CDA Annual Nutrition Training
2018
Mandatory Training Topics:

- Meal Counts/Meal Time Policy
- Record Keeping Requirements
- Submission and Review of Claims
- CACFP Reimbursement Systems
- Civil Rights
- Health, Safety, and Sanitation
- Meal Pattern Requirements
The CACFP Meal Time Policy states that the start of a major meal must be at least 3 hours after the beginning of the previous major meal when no snack is served.

If a snack is served between major meals, then there must be at least 2 hours between the snack and the major meal.

Example: Josie Providerkins serves her meals as follows:

- **Breakfast**: 8:30 a.m.
- **Lunch**: 11:30 a.m.
- **PM Snack**: 2:00 p.m.
- **Dinner**: 4:00 p.m.

*These mealtimes correctly reflect the mealtime policy regulations.*

Meals must be served during the period normally considered appropriate:

- **Breakfast**: before 9 a.m.
- **Lunch**: starting at 11 a.m. and finished by 1:30 p.m.
- **Dinner**: between 4 p.m. and 7 p.m.

Meals for infants (under one year of age) may be served during a time consistent with the infant's eating patterns.

Per regulation, meal times are set, and meals served within these time frames are credited. Infants eat on demand, and meals they eat are credited within the time frames set above.

Example: An infant wakes up at 1:40 pm for a feeding— that is reimbursed as a PM snack, not a Lunch (between 11:00 am and 1:30 pm)

Please keep in mind that children should be present for a minimum of 10 minutes from the beginning of the meal time for it to be reimbursable.
1. **What is a meal count?** A Meal Count is a record of the number of meals you have served in a day. This data is saved by you all month in Minute Menu when you claim online.

Alternatively, if you claim using scanner forms, you must correctly bubble in the date, children in attendance, daily attendance and the foods that you served at each meal. This form must be filled out accurately as it is a legal document for your business. It is your responsibility to save all of your paperwork each month.

2. **How does the meal count affect your reimbursement?** If the attendance and menus are not recorded correctly, the meals will be disallowed and the money for those meals will be deducted from your total reimbursement.

**It is a Food Program regulation that you record your meals and attendance daily. The Same Day Entry feature in Minute Menu online can protect you from ever becoming Seriously Deficient due to being behind on paperwork.**

It is important to remember that the Food Program can only reimburse for **2 major meals and 1 snack OR 1 major meal and 2 snacks** per day per child. If additional meals are claimed, they will be disallowed. Claiming additional meals causes errors in your monthly claim report and, as a best practice, you should check your claim each day to ensure that you have claimed only the correct meals for each child. Any additional meals claimed will be disallowed.

When claiming meals in KidKare, once you have entered all of your menu components, you will select the present children’s names from the list below the menu. If you click on the child’s name, the box will turn green and they will be marked as present for that meal. In the box with the child’s name, on the right side is a smaller box with “1” and another with “2.” These are for your first or second serving. The first serving will be automatically selected. Click on the 2 to switch to second serving when applicable. Just to the right of the first/second serving boxes is another icon that looks like three horizontal lines. If you click this icon you will be able to let us know if that child is in your care because they are sick or because there was no school that day.
If you claim using the bubble form, make sure to double check who and what you have claimed each day. Check that you have bubbled in the correct number for each food you served and each child you served so that you are not disallowed a meal due to a clerical error.
How do I claim children who are on vacation from school and will be in my care?
Providers who use the scanner forms, please record on the green CIF (Claim Information Form) the names of the children, the dates they are out of school, and the hours they are in your full time care. “Talk to us” on the green form.

If you claim online, (click) click the no school* (click) button for children who are enrolled before and after school.

If a child is present on a day not normally scheduled, use the in and out times. (click) For example Aj’s enrollment shows he’s scheduled in your child care Tuesday to Friday from 6am to 6pm, but the parent needs you to care for him on a Monday.

*Best practice is to enroll the child with the earliest drop off time to latest pick up time & all the days they may be present in your childcare.

If you claim children for any meals including Saturday, your Monitor is required to visit you at those times. At least half of the children normally claimed should be present for those meals at the time of your Monitor’s visit. If they are not, she is required to do a follow up visit. If at least half of the children normally claimed are not present at the 2nd attempt to see that meal service, you will no longer be able to claim that meal until it can be verified by your Monitor that children are generally present at that time.

