NON-CONGREGATE FEEDING & CACFP FLEXIBILITY DURING COVID-19

THIS TRAINING IS FOR QCC-SPONSORED SITES ONLY. OPERATIONAL RULES MAY DIFFER FROM OTHER SPONSORS.
OBJECTIVE

To learn about changes to QCC CACFP-operation during COVID-19

To learn how to implement the new flexibilities that will allow CACFP sites to serve meals to eligible children during the COVID-19 crisis
CACFP staff has shifted almost all of its operation to working at the homes of its staff.

Some operation still occurs at the office but social distancing is strictly enforced for those who come to the office periodically.

Staff can be contacted by email or by calling their QCC phones. Messages continue to be returned within 24 business hours.

Onsite monitoring will temporarily discontinue and will be replaced with offsite monitoring (desk reviews) starting April 2020.

Staff will continue to contact sites for closures/re-openings and technical assistance.
SUBMITTING MARCH CLAIMS

The process has not changed.

Normal mailings can go to our Atlanta office address.

Because of current and future restrictions and staff protection, be prepared of a potential 1-3 week delay in reimbursement. We will do everything we can to follow our original claim submission schedule.

Family Child Care Homes: Fill out our direct deposit form if you are receiving paper checks: https://www.qualitycareforchildren.org/forms/ or call Carmen at 404-479-4245.
CACFP COVID-19 UPDATES

www.qualitycareforchildren.org

FAQ is updated periodically as more information becomes available.
Waiver #1: CACFP Meal Times for Homes, Centers and At-Risk Afterschool Programs
Waiver #2: Non-congregate Feeding in CACFP (Grab-and-Go Meals)
Waiver #3: At-Risk Afterschool Programs Activity
Waiver #4: Allow Meal Pattern Flexibility in CACFP
Waiver #5: Allow Parents and Guardians to Pick Up Non-Congregate Meals for their Children
WHY DIDN’T YOU JUST MAKE THESE CHANGES FROM THE START?
OBEYING SHELTER-IN-PLACE ORDERS AND OTHER LOCAL RESTRICTIONS

At the time of this webinar, there is no universal list that the state of Georgia is using as a list of essential workers.

You must use your best judgement to obey local rules.

If you are closed for the operation of child care but participating in dissemination of meals, you are a meal site.

**QCC is not requiring any of its sponsored-sites to participate in non-congregate feeding (Grab-and-Grow meals).**
Purpose of Waivers: To Help CACFP Operators Feed Children During the COVID-19 Pandemic
“…[DECAL] may also adjust the time of meal service including suspension of meal times as needed in the CACFP during the public health emergency.”

What do this mean for me? – There is no requirement for CACFP sites to abide by the approved meal service times.

What does QCC want me to do? – During this period, it is expected that sites under QCC’s sponsorship who vary their meal service times do this to improve services to children. There is no requirement to request permission AT THIS TIME.

How long is this effective? - This remains in effect through June 30, 2020, or upon expiration of the federally declared public health emergency, whichever is earlier.
WAIVER #2: NON-CONGREGATE FEEDING IN CACFP (GRAB-AND-GO MEALS)

“…Therefore, FNS waives, for all States, the requirement [for CACFP meals to be served in a congregate setting to be consumed by participants on site].”

What do this mean for me? – You may prepare and send meals home (Grab-and-Go meals) for enrolled children in your child care program. Eligible children going to an At-Risk Afterschool Programs may also take home meals.

What does QCC want me to do? – Proper documentation must be maintained in Minute Menu and KidKare. Contact your Consultant (monitor) that you are going to participate.

How long is this effective? - This remains in effect through June 30, 2020, or upon expiration of the federally declared public health emergency, whichever is earlier.
Your child care program is not required to be open for the purpose of child care in order to provide Grab-and-Go meals. If your child care is closed for care, you may still provide Grab-and-Go meals.
Duplicate meals are not distributed to any child. (Child does not receive more meals than what he/she is supposed to receive.)

