

	MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES CHILD AND ADULT CARE FOOD PROGRAM	ISSUED	REVISED	CHAPTER	SECTION
	AT-RISK AFTER SCHOOL PROGRAMS POLICY & PROCEDURE MANUAL	7/1/03	2/12	8	8.4
CHAPTER Chapter 8. The Monitoring Visit		SUBJECT Meal Service Compliance			

During the monitoring review visit, the dated menus for the test month will be reviewed to determine if the required meal components and creditable foods are served. If the minimum portion sizes are not met or missing or non-creditable components are served, meals will be disallowed.

Itemized food and milk purchase receipts and donation receipts (from approved sources) will be reviewed to determine if the appropriate quantities of food items are purchased, prepared and served to program participants according to the dated menu. If food purchase receipts do not support the menus and indicate inadequate quantities of food and/or milk were purchased, meals will be disallowed from reimbursement. Inability to verify non-profit status, serving inadequate quantities or non-creditable food will result in meal disallowances.

The Nutritionist will observe meal preparation and meal service during the monitoring review. During the meal observation, it will be determined if adequate quantities of food are served to the participants. Serving less than the minimum required quantity of food may result in disallowance of meals. Meals may be disallowed if the meal is served before or after the approved meals times listed on the Center Information Sheet in the web-based Application database or if meals are not documented at the point of service.

If the center is using the “offer versus serve” meal service option, participants are offered all menu components in at least the minimal portions but can decline up to two meal components at lunch and supper for the meal to be claimed for reimbursement. Centers must record meals at the point-of-service (POS) or immediately after meal service. POS meal counts are not a Federal requirement, but records must accurately reflect who ate. Meals will be disallowed if the meal count records have not been completed for previous meals and/or if the meal count records have been completed before the approved meal service.

Refer to section 7.9 for additional information on offer versus serve.

Reference: CACFP 226.6(c)(3)