

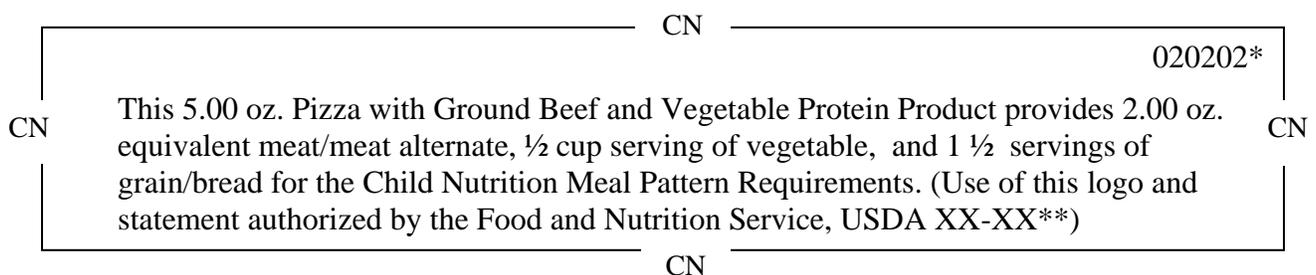
	MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES CHILD AND ADULT CARE FOOD PROGRAM			ISSUED	REVISED	CHAPTER	SECTION
	CHILD CARE CENTERS POLICY & PROCEDURE MANUAL			3/91	4/15	7	7.8
CHAPTER Chapter 7. Meal Pattern				SUBJECT Processed Foods			

The quality of commercially processed foods varies greatly from manufacturer to manufacturer and from product to product. Because the meal pattern contribution(s) for commercially processed foods cannot be verified, all child care centers are required to maintain documentation to verify the meal pattern contribution to the Child and Adult Care Food Program.—*Three types* of processed food documentation can be used in the CACFP: Child Nutrition (CN) label; CN label with a watermark; or manufacturer’s product formulation statement.

It is not enough just to have the CN label, product formulation statements or center analysis documentation. The product information (product yield) must be used to determine the portion size/amount you must serve in order to provide enough meat/meat alternate for the age groups in the center. Processed food documentation must be maintained at the center to verify that creditable meals are served.

**All documentation regarding processed foods must be maintained in the center files. If no information is available at the time of a monitoring review, meals containing the processed foods may be disallowed.**

**Child Nutrition Label (CN Label)** - The Child Nutrition Labeling Program is a voluntary federal labeling program. CN Labeled products ensure that the food provides the stated contribution toward the CACFP meal pattern requirements. These foods are processed under a Quality Control plan using guidelines provided by USDA’s Food and Nutrition Service (FNS). CN Label documentation provides information on how the purchased product contributes to the meat/meat alternate and any other component(s) (grain/bread and fruit/vegetable, if applicable) in frozen products such as: breaded beef patties, breaded chicken nuggets, breaded fish sticks, pork tenderloin/fritter, pizza, burrito, BBQ rib patty, egg rolls and canned ravioli.



**Acceptable and valid documentation for the CN Label includes:**

- 1) **The original CN Label from the product carton; or**
- 2) **A photocopy of the CN Label shown attached to the original product carton; or**
- 3) **A photocopy of the CN Label shown attaché to the original product carton (CN Labels that are photocopied or photographed must be visible and legible.**

**CN Label with a Watermark** - A CN label with a watermark is used when the CN logo and contribution statement are used on product information other than the actual product carton and is presented as a separate document. Original CN labels on product cartons will not have a watermark. Product information on the CN label with a watermark can be changed. Therefore, schools are encouraged to verify that the CN label with a watermark came from a product that was purchased by the center and accurately reflects that product. This helps to maintain the integrity of the CN Labeling Program by ensuring that the CN Label came from the actual product that was purchased by the center.

#### Documenting Watermarked CN Label Requirements

If the original CN Label from the product carton, or the valid photograph or photocopy of the original CN label is not available, program operators may provide the Bill of Lading (invoice) containing the product name and:

- 1) A hard copy of the CN Label with a watermark displaying the product name and CN number provided by the vendor; or
- 2) An electronic copy of the CN Label with a watermark displaying the product name and CN number provided by the vendor

#### **Product Formulation Statement**

**When a valid CN Label or watermarked CN label with Bill of Lading is provided, Product Formulation Statement (PFS) is not required. However, PFS should be requested when reviewing a process product without a CN Label.**

#### Documenting CN Labeled Product Requirements

The CN Label is the gold standard for verifying the crediting of menu items and provides a warranty against audit claims when the product is used according to the manufacturer's instructions. Acceptable and valid documentation for the CN Label includes:

- 1) the original CN Label from the product carton; or
  - 2) a photocopy of the CN Label shown attached to the original product carton; or
  - 3) a photograph of the CN Label shown attached to the original product carton.
- (CN Labels that are photocopied or photographed must be visible and legible.)

#### Documenting Watermarked CN Label Requirements

If the original CN Label from the product carton, or the valid photograph or photocopy of the original CN label is not available, centers may provide the Bill of Lading (invoice) containing the product name and:

- 1) a hard copy of the CN Label copied with a watermark displaying the product name and CN number provided by the vendor; or
- 2) an electronic copy of the CN Label with a watermark displaying the product name and CN number provided by the vendor.

**Product Formulation Statement (Product Analysis)** – The Product Formulation Statement (PFS) is documented on the manufacturers' letterhead and signed by a company representative. The product statement documents how the processed product contributes to the child nutrition meal pattern requirement(s) and is not commonly used by centers. It is the institution's responsibility to request and

verify that the processed food documentation is accurate prior to purchasing processed products. A *Reviewer's Checklist* and an updated sample *Product Formulation Statement template* for a meat/meat alternate (M/MA) product can be used as resources <http://www.fns.usda.gov/cnlabeling/food-manufacturersindustry>. It should be noted that a Product Formulation Statement is only needed when a processed product does not have CN label.

The product analysis/formulation statement is a detailed information sheet from the product manufacturer. It identifies the weight of the food components and the product's contribution to the meal pattern. The analysis sheet contains:

- Product name and effective date
- Food components in the product that contribute to the meal pattern
- Product's total contribution towards the meal pattern
- Statement of vegetable protein product contained in the product
- Original signature of a company official and date

*For examples of Commercially Processed food items commonly used in centers that require documentation and a sample Product Formulation Statement see the Orientation & Recordkeeping Workbook for Child Care Centers.*

### **Home Canning or Processed Foods**

No home canned food can be used in the CACFP. Home canned foods are at greater risk of being contaminated with harmful bacteria, especially if they are not properly handled before, during and after the canning process. Home canned and processed foods create a safety concern for children being served by the program. Jams and jellies are included in the category of home canned foods.

No home butchered or home processed animals may be served to children in child care. Only meat products which have been butchered and processed in a USDA inspected facility may be used to feed children in child care. State rules and regulations specifically prohibit the service of wild game animals in child care centers.

Reference: CACFP 10-2015 3/11/15