



# Evergreen Child Care Food Program

3960 Wilshire Blvd. Suite 306 Los Angeles, CA 90010

Tel. 213-380-3850/5345 Fax. 213-380-9050


joinecci@gmail.com

## APRIL 2015 NEWSLETTER

“02-15 Federal” reimbursement has been disbursed if your claim was submitted on time. Manual Claiming Providers: All April forms must be submitted no later than **May 5, 2015**. If documents are submitted anytime later, meal claims will be considered a late (adjustment) claim.




- ❖ **SPRING BREAK SCHOOL AGE NOTE:** If the school age children were out of school for spring break, don't forget to write that information on the bottom section of your C.I.F in order to receive credit for their AM Snack/Lunch meals (Child's number, reason (in one or two words) and dates).

-If you are claiming online, make sure to click on the School Out box when recording the children's attendance. 

- ❖ **PERMANENT STANDARD AGREEMENT:** Through the March 2015 newsletter we asked providers to download the Permanent Standard Agreement (Contract), complete it and submit it to our office by March 31, 2015. If you have not yet submitted your Permanent Standard Agreement to our agency, please do so by no later than

**FRIDAY, APRIL 10, 2015 (Noon)**

*Please be advised, failure to submit the Permanent Standard Agreement may be set as grounds to determine the provider as serious deficient.*

- ❖ **NEW ACRONYM ON WEBKIDS MENU LIST **: Evergreen will like to make online claiming providers aware that they will see a new acronym on the meat/alternate food list. Some meat components (such as hotdog franks) now have the acronym **FBCE** on the side, which stands for

**FREE OF BYPRODUCTS, CEREALS AND EXTENDERS.**

If a component has FBCE on the side, it is informing the provider that such item must be free on those additions in order for that component to be subject for reimbursement.

- ❖ **CHANGES TO DAYCARE OPERATIONS:** Evergreen highly recommends that providers (online and manual claiming providers) contact us via e-mail when making any changes to their daycare operations or have encountered technical difficulties. By using e-mail to report such matters, it enables both the provider and Evergreen to have back up of the information provided. Providers can e-mail us at

***joinecci@gmail.com***

- ❖ **TORTILLA CHIPS:** Tortilla chips may be credited as a grains/breads serving when the first ingredients is:
  - Whole-Grain
  - Whole-Corn
  - Enriched Meal
  - Enriched Flour



**CREDITABLE**


Reason: First ingredient is **WHOLE CORN**



**NOT CREDITABLE**

Reason: First ingredient is **NOT whole**

**-Providers claiming on manual forms:** If you will be claiming tortilla chips, ECCI needs a picture (Via e-mail or mail) of the front and of the ingredient list (This only needs to be done once). Also, ensure to *always* write on your menus or on the back of your C.I.F the brand and first ingredient of the tortilla chips.

**-Providers claiming online** : If you will be claiming tortilla chips, ECCI needs a picture of the front and of the ingredient list (This only needs to be done once). Please e-mail us a statement stating that you will like to add the mentioned product to your brand list and attach the picture/s to the e-mail

- ❖ **DAILY IN & OUT TIME REGULATION:** As part of the CACFP regulation, when the total number of daily attendance is greater than the license capacity and/or number of daily meals claimed for any meal types are greater than the license capacity, providers are required to record daily in/out times for **ALL** children. Please be advised, recording daily in/out times are only accessible through Minute Menu online claiming.

- ❖ **HARVEST OF THE MONTH: CARROTS**



*The vegetable of the month are carrots. Carrots are a good source of Vitamin A along with butternut squash, sweet potatoes and dark green leafy vegetables like; spinach, kale, collard greens and bok choy. Making half your plate with a variety of fruits and vegetables is a good start towards healthy living.*

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