Required Training Updates

If you get a call from your program rep or an email from the Wildwood Training Team to let you know you're missing training for 2018, please help us out by completing this training as soon as possible.

It is a BIG job to track training for our providers, so after you've completed a course it may take up to a week to send out a certificate for each course.

If you take a course online – we will send a digital certificate by email. If you send a paper test for a course, we will issue a paper certificate.

Outdoor Winter Fun!

As you use up various jars, bottles or jug-type food items in your home, save the brightly-colored covers to use as accents (eyes, nose, buttons) for snow people that your kiddos create in the winter. Pipe-cleaners (chenille stems) also make great smiles and noses for snow people. (see photo)



Training for Local Association Groups

If you'd like to have Wildwood provide training for your local group or child care association, please give us a call to set up a topic, time, and location. Call and speak with Maureen or forward her contact information to the training coordinator in your local or regional association. Maureen Lyons, Wildwood Trainer of Record 303-730-0460 maureen@wildwoodcacfp.org



Happy Holidays from all of us at **Wildwood Food Program**

Get the Goods on Grains Workshop

Wildwood program representatives will be doing workshops in their service area to help providers understand the Whole Grain Rich requirement and understand which foods are creditable. Watch for more information about training in your area soon.

* If you'd like to set up a training session in your community, please give us a call. We are happy to bring this session to groups across Colorado and Wyoming.

Get the goods on Grains

Understanding Whole Grain-Rich requirements for CACFP Child Care **Homes & Centers**



CLAIMS

We want you to receive the most money you can each month. Claims Corner has useful reminders and hints to help you do just that.

Did you know that KidKare provides a monthly error report and claim summary? It even shows children's enrollments that will expire soon. To find this report follow the steps below. (3)

- 1. Log in to your Kidkare account
- 2. Choose "Reports" on the list on left-side of page
- 3. Select a category from a drop-down list, choose "Claim Statements" and then "Claimed Summary and Error" and then select the month you want.
- 4. Click on Run.

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- 5. The report will appear as a small rectangle in the lower-left corner of your screen. When you click on that small rectangle it will enlarge the report to full size, so you can see the details of your claim. If you need help accessing these reports, please call the office after the 15th of the month, and we'll talk you through how to find these helpful tools. (Please be aware that these reports may not be finalized until we have processed your claim.)
- To guarantee on-time payment, your claim is due by the 5th of the month. Unfortunately, we are not able to extend this deadline when there is a holiday or weekend that limits mail delivery during this time. If you struggle to get your claim in by the 5th, we recommend online claiming or priority mail as alternative options.

Try this classic holiday keepsake craft with your kiddos



Reindeer Footprint



A friendly reminder to let your program rep (or the office staff) know when you'll be closed over the holidays. We don't want to drive to your house for a visit only to find you're not there or not open.

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http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture 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: program.intake@usda.gov. This institution is an equal opportunity provider.