

Bnos Esther Malka-03009759 - Corrective Action Report

| Section | Form subsection | Site Name | Question # | Due Date | Status |
|----------------------------------|---|---|------------|------------|--------------|
| On-Site Assessment Tool - Site | Meal Counting and Claiming - Review Period | Bnos Esther Malka | 325 | 07/28/2019 | CAP Accepted |
| Corrective Action History | CAP Accepted Casey Miller 07/24/2019 02:50 PM | CAP Accepted | | | |
| | CAP Submitted JOSEPH GELMAN 07/02/2019 07:22 PM | 7/2/19. We reviewed our claiming system and it seems that someone must have hit the backspace button and erased that one checkmark from the claiming system. We will make sure to review all claims before submitting to ensure that this does not recur. | | | |
| | Flagged Casey Miller 06/28/2019 05:05 PM | <p>Lunch counts by category (free, reduced and/or paid) must be correctly used in the claim for reimbursement. Lunch meal totals, by category, must be correctly counted, combined and recorded for each school. Either an electronic or manual system is allowable for use, as long as the system and process used yield an accurate count free, reduced, and paid reimbursable meals were served. When the SFA's meal counting process involves several steps, multiple transfers of counts from one document/computer to another and/or many different sub processes within the main meal counting process, there is more likelihood of errors occurring. The meal counting process should be streamlined and consistently provide accurate counts. Meal counts for each school should be verified prior to submitting and certifying the claim.</p> <p>For the review period, there was an error in transferring and recording the meal count of one student on one day from the classroom roster to the computer system used to combine total meal counts. This lead to a miscount and an underclaim of one free reimbursable meal.</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. Fiscal action will be taken. An over claim may be assessed.</p> | | | |