To claim children that were not present for the meal is against program regulations and may cause you to become Seriously Deficient.

Remember, claiming accurately is extremely important. Make it a habit to check your claim daily.
Whether you claim online or on scanner (bubble) forms to claim your menus and attendance, you must retain copies of this information for your personal records. These are your business transaction records and, per the IRS and Food Program regulations, must be kept for the current Federal Fiscal Year (FFY)* plus the 3 previous years for tax and audit purposes. If you claim online, this information will be stored in Minute Menu and you will be able to print it when necessary. If you claim on scanner forms, you would benefit from keeping a binder that is just for your food program records.

You must keep copies of signed enrollment forms, monitoring visits, your Permanent Agreement, and all other CDA Food Program related documents, such as signed medical statements for any children requiring them, for the current FFY and 3 previous years. These documents can be kept organized in the same binder as your menu and attendance records so that it is immediately available at your home at the time of a visit. Separate by month and year to stay organized!

Always have the current year’s documents readily available in your home; previous years can be kept in storage.

* The Federal Fiscal Year goes from October 1st of the current year through September 30th of the following year.
All claims must be submitted by the 5th of the month whether you claim online or on paper. If you claim online, you should be submitting your claim by the first day of the new month in order to continue claiming meals and attendance for the children in your care.

To submit your claim in KidKare, select the Food Program tab from the main menu on the left side of your screen. Check that the correct month is selected, review your claim information and click the small box that says I agree to the Terms and Conditions, then click Send. You can submit your claim from your computer, tablet, or your smart phone, making it as convenient as possible to get your claim submitted on time.

Please keep the following points in mind when completing your claim:

1. Review your claim for accuracy at the end of each day.
2. If you use parent sign in sheets, compare them to the children you marked for meals to be sure the children were in your care on the days you claimed them.
3. Remember that if your Monitor visits you when a particular child is not present for a meal, you may not claim them UNLESS you inform your Monitor at the time of her visit that the child will be arriving shortly and the meal will be served to them upon arrival and it is within the acceptable meal time frame.
4. If you claim online and miss entering a day, you will not be reimbursed for that day.
It is important to understand the process we follow in submitting your claim information to the California Department of Education each month. This short explanation will offer you some insight into our internal process.

Whether we scan your claim into Minute Menu or you enter it online yourself, the information is stored in Minute Menu and compiled into one report. We transfer that information from the Minute Menu report into this report on the State’s website. Within seconds of CDA submitting our claim to the State, they receive and accept it. Then, the State has 45 working days in which to process and reimburse your claim.
The first priority of any family child care provider is to protect the health and safety of the children in care. CACFP regulations require that CDA reports to the appropriate health or licensing authorities any situations witnessed at a site visit that pose a threat to the health or safety of the children in care.

CDA monitors are trained to exercise their best judgment when determining whether or not a situation could be considered a serious threat to the children in care. Once that determination has been made, your Monitor will follow CDA’s Health and Safety procedures.

Some situations that may cause your Monitor to question the health and safety of children in a facility are:

- Children are left unattended
- The play area has easy access to a busy street
- An aggressive animal is in the children’s area
- Monitor realizes there is a lost/missing child during a visit
- Monitor suspects the mistreatment of a child
- Monitor suspects sexual, physical, or emotional abuse of children, staff, or family members while at the child care facility
- Monitor witnesses an injury to a child requiring medical or dental care
- Monitor witnesses a mental health emergency
- Health and safety emergencies involving parent/guardians, or visitors at the child care facility
- If the death of a child or staff member occurs (including a death that occurs outside of the facility due to an illness/injury sustained at the facility)
- Monitor is present while a threatening individual is attempting to gain entrance to the facility
It’s important to keep your daycare clean and free of trash and clutter to ensure the safety of the children. We all know that small children are inclined to touch everything and are especially prone to picking things up and putting them directly in their mouths!

A few things to remember:

- Have designated receptacles for trash and recycling
- Keep walkways clear of clutter
- Clean and sanitize areas where the children play each day
- Clean and sanitize the children’s restroom each day
- If training potties are used, clean and sanitize them
- Hands should be washed after restroom use and before and after meals
- Animal litter boxes should be kept in an area that the children do not have access to
Civil Rights

- Institutions participating in Federal programs must comply with Federal civil rights requirements.