Meals should be distributed in clean, new, disposable packaging – no recycling of containers.
If you’re going to participate in non-congregate (Grab-and-Go) feeding, contact your Nutrition Program Consultant immediately.
WAIVER #3: AT-RISK AFTERSCHOOL PROGRAMS ACTIVITY

“…Therefore, FNS waives, for all States, [educational or enrichment activity requirements].

What do this mean for me? – At-Risk Afterschool Programs do not have to provide any educational activities and can concentrate on serving Grab-and-Go (non-congregate) meals only.

What does QCC want me to do? – Proper documentation must be maintained in Minute Menu and QCC-approved attendance forms.

How long is this effective? - This remains in effect through June 30, 2020, or upon expiration of the federally declared public health emergency, whichever is earlier.
WAIVER #4: ALLOW MEAL PATTERN FLEXIBILITY IN CACFP

“…Therefore, FNS waives, for all States, the requirements... to serve meals that meet the meal pattern requirements during the public health emergency.

What do this mean for me? – CACFP operators may make substitutions if they cannot find meal components that meet the meal guidelines.

What does QCC want me to do? – Request permission for each meal substitution that does not meet the meal pattern requirement because of supply and food access limitations.

How long is this effective? - This remains in effect through April 30, 2020, or upon expiration of the federally declared public health emergency, whichever is earlier.
WAIVER #4: HOW DO I MAKE A MEAL PATTERN SUBSITUTION TO QCC?

https://qualitycareforchildren.wufoo.com/forms/cacfp-disaster-flexibility-request/

Do you have limited email access?

Contact Compliance Manager at 404-479-4253.
CACFP Disaster Milk and Meal Flexibility Request

This request form is strictly for CACFP facilities that are under the sponsorship of Quality Care for Children. Contact Bright from the Start or your sponsor for flexibility during disasters.

DECAL state-level flexibility will only be granted to those impacted organizations, sites, or individuals located in a state in which a “State of Emergency” has been declared. In determining whether a “State of Emergency” exists in Georgia, the definition of “State of Emergency” provided in Part I of this document shall be applied.

FOOD COMPONENT- You may make requests for the following:
- Services without milk or an alternate form of milk (e.g., canned or dry)
- Special variations in menu planning and meal pattern (requires permission from USDA)

MEAL SERVICE - You may request the following:
- Temporary changes in the time of meal service

Complete the form below for us to submit your request to DECAL. If we have
- Your Name
  First  Last

- Email (A copy of your responses will be sent to this email. Make sure it is correct.)

- Phone Number to contact you directly about this request

- Name of Your Business

- Type of Program (Choose 1):

- Address of Care Site
  Street Address
  Address Line 2
YOUR REQUEST

FOOD COMPONENT REQUEST- Describe the nature of your request. Be very specific with details and vendors you have visited. What is the emergency? What difficulties are you having? What have you recently done to purchase the exact food components you need? If milk is an issue, what type of milk are you having difficulty finding?

What are you proposing to substitute in place of the item(s) you cannot find?

MEAL SERVICE REQUEST- Are you requesting a TEMPORARY meal time change?

Please list the proposed TEMPORARY change in meal times.
I acknowledge that I may initiate my request upon submission of this form due to the nature of the disaster. However, this permission is CONDITIONAL until DECAL and/or USDA-FNS approves my request. In the event permission is not granted later, meals that did not follow the USDA meal pattern cannot be reimbursed to me.

☐ Yes, I acknowledge that permission to make the substitution is conditional and that I may not receive reimbursement if it is not approved later.

I acknowledge that a copy of this request will be emailed to me as soon as this form is submitted using the email I typed above. I will check my email (including spam folder) to print the email and file in my permanent CACFP records.

☐ Yes, I acknowledge I will print and file a copy of the email for my records.

I acknowledge that I am authorized to make decisions or requests on behalf of this business.

☐ Yes.

Name of Authorized Personnel

First

Last

Submit
WHOLE GRAIN FLEXIBILITY

If you cannot meet the daily whole-grain rich requirement, you must make a request to waive that requirement using the link.

https://qualitycareforchildren.wufoo.com/forms/cacfp-disaster-flexibility-request/
MILK SUBSTITUTIONS

The meal pattern for milk served to children 2 years and older is either low-fat (1%) or non-fat (skim).

