

**TRANSITIONAL YEAR FOR THE NEW MEAL PATTERNS ENDED ON SEPTEMBER 30, 2018**

USDA Regulations allowed all CACFP Providers a one year transitional period (grace period) to come into compliance with the new meal pattern requirements that went into effect on October 1, 2017. The Transitional period ended on September 30, 2018. What that means is effective October 1, 2018, meals served and documented on your monthly claims that do not meet the new Meal Pattern requirements will be disallowed (not reimbursed). **You are required to document what you actually serve the children in your care.**

**PY (Program Year) 2018-2019 ENROLLMENT RENEWAL REPORTS** were mailed to all providers on October 1, 2018. If you have not received your Enrollment Renewal Report by October 8, 2018 please call the office immediately.

**YOUR PY 2018-2019 ENROLLMENT RENEWAL REPORT IS DUE IN OUR OFFICE ON OR BEFORE OCTOBER 19, 2018.**

**Please take the time to read the instruction page included with the Enrollment Renewal Report and:**

1. Make sure the Parent/Guardian's current address is written or pre-printed under each child's name.
2. Make sure the Parent/Guardian has reviewed all the information for accuracy, made any necessary changes, has printed their name on the correct line, signed on the correct line, and has dated with a complete October 2018 date under their name (not on the Withdraw Date line).
3. Remember to make a copy of your completed Enrollment Renewal Report to place in your red folder for your records.

**Enrollment Renewal Reports with missing information, dated incorrectly or have write overs and/or scratch outs will be returned to re-do. Enrollment Renewal Reports received after October 19, 2018 could delay your October 2018 reimbursement check.**

**2018 MANDATORY PROVIDER ANNUAL TRAINING REMINDER**

The 2018 Mandatory Provider Annual Training is available on our website for all Providers whether you claim online or use the scannable (bubble) forms. The 2018 Mandatory Provider Annual Training must be completed by October 31, 2018. **Providers who do not have access to a computer or do not complete their training by 10/31/18 will be required to complete the 1 ½ hours training in their home with their Field Representative before 11/30/18.**

To access the 2018 Mandatory Provider Annual Training, go to [www.cnpsc.com](http://www.cnpsc.com) > Resources (top of Page) > go to 2018 Annual Training (right side of page).

September 2018 reimbursement checks will be mailed in November 2018\*

October 2018 reimbursement checks will be mailed in December 2018\*

\*Checks are mailed within 5 Business days of receiving the funds

Checks for late claims are mailed when within 5 Business days of receiving the late run funds