



PROVIDERS FOOD PROGRAM MAY 2008 LETTER



THE FIRST BILL

Our deadline for the 1st bill is the 5th of every month, but July and August you need to have your menu in as soon as possible. July 4th falls at the end of the week which causes us to lose a day's mail and workday. The easiest way to make sure your menus are in by the 5th is to use the on-line menus.

We currently have over 400 providers doing menus on-line. Some of these providers never used the computer before and they all agree it is very simple. There is very little typing involved. Most of the time you are click what you need to enter. You click on the children's names that were present for the meal or the snack. You click on the meal component, and all creditable foods for that category come up and again you click on which one you serve. At the end of the month you hit submit and it comes to us. Very quick and simple.

MEAL AND SNACK TIME

With the beautiful weather a lot of providers take off to go to the park, field trips or for walks. If you will not be home during a meal or snack time or are on vacation, please let the office know.

E-MAIL

We have been busy collecting e-mail addresses and trying very hard to send out notices when the checks go out. If you have given us your e-mail address, but haven't received anything from us, please check your junk folder on your e-mail carrier. We have found out that some providers have blockers set up that automatically send our e-mail to the junk folder. If this might be you, please check your junk folder. If you find an e-mail from provider resources.org, open up and click on the box that says this is not junk mail. This should allow you to receive future e-mails from us.

THANK YOU

We are still experiencing problems with our phones and again we want to apologize for any inconvenience this might have caused. This has been an on-going problem since we moved and we are hoping to have it corrected soon.

METROPOLITAN CREDIT UNION

Did you know that you can belong to Metropolitan Credit union and have either your entire food reimbursement check or part of it sent to an account for you? You can use the account for a retirement plan, vacation or Christmas club, or just a savings plan. For more information contact Metropolitan Credit Union and tell them you are with Providers Resources Incorporated.

TRAINING

Have you returned the training that was given out a while ago? If so, please send it in within the next week. Our record keeping is complete and will be going out over the next couple of months. If you prefer not to wait for your home visitor to bring you the training, you can always download it from our web site at www.providerresources.org

Remember by September 30th, you must have 6 hours of training. The nutrition and record-keeping each count for 2 hours, and you can use your CPR if you have taken it since Oct.1, 2007. We do need a copy of it.

COOKBOOK, CRAFTS & TIDBITS

Look for the information to be given out soon about the cookbook we will be putting together over the next few months. We are hoping that you will help us out by submitting a recipe, craft idea, field trip location or some other tidbit of information.

JUNE 5th- Menus due in to make the first bill

MAY 26th, Memorial Day Office Closed

If you provider child care on Memorial Day, you need to submit a note from the parent.