



COMMUNITY NUTRITION *conference*

Debunking the Myths: the CACFP Administrative Review Process

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TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER



Objectives

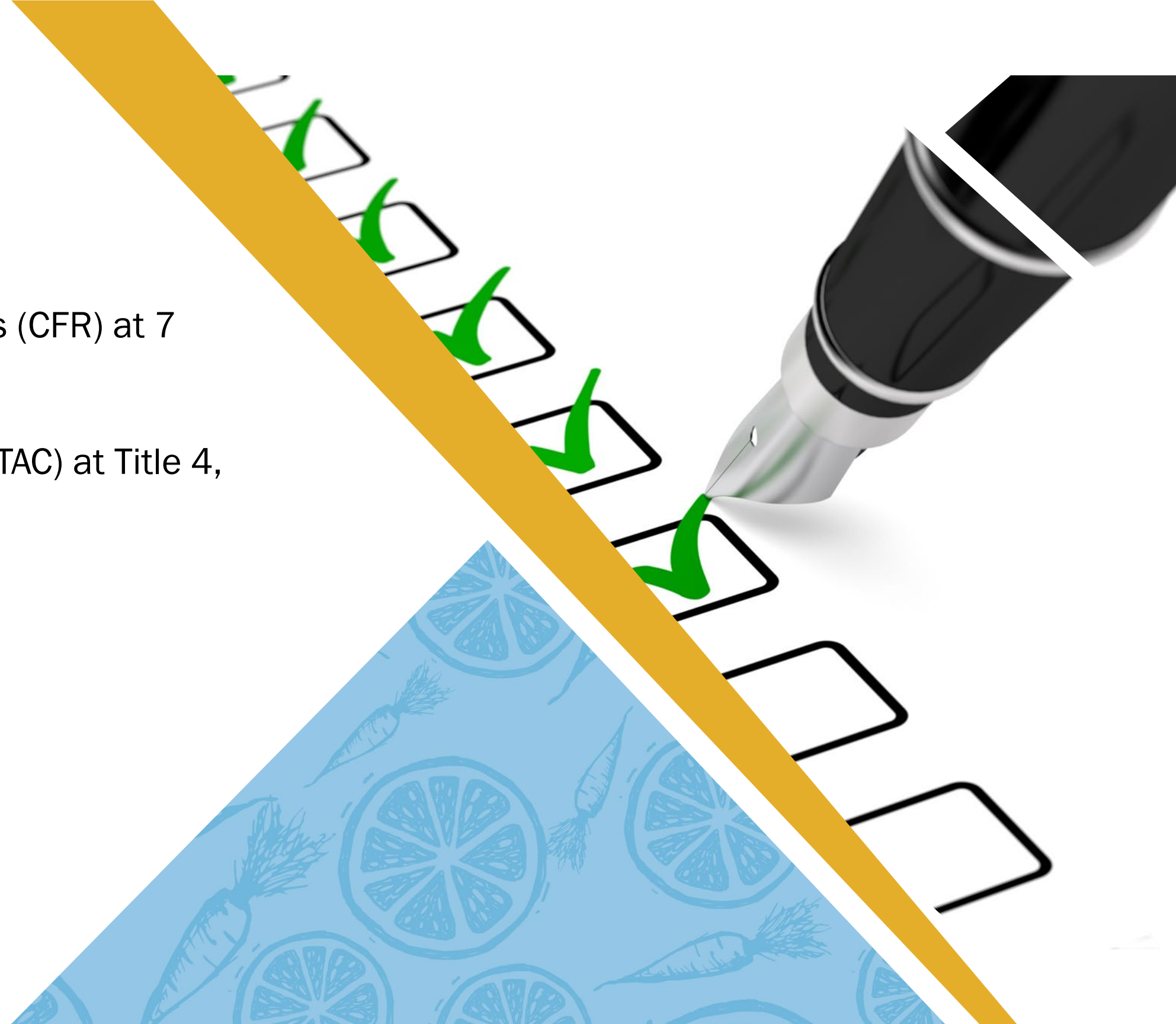
- Further enhance partnerships to facilitate program success.
- Provide CEs with a general idea of what will be reviewed during an AR conducted by TDA.



Criteria

Minimum criteria considered

- Code of Federal Regulations (CFR) at 7 CFR Part 226
- 2 CFR Part 200
- Texas Administrative Code (TAC) at Title 4, Part 1, Chapter 25
- TDA & CACFP Handbooks
- FNS 796-2 Rev 4





CHILD AND ADULT CARE FOOD PROGRAM

TYPES OF SITES

- ✓ Day Care Homes
- ✓ Adult Day Care
- ✓ Child Care Centers
- ✓ At-Risk Afterschool

Components

Desk Review

TDA will review requested documentation submitted in TX-UNPS by the CE prior to the on-site review.

01

On-Site Review

TDA will conduct an entrance conference and complete associated fieldwork. The CE will have an opportunity to provide additional information if required.

02

Site Review

TDA will observe an entire meal service at one or more sites. The CE will be notified of identified non-compliances.

03

01

Desk Review



Desk Review

- The CE will receive an Administrative Review Engagement/Appointment Letter and CACFP Financial Sampling Tool via email 35 days prior to the date of the on-site review.
- The CE will have 25 days after the date of the Administrative Review Engagement/Appointment Letter to upload the documentation to TX-UNPS.
 - The local ESC is available as a resource to assist in uploading the information.



02

On-Site Review



On-Site Review

- Entrance Conference
- Site Review
- Exit Conference



03

Site Review



Site Review

- One or more meal services will be observed at one or more sites
- The site will have to provide specific documentation to TDA



Measuring Compliance



- ✓ Enrollment
- ✓ Eligibility
- ✓ Counting/Claiming
- ✓ Meal Production/Food Service
- ✓ Monitoring/Training
- ✓ Resource Management
- ✓ Procurement
- ✓ Record Keeping



After the Review


19

FOLLOW UP!

20

26

27

- 
- ✓ Notification
 - ✓ Required Corrective Action
 - ❖ 20 days
 - ✓ ESC

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