



Meeting the Child and Adult Care Food Program (CACFP) Meal Patterns for Children

Module 2: Meal Pattern Documentation

CSDE
CONNECTICUT STATE DEPARTMENT OF EDUCATION

Connecticut State Department of Education
School Health, Nutrition and Family Services

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1



Bite Size Training Modules

Module 1	Introduction to Bite Size and Meal Pattern Overview
Module 2	Meal Pattern Documentation
Module 3	Milk Component
Module 4	Meat/Meat Alternates Component
Module 5	Fruits Component
Module 6	Vegetables Component
Module 7	Part A: Grains Component – Crediting Part B: Grains Component – Whole Grain-rich Part C: Grains Component – Ounce Equivalents
Module 8	Menu Planning

<https://portal.ct.gov/SDE/Nutrition/Meal-Patterns-CACFP-Child-Care-Programs/Related-Resources#BiteSize>
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2

Key Messages for Meal Pattern Documentation

- Must maintain “menu of record”
- Production records recommended
- Foods made from scratch:**
Must have recipes
- Commercial processed products:**
Must have Child Nutrition (CN) label or product formulation statement (PFS)

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Documentation = CACFP Funding



- USDA provides funds for **reimbursable meals**
 - Food components
 - Servings
- Documentation indicates that meals and snacks meet CACFP meal patterns

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Meal Pattern Documentation



1. Menus
2. Production records
3. Crediting documentation
 - Child Nutrition (CN) labels
 - Product formulation statements
 - Recipes

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5

Menus Required



- Must maintain “menu of record”
 - Date of meal service
 - All food components and food items served

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6

7

Cycle Menus Recommended

Full Cycle Month for Ages 3-5 (Week 1)				
Day	Monday	Tuesday	Wednesday	Thursday
Breakfast	Waffles	French toast	Scrambled eggs	French toast
Snack	Yogurt	Yogurt	Yogurt	Yogurt
Lunch	Ham sandwich	Ham sandwich	Ham sandwich	Ham sandwich
Snack	Yogurt	Yogurt	Yogurt	Yogurt
Dinner	Spaghetti with meat sauce			
Snack	Yogurt	Yogurt	Yogurt	Yogurt
Breakfast	Waffles	French toast	Scrambled eggs	French toast
Snack	Yogurt	Yogurt	Yogurt	Yogurt
Lunch	Ham sandwich	Ham sandwich	Ham sandwich	Ham sandwich
Snack	Yogurt	Yogurt	Yogurt	Yogurt
Dinner	Spaghetti with meat sauce			
Snack	Yogurt	Yogurt	Yogurt	Yogurt

Spring Cycle Month for Ages 3-5 (Week 1)				
Day	Monday	Tuesday	Wednesday	Thursday
Breakfast	Waffles	French toast	Scrambled eggs	French toast
Snack	Yogurt	Yogurt	Yogurt	Yogurt
Lunch	Ham sandwich	Ham sandwich	Ham sandwich	Ham sandwich
Snack	Yogurt	Yogurt	Yogurt	Yogurt
Dinner	Spaghetti with meat sauce			
Snack	Yogurt	Yogurt	Yogurt	Yogurt
Breakfast	Waffles	French toast	Scrambled eggs	French toast
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Lunch	Ham sandwich	Ham sandwich	Ham sandwich	Ham sandwich
Snack	Yogurt	Yogurt	Yogurt	Yogurt
Dinner	Spaghetti with meat sauce			
Snack	Yogurt	Yogurt	Yogurt	Yogurt

- Help CACFP facilities
 - comply with meal pattern requirements
 - increase variety
 - control food cost
 - control inventory
 - save time
- Recommendation:
At least 4 weeks

