

# Technical Assistance Log

UTA OF LAKEWOOD-03009812

TA Date	TA Log #	TA Area	Form	Question	SFA Title	SFA Contact	Reviewer	SFA Access
03/21/2022	2546	Meal Components and Quantities - Review Period (On-Site Assessment Tool - Site) (409H)	Meal Components and Quantities - Review Period	409			Lorena Paredes	<input checked="" type="checkbox"/>
<b>How Provided</b>				<b>Comments</b>	When recording fruits and vegetables, the specific type must be indicated. To correctly determine creditable meal pattern contribution for fruits and veggies, box count of fruit/vegetables must be specified on production records. When serving sliced vegetables at breakfast, you must specify the type of vegetable on the production record. For breakfast on 1/18/22, be sure to include the fruit on the menu. Fruit was given as shown on the production record but not included on the weekly menu.			

## UTA OF LAKEWOOD-03009812 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (Off-Site Assessment Tool) (100H)	UTA OF LAKEWOOD-03009812	107	04/21/2022	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lorena Paredes 03/29/2022 03:07 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Miriam Weill 03/28/2022 12:55 PM				
	3/28/2022 We will notify parents by email or letter sent home, and make sure to watch the Certification & Benefit Issuance webinar before next school year				
<b>Corrective Action History</b>	Flagged by Lorena Paredes 03/21/2022 12:38 PM				
	The SFA must provide written notification by letter or email to each household of the denied benefits. The notification must advise the household of the reason for denial, the right to appeal, and the ability to reapply for benefits at any time during the school year. It is strongly suggested that a SFA representative watch the Certification & Benefit Issuance Determining Officials webinar, which can be located in SNEARS under the Training Tab, for further guidance. 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.				
	Corrective Action Plan: Accepted by Lorena Paredes 03/29/2022 03:08 PM				
	CAP Accepted				
Certification and Benefit Issuance	Certification and Benefit Issuance (Off-Site Assessment Tool) (100H)	UTA OF LAKEWOOD-03009812	108	04/21/2022	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Submitted by Miriam Weill 03/28/2022 12:55 PM				
	Eli Heimlich will be the hearing official as of today 3/22/2022				
	Flagged by Lorena Paredes 03/21/2022 12:46 PM				
	The hearing official can not be a person involved with the application approval or the verification process. Explain, in detail, how the finding was corrected and the measures take to ensure that it will not reoccur in the future. Indicate the date of implementation.				

## UTA OF LAKEWOOD-03009812 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
Verification	Verification (Off-Site Assessment Tool) (200H)	UTA OF LAKEWOOD-03009812	202	04/21/2022	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lorena Paredes 03/29/2022 03:07 PM CAP Accepted				
	Corrective Action Plan: Submitted by Miriam Weill 03/28/2022 12:55 PM Josef Friedman will be the confirming official as of today 3/22/2022				
	Flagged by Lorena Paredes 03/21/2022 01:05 PM The confirming official, Avraham Wiezer, must be an individual who did not make the original eligibility determination on the applications. 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.				
Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	UTA OF LAKEWOOD-03009812	800	04/21/2022	CAP Accepted
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lorena Paredes 03/29/2022 03:08 PM CAP Accepted				
	Corrective Action Plan: Submitted by Miriam Weill 03/28/2022 01:00 PM 3/28/2022. We will make sure to use the correct statement				
	Flagged by Lorena Paredes 03/21/2022 01:07 PM The SFA must use the most current non-discrimination statement on all program materials made available to the public. All materials/documents distributed to households or posted on the school's website must contain one of the two nondiscrimination statements found from the link below: <a href="https://www.nj.gov/agriculture/divisions/fn/pdf/form213.pdf">https://www.nj.gov/agriculture/divisions/fn/pdf/form213.pdf</a> . Explain, in detail, how the correct non discrimination statement will be incorporated in program materials and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.				
Civil Rights	Civil Rights (Off-Site Assessment Tool) (800H)	UTA OF LAKEWOOD-03009812	803	04/21/2022	CAP Accepted