- To qualify for Federal financial reimbursement, CACFP participants assure that they will operate in compliance with all Federal nondiscrimination:
  - Laws
  - Regulations
  - Instructions
  - Policies and guidelines

Any organization that accepts Federal financial assistance (such as CACFP reimbursement) must abide by Federal civil rights regulations. These regulations are meant to ensure that program benefits are made available to all eligible persons. Discrimination on the basis of race, color, national origin, sex, age or disability is strictly prohibited on the CACFP as described below in this statement appearing on CACFP forms.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint_filing_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
2) Fax: (202) 690-7442; or

3) Email: program.intake@usda.gov.

This institution is an equal opportunity provider.

There is no discrimination in admissions policy, meal service, or in the use of facilities.
This *Building for the Future* poster **must be prominently displayed in your Child Care Home**. In the event that a parent feels that they or their child have been discriminated against in your facility on the basis of race, color, national origin, sex, disability, or age, the phone number on the poster for the USDA’s civil rights office must be available for them.

When serving meals, make sure that each child receives the same meal regardless of any of the above mentioned classes.
Operating within your license capacity is an USDA and licensing regulation. Please pay close attention to the following examples and call the office or talk to your Monitor if you have any questions.

**A small facility would be over capacity if:**
- There are 5 children present under the age of 2 years.
- You would be over capacity if you have 7 children present but none of them are school age/attending school.
- You would be over capacity if at least one of the school age children is not 6 years old.
- You would be over capacity if you have 9 or more children present at the same time.

**A large facility would be over capacity if:**
- There are 5 children present under the age of 2 years.
- You would be over capacity if your 13\(^{th}\) (and 14\(^{th}\)) child is not school age and attending school.
- You would be over capacity if at least one of the school age children is not 6 years old.
- You would be over capacity if your helper was left alone with 7 (or more) toddlers while you do school pick up.
- You would be over capacity if you had 15 or more children present at the same time.

Please reference the capacity chart above to understand the ages of children in care to ensure you operate within your license capacity.

Although on the nutrition program the infants are birth to 11 months, under California licensing children are consider infants until the day of their second birthday.
The Meal Pattern must be displayed in your kitchen or food prep area so that you or a helper preparing meals can easily access it to ensure that you are serving the correct foods in the appropriate amounts to the children in your care. **Your Monitor will ask to see the posted Meal Pattern at each visit.**

It is your responsibility to serve foods and food portions that comply with USDA’s Meal Pattern requirements, specifically foods and portions that fit the age of the child being served. At a home visit, your Monitor reviews not only your menus and attendance, but also observes the portion sizes of the meal components being served during the visit. If insufficient portions are offered to the children, the meal will not be reimbursed, and the visit does not count as an unannounced meal observation. An additional monitoring visit will have to be conducted.

Milk is required at all major meals — breakfast, lunch, and dinner — for the meal to be reimbursable. You must follow the USDA and Licensing guidelines for milk which are posted on the slide above.

You may serve cow milk, goat milk, Lactaid, organic milk, etc., as long as the correct fat percentage is being used. Please see the slide above for reference.
Now we will be going into more detail with the changes on the meal pattern.
Grains Component

There are 3 main changes to the grains component:
- The removal of grain based desserts
- A whole grain is required at least once a day
- A new breakfast cereal sugar limits
Grain-based desserts include cakes, cookies (including vanilla wafers), brownies, donuts, toaster pastries, sweet rolls, cereal bars, breakfast bars, granola bars, coffee cake, and sweet pie crusts, which include dessert pies, cobblers, and fruit turnovers.

None of these foods can be credited toward a CACFP reimbursable meal or snack.

It’s important to note that there is no specific amount of sugar, fat, or other nutrient that qualifies a grain-based dessert – it’s simply based on what the grain item is and whether that category of food is considered a grain based dessert by USDA.

Homemade granola bars and other grain-based desserts are not allowed. However, quick breads like banana bread and zucchini bread and muffins are allowed. Animal crackers and graham crackers are still allowed and do count toward the grains component.
Another change is that at least one serving of grains per day must be whole grain-rich.

What does whole grain-rich mean? It is defined as a product that contains at least 50 percent whole grains and all other grains are enriched. You can determine if a grain product is whole grain-rich by looking at the ingredient list on the label.

This applies to the child meal pattern only – not infants.

