appliances such as the refrigerator, stove, cabinets, and microwave. The refrigerator and freezer require frequent cleaning. You should establish and follow a routine cleaning schedule. Cleaning agents should indicate that they are safe for kitchen or food service use. To prevent accidental ingestion, poisoning, or contamination, cleaning supplies should not be stored in any cabinet or storage area that contains food or food service items, be stored above food items, or be accessible to children.*

**Cleaning** physically removes food or soil from a surface usually with the aid of a detergent, water and some muscle power. **Sanitizing** takes this a step further by reducing the number of bacteria and other micro-organisms. Sanitizing can help prevent disease transmission. Sanitizing is not a substitute for cleaning. In addition, a sanitized surface is not completely free of bacteria. **Disinfecting** removes virtually germs from surfaces through the use of a chemical. Disinfecting is not appropriate for food contact surfaces.

Chemical sanitizing generally involves either immersing an object in a sanitizing solution or spraying/wiping the object with the solution and allowing it to air-dry. Chemical sanitizers differ in their effectiveness on certain organisms and in the concentration, temperature and contact time required to kill bacteria. Common chemical sanitizers include chlorine, iodine and quaternary ammonium compounds or "quats." Sanitizing solutions *must* be correctly prepared to be effective. Follow the manufacturer's instructions when preparing sanitizing solutions.

To properly sanitize **food contact surfaces** (dining tables, countertops) first wash area thoroughly with hot, soapy water. Rinse, and sanitize by applying a solution of 1 tablespoon unscented, liquid chlorine bleach per gallon of cool water. Allow area to air dry. (Clorox Anywhere Daily Sanitizing Spray is an acceptable alternative to mixing your own bleach water solution).

To disinfect **non-food contact surfaces** (toys, diaper-changing stations) wash items thoroughly, then spray/immerse in a mixture of ¼ cup unscented, liquid chlorine bleach per gallon of warm water. Allow items to air dry.

## CACFP Training Opportunities

Steps to CACFP Success • 3/16/2012 • 8:00 am-4:30 pm



“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. ICN site locations are subject to change.

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.

### Online Registration!

Online registration is now available at [educateiowa.gov](http://educateiowa.gov). Click on “Calendar” (right of screen), find the month the workshop is scheduled for, click on the name of the workshop and follow the directions. If you do not have internet access, contact Janelle Loney at (515)281-5356 to register.

### DHS Training Registry

DHS training credit and tracking is also available, but only if you register at <https://ccmis.dhs.state.ia.us/trainingregistry/>. If you need assistance registering with DHS, contact [trhelp@dhs.state.ia.us](mailto:trhelp@dhs.state.ia.us) for assistance.

## Healthy Menu Makeover On-Line Learning Module

This training module is an opportunity for you to learn about planning healthy menus for your CACFP when and where it is convenient for you and you have access to the internet. It was developed through a Team Nutrition grant.



When you finish the Healthy Menu Makeovers training, you should be able to:

- Identify the recommendations for a healthy diet based on the current Dietary Guidelines for Americans.
- Use the ChooseMyPlate.gov web site to correctly identify recommended foods from each food group to meet the Dietary Guidelines.
- Correctly evaluate and select recommended changes to make sample menus meet the Dietary Guidelines.
- Share at least two changes you plan to make in the meals you serve to the children in your care to meet the Dietary Guidelines.

Each of the nine lessons in this course includes the following sections:

- **Overview:** Each lesson begins with background information on the dietary guidelines or one of the main food groups.
- **How this applies to my work in CACFP**
- **Starting the Menu Makeover:** The lessons follow a fictitious child care center menu planner as she makes decisions about meals and snacks.
- **Printable Resources:** Printable handouts, guidelines and recipes are provided for you to download, save and share.
- **Review Questions:** Review questions are provided at the end of each lesson for you to check your learning. You can take each quiz as many times as you want, but you do need to complete each quiz in order to receive your certification.
- **Discussion Forums:** You can share your challenges and experiences building healthy menus with other course participants and learn from others.

After you have completed each lesson in this course and attained a score of 80% or above on the "Final Quiz: The Healthy Menu Makeover" assessment, you can create a Certificate of Completion for 4 hours of continuing

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[http://educateiowa.gov/index.php?option=com\\_content&task=view&id=1573&Itemid=2353](http://educateiowa.gov/index.php?option=com_content&task=view&id=1573&Itemid=2353)

education in CDA content area: Planning a Safe, Healthy Learning Environment. *You must have completed all lesson review quizzes, the final Healthy Menu Makeover quiz, and the Demographic Questionnaire in order for your certificate to print.*

Instructions for accessing the module are available on the Bureau of Nutrition, Health, and Transportation website [http://educateiowa.gov/index.php?option=com\\_content&view=article&id=2212:cacfp-healthy-menu-makeover-on-line-learning-module&catid=440:nutrition-program-learning-tools&Itemid=446](http://educateiowa.gov/index.php?option=com_content&view=article&id=2212:cacfp-healthy-menu-makeover-on-line-learning-module&catid=440:nutrition-program-learning-tools&Itemid=446) .

## Healthier CACFP Award

The Healthier CACFP Award:

Recognizing Excellence in Nutrition and Physical Activity in Child Care will be introduced soon in Iowa. This is a recognition system that will support CACFP child care centers' efforts to improve the nutrition, physical activity, nutrition education and/or environment for children. In these categories, three award levels will be offered: Honors, High Honors and Highest Honors. Applicants can select the category(ies) and level to apply for and submit the requested documentation.



