

	MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES CHILD AND ADULT CARE FOOD PROGRAM		ISSUED	REVISED	CHAPTER	SECTION
	CHILD CARE CENTERS POLICY & PROCEDURE MANUAL		3/91	3/05	4	4.7
CHAPTER Chapter 4. The Reimbursement System			SUBJECT Changes in Authorized Representative			

The Missouri Department of Health and Senior Services – Community Food and Nutrition Assistance (CFNA) must be notified in writing any time there is a change in the authorized representative. The authorized representative at the institution is the person who signs the monthly claim for reimbursement.

Failure to notify CFNA can cause a delay or denial of payment of the claim for reimbursement.