As a reminder, all reimbursable grains served in CACFP must be enriched OR whole-grains to be credited toward the grains component.

Cereals, both ready-to-eat and hot, must be enriched, whole-grain, OR fortified to be credited toward the grains component. This is not a new requirement.
How do we tell if whole grains are the primary ingredient by weight?
First, you need to find the ingredient list on the product packaging. Ask yourself – is the first ingredient a whole grain? Ingredients are listed in descending order by weight. The first ingredient weighs the most and therefore is the primary ingredient by weight.

Some common names for whole grains include:
• those with the word “whole” listed before a grain, for example, “whole wheat”.
• rolled oats and oatmeal (including old-fashioned, quick-cooking, and instant oatmeal) are all whole grains

Next, look at the rest of the ingredients to ensure that all the other grains are also whole or enriched.
Grain products such as breads and cereals are whole grain-rich if the first ingredient listed on the product’s ingredient list is a whole grain or if the first ingredient is water and the second ingredient is a whole grain, AND all other grains listed are whole or enriched.
Crackers Made with Whole Grains

Ingredients: Enriched wheat flour, water, whole wheat flour, contains 2% or less of each of the following: yeast, salt, natural flavor (wheat), soybean oil, minced garlic, wheat gluten, calcium sulfate, enzymes (wheat), and ascorbic acid.

No, these crackers are not whole grain-rich. The first ingredient is enriched wheat flour, which is not a whole grain.

Example : Crackers made with whole grains

What do you think, is this product whole grain-rich?

The answer is No, this item is not whole grain-rich. The ingredient statement for this product lists enriched wheat flour as the first ingredient, which is not a whole grain. This product does contain a whole grain, but it is not the primary ingredient by weight and therefore this product is not whole grain-rich.

Be careful of products that say “made with whole grains” – most of them do not meet the whole grain-rich criteria.

This is a reimbursable product but it will not be considered your whole grain for the day.
Another method for determining if a product is whole grain-rich is to look for a whole grain health claim on the product packaging.

A food is considered whole grain-rich if it has one of these two Food and Drug Administration, or FDA approved whole grain health claims on the package:

• “Diets rich in whole grain foods and other plant foods and low in total fat, saturated fat, and cholesterol may reduce the risk of heart disease and some cancers.”

• “Diets rich in whole grain foods and other plant foods, and low in saturated fat and cholesterol, may help reduce the risk of heart disease.”

If one of these claims appear on the product packaging word for word, you do not need to look any further at the ingredient list – you can just serve this product as one of your whole grain-rich items.
Here is an example of a product that contains one of the two FDA whole grain health claims on the product packaging. You can see it is printed right on the front of the cracker box, on the lower right side.

This claim qualifies this product as whole grain-rich, no further information is necessary.
You may also see one of these whole grain stamps on product packaging. Be careful with these stamps, as they do NOT mean the product meets the CACFP whole grain-rich criteria. There are two types of stamps – the basic stamp, which just means there are some whole grains in the product, and the 100% stamp, which means the product MAY meet the CACFP whole grain-rich criteria.

However, don’t just use this stamp as your proof that the product is whole grain-rich, you still need to look at the ingredient list to make sure there are no non-enriched grains in the product.
Menus & Whole Grain-Rich Foods

You decide which meal or snack will include a whole grain food

Examples of WG menus:
- Oatmeal, bananas and milk for breakfast
- Whole wheat bread, ham, lettuce & tomatoes, oranges and milk for lunch
- WG corn tortillas, chicken, tomatoes, jicama and milk for dinner

You can decide which meal or snacks you will serve and claim whole grain-rich food items. It does not need to be the same meal type every day – you could serve a whole grain-rich food at breakfast one day, and snack another day, as long as at least one credited meal or snack per day includes a whole grain-rich item.

As you incorporate whole-grain rich foods into your meals, you must identify the correct whole grain product.

If on scanner forms, you will use your food chart to identify the correct WG item. Additionally you must bubble which meal contains the WG in the “WHOLE GRAIN SERVED AT” box.

If claiming online you need to make sure the WG button is slid to Yes.
Remember to keep all of your labels for all of the whole grain-rich food products you serve.

You can keep the actual labels, photos of the labels, or photo-copies of the labels. They can be stored electronically or in a paper file. Keeping labels can be as easy as taking a photo with your tablet or smart phone.