8

Institute of Child Nutrition (ICN) Resource

9

Menu Planning Forms

10

CSDE Menu Planning Forms

11

Menu Planning Forms

Avoid Using Blank Calendars

- Missing food components
- Insufficient servings

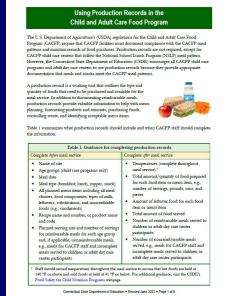
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12

CSDE Resource

Using Production Records in the CACFP

Guidance and resources for completing production records



https://portal.ct.gov/-/media/SDE/Nutrition/CACFP/Forms/ProdRecord/Using_Production_Records_CACFP.pdf

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Crediting Documentation for Foods and Beverages

- Commercial processed products
- Foods made from scratch
- Foods prepared by vendors



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Terms to Know about Crediting

- Creditable foods
- Noncreditable foods

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Creditable Foods

- Count toward 1 or more of the **5 food components** required for a reimbursable meal or snack
- Each component has specific crediting requirements



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Noncreditable Foods



- Do not count toward CACFP meal patterns
- Too small to credit
- Do not belong to meal pattern components

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Noncreditable Foods



- Many are high in fat, sugars, and sodium
- Limit frequency and amount

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Noncreditable Foods



- Cannot purchase with CACFP funds, except
 - condiments served with creditable foods
 - herbs/spices used to prepare meals and snacks

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USDA CACFP Best Practices



Avoid serving noncreditable foods that are sources of added sugars

- Sweet toppings
- Mix-in ingredients sold with yogurt
- Sugar sweetened beverages

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https://fns-prod.azureedge.us/sites/default/files/cacfp/CACFP_factBP.pdf

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Noncreditable Foods in CACFP Child Care Programs

Guidance on how to identify noncreditable foods and list of examples



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https://portal.ct.gov/-/media/SDE/Nutrition/CACFP/Crediting/Noncreditable_Foods_CACFP.pdf

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Overview of Crediting Documentation

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Required Crediting Documentation

- Must have **crediting** documentation for commercial products and foods made from scratch

Commercial processed products <ul style="list-style-type: none"> • Child Nutrition (CN) label • Product formulation statement (PFS) 	Foods made from scratch * <ul style="list-style-type: none"> • Recipes (preferably standardized)
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* Includes foods prepared by vendors

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Child Nutrition (CN) Labels



- **Voluntary federal labeling program for Child Nutrition Programs**
- **Provide *guarantee* of product's meal component contribution**
- **Available only for *main dish entrees* that contribute to meat/meat alternates**

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Sample CN Label



- 1 **Chicken Stir-Fry Bowl**
- 2 **Ingredient Statement:**
Chicken, brown rice, broccoli, red peppers, carrots, onions, water, olive oil, soy sauce, spices.
- 3 **CN**
Each 4.5 oz Chicken Stir-Fry Bowl provides 1.5 oz eq meat, 1.0 oz eq grains, 1/4 cup dark green vegetables, 1/4 cup red/orange vegetables, and 1/4 cup other vegetable for Child Nutrition Meal Pattern Requirements. (Use of this logo and statement authorized by the Food and Nutrition Service, USDA 0916).
- 4 **Net Wt.: 18 pounds**
Chicken Wok Company
1234 Kluck Street • Poultry, PA 1235


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32

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Using Child Nutrition (CN) Labels in the CACFP

Identifying CN Labels and authorized CN Labels and manufacturers



https://portal.ct.gov/-/media/SDE/Nutrition/CACFP/Crediting/Using_CN_Labels_CACFP.pdf

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Product Formulation Statement (PFS)

- **Developed by manufacturers to provide product crediting information**
- **Not monitored or approved by USDA**
- **Review PFS for accuracy *before* purchasing product**



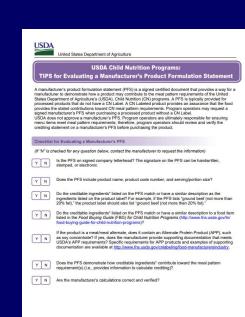
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34

