



Evergreen Child Care, Inc.

Child Nutrition Program

August 2023

Newsletter

2023-2024 ENROLLMENT RENEWAL (AVAILABLE IN SEPTEMBER)

As a reminder, the 2023-2024 annual enrollment renewal period is next month. All the children's enrollments will expire at the end of September. In September we will be providing the instructions on how to download your 2023-2024 Enrollment Renewal Report. You will NOT be printing individual enrollments. Providers will have the month of September to obtain the parent signatures. This report may not be downloaded prior to September. Please wait for our upcoming instructions via email and KidKare messages.

ONLINE MANDATORY ANNUAL TRAINING (AVAILABLE IN SEPTEMBER)

It's that time of the year again. The annual MANDATORY training is coming next month. This year's annual training will be online. Providers will have the month of September to read and complete the annual training test. The 2023 mandatory annual training will be available in our website under the Annual Training Tab as of September 1st. Please wait for our upcoming instructions via email and KidKare messages.

Failure to complete the mandatory annual training is grounds for serious deficiency.

ACTION REQUIRED FOR PROVIDERS CLAIMING THEIR OWN CHILDREN (DUE AUGUST 25, 2023)

This is a reminder that this month, providers currently claiming or wanting to start to claim their own/foster children or residential children need to complete a Meal Benefit Form for us to determine if your own children/foster or residential children will qualify for 2023-2024, based on your household income.

Meal benefit forms are required for providers who:

- Want to claim/continue to claim their own children (biological/adopted) or residential children (children that live in the provider's residence).
- Want to claim their foster child(ren), who live in the provider's residence . Foster children require to have their own meal benefit form (one form per foster child).

For those providers who fall in the categories listed above, the Meal Benefit Form needs to be updated in the month of August. The Meal Benefit Form is due by no later than **Friday, August 25, 2023.**

The Meal Benefit Form was emailed to providers currently claiming children in the categories listed above. If you did not receive the email and wish to apply, you can access the form in the link below:

http://www.evergreencacfp.org/uploads/1691604446dch06-mbf_for_providers.pdf



OUNCE EQUIVALENTS OF GRAINS IN THE CACFP

Grains are an important part of meals in the Child and Adult Care Food Program (CACFP). To make sure children get enough grains at CACFP meals and snacks, required amounts for the grains component are listed in the meal pattern as ounce equivalents (oz. eq.). Ounce equivalents tell you the amount of grain in a portion of food.

CACFP Meal Pattern Charts (Must print & post in your kitchen):

[http://www.evergreencacfp.org/uploads/1654893757cacfp-child-meal-pattern-\(2022\).pdf](http://www.evergreencacfp.org/uploads/1654893757cacfp-child-meal-pattern-(2022).pdf)

[http://www.evergreencacfp.org/uploads/1654893793cacfp-infant-meal-pattern-\(2022\).pdf](http://www.evergreencacfp.org/uploads/1654893793cacfp-infant-meal-pattern-(2022).pdf)

We are providing you with the tools necessary to train you on this federal requirement. The United States Department of Agriculture (USDA) created 4 resources that instruct you on how much of the grain component you need to serve to be in compliance with the required amounts listed in the CACFP Meal Pattern Chart.

Providers are **REQUIRED** to **PRINT** the following 4 USDA resources and present them to us during monitoring visits. **Please be advised, during monitoring visits you will now be asked to provide the serving amounts for the 3 common grains you served in the current month.**

****** You probably already printed the resources, as we instructed to do so over a year ago. However, if you have not done so, please print them immediately.

USDA Resources/Charts:

Resource #1: <https://www.fns.usda.gov/tn/using-ounce-equivalents-grains-cacfp>

Resource #2: <https://www.fns.usda.gov/tn/calculating-ounce-equivalents-grains-cacfp>

Resource #3: <https://www.fns.usda.gov/tn/crediting-single-serving-packages-grains-cacfp>

Resource #4: <https://www.fns.usda.gov/tn/feeding-infants-using-ounce-equivalents-grains-cacfp>

Training VIDEO Link for USDA Resources: <https://youtu.be/ErSkGH0B3Ps>

PDF Version of Presentation: <http://www.evergreencacfp.org/uploads/1682464444ounce-equivalents-of-grains-in-the-cacfp.pdf>

Ounce Equivalents of Common Grain Food Products (NEW)

<http://www.evergreencacfp.org/uploads/1682460032oz-eq-for-common-grain-food-products.pdf>

Should you have any questions, please feel free to contact us at (213) 380-3850.

MEDICAL STATEMENT AND MILK SUBSTITUTION FORMS

Evergreen wants to remind all daycare home providers that non-dairy beverages may be served in the Child and Adult Care Food Program in place of cow's milk when a participant has a Milk Substitution Form or Medical Statement on file. We want to ensure that our providers are aware of this requirement, as failure to comply with this requirement may lead to serious deficiency termination.

Evergreen has added the following regulation to the provider manual (available in our website, [evergreencacfp.org](http://www.evergreencacfp.org)).

SERVING NON-DAIRY MILK WITHOUT A MILK SUBSTITUTION FORM OR MEDICAL STATEMENT ON FILE: If a child will be served non-dairy milk, the provider is required to print and provide the applicable form to the child's parent/legal guardian:

Milk Substitution Form: If the child does not have a disability, but the parent/legal guardian is requesting a fluid milk substitute due to personal preference, a milk substitution form is required and needs to be signed by the parent/legal guardian prior to serving. This form must be submitted to Evergreen immediately.

Only approved non-dairy milks can be used. Please refer to the milk section on Evergreen's provider manual for further guidance.

Link to Milk Substitution Form: http://www.evergreencacfp.org/uploads/1690224401cacfp49-request_for_milk_substitution_may23.pdf

Medical Statement: If the child has a physical or mental impairment that restricts the child's diet (including dairy milk) a medical statement form is required. The medical statement form needs to be completed and signed by a State Licensed Healthcare Professional. This form must be submitted to Evergreen immediately.

Link to Medical Statement: <http://www.evergreencacfp.org/uploads/1690224421cacfp-97.pdf>

Failure to comply can lead to Serious Deficiency determination and ECCL will take the following actions:

First offence: Training will be provided and applicable meal disallowances will be made.

Second offence: Letter will be issued to the provider and a corrective action plan will be required. Also, applicable meal disallowances will be made.

Third offence: SD Process will be initiated and applicable meal disallowances will be made.

If you need further assistance with this matter, please feel free to contact us at (213) 380-3850.

Happy Birthday *Evergreen Providers!*

Alenoosh Alexandy

Lucy Bryant

Suetonius Carrera

Sandra Castro

Rosa Ceja

Lourdes Duarte

Joeslyne Flores-Ochoa

Keji Frank

Anahit Galstyan

Ani Gharibian

Toni Hayes

Arman Igitkhanyan

Irina Karapetyan

Mahmooda Khairzada

Cha Lee

Jennifer Monroy

Elsa Oxlaj

Hye Kyung Oh Park

Zhanneta Peresechanskaya

Mahin Rastegari

Mi Sook Rhee

Yolanda Sandoval

Albertina Torrico

Scherie Vance

Elvira Zamora

Lei Zhang

Joanne Zorrilla

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Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW Washington, D.C. 20250-9410; or

fax: (833) 256-1665 or (202) 690-7442; or

email: Program.Intake@usda.gov



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