Be sure to look for skim milk before requesting a waiver for milk substitutions. Lactose-free and shelf-stable milks are allowable milks to serve without a waiver.
Milk Substitutions That Require a Waiver Request to QCC

In the event that whole milk and/or 1%/skim milk is unavailable to purchase, or to purchase in the quantity that you require, you may submit a waiver request:

- 2% milk
- Whole milk in place of low-fat/non-fat, and vice versa
- Powdered milk (reconstituted)
- Service of no milk
MILK FLEXIBILITY

DOES NOT REQUIRE WAIVER NOTIFICATION

REQUIRES WAIVER NOTIFICATION

https://qualitycareforchildren.wufoo.com/forms/cacfp-disaster-flexibility-request/
GRAB AND GO CONTAINERS AND MATERIALS
WAIVER #5: ALLOW PARENTS AND GUARDIANS TO PICK UP MEALS FOR

“...Therefore, under this waiver, Program operators in a State with an approved waiver allowing non-congregate meal distribution during COVID-19-related operations may distribute meals to a parent or guardian to take home to their children.

What do this mean for me? – Children do not have to present at the time of Grab-and-Go meal distribution.

What does QCC want me to do? – QCC sites must maintain acceptable meal distribution documentation.

How long is this effective? - This remains in effect through June 30, 2020, or upon expiration of the federally declared public health emergency, whichever is earlier.
WAIVER #5: DOCUMENTATION

QCC sites must have accurate documentation of meals taken:

- Documentation of the names of parents or guardians who pick up the meals and the names of the enrolled* children the meals are for (e.g. sign-in sheets, parent notes dropped into a basket, documentation recorded by staff, etc.)

- Number of meals and snacks taken

- Duplicate meals are not distributed to any child.

* Children in At-Risk Afterschool Programs do not have to be enrolled but must be age eligible.
Maintain Social Distancing as Much as Possible
DO WHATEVER YOU CAN TO PREVENT A PARENT FROM TOUCHING A PEN
SOCIAL DISTANCING

6 feet
GUIDE TO FOOD SAFETY DURING COVID-19

www.qualitycareforchildren.org/forms
Develop a Plan That’s Best for You: There is no one way to do this meal service.
PARENT PICK-UP FOR GRAB-AND-GO MEALS

Staging Table

Pick-up Table

8 feet
IDEA: PUT SIGNAGE ON GROUND WITH 6 FEET OF DISTANCE BETWEEN EACH ONE
“Get as many as for as many days you need.”
“2-3 days at a time”
Parent calls from outside.

This is John and Jane Smith’s mother. I’m outside to pick up meals.

You leave meal outside for immediate pick up.
THESE CANNOT BE DISTRIBUTED AS A MEAL COMPONENT OR CREDITED AS A CACFP EXPENSE

Choking hazards (licensing)
Nut products (e.g. peanuts and peanut products)
Sweet grains (including granola bars, breakfast bars, Pop Tarts, etc.)
Soda
Candy
May I deliver meals? – UPDATED (4/6/20)

Yes, creative service methods including meal delivery are welcome and encouraged during the public health crisis. QCC-sponsored sites must contact Nutrition Program Consultant to inform sites on plan to drop off meals. Keep a travel log with delivery dates, times and drop off locations.

Do parents have to come each day?

No. You may prepare and give as many days of meals as you can afford.

Where can I find nutrition resources for COVID-19?

Go to: www.qualitycareforchildren.org/forms
If my child care program is open, can I still give away Grab-and-Go meals?

Yes. You can be a combination of both (congregate and non-congregate) if you are open for child care because you have enrolled children that are staying home that need meals. Encourage those families to come pick up meals from you at a time that’s best suited for you.

Do I still have to make modifications for children with disabilities?

Yes. You are still required to make meal modifications for children with disabilities who have official medical statement documentation on file.
FAQ 3

May I serve hot meals?
Yes. You should provide parents with proper reheating instructions.

May I serve meals that I get from school or summer feeding sites?
No! You may never serve those meals to record as a meal for reimbursement. You cannot use funds from another federal program to be reimbursed with other federal dollars. That is double-dipping and a serious deficiency finding.

