

COMMUNITY NUTRITION TEAM

CACFP Today

A Newsletter from the Wisconsin Department of Public Instruction (DPI), Division for Finance and Management

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Updated USDA Policy on Accommodating Participants with Special Dietary Needs

USDA has changed requirements for accommodating participants with disabilities and non-disability special dietary requests. In addition, a new form must be completed when accommodating these requests. This article will provide key information on this topic. For more detail, refer to the following documents:

- [Special Dietary Needs and the CACFP](#)
- [Be the First to Know: Important CACFP Updates & Reminders](#) presentation from the 2018 Child and Adult Care Food Program (CACFP) Conference

USDA requires programs make reasonable modifications to accommodate participants with disabilities.

- The definition of a disability has been broadened to include any physical or mental impairment that substantially limits one or more “major life activities.”
- The impairment does not need to be life threatening; for example, digestion is a bodily function that is a major life activity. A participant whose digestion is impaired by lactose intolerance may be a person with a disability, regardless of whether or not consuming milk causes severe distress.
- A disability must be supported by a valid written medical statement from Wisconsin Licensed Healthcare Professional: Physician, Physician Assistant, or Nurse Practitioner (APNP).
- Programs must offer a reasonable modification that effectively accommodates the participant's disability and provides equal opportunity to participate in CACFP. Families cannot be required to provide the modification.
- Modifications or accommodations for a disability do not have to meet meal pattern requirements to be a reimbursable meal. For example, if a medical statement states rice milk should be served to a child with lactose intolerance, the meal is creditable even though rice milk is not creditable to the meal pattern.

Programs may, but are not required to, accommodate non-disability requests such as serving alternate foods due to eating organic, vegetarian, for religious preferences, or any reason not supported by a valid medical statement from a WI Licensed Healthcare Professional.

- An example is a request to serve non-dairy milk in place of cow's milk because of a vegetarian lifestyle.
- Accommodations for non-disability requests must meet meal pattern requirements to be a reimbursable meal.
- Any meals served that do not meet meal pattern requirements cannot be claimed for reimbursement (i.e. when required components are not served or non-creditable food(s) are served).

Parent-Provided Component: A parent/guardian may choose to provide one creditable meal component for a non-disability request.

- The program must ensure that the food meets meal pattern requirements.
- When a non-creditable component, or more than one component, is provided by the family, the meal is not reimbursable.

The [CACFP Special Dietary Needs Tracking Form](#) must be completed for each participant accommodated for a disability or non-disability request. This form is to be completed by CACFP staff and kept on file along with required support documentation as explained on the form.

If you have any questions about these updates, please contact your [assigned consultant](#).



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Removal of Quest Card Number from the FFY 2019 Household Size Income Statement



The FFY 2019 Household Size Income Statement (HSIS) has been revised to remove the option for households to enter their Quest Card number to determine categorical eligibility for the CACFP. If a household receives FoodShare benefits, they must enter their FoodShare Wisconsin **case number** which is 10 digits.

If a household records a Quest Card number on the HSIS, the form cannot be determined as free. This must take effect immediately with the collection of new HSIS.

Got Veggies? ECE Edition

By Deb Moses of Community Groundworks

Got Veggies? A garden-based nutrition education curriculum was first published in 2009. This Early Care and Education edition builds on the lessons and activities in the original “*Got Veggies?*” by adopting them to meet best practices for the early care and education setting.

Each of the four themes and two à la carte activities in *Got Veggies? ECE Edition* are aligned to the Wisconsin Model Early Learning Standards and offer concepts and tools developmentally appropriate for children aged five and under. The activities are flexible to suit your program’s specific needs. Please note that an on-site garden, while helpful, is not necessary for most of the activities.

Easily search the activities by interest area or strategy using the icons for story time, songs and finger plays, sensory activities, movement or large motor activity, snack or meal time, dramatic play area, family engagement, art, or mindfulness.

These garden and fresh veggie-based activities help children develop a personal connection with the food that sustains them. We hope you find this new farm to ECE resource useful. Enjoy!



