

## NEPTUNE CITY BD OF ED-02503500 - 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)	NEPTUNE CITY BD OF ED-02503500	126	01/02/2023	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 01/26/2023 04:39 PM CAP Accepted				
	Corrective Action Plan: Submitted by Mindy Green 01/19/2023 05:40 PM  Determining official will ensure that SS numbers are included on the application. If the SS number was not provided, the Determining Official will call the parent and ask for it over the phone.  Date of Implementation 12/1/22				
	Corrective Action Plan: Rejected by Corinne Santos-Hernandez 01/19/2023 04:22 PM  Please provide the date of implementation for the Corrective Action Plan submitted. Thank you!				
	Corrective Action Plan: Submitted by Mindy Green 01/13/2023 07:18 PM  Determining official will ensure that SS numbers are included on the application. If the SS number was not provided, the Determining Official will call the parent and ask for it over the phone.				
	Flagged by Corinne Santos-Hernandez 12/02/2022 08:32 AM  Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications. There were 2 applications that were missing the last 4 digits of social security numbers. Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.) The SFA must indicate the date of correction for all application errors. *****The number of Certification and Benefit Errors are greater or equal to 10%, therefore an Independent Review of applications must be completed for next school year. More details will be provided later in the school year regarding the process and expectations for the Independent Review.				
	Verification	Verification (Off-Site Assessment Tool) (200H)	NEPTUNE CITY BD OF ED-02503500	200	01/02/2023
<b>Corrective Action History</b>	Corrective Action Plan: Removed by Corinne Santos-Hernandez 11/01/2022 01:56 PM CAP Removed				
	Flagged by Mindy Green 10/21/2022 09:40 AM  The Verification Collection Report was not electronically submitted in SNEARS by November 30th. 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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Group 1: CA Count (5)		NEPTUNE CITY BD OF ED-02503500		01/02/2023	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 01/13/2023 07:26 PM CAP Accepted				
	Corrective Action Plan: Submitted by Mindy Green 01/13/2023 07:21 PM Verification process will be done by the due date and BA will watch training provided in SNEARS.				
	Flagged by Corinne Santos-Hernandez 12/02/2022 08:33 AM The SFA must complete the Verification Process which includes sending the "We Have Checked Your Application Letter" (Form 244) by the November 15th deadline. 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.				
	Flagged by Corinne Santos-Hernandez 12/02/2022 08:33 AM When households fail to respond to the request for verification, a second attempt must be made. The SFA can either call, email, or use the "Second Notice We Must Check Your Application" (Form 21). Explain, in detail, the specific steps that will be taken to meet the requirements and measures taken to ensure that the finding will not reoccur in the future. Indicate the date of implementation.				
	Flagged by Corinne Santos-Hernandez 12/02/2022 08:33 AM The SFA must complete the verification process according to guidelines established in The Eligibility Manual for School Meals. It is recommended that staff responsible for the verification process view the recorded Verification webinar available under the Training tab 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.				
	Flagged by Corinne Santos-Hernandez 12/02/2022 08:33 AM If the confirming official does not validate the original determination of an application, the SFA must send the Letter of Audit Results (Form 255) to the household and update the meal counting and claiming system. The SFA must then select another application to verify.				
	Flagged by Corinne Santos-Hernandez 12/02/2022 08:33 AM The SFA must complete the verification process according to guidelines established in The Eligibility Manual for School Meals. One error prone application (Application number 5062) was verified but was not completed by the response date. A second notification letter should have been sent to the household to complete the verification process. It is recommended that staff responsible for the verification process view the recorded Verification webinar available under the Training tab 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. Describe in the CAP how this will be corrected.				
	Dietary Specification Assessment Tool (On Site Observation)	Dietary Specification Assessment Tool (On Site Observation) (Nutrition/Meal Compliance)	WOODROW WILSON-2183	6	01/02/2023

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Corinne Santos-Hernandez 01/13/2023 07:25 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Jonathan Sysvestre 12/05/2022 07:21 PM				
	The may in question was discarded the day of the review. The staff was also trained on what products are allowed on site. From here on out, only reduced fat products will onsite.				
	Flagged by Corinne Santos-Hernandez 12/02/2022 08:32 AM				
	Reduced-fat, low fat, or fat-free mayonnaise, sour cream, and/or salad dressings should always be offered instead of full-fat varieties. Observed 3 full jars of extra heavy mayonnaise in the fridge and storage area with an expiration date of April 2022. Technical assistance was provided.				

**Report Selections**

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