USDA Resource

Tips for Evaluating a Manufacturer's PFS

Guidance on reviewing PFS with checklist to ensure PFS provides required and correct information



<https://fns-prod.azureedge.net/sites/default/files/resource-files/manufacturerPFSsheet.pdf>

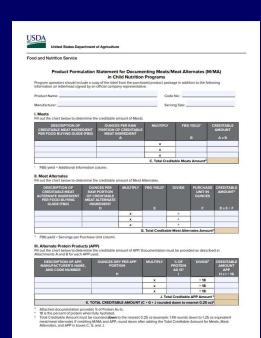
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USDA Resource

Sample USDA PFS forms

- **Available for**
 - **Meat/meat alternates**
 - **Grains**
 - **Vegetables**
 - **Fruits**
- **Manufacturers may use their own forms but must include required USDA information**



<https://www.fns.usda.gov/cn/labeling/food-manufacturersindustry>

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Using Product Formulation Statements in the CACFP

Required information and how to review PFS



http://portal.ct.gov/-/media/SDE/Nutrition/CACFP/Crediting/Using_Product_Formulation_Statements_CACFP.pdf

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37

Summary of CN Labels and PFS Forms

Criteria	CN label	PFS
Standard information required	✓	
Reviewed, approved, and monitored by USDA	✓	
Provides USDA's guarantee of meal component contribution for Child Nutrition Programs	✓	
Distinct six-digit product identification number	✓	
CACFP facilities must check crediting information for accuracy		✓

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38

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Accepting Processed Product Documentation in the CACFP

Documentation requirements for commercial processed foods (CN Labels and PFS)



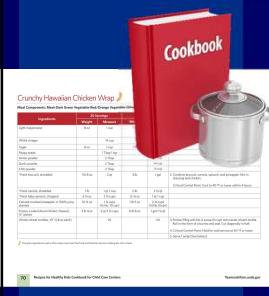
https://portal.ct.gov/-/media/SDE/Nutrition/CACFP/Crediting/Accepting_Processed_Product_Documentation_CACFP.pdf

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39

Recipes Required

■ Must have recipes on file for all foods made from scratch



<https://www.fns.usda.gov/sites/default/files/resource/cnlabel.pdf>

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Example: Macaroni and Cheese



Lunch meal pattern for ages 3-5	Amount per recipe serving
Meat/meat alternates: 1½ ounces	1½ ounces cheese
Grains: ½ ounce equivalent	½ cup of whole-grain or enriched pasta

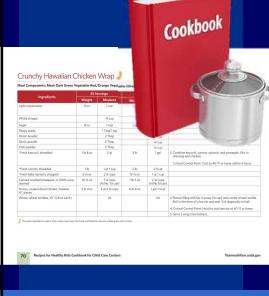
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Recipes Required

■ Must have recipes on file for all foods made from scratch

■ Standardized recipes recommended



<https://www.fns.usda.gov/sites/default/files/resource/cnlabel.pdf>

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What are Standardized Recipes?



- Tested and adapted for use by food service operation
- Produce the *same good results and yield* every time when the exact procedures are used with
 - same type of equipment
 - same quantity and quality of ingredients

43

Benefits of Standardized Recipes



■ Document *meal pattern contribution* and provide many other benefits

- Ensure consistent food quality and nutrient content
- Ensure predictable yield
- Control food cost
- Promote efficient purchasing procedures
- Control inventory
- Control labor cost
- Reduce recordkeeping

<https://portal.ct.gov/SDE/Nutrition/Crediting-Foods-in-CACFP-Child-Care-Programs/Documents/StandardizedRecipes>

44

45

46

What's the difference?