2019 Due Dates for Quarterly CACFP Financial Report

For Sponsoring Organizations ONLY (those with two or more sites on the food program):

1st Quarter (reporting period October 1, 2018 – December 31, 2018) is due **March 1, 2019**.

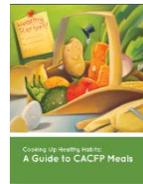
2nd Quarter (reporting period January 1, 2019 – March 31, 2019) is due **June 1, 2019**.

3rd Quarter (reporting period April 1, 2019 – June 30, 2019) is due **September 1, 2019**.

4th Quarter (reporting period July 1, 2019 – September 30, 2019) is due **December 1, 2019**.

The submission of the financial report must be online. An outline of this process can be found for [Sponsoring Organizations](#) and for [Independent Centers](#). A written outline of the procedure can also be found under Guidance Memo #11.

Any questions please contact Cari Ann Muggenburg by e-mail at cari.muggenburg@dpi.wi.gov or phone at 608-264-9551.



Cooking up Healthy Habits: A Guide to CACFP Meals

Looking for recipe ideas to jazz up your menus? Check out the newly revised, *Cooking up Healthy Habits: A Guide to CACFP Meals*, formerly known as the CACFP Menu Planning Guide! The guide includes eight weeks of sample menus as well as recipes standardized to meet CACFP meal pattern requirements. Other items included are information on healthy food substitutions and cooking methods and tips for transitioning kids to healthier foods. Find it on the DPI Community Nutrition Program website, under the tab for Menu Planning & Nutrition Resources or hyperlinked here: [Cooking up Healthy Habits: A Guide to CACFP Meals](#).

Pop Quiz:

True or False: If a household receives FoodShare benefits, they may put the 16 digit card number on the HSIS.





Go Digital in Middle School

Use project-based learning and technology to engage 6th graders in nutrition education while meeting educational standards for English and Health. In this Fueling My Healthy Life lesson, students have access to a variety of learning activities including video, a digital interactive, group challenges, goal setting, and informational texts. [Visit the teacher pages.](#)



Support Breastfeeding Mothers

Communicate with new and expectant moms about breastfeeding using new Breastfed Babies Welcome Here! resources: a mother's guide, poster, and message graphic. [Download these resources from the Team Nutrition website.](#) Spanish and print versions coming soon.



New for CACFP: Join Team Nutrition CACFP Organizations Network!

Sponsoring organizations and independent child care centers currently participating in the Child and Adult Care Food Care Program (CACFP) are invited to join the [Team Nutrition CACFP Organizations Network](#). Similar to the Team Nutrition Schools Network, CACFP Organizations will now have their own opportunities for receiving resources, idea-sharing, and more, via the Team Nutrition CACFP Organizations Network. In January, Team Nutrition CACFP Organizations will have the opportunity to request new nutrition message decals to display at their child care sites.

Joining the Team Nutrition CACFP Organizations Network is free and easy! CACFP's sponsors and independent centers can enroll now online via <https://www.fns.usda.gov/tn/cacfp>. We look forward to hearing from you!

Cash in the CACFP



As a participant in the Child and Adult Care Food Program, your agency signed a permanent agreement stating that you will have internal controls in place that protects CACFP federal funds received from fraud, abuse, and mismanagement. One control is to limit the use of cash to purchase items for the CACFP.

The use of cash on a daily or frequent basis puts your federal funds in jeopardy of not being protected from loss or theft. In addition, cash used to pay payroll can put your agency at risk of failing to pay the proper payroll taxes to state and federal government.

A safer and preferred method is to utilize the bank account that your federal funds are deposited into to track expenditures electronically through the use of a debit, check or automatic (ACH) withdrawal system. The use of these methods of payment not only protects your organization from loss or theft but it provides: (1) a tracking system of your organization's funds; (2) insurance on any payment made as long as it is through a financial institution that is FDIC; (3) contact information for any support documentation (i.e. receipt) that may not have been received at the point of sale or lost; (4) limited access to the use of the funds. Another method is to use a business credit card to purchase program supplies for your agency and then make a payment to the credit card company from your agency's bank account.