Make sure to keep all the relevant information – the ingredient list along with the name of the product should be maintained on file, as you see here.
Another grains component change is that all breakfast cereals served in CACFP must now meet a sugar limit of 6 grams of sugar per ounce of dry weight, which is equal to 21.2 grams of sugar per 100 grams of dry cereal. This applies to ready-to-eat breakfast cereals as well as hot cereals like oatmeal.
The changes in the new meal pattern with the meat/meat alternate food component in the CACFP include:
- Allowing a meat/meat alternate to be served at breakfast in lieu of a grain
- Allowing the service of tofu and soy yogurt
Meat/Meat Alternate May Be Served In Place of the Grains Component at Breakfast a Maximum of 3 Times Per Week

1 oz. equivalent M/MA = 1 serving grain

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Grain Requirement</th>
<th>Meat Equivalent</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ages 1-2</td>
<td>½ serving</td>
<td>½ ounce M/MA</td>
<td>1/8 cup cooked beans</td>
</tr>
<tr>
<td>Ages 3-5</td>
<td>½ serving</td>
<td>½ ounce M/MA</td>
<td>1 Tablespoon nut butter</td>
</tr>
<tr>
<td>Ages 6-12</td>
<td>1 serving</td>
<td>1 ounce M/MA</td>
<td>2 ounces or ¼ cup cottage cheese</td>
</tr>
</tbody>
</table>

One change is that a meat/meat alternate may be used to replace the entire grain component at breakfast a maximum of three times per week. This change increases variety to the breakfast menu.

A meat/meat alternate may only be used to take the place of the entire grain component and not a portion of the grain component. You are only reimbursed for offering 3 items at breakfast: Milk, a fruit or vegetable, and either a grain or a meat/meat alternate; not both. If you offer both a grain and a meat/meat alternate, you claim either a meat/meat alternate or a grain; not both.

Whether you claim on scanner forms or online, the claiming system will automatically credit the meat/meat alternate and disregard the grain component when both are claimed at breakfast. The grain component will not be credited and will not count for the day, even if you served a whole grain.

At breakfast, one ounce equivalent of meat/meat alternate equals one serving of grain.

If you are serving children ages 1 to 2 who need one-half of a grain serving at breakfast, you would serve one-half ounce of a meat/meat alternate. One-half ounce of a meat/meat alternate could be 1/8 cup cooked beans or 1 tablespoon of a nut butter.

If you are serving children ages 6 to 12 who need one ounce of grain serving at breakfast, you would serve one ounce of a meat/meat alternate. One ounce of a meat/meat alternate could be one-fourth cup cottage cheese or one-half cup yogurt.
Another change for the meat/meat alternates component is that tofu is now creditable.

The ability to offer tofu as a meat alternate allows providers to diversify their menus and better meet the dietary needs of vegetarians and culturally diverse groups. Additionally, the Dietary Guidelines for Americans note that consumption of a balanced variety of protein foods, including protein sources like tofu can contribute to improved nutrient intake and health benefits.

Tofu is made of soybeans and is a source of protein and iron. Tofu comes in many textures.
Tofu Crediting

- Homemade tofu and soy products are not creditable.
- Tofu must be recognizable in the dish.
- If tofu is an ingredient in processed tofu products, a Child Nutrition (CN) label or product formulation statement is required.
- Tofu must contain at least 5 grams protein per 2.2 ounces (1/4 cup).

\[
\text{(2.2 oz.)} \quad \frac{1}{4} \text{ cup} \quad \geq \quad 5 \text{ grams protein} \quad = \quad 1 \text{ ounce equivalent meat alternate}
\]

There are three requirements for using tofu:

- Homemade tofu is not creditable.

- Foods served in the CACFP should be easily recognized as part of a food component. Tofu must be recognizable in the dish such as firm tofu in stir-fries and omelets. Links and sausages made from tofu are recognizable as meat substitutes. Make sure to keep the CN label. Tofu does not credit towards the meat/meat alternate when it is blended in dishes where it is not recognizable. Also, tofu noodles are not easily recognizable as a meat substitute but rather imitate the grains component and are not creditable because it is not easily recognized as a meat substitute.

- Tofu must contain 5 grams of protein per 2.2 ounces or one quarter cup (1/4 cup) to equal 1 ounce of the meat/meat alternate.
Another change to the meat/meat alternates is that soy yogurt is now creditable. Like tofu, soy yogurt must not be homemade.

