

OUR OFFICE WILL BE CLOSED ON FEBRUARY 17TH FOR PRESIDENTS DAY

TAX TIME IS COMING

Your monthly reimbursement stubs are your verification of reimbursements received. If you use the scan (bubble) forms and are missing a check stub, please call the office at least two weeks before your tax appointment. We will only mail your information to the address we have on file for you. We cannot give out reimbursement information over the telephone because we cannot verify who is calling. **There are no exceptions to this rule.**

If you claim online with KidKare you can print your own Tax Report for 2019. Select Reports (left side) > go to the category list > select Claim Statements, on the report list select Tax Report, select Year > select Run and print.

SOY MILK UPDATE (for Providers that serve Soy Milk to children in their care)

Every year we re-check the Soy Milks Nutrition Fact labels to make sure that the Soy Milk meets the USDA requirements. We found (and verified with the Nutrition Specialist at California Department of Education, Nutrition Services Division) that 3 of the previous allowable Soy Milks no longer meet the federal requirements for the USDA Child Care Food Program.

Soy Milks **NO LONGER ALLOWABLE** are:

Great Value Soymilk Ultra-Pasteurized Original (Walmart)
Pacific all Natural Ultra Soy ORIGINAL (shelf stable)
Silk Soymilk ORIGINAL

*** Please make sure that you immediately start using the current allowable Soy Milks and that you always check the Nutrition Fact label on the product to make sure that the product is still allowable as stated on the Parent Request for a Fluid Milk Substitute Form. Please contact the office or your Field Representative for updated Parent Request Soy Milk Forms, discuss with the child's parent/guardian and update the form. Meals will be disallowed if the Soy Milk served is not allowable.

The **ONLY ALLOWABLE** Soy Milks, right now are:

8th CONTINENT SOYMILK ORIGINAL
Kikkoman Pearl Organic Soymilk SMART ORIGINAL (shelf stable)

ARE YOU STILL READY FOR AN UNANNOUNCED STATE REVIEW?

2020 is our year for a State Program Review. The Site Reviews could be any day, anytime in 2020. State Representatives will conduct approximately 50 unannounced Site Reviews with our Providers (randomly chosen by the State Representative. State Representatives always have picture ID and in most cases your regular Field Representative will be with them. **PLEASE REVIEW THE SITE REVIEW CHECK LIST ON THE BACK**

January reimbursement checks are normally issued in March 2020*

February reimbursement checks are normally issued in April 2020*

*Checks are issued within 5 Business days of receiving the funds from CDE

Checks for late claims are issued within 5 Business days of receiving the late run funds from CDE

SITE REVIEW CHECKLIST

- √ My Scan claim forms are always up to date
- √ My Helper/Assistant knows where my Scan Claim Forms are
- √ I always call the office in advance when I will be away from home during a meal time
- √ I always wash my hands before preparing food for a meal
- √ My children always wash their hands before eating a meal
- √ I always serve 1% or Fat-Free milk to children 2 years and older
- √ I always serve whole milk to children 1 year through 23 months old
- √ I have a CN label available to show my reviewer if I serve Chicken nuggets or Fish Sticks
- √ I have my red folder available with my required Child Care Food Program records
- √ I have my Daycare License and Building for the Future posted
- √ My food preparation area is clean
- √ I always serve one vegetable and one fruit at lunch and dinner
- √ I always serve one whole grain rich food each day
- √ I only serve cereals that contain no more than 6 grams of sugar per dry ounce
- √ I only serve yogurts that have no more than 23 grams of sugar or less per 6 oz. serving
- √ I never deep fry foods on site
- √ Breastmilk containers and prepared bottles brought in from the parent have the child's name and date of expression or preparation listed on the container or bottle.