

PHOENIX CENTER-01409786 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Meal Counting and Claiming - Review Period	Meal Counting and Claiming - Review Period (On-Site Assessment Tool - Site) (322H)	The Phoenix Center-11725	325	06/06/2022	CAP Accepted
<div style="background-color: #cccccc; padding: 5px;">Corrective Action History</div> <p>Corrective Action Plan: Accepted by Casey Miller 06/13/2022 09:05 AM</p> <p>CAP Accepted</p> <hr/> <p>Corrective Action Plan: Submitted by SARAH CARNEY 06/09/2022 03:52 PM</p> <p>For 1/18/22, there was an error on the school roster. The number of free students was correct, the roster was missing the coding next to one student. This was corrected on May 6, 2022.</p> <p>For the lunch meals from 1/18-1/31/22, the error was found on one student in particular. On the roster, it was coded that he was reduced; however, there is not an application to support this qualification level. An application was sent to the parents on June 2, 2022 to determine their eligibility. The application was returned and verified on June 7, 2022. The application confirmed the qualification status of reduced and therefore no change to roster was necessary.</p> <p>A system has been put into place for the Lunch Program Coordinator as well as administration to now review each month's spreadsheet to ensure qualification levels, rosters and meal counts are accurate. Beginning on June 1, 2022, both the LPC and administration reviewed the May spreadsheets for accuracy. This format will continue around the first of each month to review the previous month. The change has been discussed with the LPC on May 20, 2022. This review has been done for April and May so far. It is believed that having more eyes review the document will be able to catch any discrepancies immediately.</p>					

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Corrective Action Plan: Rejected by Casey Miller 06/08/2022 10:49 AM

The CAP for the meal counting and claiming error was rejected due to missing a specific date of implementation. The explanations are good. Please make sure to copy and paste your original responses from the CAP submitted into the new comment box with the specific dates of correction added.

1.) For the response below, add the date when the roster was updated to include the code that was missing next to the one student:

*For 1/18/22, there was an error on the school roster. The number of free students was correct, the roster was missing the coding next to one student. **DATE corrected?***

2.) For the response below, add the date when the application was sent to the household and when the specific date when the eligibility will be changed. You would follow Verification Procedures for this. Send letter Form #255 (I added in Documents tab) and change eligibility 10 calendar days from date letter sent, if no response with new application before the 10 days.

*For the lunch meals from 1/18-1/31/22, the error was found on one student in particular. On the roster, it was coded that he was reduced; however, there is not an application to support this qualification level. An application has been sent to the parents to determine their eligibility and the correct qualification level will be changed for the month of June. **DATE app sent and roster corrected?***

3.) For the last response indicate the date when the system was put in place to review each month's spreadsheets. For example state, "starting June 1, 2022 the meal count spreadsheets will be reviewed by the Lunch Program Coordinator. The sheets will be reviewed (at the end of each week or month?). The change has been discussed with the LPC on _____ (date)."

Thank you. Please contact me if you need help.

Casey Miller

SNP

609-422-7233

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	<p>Corrective Action Plan: Submitted by SARAH CARNEY 06/03/2022 04:38 PM</p> <p>For 1/18/22, there was an error on the school roster. The number of free students was correct, the roster was missing the coding next to one student.</p> <p>For the lunch meals from 1/18-1/31/22, the error was found on on student in particular. On the roster, it was coded that he was reduced; however, there is not an application to support this qualification level. An application has been sent to the parents to determine their eligibility and the correct qualification level will be changed for the month of June.</p> <p>A system has been put into place for the Lunch Program Coordinator as well as administration to now review each month's spreadsheet to ensure qualification levels, rosters and meal counts are accurate. This has been done for April and May so far. It is believed that having more eyes review the document will be able to catch any discrepancies immediately.</p>				
	<p>Flagged by Casey Miller 05/06/2022 03:10 PM</p> <p>Lunch counts by category (free, reduced and/or paid) must be correctly used in the claim for reimbursement. Meal counts for each school should be verified prior to submitting and certifying the claim. The state agency has determined that the inaccurate method counting, combining, and recording of meals for lunch for the review period is an ongoing systemic problem. The system of counting meals must be corrected. Fiscal action will be taken.</p> <p>Error: State agency identified a counting error for lunch for the review month. State agency lunch counts by free, reduced, and paid eligibility category, based on rosters provided, were different than school count.</p> <p>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.</p>				
Meal Components and Quantities - Review Period	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	The Phoenix Center-11725	410	06/06/2022	CAP Accepted
	<p>Corrective Action Plan: Accepted by Casey Miller 06/06/2022 10:26 AM</p> <p>CAP Accepted</p>				