One-half cup or 4 ounces of soy yogurt credits as 1.0 ounce equivalent meat alternate.

The new meal pattern requires yogurt, including soy yogurt, to contain no more than 23 grams of sugar per 6 ounces or three quarter cup for meals.

Best practice is to purchase plain yogurt and add fresh fruit.
Items such as drinkable yogurt, homemade yogurt, almond milk yogurt, coconut milk yogurt, yogurt flavored products, yogurt bars, yogurt covered fruits and nuts, and yogurt in commercially prepared smoothies are not creditable in the CACFP.
Vegetable Food Component

AND

Fruit Food Component
Separation of Vegetables & Fruits

- **Breakfast:** 1 fruit or 1 vegetable or a combination of both

- **Lunch & Dinner:** 1 vegetable and 1 fruit or 2 different vegetables

- **Snack:** A vegetable serving and a fruit serving can be the two food components that = a snack

When planning to serve vegetables and fruits at breakfast, you have the option to serve a fruit or a vegetable, or a combination of both.

At lunch and dinner, you can serve one vegetable and one fruit, or two different vegetables.

At snack, you can now serve a vegetable and a fruit as the two food components that make up a snack.

But, if you elect to do this, keep in mind that you will need to provide \( \frac{1}{2} \) cup of fruit and a \( \frac{1}{2} \) cup of vegetables to both Toddlers and Preschoolers and \( \frac{3}{4} \) cup of fruit and \( \frac{3}{4} \) cup of vegetables to school aged children.
Let’s take a look at the updated meal pattern charts for lunch and dinner meals now that vegetables and fruits are separated into their own distinct food components.

You can see that for toddlers and preschoolers, the minimum required portion sizes are an even split between the vegetables and the fruits.

But for the older, school age groups (the 6-12 year olds) they must be served ½ cup vegetable and a ¼ cup fruit. You’ll notice that USDA has placed more emphasis on the portion size of vegetables in relation to the portion size of fruit.

<table>
<thead>
<tr>
<th>Child Meal Pattern – Lunch and Dinner</th>
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<tbody>
<tr>
<td></td>
</tr>
<tr>
<td>1-2 yr. old</td>
</tr>
<tr>
<td>Vegetables</td>
</tr>
<tr>
<td>1/8 cup</td>
</tr>
<tr>
<td>Fruits</td>
</tr>
<tr>
<td>1/8 cup</td>
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</tbody>
</table>
Two Servings of Fruit No Longer Allowed at Lunch and Dinner

<table>
<thead>
<tr>
<th>Option 1</th>
<th>Option 2</th>
<th>Option 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vegetable</td>
<td>Vegetable</td>
<td>Fruit</td>
</tr>
<tr>
<td>Fruit</td>
<td>Vegetable</td>
<td></td>
</tr>
<tr>
<td>Grain</td>
<td>Grain</td>
<td>Grain</td>
</tr>
<tr>
<td>Meat/Meat Alternate</td>
<td>Meat/Meat Alternate</td>
<td>Meat/Meat Alternate</td>
</tr>
<tr>
<td>Milk</td>
<td>Milk</td>
<td>Milk</td>
</tr>
</tbody>
</table>

When designing your lunch and dinner menus to include vegetables and fruit, keep in mind that you can plan the menu using:

- Option 1 - which includes one vegetable serving and one fruit serving OR
- Option 2 - which includes two different vegetable servings. In an effort to increase the amount of vegetables offered to the children and to provide greater flexibility to you. The updated meal pattern requirements allows you to substitute the fruit component serving with a different vegetable serving at lunch and dinner meals.

For example, steamed broccoli and cooked carrots could be served for lunch or dinner. Keep in mind that when a vegetable is substituted for the fruit, the serving size of the vegetable must be the same serving size as the fruit it replaced.

- But note that Option 3, offering two different fruit servings at lunch or dinner is no longer reimbursable.
USDA has limited the service of juice to a breakfast or snack once per day.

Pasteurized, 100% juice, can be a great source of essential nutrients but lacks dietary fiber found in whole fruit.
Milk is required at all major meals — breakfast, lunch, and dinner — for the meal to be reimbursable. You must follow the USDA and Licensing guidelines for milk. There are changes to the meal pattern that have to do with the fat content and sugar content of the milk.

