

	MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES CHILD AND ADULT CARE FOOD PROGRAM	ISSUED	REVISED	CHAPTER	SECTION
	Sponsoring Organizations of Homes POLICY & PROCEDURE MANUAL	12/90	6/12	5	5.15
CHAPTER Chapter 5. Requirements of Management		SUBJECT Criteria for Claiming Meals			

Meals can be claimed for reimbursement under the following conditions:

- All required meal components must be served to the child for the meal claimed. A child must receive all components for a meal to be claimed except in those cases where a physician's statement is on file verifying that a child cannot have a particular food for medical reasons. The physician's statement must also list foods which can be substituted for the component or food item. See Section 10.5 for more information on component substitutions.
- A maximum of two meals and one snack or one meal and two snacks may be claimed per child per day.
- Home child care staff with 12 or fewer children enrolled must record meals served to children on a daily basis. This means meal counts for all meals must be completed before the end of the day to be eligible for meal reimbursement. Providers with more than 12 children enrolled must physically record meals served to children at point of service. Point of service meal counts are defined as meal counts completed during or immediately after the meal service. A sponsoring may require a home with 12 or fewer children to record meals at point of service as part of corrective action or a serious deficiency determination.
- The menu must reflect each food component that is served and should be completed prior to the meal service. At a minimum, menus must be complete by the end of the day for meals to be eligible for reimbursement.
- Claims for reimbursement are made only for children who are enrolled in the home and in attendance at the meal. Meals claimed at any one time cannot exceed the authorized capacity of the home.
- Payment may be made for meals served to provider's own children or foster children only when:
 1. said children are enrolled and participating in the CACFP during the time of the meal service,
 2. enrolled nonresidential children are present and participating in the CACFP, and
 3. the provider's children meet the family-size income standards for free or reduced-price meals.
- Creditable meals must be served. Refer to the Creditable Food Guide for details on those foods which can be used to meet the menu components.
- Children, other than the provider's own, are nonresidential. If a child care provider goes to a different location to provide care, the children living at the location where care is provided are considered residential and cannot be claimed for reimbursement.
- Meals must be served and eaten at the provider's home. Meals that are sent home with children cannot be claimed for reimbursement.