Required Training Updates

Each year, providers on the food program complete 1 hour of training, in three specific content areas, as part of your agreement with Wildwood CACFP. The topics include: Civil Rights, Health/Safety, & Program Training. Any training hours received from Wildwood can also help to meet licensing hours.

Wyoming providers have recently completed the 2017-2018 training period. Any Wyoming training received after October 1 will count towards the 2018-19 requirements.

Colorado providers are approaching the end of the 2018 training year. In early November, we will email those who still need this required training.

Throughout the year Wildwood provides various training topics related to caring for children, some that meet the CACFP requirements, as well as other topics to help meet additional licensing hours. If you have questions about Wildwood's training courses, please call or email Maureen at the CO Wildwood office. Phone: 303-730-0460 Email: maureen@wildwoodcacfp.org

FUN FALL RECIPE!



Apple Rings

Slice apples across the middle, horizontally, to create thin circles. Carefully cut out the center to "core" the apple. You're left with circles of apple that are perfect for little fingers and fun to decorate with a spread of your choice, peanut butter, yogurt, jam, etc. Top with food/sprinkles for a favorite fall snack when paired with a cup of milk.

Mark Whole Grain Rich Foods

Whether you use paper or online menus, Just a reminder.. please mark each bread/bread alternate item that is Whole Grain Rich, either by checking the box online or writing "WGR" with the food item on your menu. When the daily Whole Grain requirement is not met, USDA will disallow the lowest reimbursed meal or snack for that day.

If you have questions about choosing foods to meet the WGR requirement, call your program representative for more information.

Additional details about the New Meal Patterns can be found on our website www.wildwoodonline.org or on the National Sponsors Association at www.CACFP.org

Get the Good 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.

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.

- To guarantee on-time payment, your claim is due by the 5th of the month. Unfortunately, we are not allowed additional time to process the claims when there is a holiday, so we are not able to extend this deadline. If you struggle to get your claim in by the 5th, we recommend online claiming or priority mail as alternative options.
- How we process your monthly paperwork: We process all completed claims received by the 5th of the month first, to meet our deadline for submission to the state. Incomplete claims, missing signature or other details, require you to complete the missing information before we can submit. Any paperwork related to your claim (Child Enrollment Forms or Income Verification) is processed after the claims have been completed, starting around the 17th of the month. Any paper-training forms you submit are processed last, with certificates being mailed along with monthly checks to save on postage expenses. Processing claims takes priority over other tasks and requests during the first two weeks of each month, so we kindly request that you limit your calls to the office during this time. After we have completed the on-time claims, we process any claims that arrived late (after the 5th). Late claims are paid on the next scheduled payment date,1 month late, because the state allows funds to be disbursed only once per month.

Office Staff updates

Last month we said good-bye to Kristen. This month we welcome Megan LaRosa to the Wildwood CACFP Team. Megan will be learning to process monthly claims, which is a very big job, so please be patient as we adjust and juggle various responsibilities among our staff during her training. In the meantime, Savannah Thornburgh will be processing Wyoming claims, and Susan Crenner will be processing Colorado claims. Please reach out to either Sue or Savannah with claim guestions.

If you want to switch to online claiming, call your program rep, or the Wildwood office. We will set up training & access to KidKare to get you started.





USDA Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, Its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at:

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.