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Corrective Action History	<p>Corrective Action Plan: Submitted by SARAH CARNEY 06/03/2022 04:54 PM</p> <p>1. There was insufficient grain when the Cheerios were provided for breakfast. It was determined that the portion of the package was smaller than the other cereal choices. This was corrected immediately after the review and students are now given two packages of Cheerios if they choose them or they can select from other cereal choices that meet the daily and weekly whole grain requirements.</p> <p>As for the Nutri-Grain bars, immediately after the review, only the blueberry bars, that do meet the 1 oz eq requirement are given to the students along with the yogurt. In the future, only the blueberry Nutri-Grain bars or another type of breakfast bar that meets the requirements will be provided.</p> <p>2. In terms of insufficient grain for the alternate lunch meals, the lunch vendor was contacted immediately upon the review and asked to provide a whole grain roll to go with the meals as no students have documentation of an allergy. The menus will be updated beginning in July of 2022.</p>
	<p>Flagged by Casey Miller 05/06/2022 03:10 PM</p> <p>Please note this corrective action has 2 parts (breakfast and lunch), thus requires 2 responses.</p> <p>1. Regulation:</p> <p>At breakfast, 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's Form web site for specific component and minimum quantity requirements. Failure to fix identified issues may also lead to fiscal action/repeat violations in subsequent reviews as these are Performance Standard 2 (PS2) violations.</p> <p>1. Error:</p> <p>Insufficient quantities grain (WGR) daily and weekly of review week.</p> <p>Assorted cereal and graham cracker offered on 1/24, 1/26, and 1/28. Plain cheerios (19gm; 0.5 oz eq WGR) offered as one of cereal varieties to choose from. If plain cheerios/graham selected on the days offered, it would not meet weekly for 9-12. Plain cheerios and graham cracker credit as 1.5oz eq, which meets daily, but not weekly. 9-12 weekly WGR requirement is 9-10 oz eq. SFA's review week menu is 8.25oz eq WGR for week.</p> <p>Cereal bar and yogurt meal offered on 1/25 of review week. Assorted flavor Nutri-Grain Bar offered. Strawberry, Raspberry, Apple Cinnamon Nutri-Grain Bar do not meet daily 1 oz eq requirement (they are 0.75oz eq). Does not meet daily and weekly WGR requirements for K-8 and 9-12. Cannot credit yogurt since grain is not at minimum required.</p>

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1. 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.

2. Regulation:

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's Form web site for specific component and minimum quantity requirements. Failure to fix identified issues may also lead to fiscal action/repeat violations in subsequent reviews as these are Performance Standard 2 (PS2) violations.

2. Error:

Insufficient quantity daily grain for K-8 on 1/28 (1 chicken meal) and 9-12 on 1/24/22 (1 penne/meatball meal), 1/25/22 (1 chicken and 1 penne/meatball meal), 1/27/22 (1 chicken and 1 penne/meatball meal), and 1/28/22 (1 penne/meatball meal) of review week.

Daily alternate choice of penne pasta with meatballs or grilled chicken offered. Penne served credit as 1oz eq WGR. Chicken not served with a grain choice, so 0 oz eq WGR. These meals do not meet daily and/or weekly meal patterns. K-8 meal pattern requires minimum daily 1 oz eq and weekly 8-9 oz eq WGR and 9-12 meal pattern requires minimum daily 2 oz eq and weekly 10-12oz eq WGR.

2. 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.

Report Selections

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