Milk can be classified as whole, 1% or low-fat, skim or fat-free depending on the fat content.

When a child turns one year of age the child must be on whole milk. When children turn two years of age through age 12, unflavored 1% or skim milk is required, as seen above.

You may serve cow milk, goat milk, Lactaid, organic milk, etc., as long as the correct fat percentage is being used.
Making an immediate switch from whole milk to low-fat or skim milk may be challenging for some children. There is a one-month transition period. This means that meals served to children 24 months to 25 months old that contain whole milk may be claimed for reimbursement.

During this time 24 month old children can be served whole, 1% or skim milk.
Breastmilk Past Age One

• May be served as a fluid milk to children of any age
• A meal/snack is reimbursable
  • If a mother breastfeeds her child on-site
  • If a parent/guardian provides expressed breastmilk
• Breastmilk may be served in combination with other milk types for a reimbursable meal
  • If a mother brings ¼ cup breastmilk for her 1 year old child, you would supply ¼ cup unflavored whole milk for a total of ½ cup serving

Breastmilk may be served to children past the age of 1. This allows providers to claim reimbursement for a meal or snack when a mother chooses to breastfeed her child on-site or if she provides expressed breastmilk to be fed to their child.

It is important to note that a parent should supply the age appropriate minimum serving size for the child in order for the meal to be reimbursable.

If a parent provides less than the minimum serving size, you must make up the difference by serving additional milk for the meal to be reimbursable.

For example, a parent brings ¼ cup of breastmilk for her 1 year old child for the lunch meal. The minimum serving size for this age group is ½ cup; therefore, you would provide an additional ¼ cup of unflavored whole milk for a total of ½ cup to make up the difference in order for the meal to be reimbursable.

In this situation, breastmilk and whole milk do not need to be mixed in the same cup, they can be served separately.
Fluid Milk Substitutions
Nutritionally Equivalent to Cow’s Milk

- Allowed for non-disability medical or special dietary need
- Medical statement is not required if nutritionally equivalent to cow’s milk
- Request must be made in writing

Some children may require milk substitutions.

If a child cannot have fluid cow’s milk due to a non-disability special dietary need, non-dairy beverages may be served in its place without a medical statement. However, the non-dairy beverage must be nutritionally equivalent to cow’s milk. Soymilk is currently the only milk alternative that meets USDA requirements, however not all brands of soymilk meet the requirements, so CDA will supply you with a list of USDA approved soymilks to choose from (see selection below). If you have a child in your care who requires soymilk, call the office to talk to the nutritionist. She will send you a Soy Milk Request Form. This form must be filled out and signed by the parent and the provider, then returned to CDA.

The following Soymilks are reimbursable:
- Lucerne Soymilk, Original flavor
- Pacific Natural Ultra Soymilk, Original flavor
- 8th Continent Soymilk, Original flavor
- Silk Soymilk, Original flavor (must be the refrigerated type; not the smaller, shelf-stable tetra-pak)
- Kikkoman Pearl Organic Soymilk, Smart Original
- Kirkland Signature Organic Soymilk, Plain
A CDA Medical Statement is required when a child has a disability that requires a non-dairy beverage that is not nutritionally equivalent to cow’s milk. For example, a child may have an allergy to cow’s milk and soy.

The top portion of the statement must be filled out by you, including the child’s name, and the parent information. The bottom portion of the statement MUST BE FILLED OUT BY THE PHYSICIAN or NURSE PRACTITIONER. They must state that the child has an allergy to milk/dairy products and that it is recommended that the child has an alternative milk. For example, almond milk is not nutritionally equivalent to cow’s milk. While cow’s milk has 8 grams of protein per serving, almond milk has only has 1 gram, so this would require a CDA Medical Statement.
Infant Meal Pattern Requirements
There are now two age groups instead of three.

The new age groups are:
• birth through 5 months and
• 6 months through 11 months
An advantage of having two age groups for infants is that the introduction of solid foods are delayed until around 6 months of age when infants are developmentally ready to accept them. Most infants are not ready to consume solids foods until midway through the first year.

According to the American Academy of Pediatrics, 6 to 8 months of age is often referred to as a critical window for initiating the introduction of solid foods to infants. In addition, by 7 to 8 months of age, infants should be consuming solid foods from all food groups.