Having the proper internal controls in place to protect the federal funds from fraud, abuse and mismanagement may help your organization from future issues such as loss in CACFP funding or CACFP participation.

Active Early Healthy Bites



Inclusion in physical activity

Physical activity may be different for children with a developmental disability. If you are working with a child who has an identified developmental disability, think about how physical activity opportunities can be adapted to meet the child's individual needs. Here are a few examples:

- A child with a speech or language delay or hearing loss may need more frequent visual and verbal cues, such as counting to three by voice and on your fingers, and jumping three times.
- A child with a cognitive delay may need instructions broken into small, simple steps. The child may benefit from partnering with a friend who can help demonstrate the steps.

- A child with autism may be more or less sensitive to noise, touch, or light. You may need to adapt equipment, materials, and the environment. Additionally, routines are very important with activities occurring at the same times throughout the day.

- A child with physical challenges can thrive in environments that provide ample space to navigate. Include adaptive equipment and store materials accessibly. You can modify activities to use different body parts or motions.

Be careful not to generalize. Not every child with a certain type of disability or delay will respond to the same adaptations. Get to know the children in your care and customize adjustments to each child.

If you are aware that a child is developing at a different rate or in a different way, be sensitive to the needs of that child and the child's parents. Be sure you understand the child's Individualized Education Plan (IEP) or Individualized Family Service Plan (IFSP) and how it relates to physical activity. Physical activity should be flexible and adaptable to all children in your care. Resources are available to help you adapt activities and materials so all children can participate in physical activity.



Food Safety

From Cooking up Healthy Habits: A Guide to CACFP Meals

Making sure food is handled and cooked properly is important to avoid any illness in your center, home or classroom. Follow these tips to be sure you do not put anyone at risk for foodborne illness.

Temperature danger zone: between 41°F and 135°F — pathogens (bacteria or other harmful organisms) grow in this range. They grow especially fast between 70°F and 125°F. To avoid this, your freezer should be set to 0°F and your refrigerator set to 40°F.

Storage

- Ready-to-eat food can be stored for only seven days if it's held at 41°F or lower. The countdown begins on the day the food was prepared or a container of food was opened.
- Store meat, poultry, seafood, and dairy items in the coldest part of the freezer or refrigerator, away from the door.

- Store raw meat, poultry, and seafood separately from ready-to-eat food. If raw food and ready-to-eat food cannot be stored separately, store ready-to-eat food above raw meat, poultry, and seafood. This will prevent juices from raw food dripping onto ready-to-eat food.

Thawing

- Frozen food should not be thawed at room temperature as it presents a risk for bacteria growth.
- Cooler: Thaw food in a cooler (refrigerator) keeping its temperature at 41°F or lower. This requires advance planning — your daily menu planning template will come in handy.
- Running water: Submerge the food under cool to cold running water and always use a clean and sanitized sink.
- Microwave: Thaw food in the microwave only if it will be cooked immediately after thawing. The food must be cooked in conventional cooking equipment such as an oven once it is thawed.

Cooking

In order to be sure cooked food has reached the right temperature, it is a good idea to have a meat thermometer handy! Minimum internal cooking temperatures (place thermometer in the thickest part):

- 165°F for 15 seconds: Poultry
- 155°F for 15 seconds: Ground meat
- 145°F for 15 seconds: Steaks/chops of pork, beef, veal, lamb; seafood including fish, shellfish, and crustaceans
- 145°F for 4 minutes: Roasts of pork, beef, veal, lamb
- 135°F: fruit, vegetables and grains (rice/pasta), legumes (beans) that will be served hot

Cooling and Reheating Food

- First cool food from 135°F to 70°F within two hours of cooking. Then cool it from 70°F to 41°F or lower in the next four hours. If food has not reached 70°F within two hours, it must be reheated and then cooled again.
- If the food has been prepared, cooled and stored properly according to what is stated above, it may be reheated to any temperature.
- You must reheat food for hot-holding to an internal temperature of 165° F for 15 seconds. Make sure the food reaches this temperature within two hours.