Applicants for the award must be in good standing with their CACFP participation which means having completed and implemented all corrective actions from the previous CACFP review and having not been determined as seriously deficient in the past two years at the time of application. More details regarding this new CACFP award opportunity and how to apply will be coming soon.

## Outside School Hours Child Care Centers and At Risk Meal Programs

### Meal Count Requirements

Outside school hours childcare (OSHCC) centers must record meal participation at the point of service. "Point of service" means that meal counts need to be recorded during or immediately following the meal. The first and last name of the child should be recorded as well.

At Risk Meal Programs must record meal participation, but it does not have to be recorded at the point of service. However meal counts must reflect who actually ate the snack or meal and may not be based solely on attendance. Meal count records are not required to list the first and last name of the children who participate.

## Baked Sweet Potatoe Wedges

Makes 6 - ¼ cup servings

### Ingredients:

- 3 medium sweet potatoes, peeled
- 3 tablespoons olive oil
- 1 tablespoon light brown sugar
- 1/2 teaspoon salt
- Optional seasonings (may be added according to personal taste: cinnamon, cardamom, cayenne pepper, black pepper, chili powder, cumin).

### Directions:

1. Preheat oven to 425°F.
2. Cut sweet potatoes into wedges, chips or fries.
3. Toss with olive oil.
4. Spread wedges on large baking pan or cookie sheet in a single layer. Sprinkle with brown sugar and salt.
5. Place pan in oven and bake for 15 minutes, then take out and turn potato pieces over.
6. Place back in oven and bake another 15-20 minutes, or until golden brown and crispy on the outside. Cooking time will depend on the size/thickness of the potatoes.
7. Sprinkle with optional seasoning of choice. Enjoy!

## Q&A: Working with Parents of Infants

### Question:

What if the parent of an infant wants the center to feed their child in a manner inconsistent with CACFP requirements?

### Answer:

This situation provides an opportunity to provide education to the parent. Since the center is licensed, explain that you are required to follow CACFP infant feeding requirements. Variations from the meal pattern require a medical statement. Give the parent the Allergy/Food Exception Statement on p. C-8 of the CACFP Administrative Manual and ask them to have the baby's health care provider fill it out. Explain that without the statement, you need to follow CACFP guidelines to be in compliance with licensing standards.

*Feeding Infants: A Guide for Use in the Child Nutrition Programs* is a useful resource with reproducible handouts that can be shared with parents on various infant feeding topics. The list of *Reimbursable Foods for Infants* on pp. C-9 through C-16 of the CACFP Administrative Manual is another resource to help parents understand foods that are allowable and appropriate for infants.

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[http://educateiowa.gov/index.php?option=com\\_content&task=view&id=1573&Item](http://educateiowa.gov/index.php?option=com_content&task=view&id=1573&Item)

**Reminder:** Allergy/Food Exception Statements are needed if the infant receives an exempt formula. An abbreviated list of exempt formulas is on p. C-10 of the CACFP Administrative Manual. A complete list is available online at: <http://www.fda.gov/Food/FoodSafety/Product-SpecificInformation/InfantFormula/GuidanceRegulatoryInformation/ucm106456.htm>



## The Carrot Patch

The weather is demonstrating the change of seasons as we move into the winter season. Frosty nights, completed harvest, and occasional white flakes in the air!

We have a staff change to share. In the Northeast area of Iowa our Consultant, Mary Kay Madsen, retired September 29<sup>th</sup>. She assured us she has lots of fun things planned! We thank her for her years of service and wish her all the best. A new consultant will be hired in the near future. If Mary Kay was your consultant and you have questions please call the Des Moines office and we can direct you to a consultant that will assist you.

I hope you read the article about the new CACFP Awards. How exciting! It is nice to have a way to be recognized for your hard work to create a great experience for the children. Please consider applying when more information comes out soon.

Holiday time draws near and unfortunately one of my favorites, Thanksgiving, often gets brushed over on our hurry to December. I need to let you know that in my reflection on things I'm thankful for this year the people who provide care for our children and adults are way up on my list. Every day you have the opportunity to influence another's life experience by nourishing their bodies for health and helping them to learn good health habits. Thank you!

Ann

**Happy  
Holidays!**



## Broadcast Email's from Bureau

A broadcast email is an electronic mailing, sent all at once to a large mailing list. The source for email addresses that the Nutrition, Health and Transportation uses, comes from the current fiscal year's contact information on CNP2000. (see below).

The screenshot shows a web-based application form for the Child and Adult Care Food Program. The form is titled "Child and Adult Care Food Program Institution Application" and is part of the CNP 2000 system. It includes several sections for providing contact information:

- Institution Application:** Fields for Institution Name, Agreement Number, Federal ID/EIN, and Program Year (2011).
- Contact Information (CACFP Program Contact):** Fields for Name (First, Middle Initial, Last), Phone (505-555-5555), Ext., Title, Fax (505-555-5555), and Email.
- Claim Contact:** Similar fields to the CACFP Program Contact section.
- Authorized Representative:** Similar fields to the CACFP Program Contact section.

There are checkboxes for "The Claim Contact person is the same as the Program Contact person" and "The Authorized Representative is the same as the Program Contact person".

If you are not receiving emails from us, please check your contact information, update the email information, and click on "Save" button.

**\*\*Note\*\* You CAN update/correct email address without unapproving application packet.**

If your email is correct and you are still not getting emails from our Bureau, please check with your technology department. They may be able to allow emails to be received from our State Agency to your mailbox.

Please send us questions you have about using our website(s) and we will attempt to answer them via email, newsletter, or both. Please send your questions to [Ellen.Miller@iowa.gov](mailto:Ellen.Miller@iowa.gov)



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