

## DAYTOP/DAYTOP PREP-22809516 - Corrective Action Report

Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool - Site	Meal Components and Quantities - Day of Review	DAYTOP VILLAGE/DAYTOP PRE	403		CAP Accepted
<b>Corrective Action History</b>	CAP Accepted Kristin Lawton 07/17/2019 09:26 AM	CAP Accepted			
	CAP Submitted JANET SOSELY 07/03/2019 12:25 PM	Previously we offered two types of milk with each meal. C/A low fat chocolate milk will now be offered with meals in addition to the 1% milk as of 5/28/19 which was the earliest date we could do with our vendor.			
	CAP Rejected Kristin Lawton 06/04/2019 02:19 PM	Please indicate date that chocolate milk will begin to be offered.			
	CAP Submitted JANET SOSELY 05/21/2019 02:04 PM	Previously two types of Milk have been offered with each meal. C/A low fat chocolate milk will be offered with meals in addition to 1% milk.			
	Flagged Kristin Lawton 05/21/2019 12:04 PM	A minimum of two varieties of fluid milk must be offered throughout the breakfast and lunch meal service on all reimbursable meal service lines/serving areas. Allowable varieties are flavored or unflavored fat free milk, unflavored or flavored low fat (1%) milk, fat free or low fat lactose reduced/lactose free milk. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool - Site	Food Safety, Storage and Buy American	DAYTOP VILLAGE/DAYTOP PRE	1404		CAP Accepted
<b>Corrective Action History</b>	CAP Accepted Kristin Lawton 07/17/2019 09:25 AM	CAP Accepted			
	CAP Submitted JANET SOSELY 07/03/2019 12:27 PM	It was put in place on 5/13/2019			
	CAP Rejected Kristin Lawton 06/04/2019 02:20 PM	Please indicate date HACCP book/food safety plan was added to kitchen area.			
	CAP Submitted JANET SOSELY 05/21/2019 02:02 PM	Yes, the food safety plan is displayed for all kitchen staff and residents on the kitchen door			
	Flagged Kristin Lawton 05/21/2019 12:04 PM	SFA did not have a copy of the written food safety plan available on day of review. Schools participating in the school lunch and breakfast programs must implement a food safety program for the preparation and service of meals that complies with Hazard Analysis Critical Control Point (HACCP) principles. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			

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Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool - Site	Offer vs Serve - Day of Review	DAYTOP VILLAGE/DAYTOP PRE	501		CAP Accepted
<b>Corrective Action History</b>	CAP Accepted Kristin Lawton 07/17/2019 09:25 AM	CAP Accepted			
	CAP Submitted JANET SOSELY 07/03/2019 12:36 PM	Erick trained the kitchen staff on May 10, 2019 on Offer vs. Serve			
	CAP Rejected Kristin Lawton 06/04/2019 02:19 PM	Please indicate date of Offer vs Serve training.			
	CAP Submitted JANET SOSELY 05/21/2019 02:03 PM	Yes, the kitchen staff has been trained by myself in Offer vs Serve and are aware of the components which must be on each plate			
	Flagged Kristin Lawton 05/21/2019 12:04 PM	Food service staff/cashiers must receive training on how to accurately recognize a reimbursable meal under offer versus serve. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
Afterschool Snack Program	Afterschool Snack Program	DAYTOP VILLAGE/DAYTOP PRE			CAP Accepted
<b>Corrective Action History</b>	CAP Accepted Kristin Lawton 06/04/2019 02:18 PM	CAP Accepted			
	CAP Submitted JANET SOSELY 05/22/2019 01:37 PM	The last Monitoring of the Afterschool Snack was done on 1/29/19 and there were no deficiencies.  Production Records were checked at the time of the audit. Yes, we keep ongoing records. On #B that answer is yes. On #C that answer is yes - we have grains and fruits			
	Flagged Kristin Lawton 05/21/2019 12:04 PM	The program must be monitored within the first 4 weeks of operation each year. As discussed at the exit conference findings were found in this area. Explain in detail, how the finding(s) will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			
On-Site Assessment Tool - Site	Meal Components and Quantities - Review Period	DAYTOP VILLAGE/DAYTOP PRE	410		CAP Removed
<b>Corrective Action History</b>	CAP Removed Kristin Lawton 06/04/2019 02:18 PM	CAP Removed			
	CAP Submitted JANET SOSELY 05/22/2019 01:41 PM	For @A - for lunch we will ensure that the required bean/legume 1/2 cup portion is included in the menu planning going forward.			
	Flagged Kristin Lawton 05/21/2019 12:05 PM	At lunch, portion sizes planned for each component must meet both daily and weekly minimum requirements for each appropriate grade group. When planning menus, refer to the Lunch Meal Pattern Charts, available on the Department of Agriculture Form web site for specific component and minimum quantity requirements. For the week of review, a Bean/Legume was missing entirely from the menu. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.			

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Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool	Professional Standards		1217		CAP Accepted
<b>Corrective Action History</b>	CAP Accepted Kristin Lawton 06/04/2019 02:18 PM	CAP Accepted			
	CAP Submitted JANET SOSELY 05/22/2019 01:46 PM	We do the webinars that are available on the CNP website and will ensure that any new hires follow the same protocol. We have webinars that are required here at Daytop every month and will include at least one from the CNP website. Our tracking mechanism will be a binder containing evidence of webinar completion either by a printout or filling out a form listing the course, date and time.			
	Flagged Kristin Lawton 05/21/2019 12:05 PM	Documentation of training hours completed by all employees must be kept. The USDA Training Tracking Tool or the SOARS Team Work tracker can be used to document training hours. Both tools contain all required fields for documenting compliance with professional standard training requirements. If the SFA is using a different tracking tool, it must include all required fields. Explain, in detail how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation..			