Holding for Service

- Hold hot food at an internal temperature of 135°F or higher.
- Hold cold food at an internal temperature of 41°F or lower.

Best ways to keep food hot are: using the “keep warm” setting on your oven/holding food, in the oven at a temperature of 135°F, or preparing meals to be served immediately.





New Guidance

Listed below are recent policy memos issued by the United States Department of Agriculture (USDA) and a brief summary of each one. Click on the following link <http://www.fns.usda.gov/cacfp/policy> to access the complete list of USDA policy memos and to download copies.

[CACFP 14-2018 60-Day Claim Submission and 90-Day Reporting Requirements for Child Nutrition Programs](#)

USDA updated clarifying guidance for State agencies regarding the 60 Day Claim Submission and 90 Day Reporting Requirements for Child Nutrition Programs which was released on April 25, 2018. This latest version includes edits to align with changes made in the Summer Food Service Program Simplified Cost Accounting Final Rule published on June 1, 2018. All changes included in this guidance are to be implemented by State agencies by October 1, 2018. The DPI has updated our Claim Submission webpage to reflect the guidance <https://dpi.wi.gov/nutrition/online-services/claim-submission-deadlines>

[CACFP 01-2019 Guidance for FY19: Updated CACFP Meal Patterns and Updated NSLP and SBP Infant and Preschool Meal Patterns](#)

On April 25, 2016, USDA's Food and Nutrition Service published the final rule "Child and Adult Care Food Program: Meal Pattern Revisions Related to the Healthy, Hunger-Free Kids Act of 2010" (81 FR 24348). These regulations were intended, in part, to update the CACFP meal pattern requirements in 7 CFR 226.20 and the meal pattern requirements for infants and preschoolers in the National School Lunch and School Breakfast Programs under 7 CFR 210.10 and 220.8. Child Nutrition Program (CNP) operators were required to comply with these updated meal pattern requirements no later than October 1, 2017.

[CACFP 02-2019 Update of Food Crediting in the Child Nutrition Programs](#)

This memorandum informs stakeholders on the progress made by the Food and Nutrition Service in updating the food crediting system for all Child Nutrition Programs (CNP), including the National School Lunch Program, School Breakfast Program, Child and Adult Care Food Program, and Summer Food Service Program. This is a first step by FNS towards improving the CNP crediting system to best address today's evolving food and nutrition environment and meet the needs of those operating and benefiting from the CNPs.

[Final Rule Child Nutrition Programs Flexibilities for Milk, Whole Grains, and Sodium Requirements](#)

This final rule will codify, with some extensions, three menu planning flexibilities temporarily established by the interim final rule of the same title published November 30, 2017. First, it will broaden the milk options in the National School Lunch Program and School Breakfast Program by allowing local operators to permanently offer flavored, low-fat milk. For consistency across nutrition programs, it will also allow flavored, low-fat milk in the Special Milk Program for Children and in the Child and Adult Care Food Program for participants ages 6 and older. Second, this final rule will require that half of the weekly grains in the school lunch and school breakfast menu be whole grain-rich, thus ending the need for the exemption process. Third, it will provide schools in the lunch and breakfast programs more time for gradual sodium reduction by retaining Sodium Target 1 through the end of school year (SY) 2023-2024, continuing to Target 2 in SY 2024-2025, and eliminating the Final Target that would have gone into effect in FY 2022-2023. By codifying these changes, USDA acknowledges the persistent menu planning challenges experienced by some schools, and affirms its commitment to give schools more control over food service decisions and greater ability to offer wholesome and appealing meals that reflect local preferences.

Pop Quiz Answer:



False!

If a household receives FoodShare benefits, they must enter their FoodShare Wisconsin **case number** which is 10 digits.

If a household records a Quest Card number on the HSIS, the form cannot be determined as free.

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