



Teddy Bear

May & June 2009

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POSTAGE INCREASE

Postage is going up AGAIN!! The date of the increase is May 11th!

We don't like refusing claims with postage due! Please check with your postmaster as to the correct rate. Our 9 x 12 envelopes with 5-7 pieces of paper in them will cost \$1.05 (88 cents for the first ounce and 17 cents for each additional ounce)!

302 of our providers don't have to worry about mailing their claims because they submit their claims online through CK Kids!! Call Erin in our office to see how you can sign up to use this great program!

Child Care & Nutrition, Inc.

P.O. Box 138 324 N. Norman
Ivanhoe, MN 56142

800/634-3359
507/694-1499

www.childcarenutrition.com
ccnikids@frontiernet.net

Claim deadlines:

Mail by:	Payment sent:	Mail by:	Payment sent:
May 3.....	May 18	May 10.....	May 29
June 3.....	June 19	June 10.....	June 30

These timelines assume that your claim is **COMPLETE** when we receive it in our office!
 We can not request funds from the MDE based on an incomplete claim.

When we send a payment it will be in your bank account the next business day!

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Office Staff	Field Staff	Home Phone:
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In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Office of Civil Rights, 1400 Independence Avenue SW, Washington, DC 20250-9410, or call 800.795.3272 (voice) or 202.720.6382 (TTY). USDA is an equal opportunity provider and employer.

CACFP:

Child and Adult Care Food Program Or Career Activity Calls For Productivity

When you look at receiving reimbursement from the Child and Adult Care Food Program, it really is a job in and of itself. In fact, if there were a job description for participating in the CACFP, it would probably look something like this:

Job Title: CACFP Participant

Responsibilities include:

1. Serving nutritious meals and snacks to children in care according to USDA guidelines
2. Attend required training workshops
3. Complete required records of types of food and meals served to children on a daily basis
4. Cooperate with requests of supervisory staff in review of records
5. Submit required reports (claims, family size and income data, enrollments, etc.) in a timely manner

Qualifications:

1. Must be knowledgeable about Child and Adult Care Food Program participation requirements
2. Must be organized to maintain required records at all times

So, where is all this leading? Well, when you meet the above job description, you will be "paid" for your work through the reimbursements you receive. It is that simple.

Civil Rights – what does that mean?

We often hear the term “Civil Rights”, particularly in relation to programs sponsored by the government. Our program – the Child & Adult Care Food Program – falls under these regulations so we thought you might like to know a little more about what Civil Rights are all about.

What are Civil Rights?

Civil rights are the non-political rights of a citizen; the rights of personal liberty guaranteed to United States citizens by the 13th and 14th amendments to the U.S. Constitution and Acts of Congress.

The goals of Civil Rights:

- *equal treatment for all applicants and beneficiaries,
- *knowledge of rights and responsibilities,
- *elimination of illegal barriers that prevent or deter people from receiving benefits and
- *dignity and respect for all.

Our federal agency, the United States Department of Agriculture requires this statement to be displayed –

“USDA prohibits discrimination in all programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic info, political beliefs, reprisal or income.”

CCNI, as a sponsor of the CACFP, is obligated to follow these guideline and you, as providers, are also obligated to follow these guidelines because you are a recipient of Federal financial assistance*.

Civil Rights further explained:

Race, Color, National Origin

American Indian or Alaskan Native – having origins in any of the original peoples of North America or who maintains cultural identification through tribal affiliation or community recognition.

Asian or Pacific Islander - having origins in the original peoples of the Far East, Southeast Asia, or the

Indian subcontinent including Cambodia, China, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

Black or African American – having origins in the black racial groups of Africa.

Hispanic or Latino – a person of Cuban, Mexican, Puerto Rican, South or Central America or other Spanish culture or origin, regardless of race.

Native Hawaiian or Other Pacific Islander – having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands.

White – having origins in, or who identifies with any of the original Caucasian peoples of Europe, the Middle East or North Africa.

Age

The Age Discrimination Act of 1975 provides no person in the United States shall, on the basis of age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity receiving Federal financial assistance*.

Sex (Gender)

Title IX states no person in the United States shall, on the basis of sex, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance*.

Disability

An individual with disabilities may be defined as a person who has a physical or mental impairment which substantially limits one or more major life activities, has a history or record of such an impairment, or perceived by others as having such an impairment.

*Federal financial assistance – anything of value received from the Federal government. It can include cash grants and loans, commodities, training, property donations such as excess computers, permission to use Federal property and similar items and services.



License Capacity Issues

We understand that providers try very hard to stay within compliance of their license capacity according to their license classification. Sometimes, however, we run into a situation where a provider may be over capacity by total numbers of children or within a certain age group, such as too many infants, toddlers or preschool aged children. When this happens, we are required to take certain steps based on the situation.

When we see over capacity on a claim:

We issue a claims reduction notice for overcapacity and reduce claim according to the most current license classification we have on file. If a license changes or variances are issued by county licensers, please send us a copy so we can accurately count your claim,

When we see over capacity on a home visit: We are now required to contact the county licenser and report the observed over capacity at the home visit. We must document that the licenser has been contacted. The best way for us to do this is to write it on the home visit and let you know that the licenser will be contacted.

All Minnesota Sponsors of the Child and Adult Care Food Program are now required to report over capacity observed at home visits only.

*In politics, if you want anything said, ask a man- if you want anything done,
ask a woman."*

-Margaret Thatcher-

Is anyone else glad that we are almost through with all the presidential campaign stuff??
Both candidates promised CHANGE, so no matter who gets to be our new president, we
should be looking forward to better things - RIGHT??