



Provider's Food Program

August 2014 Newsletter

MEDICAL FORMS

The USDA Meal Pattern is very important to follow. Meals that do not contain all the required components cannot be reimbursed. But what about those children that have food allergies or other medical issues that make it impossible to serve a requirement component?

ANSWER: Children in this category CAN be exempted from the normal requirements, but ONLY if they have a signed doctor's note stating clearly that there is a medical reason requiring the exemption.

PROBLEM: A common problem we have is that providers are submitting doctor's notes supplied by the parents that do not contain the necessary information to qualify as an exemption. A note stating the child has "a medical problem" without specifically stating how it affects the meals served is not enough to satisfy the USDA guidelines.

SOLUTION: The State has provided a form to use that is designed for the parent to take to the child's doctor. The doctor simply needs to fill out the form and sign it for the parent, who can then give it to the provider. Once we receive that form here in the office, we can allow the provider to claim the meal without serving the exempted component to that child.



REMINDER

School is coming up soon! Be sure to check the enrollments for meals served to any children that will be starting school in September. If the child will be present for meals that he was not previously enrolled in, be sure to have the parents fill out a new enrollment. By doing this in advance you will be sure to be approved for the full reimbursement due to you!

TRAININGS

Once again we want to remind you to be sure to complete all 3 trainings for this year before September. It is VERY important that you be sure to do so in order to be able to claim for the month of September.

Any provider who does not complete all 6 hours of training by the end of September is at risk of being Seriously Deficient and may be disallowed for the entire month of September! We don't want to see that happen to you!

GROUP TRAINING SCHEDULE

Group trainings continue to be offered for those who are not able to complete the trainings on-line or as a home study. The following schedule list the time and place for training meetings to get credit for all 3 trainings:

GROUP TRAININGS		
AUGUST		
Date	Area	Language
August 9	Boston	Spanish
August 16	South Shore/Cape	English
August 30	Lawrence	English
SEPTEMBER		
Date	Area	Language
September 6	Springfield	English
September 13	Worcester	English
September 20	Boston	English

SIGN UP:
Please call to sign up for a specific training class and to get more information on the exact location. **DON'T WAIT! CALL NOW!**

ENROLL NOW!

ENROLLING IN A CLASS

Please be sure to call ASAP to enroll in a Group Training class. Some of the locations may have limited seating. Enrollment will be on a first-call/first-serve basis.

To Enroll, Call:

Mariel Sanchez (781) 287-1462

If she is not at her desk, leave a clear message with your NAME and the DATE of the training in which you wish to enroll.

TIERING FORMS

The Tiering forms for all Income Eligibility were sent out last month. If you forgot to send them in please do so immediately. You should have sent them back by August 1st to avoid missing out on the higher Tier rates for your July Claim, but you can still qualify for your August Claim!

NOTE: Using the Minute Menu Web Kids program makes claiming much easier!

Call us today to find out how to switch to Web Kids for FREE!

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