## UTA OF LAKEWOOD-03009812 - Corrective Action Report (Detail)

Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lorena Paredes 03/29/2022 03:08 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Miriam Weill 03/28/2022 01:01 PM				
	3/28/2022 We will use form #148 as part of our civil rights policy				
<b>Civil Rights</b>	Flagged by Lorena Paredes 03/21/2022 01:15 PM				
	SFAs must have a procedure for receiving and processing complaints alleging discrimination in the <b>school meal programs</b> . Complaints can be verbal or written. The USDA Program Discrimination Complaint Form (#148) can be used and is available on the Department Of Agriculture web site at: <a href="http://www.nj.gov/agriculture/applic/forms/#5">www.nj.gov/agriculture/applic/forms/#5</a> . Civil rights complaints can either be sent to the New Jersey Division of Food and Nutrition which is turn will forward the complaint to the Civil Rights Division of the Regional USDA Food and Nutrition Services Office. Complaints can also be sent directly to the U.S. Department of Agriculture by (1) mail: Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: <a href="mailto:program.intake@usda.gov">program.intake@usda.gov</a> . 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.				
	Civil Rights (Off-Site Assessment Tool) (800H)	UTA OF LAKEWOOD-03009812	806	04/21/2022	CAP Accepted
	Corrective Action Plan: Accepted by Lorena Paredes 03/29/2022 03:09 PM				
<b>Corrective Action History</b>	CAP Accepted				
	Corrective Action Plan: Submitted by Miriam Weill 03/28/2022 01:03 PM				
	3/28/2022 We will make sure to to have our annual civil rights training before Sep 30th in the coming school year				
	Flagged by Lorena Paredes 03/21/2022 01:31 PM				
<b>Meal Counting and Claiming - Review Period</b>	Civil Rights: Civil Rights training must be provided on an annual basis by <b>September 30th</b> to all staff who interact with program participants or applicants (e.g. cafeteria staff, free/reduced application approval), frontline staff, and those employees who supervise frontline staff. "Frontline staff" are defined as all employees who interact with Child Nutrition program applicants or participants. Acceptable training methods include the recently updated Civil Rights for School Nutrition Program Professionals webinar and the Civil Rights Self-Study Guide found in SNEARS. The SFA must continue to 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.				
	Meal Counting and Claiming - Review Period (On-Site Assessment Tool - Site) (322H)	UTA of Lakewood-172004	325	04/21/2022	CAP Accepted

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Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lorena Paredes 03/29/2022 03:09 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Miriam Weill 03/28/2022 01:02 PM				
	3/28/2022 We will have a second individual review the meal counts before they are submitted				
<b>Corrective Action History</b>	Flagged by Lorena Paredes 03/21/2022 01:22 PM				
	SFA lunch count was 8256 but correct counts by SFA is 8257. Lunch counts for the review period must be correctly used in the claim for reimbursement. Meal counts for each school should be verified prior to submitting and certifying the claim. 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 Components and Quantities - Day of Review (On-Site Assessment Tool - Site) (400H)	UTA of Lakewood-172004	406	04/21/2022	CAP Accepted
	Corrective Action Plan: Accepted by Lorena Paredes 03/29/2022 03:10 PM				
<b>Corrective Action History</b>	CAP Accepted				
	Corrective Action Plan: Submitted by Miriam Weill 03/28/2022 01:04 PM				
	04/01/2022 We will make a separate production record/menu for Pre K based on the correct PreK meal pattern				
	Flagged by Lorena Paredes 03/21/2022 01:34 PM				
All grades eat both meal types in classroom. Pre-K is not co-mingled and is not following Preschool Meal Pattern. The required school lunch and breakfast meal patterns for Pre-K is intended to result in age-appropriate and nutritious meals. The Preschool Meal Pattern is required for schools when these students eat separately from other grade configurations such as in the classroom. Please refer to the Preschool meal pattern found on the Department of Agriculture's 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.					
Food Safety, Storage and Buy American	Food Safety, Storage and Buy American (On-Site Assessment Tool - Site) (1404H)	UTA of Lakewood-172004	1405	04/21/2022	CAP Accepted

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Section	Form Subsection	SFA/Site Name	Question #	Due Date	Status
<b>Corrective Action History</b>	Corrective Action Plan: Accepted by Lorena Paredes 03/29/2022 03:10 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Miriam Weill 03/28/2022 01:04 PM				
	Going forward we will make our inspection request via mail post or email so that in case the inspectors don't come down in a timely manner we will have the proof that we requested the inspection to take place				
	Flagged by Lorena Paredes 03/21/2022 01:32 PM				
	SFA did not have two food safety inspections or documentation indicating that a second food safety inspection was requested in the current school year. Schools participating in the school lunch and breakfast programs must, at least twice during the each school year, obtain a food safety inspection conducted by a State or local governmental agency responsible for food safety inspections. Describe in the corrective action how this will be corrected.				

**Report Selections**

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