

CINNAMINSON BD OF ED-00500840 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	CINNAMINSON BD OF ED-00500840	126	07/03/2023	CAP Accepted
Corrective Action History	<p>Corrective Action Plan: Accepted by Amy Martin 06/06/2023 05:22 PM</p> <p>CAP Accepted</p>				
	<p>Corrective Action Plan: Submitted by Melissa Livengood 06/06/2023 04:23 PM</p> <p>Corrective Action was performed on May 31, 2023.</p> <p>Application was reviewed and changed to DC-S as result of Direct Certification Individual SNAP/TANF match. All assistance program case numbers will be reviewed for completeness on future applications.</p>				
Corrective Action History	<p>Flagged by Amy Martin 05/31/2023 03:16 PM</p>				
	<p>Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications.</p> <p>Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1 and SFA-2.)</p> <p>The SFA must indicate the date of correction for all application errors.</p> <p>Do not identify the students' names when providing the documentation under the SFA comments.</p>				
Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	CINNAMINSON BD OF ED-00500840	806	07/03/2023	CAP Accepted

CINNAMINSON BD OF ED-00500840 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 06/06/2023 05:23 PM CAP Accepted				
	Corrective Action Plan: Submitted by Melissa Livengood 06/06/2023 04:35 PM Civil Rights training will be observed and signed off as f August 2023.				
Flagged by Amy Martin 05/31/2023 03:16 PM Annual civil rights training is required for all staff who interact with program participants or applicants (e.g. cafeteria staff, free/reduced application approval). The Determining Official did not complete the annually required civil rights training. The SFA must keep documentation of the annual training that includes staff who attended, date of training and topics covered. Staff must complete the State Agency Civil Rights Self Study Guide or view the Civil Rights Webinar which can both be found in SNEARS. 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.					
Food Safety, Storage and Buy American	Food Safety, Storage and Buy American (On-Site Assessment Tool) (1400H)	CINNAMINSON BD OF ED-00500840	1400	07/03/2023	CAP Accepted

CINNAMINSON BD OF ED-00500840 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 06/06/2023 05:23 PM CAP Accepted				
	Corrective Action Plan: Submitted by Melissa Livengood 06/06/2023 04:25 PM Corrective Action was performed on May 31, 2023. Food safety binders at all sites have been updated with signed HACCP manuals and staff unit leads have been informed of there location. Flagged by Amy Martin 05/31/2023 03:16 PM Each site must have a food safety plan in place that includes HACCP standard operating procedures (SOP), as well as monitoring, corrective action, and record keeping procedures. Further guidance on required elements for the HACCP plan can be found in "HACCP Based Standard Operating Procedures" available on the NJDOA website. 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.				
Meal Counting and Claiming - Day of Review	Meal Counting and Claiming - Day of Review (On-Site Assessment Tool - Site) (317H)	RUSH-868	318	07/03/2023	CAP Accepted

CINNAMINSON BD OF ED-00500840 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 06/06/2023 05:22 PM CAP Accepted				
	Corrective Action Plan: Submitted by Melissa Livengood 06/06/2023 04:32 PM Corrective Action was performed on May 30, 2023. Meal Counting and Claiming - Starting May 30, 2023 all students will be expected to come through the line to receive a reimbursable meal. If a student is unable to do so for any reason, we will either need to visibly confirm the student receives the meal once someone serving as their representative has given us the students name or student ID to claim the meal, or they will be expected to use a rooster to confirm receipt of the meal. Flagged by Amy Martin 05/31/2023 03:16 PM An accurate count of reimbursable meals served, by eligibility category, must be taken at the point of service for lunch. Point of service means that point in the food service operation where a determination can be made that a reimbursable free, reduced price or paid meal has been served to an eligible child. On the day of observation, an aide was observed going through the register with a meal for a student. The student was seated at the table outside of the cashier area but was easily observed. Although counts for the day of the review were accurate, the meal was charged and claimed prior to the student receiving the meal, which is not an accurate point of service. This is not allowed. This was not a systemic error as counts were determined to be accurate. Explain, in detail how the finding was corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.				
Meal Components and Quantities - Day of Review	Meal Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	RUSH-868	401	07/03/2023	CAP Accepted

CINNAMINSON BD OF ED-00500840 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Amy Martin 06/06/2023 05:23 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Melissa Livengood 06/06/2023 04:37 PM				
	Meal Components and Quantities - as of June 1, 2023, all staff have been retrained on reimbursable meal components and how to determine a reimbursable meal at POS.				
	Flagged by Amy Martin 05/31/2023 03:16 PM				
	Students must take the required number of components for lunch in order for their meals to be claimed for reimbursement. Since the SFA has offer versus serve, students must select at least 3 food components in the proper quantities. One component selected must be ½ cup fruit and/or vegetable.				
	One lunch was originally claimed for reimbursement despite not containing the required 1/2 cup fruit and/or vegetable component. Once it was brought to the FSD attention, the student's account was corrected to charge as a la carte (corrected in order to charge the account the right amount of money and not overcharge the household).				
	Explain in detail, how the finding was corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.				

Report Selections

Flagged, CAP Submitted, CAP Rejected, CAP Accepted, CAP Removed, Problem resolved, Re-Flagged