

Production Records

- Must complete daily, dated food production records for all approved meals and snacks prior to the meal service.
- Used to assure that enough food is prepared and the meal is in compliance with the meal pattern.
- Can be used as a shopping list & a great tool for a person filling in for the cook.
- Maintain on file for 3 years plus the current year.
- Below is a sample of a **complete** production record.



Wisconsin Department of Public Instruction
LUNCH/SUPPER PRODUCTION RECORDS
PI-1488 Side 1 (Rev. 10-11)

- ¹ Whole milk is recommended for children under two years.
- ² 1% or skim milk must be served to children over the age of two years

Lunch / Supper		Week of May 5, 2014		Prepared by Jenny H.		
Projected Meal Counts	Component	Foods to be Served	Amounts Required	Amounts Prepared	Comments	
MONDAY		M/M	Ground Beef	54.5 oz	5 lbs, raw	
		F/V	Tomato Sauce	10 cups	6, 15 oz can	
1 & 2	7	F/V	Mixed Fruit	9 cups	1-#10 can	
3 to 5	13	GR/B	Spaghetti Noodles	12 cups	3 lbs, dry	
6 to 12	9	Whole / 2% Milk ¹	Whole (4, 1 year olds)	2 cups	1/2 gallon	
Adult	5	1% / Skim Milk ²	1% (3, 2 year olds)	25 1/4 cups	2 gallons	

Foods to be Served

- List the component
- Combination foods: record the individual component

Amounts Required

- Document the total amount needed to meet the meal pattern
- Based on the projected meal counts for children & adults

Amounts Prepared

- Document the actual amount to be prepared
- Use can size, pounds, ounces, and gallons.

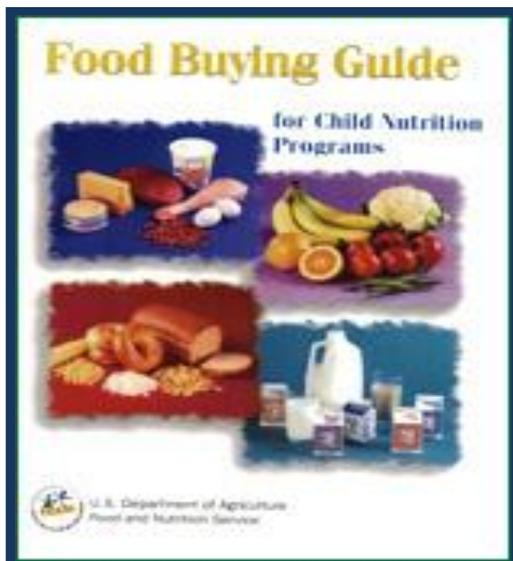
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Food Buying Guide (FBG)

<http://www.fns.usda.gov/tn/foodbuying-guide-child-nutrition-programs>

*United States Department of Agriculture (USDA)
Food and Nutrition Service (FNS)*

- Purchasing guide to buy the right amount of food and the appropriate type of food for your program.
- Use to calculate the appropriate amount of food to meet the meal pattern.
- This guide can be used to determine if a food is creditable for the CACFP meal pattern.
- Provides additional information to assist in planning, preparing and serving nourishing meals.



Sample: How to use the Food Buying Guide

(see chart below)

- Need 54.5 ounces of ground beef for lunch
- Divide the number of servings required by the number of servings you will get per purchase unit:
 $54.5 \text{ oz} \div 11.2 \text{ oz} = 4.87 \text{ lb}$
- Round up to 5 lbs = Amount of raw ground beef to prepare

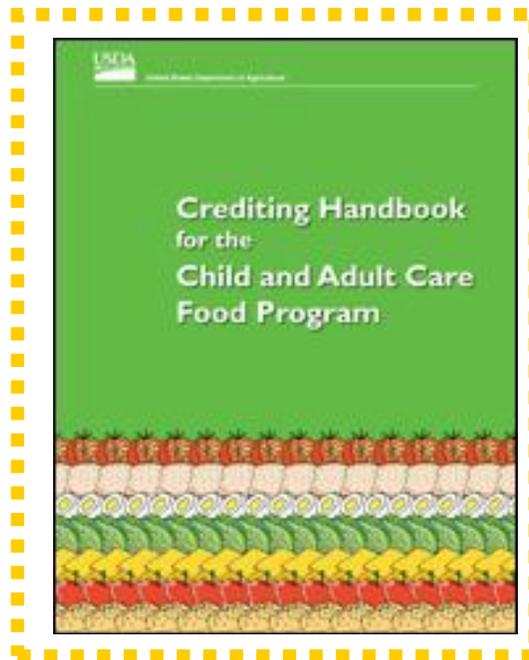
1	Food As Purchased, AP	2	Purchase Unit	3	Servings per Purchase Unit, EP	4	Serving Size per Meal Contribution	5	Purchase Units for 100 Servings	6	Additional Information
BEEF GROUND, fresh or frozen											
	Beef, Ground, fresh or frozen Market Style no more than 30% fat		Pound		11.2		1 oz cooked lean meat		9.0		1 lb AP = 0.70 lb cooked, drained, lean meat
			Pound		7.46		1-1/2 oz cooked lean meat		13.5		

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Crediting Handbook for the CACFP

(http://www.fns.usda.gov/sites/default/files/CACFP_creditinghandbook.pdf)

- **Creditable** foods are foods USDA allows to be counted toward meeting the requirements of a component.
- **Non-Creditable** foods do not meet requirements for any component in the meal pattern.
- Foods not indicated as creditable in *Crediting Handbook for the CACFP* or not listed in the *Food Buying Guide (refer to previous page)* are not creditable.
- Not an all inclusive list.



