

# HEALTHY START

Fall 2015

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FRAMAX Child Care Food Program

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## CACFP Milk Requirements

CACFP providers (that's you) are required to serve 1% or non-fat milk to children ages 2 and older for all meals served for CACFP reimbursement.

If a parent wants his/her child to consume a non-dairy beverage (such as soy milk) in place of milk for CACFP meals, this must be documented on our [Parental Request for a Non-Dairy Milk Substitution](#) form <click the link>. The provider is not required to provide this non-dairy milk substitution, but *must* ensure that it meets the USDA's nutritional requirements listed on our form. This form must be completed by the provider and parent and submitted to our office. You must retain a copy of this completed form for your records. Your copy should be attached to the child's enrollment.

If a child requires a special dietary modification for milk as a result of a disability (example: a child needs to consume whole or 2% milk in place of the requirement of 1% or non-fat milk), a licensed physician must complete our [Medical Certification For Milk Substitution in the CACFP](#) form <click the link>. The provider is also required to provide this substitution. USDA: "Any request for higher fat milk must be made through a medical statement, related to a medical disability, and prescribed by a licensed physician." This form must be completed by the parent and licensed physician, and submitted to our office. You must retain a copy of this completed form for your records. Your copy should be attached to the child's enrollment.

Remember, your Field Representative will ask to see the milk (carton) that you are serving your daycare children.

## FRAMAX News

FRAMAX office hours have gone back to 8:00AM to 5:00PM.

FRAMAX offices will be closed September 7, 2015, in observance of Labor Day.

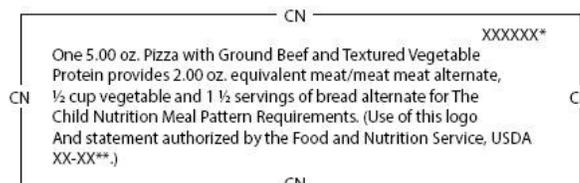
You must submit a Holiday Verification Form (HVF), if you plan to be open for Labor Day (09/07).

## CN Labels

Are you serving processed or commercially prepared combination foods? Here are examples of what these (commercially prepared) foods may be:

- Pizza
- Hot Dogs
- Corn Dogs (& Mini Corn Dogs)
- Chicken Nuggets, Tenders, & Patties
- Fish Sticks (& Fillets)
- Burritos
- Pot Pies
- Raviolis (canned/frozen)
- Lasagna

Sample CN Logo:



\* CN identification number  
\*\* Month and Year of original approval

These commercially prepared products are only creditable (and can only be claimed) if they have:

- 1) A CN label (see image below) or
- 2) A Product Specification Sheet (PSS) signed by an official of the manufacturer (it must state the amount of cooked meat/meat alternate, bread/bread alternate and/or fruit/vegetable per serving or piece).

FRAMAX has provided all providers with a booklet of popular PSS's from manufacturers. You must verify that the brand/food product that you plan to serve is "on-file" in your booklet. If you do not have a copy of this booklet please contact us.

Commercially prepared foods may have a CN label or PSS, but remember, it is not a FRAMAX recommended "best practice" to serve these foods. These foods should be "sometimes" foods because many are high in sodium, saturated fat, and artificial preservatives.

## FRAMAX Records

**Do you have your record retention?** This is just one of the questions that you should be familiar with when your Field Representative visits you. More importantly, your answer to this question should always be **YES**.

When you refer to your pink Standard Agreement (that we'll ask to see during a visit), you'll see this requirement in section B.9. The requirement outlines that Providers are required (by Federal regulation) to **maintain copies of all records submitted to FRAMAX, that support their claim, including (but not limited to):**

- Regular and/or infant menus
- All enrollment forms\* signed (and dated) by the parent
- Completed Enrollment Renewal Reports (ERRs\*)

\*Remember, Enrollment Forms and ERRs, are accepted and approved only when complete.

This includes a child's:

- Name
- Address
- Parent contact information
- Birthdate
- Enrollment date
- Normal schedule
- School info (if applicable)
- CACFP participation
- Special Needs/Diet info (if applicable—a medical statement is also required)
- Infant formula/food option (if applicable)
- Parent signature and **date**.

You must have these records for the current *program* year (October 1, 2014 to September 30, 2015). In addition, you must be able to present these records for the three years prior to our current program year, within a reasonable period of time. **Record retention includes records for:**

- Current year (10/01/14-09/30/15) - *available in the home upon request.*
- Three years prior - *within a reasonable period of time*

Many providers use **binders** or **file boxes** to retain their records. If you need further clarification on this requirement, contact your Field Representative or local FRAMAX office.

## Claiming Fruits & Vegetables

Fall is the season for hearty homemade soups, stews and casseroles. Follow these Q & A's, found in the [USDA's Crediting Handbook](#), to ensure that you are claiming these meals correctly.

- **“How are fruits and vegetables counted in combination dishes such as beef stew?”** Only one vegetable/fruit component can be counted in a combination dish. For example, if the beef stew served contains stew meat, potatoes, carrots, and onions, the stew could only count for one vegetable/fruit component and an additional fruit or vegetable would need to be served. However, a chef salad or a fruit salad (with a meat/meat alternate) may be creditable as two servings of fruit or vegetable because the two or more fruits or vegetables are identifiable as individual servings and are served as part of an entrée.”
- **“How do I prepare a homemade pizza so that it is creditable as a vegetable/fruit component?”** Vegetables on a homemade pizza may be counted as one vegetable/fruit component. In order to meet this requirement, the pizza should include pizza sauce **and** vegetable or fruit toppings. The amount of sauce on a commercial pizza is not sufficient to count as a vegetable unless the pizza is CN-labeled.”
- **Are minced pickles added to prepared tuna or sautéed onions added to taco meat, creditable?** No. “Vegetables and fruits are credited as served. A minimum of 1/8 cup vegetable/fruit per serving is required. Small amounts (less than 1/8 cup) of fruits and vegetables used for flavorings or optional ingredients, such as garnishes, may not be counted to meet the vegetable/fruit requirement. Condiments and seasonings are not creditable food items; they serve as extras to enhance the acceptability of the meal.”

**Bottom-line:** If vegetables are mixed together (with other vegetables) in a soup, stew, casserole, etc., they can *only* be credited as mixed vegetables, and will only satisfy **one** of the two required (vegetable/fruit) components for Lunch and Dinner.

