

**ANNUAL UPDATE OF CACFP MANUAL
for Sponsoring Organizations of Day Care Homes**

Sponsor Name _____

Date _____

PLEASE NOTE: These Program memoranda were sent to Sponsoring Organizations of Day Care Homes at the time of initial distribution and should be kept in the Sponsor's CACFP files. In order to ensure that Sponsoring Organizations maintain a complete file, once a year Sponsors have the opportunity to order any items from the last fiscal year that have been misplaced. The description column provides information on the content of the policy memo (DOH-CACFP #) or informational mailing (Year – Number).

CODE	NAME	ISSUE DATE	DESCRIPTION	CHECK IF ORDERING
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Policy Memos

DOH-CACFP #155	Appealing an Adverse Action by CACFP – Denial of an Application	10/12	Describes procedures for appealing denied participation in CACFP	
DOH-CACFP #176	Policy on Day Care Home Providers Who Have Moved	12/14	Clarifies the rules for continuing CACFP participation if a Day Care Home Provider moves to a new location	
DOH-CACFP #177	Crediting Vegetarian Meat Alternates in CACFP Meals	1/15	Updated list of vegetarian products creditable as meat alternates in CACFP	
DOH-CACFP #178	Fraud Detection and Investigation	1/15	Describes procedures for referring suspected CACFP fraud or abuse	
DOH-CACFP #186	Change to Claiming Deadlines	5/16	Explains timeframes for claims submission	

Mass Mailings

2014-11	Advance Payment Recovery Procedure	9/12/14	Explains recovery of outstanding administrative and operating advances in CACFP	
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Submit your order using
ONE of these options:
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Mail to:
CACFP – Homes Unit
150 Broadway Suite 650
Albany, NY 12204-2719

OR

Fax to:
(518) 402-7252

OR

Email to:
cacfp@health.ny.gov

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