How many days of meals/snacks can I serve?
You may serve as many Grab-and-Go meals that you can afford and handle. It can be a couple of days or entire week. It is up to you.
FAQ 4

Can I use donated food?

Yes. You must have the donor complete the Harvested and Donated Food Form that is on our website: https://www.qualitycareforchildren.org/forms/. We must have documentation of the donations and possibly contact the donor to verify later.

May I partner with another CACFP site?

Talk to your assigned consultant for technical assistance. You may also read page 2 of the DECAL FAQ on teaming with another site.
RECORDKEEPING

Make sure your Minute Menu/KidKare entries are consistent with the amount of meals given to parents.

Menus should match meals served for those days as best as possible. If an alternate milk was served, make sure a waiver was properly requested.
CENTERS AND AT-RISK AFTERSCHOOL PROGRAMS

KEEP YOUR ITEMIZED RECEIPTS AND INVOICES!

Disposable containers are an allowed expense.
<table>
<thead>
<tr>
<th></th>
<th>Day 1</th>
<th>Day 2</th>
<th>Day 3</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Breakfast</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Serve Milk, Grains(^3), and Vegetables, or Fruit)</td>
<td>Milk(^4) Unflavored Whole Milk (age 1), Unflavored Low/Fat-Free Milk (2-5), Unflavored Low/Fat-Free Milk or Flavored Low/Fat-Free Milk (6+)</td>
<td>Unflavored Whole Milk (age 1), Unflavored Low/Fat-Free Milk (2-5), Unflavored Low/Fat-Free Milk or Flavored Low/Fat-Free Milk (6+)</td>
<td>Unflavored Whole Milk (age 1), Unflavored Low/Fat-Free Milk (2-5), Unflavored Low/Fat-Free Milk or Flavored Low/Fat-Free Milk (6+)</td>
</tr>
<tr>
<td></td>
<td>Vegetable, Fruit or Both</td>
<td>Frozen Berries</td>
<td>Dried Fruit</td>
</tr>
<tr>
<td></td>
<td>Whole Grain Cereal</td>
<td>Whole Grain Pancake</td>
<td>Oatmeal</td>
</tr>
<tr>
<td><strong>Lunch / Supper</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Serve all 5 components)</td>
<td>Milk(^1) Unflavored Whole Milk (age 1), Unflavored Low/Fat-Free Milk (2-5), Unflavored Low/Fat-Free Milk or Flavored Fat-Free Milk (6+)</td>
<td>Whole Milk (age 1) or Low/Fat Free Milk (2-5)</td>
<td>Whole Milk (age 1) or Low/Fat Free Milk (2-5)</td>
</tr>
<tr>
<td></td>
<td>Canned Green Beans</td>
<td>Canned Peaches</td>
<td>Fruit Cup</td>
</tr>
<tr>
<td></td>
<td>Canned Tomato Sauce</td>
<td>Frozen Peas</td>
<td>Canned Corn</td>
</tr>
<tr>
<td></td>
<td>Spaghetti</td>
<td>Brown Rice</td>
<td>Brown Rice</td>
</tr>
<tr>
<td></td>
<td>Frozen Ground Turkey or Summer Sausage(^9)</td>
<td>Canned or Frozen Chicken</td>
<td>Black Beans</td>
</tr>
<tr>
<td><strong>Snack</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Serve 2 of the 5 components)</td>
<td>Milk(^10) ---</td>
<td>---</td>
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</tr>
<tr>
<td></td>
<td>Fruit</td>
<td>Applesauce</td>
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<tr>
<td></td>
<td>Vegetable</td>
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<tr>
<td></td>
<td>Whole Grain Toast</td>
<td>Crackers</td>
<td>Whole Grain Tortilla</td>
</tr>
<tr>
<td></td>
<td>Peanut Butter</td>
<td>---</td>
<td>Peanut Butter</td>
</tr>
</tbody>
</table>

Source: DECAL Disaster Preparedness Guidance (8/2019)
QUESTIONS AND COMMENTS

This institution is an equal opportunity provider.