47

Institute of Child Nutrition (ICN) Resource

48

USDA Resource

Recipe Analysis Workbook (RAW)

- Search for ingredients and build a recipe
- Determine meal pattern contribution



<https://www.fns.usda.gov/tn/food-buying-guide-for-child-nutrition-programs>

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CACFP Recipes

- Multicultural Child Care Recipes
- Recipes for Healthy Kids: Cookbook for Child Care Centers
- Recipes for Healthy Kids: Cookbook for Homes



<https://www.fns.usda.gov/tn/standardized-recipes-cacfp>

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50



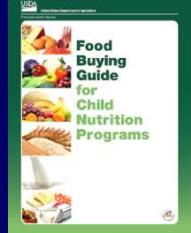
Resources for Crediting Documentation

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51

Using the Food Buying Guide for Child Nutrition Programs

- Definitive resource for determining
 - food yields
 - crediting information

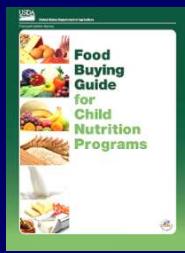


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Using the Food Buying Guide for Child Nutrition Programs

- Must use FBG to determine recipe crediting

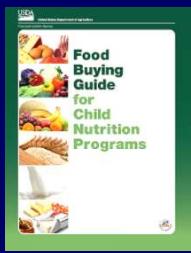


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Using the Food Buying Guide for Child Nutrition Programs

- Helps menu planners
 - purchase correct amounts of foods
 - determine meal pattern contribution

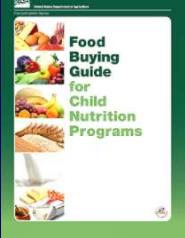


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Using the Food Buying Guide for Child Nutrition Programs

- Interactive Web-based Tool
- Mobile app
- PDF



<https://www.fns.usda.gov/tn/food-buying-guide-for-child-nutrition-programs>
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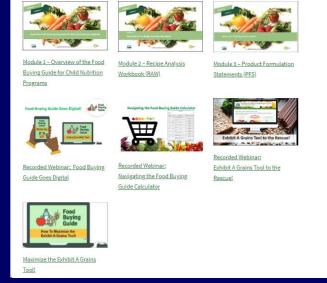
55

USDA Webpage

Food Buying Guide for Child Nutrition Programs: Training Resources

Training modules and recorded webinars

- FBG Calculator
- Exhibit A Grains Tool
- Recipe Analysis Workbook
- PFS Workbook



<https://www.fns.usda.gov/tn/food-buying-guide-training-resources>
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56

CSDE Webpage

Crediting Foods in CACFP Child Care Programs Webpage

Crediting commercial processed products and foods made from scratch



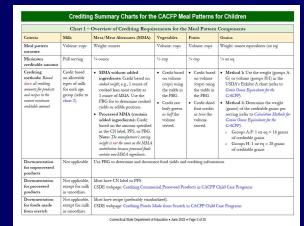
<https://portal.ct.gov/SDE/Nutrition/Crediting-Foods-in-CACFP-Child-Care-Programs/Documents>
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57

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Crediting Summary Charts for the CACFP Meal Patterns for Children

- Overview chart on crediting requirements
- Charts that summarize crediting requirements and methods for each component



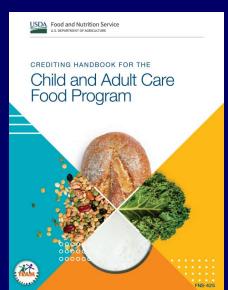
https://portal.ct.gov/-/media/SDE/Nutrition/CACFP/Crediting/Crediting_Summary_Charts_CACFP.pdf
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58

USDA Resource

Crediting Handbook for the CACFP

Crediting guidance and charts for the five meal pattern components



<https://www.fns.usda.gov/tn/crediting-handbook-child-and-adult-care-food-program>
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59

Thank you for participating in Bite Size!



<https://portal.ct.gov/SDE/Nutrition/Meal-Patterns-CACFP-Child-Care-Programs/Related-Resources#BiteSize>

<https://portal.ct.gov/SDE/Nutrition/CACFP-Contact>
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60

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61

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62