Introducing solid foods too early may cause infants to choke on the food because they have not developed the necessary skills for eating solid foods. Introducing solid foods too early may cause an infant to consume less breastmilk or iron-fortified infant formula which could result in the infant not getting enough calories and essential nutrients for proper growth and development. Introducing solid foods too early could also result in weight gain.
Notice the serving size for food items in the 6 to 11 month age range for meals and snacks starts with zero. This does not include breastmilk or iron-fortified infant formula.

**Zero does not mean optional.** This serving size recognizes that not all infants will be ready to eat solid foods at 6 months of age. You must ensure that the meal/snack being served is appropriate for that infant’s developmental readiness.
The updated breakfast, lunch and dinner meal pattern for infants in the 6 to 11 month age range has expanded options in addition to or in place of iron fortified infant cereal.

Creditable infant foods include meat, fish, poultry, whole eggs, cooked dry beans or peas, cheese, cottage cheese, and yogurt.

Note that this list now includes whole eggs.

Previously, only egg yolks were creditable in the infant meal pattern because there were concerns with developing food allergies when infants are exposed to the protein in egg whites. However, the American Academy of Pediatrics recently concluded that there is no convincing evidence to delay the introduction of foods that are considered major food allergens, such as eggs.

This list also includes yogurt. The infant meal pattern allows yogurt as a meat alternate for older infants that are developmentally ready for it.

**Tofu and soy yogurt are not creditable as a meat alternate for infants.**
With the updated meal pattern requirements, ready-to-eat breakfast cereals can be served instead of bread, crackers, or iron-fortified infant cereal at snack. When choosing to serve ready-to-eat cereals at snack, it must contain no more than 6 grams of sugar per dry ounce.

The American Academy of Pediatrics recommends infants consume more vegetables and fruits. Vegetables and fruits are already required at breakfast, lunch and dinner meals for infants that are developmentally ready to accept them. To further help increase infants exposure of and consumption of vegetables and fruits, the updated meal pattern requires vegetables and fruits to be served at snack for infants who are developmentally ready to accept them.

This means there will be three components served for snack when the infant is developmentally ready.
Juice is Not Creditable for Infant Meals and Snacks

The updated infant meal pattern requirements do not allow juice to be served at meals or snacks. Juice lacks the dietary fiber found in other forms of fruits & vegetables.
The new meal pattern requirements encourage and support breastfeeding.

You may now claim reimbursement for meals when a mother directly breastfeeds her infant onsite.

Bottles must be labeled with the child’s name and date of expression.

All other required food components of the infant meal pattern must be served according to the infant’s developmental readiness to claim meals with breastmilk.
Other Meal Pattern Provisions
Water

- **Must be offered** and made available **throughout the day to children**
- Mealtimes: Water is not a part of a reimbursable meal and may not be served in place of milk

Water must be offered to children throughout the day, not just available upon request.

Some young toddlers cannot verbalize their request for water, so it should be offered throughout the day. They may require visual cues like showing them the water glass.

Remember at mealtimes that water is not part of a reimbursable meal and cannot be served in place of milk. When serving both at a meal, each must be in a separate cup.

Water is an excellent snack addition when no other beverage is served. It is not a requirement to serve water during meal service.
Deep-Fat Frying

- **May not be used to prepare meals on-site**
- Defined as food submerged in hot oil or other fat
- Too many deep-fat fried foods may contribute to chronic illnesses

How food is prepared is an important part of serving healthy meals in CACFP.

The updated meal pattern requirements no longer allows deep-fat frying as a way of cooking foods on-site. Deep-fat frying means that the food is cooked by submerging in hot oil or other fat.

Fried foods like fried chicken and French fries can contribute to chronic illnesses, such as heart disease, stroke, and even some forms of cancer because of the large amounts of calories and saturated fat in these deep-fat fried foods.

You may continue to stir-fry, pan-fry and sauté foods on site.
We will need to look at the Nutrition Facts Label to determine if yogurt meets the sugar limit. This slide shows a side by side illustration of the current nutrition facts label and the new format to be used by manufacturers by July 26, 2018.

The label on the left lists sugars and the new label on the right includes total sugars and added sugars. For our purposes always use the sugars or total sugars.

The original label is over 20 years old. The FDA updated the label to make sure you, the consumer, have access to information about the foods you are eating. The new label is going to help you make better informed choices when grocery shopping.
Any Questions?