



PROVIDERS FOOD PROGRAM JULY 2009



OUR APOLOGY

Over the past few weeks we have been experiencing trouble with our phone service and we are currently looking to replace our service. If you have called in and were unable to reach us, or left a message that hasn't been returned, we apologize. If we don't return your call within the same day, please call us again.

MEALTIME MEMO

Mealtime Memo for Child Care is a Newsletter for child care providers participating in the CACFP, focusing on good nutrition for young children. Each issue offers a recipe from the USDA Recipes for Child Care and a week's menus. The National Food Service Management Institute (NFSMI), University of Mississippi publishes Mealtime Memos monthly on their website: www.nfsmi.org/Default.aspx, in the resource center section.

RE-ENROLLMENTS

In August you will be receiving a large envelope containing 2 sets of enrollments for each child presently participating in your day care, along with your Rights and Responsibility to sign. Please have the parents sign both copies making corrections for address, phone, school info, and



schedule changes and return one set to our office. The other set will go in your food program folder.

DAY CARE ASSISTANTS

Do you use any day care assistants? If so, a copy of each assistant's license must be on file in our office. It is essential that if you leave your assistant alone with your day care children that they know the food program regulations, where you keep your menus, your food program folder, and how to fill out your menus if she or he serves the children a meal or snack.



WEB PROVIDERS

When you are enrolling a new child, please enter the child with correct capitalization. We are seeing no capitals and all lower case used on names, streets and cities to everything being capitalized. Please use a capital letter on the first letter of each name, street, and city, and lower case on the rest. This will save us from having to make corrections.



CIVIL RIGHTS VIOLATION

All providers are required to offer the food program to all children in their day care. This includes infants. By not offering the program, you are committing a civil rights violation based on age. Parents do have the right to refuse the program. Any parent refusing the program needs to fill out an enrollment and either check off the box which states they will be supplying the food for their child, or they can write "REFUSE" across the top.

Any parent supplying the food for their baby needs to supply food meeting the CACFP regulations. This includes iron fortified baby cereal, vegetables and Fruits that do not list water as their first ingredient, and no combination dinners for infants are creditable such as chicken noodle, macaroni and cheese, etc.



VACATION

Please let our office know if you will be on vacation anytime during the summer, or if you are closed for July or August. You can reach the main office at 1-781-939-9292



TRAINING

Have you completed your training? We are coming to the close of our fiscal year. On Sept. 30th you are required to have 6 hours of training. Have you completed the two trainings left at your house during your home visits? Have you renewed your CPR anytime since Oct. 2008?



Please send us a copy if you haven't already.

The Child and Adult Care Food program is operated in accordance with the state and USDA policy which does not permit discrimination because of race, color, national origin, sex, age or disability. To file a complaint of discrimination, write
USDA, Director, Office of Civil Rights-
1400 Independence Ave. S.W.,
Washington D.C. 20250-9410
or call (800) 795-3272 (voice) or (202) 720- 6382 (TTY). USDA is an equal opportunity provider and employer (6/08)

REMEMBER – MENUS MUST BE RECEIVED THE 5TH TO MAKE THE FIRST BILL

