Meal Production/Food Service

**Child & Adult Care Centers**

- ¼ of the records of purchases/acquisitions of food did not support that there were sufficient quantities of food purchased for the reimbursable meals claimed.
- Over 10% of the meal production records do not show compliance with meal component requirements.

**Common Examples**

- CE's purchases/acquisition records for milk do not support that there were sufficient quantities of milk purchased for the reimbursable meals claimed.
- Meal analysis could not be determined because the child nutrition label was not available for the processed food item served.
- Meal production record did not include all required components for the meal type and documentation of quantities prepared.
- Observed meal was not served at time stated on the site application.

**Effects on the Claim**

TDA may disallow meals and may reduce the claim accordingly.

**Suggested Steps to Take**

Develop a system to keep all the required documents and forms organized. Schedule time to maintain the paperwork.