

SNP Administrative Review Findings

Dept of Corrections (K161)

Program Year 2022

Dept of Corrections (K161)

302 W Washington St RM E334
Indianapolis, IN 46204-2738

Food Service Contact

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Executive Contact

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No. of Sites / Reviewed: 4 / 1

Month of Review: May 2022

Commendations

- * The menus offer a lot of variety with a lot of fresh fruits and vegetables..

Meal Counting & Claiming - Dept of Corrections (K161)

316. Meal counts for all schools for the review period were correctly consolidated and claimed by the SFA

Finding: Monthly Edit Check

At the time of the review a breakfast or lunch monthly edit check was not being completed.

Corrective Action:

Confirm that employees are trained on how to complete an edit check and that every month prior to submitting the claim a monthly edit check for both breakfast and lunch is conducted and saved with program records.

Technical Assistance:

A technical assistance for this finding was completed while onsite.

General Program Compliance - Dept of Corrections (K161)

1403. Review of agricultural food components indicates violations of the Buy American provision

Technical Assistance Buy American

At the time of the onsite meal service review, the food industry was experiencing supply chain issues. Therefore, a technical assistance was only conducted (not a finding) when cabbage from Mexico was found in the cooler.

Helpful information would be:

Purchase and plan menus based on seasonal produces

Utilize USDA websites to confirm seasonality - <https://healthymeals.fns.usda.gov/features-month/what-is-season> or <https://snaped.fns.usda.gov/seasonal-produce-guide>

Prioritize on buying local/in-season/domestically first

Do not menu non-domestic products every day (i.e., bananas)

SNP Administrative Review Findings

Dept of Corrections (K161)

Program Year 2022

Pendleton Juvenile Correctional Facility (Z138)

302 W Washington St RM E334
Indianapolis, IN 46204-2738

Food Service Contact

Mike Minthorn
Warden
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Month of Review: May 2022

Date of Onsite Review: June 30, 2022

Meal Components & Quantities - Pendleton Juvenile Correctional Facility (Z138)

402. Day of Review- the minimum daily quantity requirements are met for the age/grade group being served

Finding: Daily Fruit Requirement

On the day of the lunch review the food service staff were unaware of the fruit pack size; therefore, the field specialist was not able to confirm whether the daily fruit requirement was met according to the required serving size.

Corrective Action:

Confirm that when fresh fruit is being served that the pack size for specific items, such as apples and oranges, is documented to ensure that the meal pattern requirement is being met.

Technical Assistance:

A technical assistance was conducted on this requirement the day of the meal service observation.

402. Day of Review- the minimum daily quantity requirements are met for the age/grade group being served

Finding: Incomplete Standardized Recipe on the Lunch Observation Day

Due to the lunch day's sloppy joe recipe not having the crediting information, the field specialist was unable to determine whether the daily 2 ounces requirement of meat/meat alternate was served.

Corrective Action:

Sponsors (and therefore vendors/FSMC) must plan and serve meals that meet meal pattern requirements. Then using the standardized recipe, production records show the amount of product used according to the recipe requirements. When crediting information is not on the standardized recipe or product labels, it is impossible to tell if full portions of components are being served. This information should be readily available to prove meal pattern compliance daily. Please provide the detailed standardized recipe for sloppy joes, including meal pattern crediting information.

Technical Assistance:

A technical assistance was conducted on this specific finding.

409. Review Period- all required meal components per weekly meal pattern requirements were offered and served to students

Finding: Incomplete Standardized Recipes for the Month of Review

Standardized recipes did not include crediting information. Each recipe should list the serving size and how it contributes to the meal pattern requirements. Production records should confirm that the standardized recipe was followed for the respective meal pattern components.

Corrective Action:

Standardized recipes must include all the required information including the meal pattern crediting information. Submit two updated standardized recipes that provide crediting information as corrective action. During future administrative reviews, if the recipes do not include the required information, meals may be disallowed throughout the month of review where applicable.

Technical Assistance:

A technical assistance was conducted on what is required in a standardized recipe.

409. Review Period- all required meal components per weekly meal pattern requirements were offered and served to students

Finding: Menu Certification Worksheets

Due to the lack of crediting information for specific items served during the review period, the menu certification worksheets were not able to be completed for the administrative review.

Corrective Action:

Provide the documentation necessary for the reviewer to complete the menu certification or provide the menu certification worksheets for the actual items served during the week of review. If this information is not provided by the corrective action due date, the additional reimbursement (currently 8 cents for lunches served) for menu compliance may be terminated.

Technical Assistance:

A technical assistance was conducted on this specific finding was conducted.

Standardized Recipe Requirements

Recipe Title

Recipe Category

Ingredients

Units of Measure for Each Ingredient

Preparation Directions

Cooking Temperature, Cooking Time, and Preparation Time

Serving Size

Recipe Yield

Equipment and Utensils Needed

Crediting Information

For additional information and training on the requirements for Standardized Recipes in USDA Child Nutrition Programs, go to the IDOE Moodle website, [Indiana Department of Education](#), sign up or log in, and scroll to School Nutrition Courses. The Section 8 of the Crediting training will go over the specific requirements of a standardized recipe.