- Provides general guidance on menu planning.
- Includes a menu checklist that can be used to ensure you are serving a variety of foods.
- Ideas for dark green vegetables, red & orange vegetables, starchy vegetables, beans & peas to add variety.
- List of common whole grains and tips to add more whole grains to your menu.

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Grains/Bread Chart

- Use to credit the grains/bread items served to the children.
- A copy can be found in the *Crediting Handbook for the CACFP* (see previous page).
- All grains/bread components must be whole grain, enriched, or made from whole grain or enriched meal or flour.
- Groups are based on average grain content.
 - Foods with similar concentrations of creditable grains are grouped together.
- Items such as grain fruit bars or toaster pastries require larger serving sizes because they contain less grain by weight.
- See next page for sample on how to use the grains/bread chart.

Sample section

Grains/Breads Requirement (Bread/Bread Alternate)	
Exhibit A — Grains/Breads for the Food-Based Menu Planning Alternatives in the Child Nutrition Programs^{1,2}	
Group A	Minimum Serving Size for Group A
<ul style="list-style-type: none"> • Bread type coating • Bread sticks (hard) • Chow mein noodles • Crackers (saltines and snack crackers) • Croutons • Pretzels (hard) • Stuffing (dry) Note: weights apply to bread in stuffing 	1 serving = 20 gm or 0.7 oz. 3/4 serving = 15 gm or 0.5 oz. 1/2 serving = 10 gm or 0.4 oz. 1/4 serving = 5 gm or 0.2 oz.
Group B	Minimum Serving Size for Group B
<ul style="list-style-type: none"> • Bagels • Batter type coating • Biscuits • Breads (white, wheat, whole-wheat, French, Italian) • Buns (hamburger and hot dog) • Crackers (graham crackers - all shapes, animal crackers) • Egg roll skins • English muffins • Pita bread (white, wheat, whole-wheat) • Pizza crust • Pretzels (soft) • Rolls (white, wheat, whole-wheat, potato) • Tortillas (wheat or corn) • Tortilla chips (wheat or corn) • Taco shells 	1 serving = 25 gm or 0.9 oz. 3/4 serving = 19 gm or 0.7 oz. 1/2 serving = 13 gm or 0.5 oz. 1/4 serving = 6 gm or 0.2 oz.
Group C	Minimum Serving Size for Group C
<ul style="list-style-type: none"> • Cookies ³ (plain) • Cornbread • Corn muffins • Croissants • Pancakes • Pie crust (dessert pies, ³ fruit turnovers, ⁴ and meat/meat alternate pies) • Waffles 	1 serving = 31 gm or 1.1 oz. 3/4 serving = 23 gm or 0.8 oz. 1/2 serving = 16 gm or 0.6 oz. 1/4 serving = 8 gm or 0.3 oz.
<p>¹ The following foods are whole-grain or enriched or made with enriched or whole-grain meal and/or flour, bran, and/or germ.</p> <p>² Some of the following foods or their accompaniments may contain more sugar, salt, and/or fat than others. This should be a consideration when deciding how often to serve them.</p> <p>³ Allowed only for desserts and snacks served under the Child and Adult Care Food Program (CACFP).</p> <p>⁴ Allowed for desserts, breakfasts, and snacks served under CACFP.</p>	

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How to Use the Grains/Bread Chart

Resources needed:

- Grains/Bread Chart from FBG
- Nutrition Facts Label from package

<u>CACFP Meal Pattern Requirements</u>	<u>Group A: Crackers – saltines and snack crackers</u>
<ul style="list-style-type: none"> • 6-12 year olds require 1 serving each • 1-5 year olds require ½ serving each 	<ul style="list-style-type: none"> • Ages 1-5: ½ serving = 10 grams • Ages 6-12: 1 serving = 20 grams

Nutrition Facts
Serving Size 11 crackers (31g)
Servings Per Container About 6

How many snack crackers does each child need?

1-5 Year Olds: 4 crackers per child

$\frac{11 \text{ crackers}}{31 \text{ grams}} = \frac{X}{10 \text{ grams}}$	➔	$11 \text{ crackers} \times 10 \text{ g} = 110$ $110 \div 31 = 3.5 \text{ crackers}$ <p>Round up to 4 crackers</p>
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6-12 Year Olds: 8 crackers per child

$\frac{11 \text{ crackers}}{31 \text{ grams}} = \frac{X}{20 \text{ grams}}$	➔	$11 \text{ crackers} \times 20 \text{ g} = 220$ $220 \div 31 = 7.09 \text{ crackers}$ <p>Round up to 8 crackers</p>
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How many boxes should you buy?

Age Group	# Eating	Multiply	Required Crackers	Total
1-2	7	X	4	28
3-5	13	X	4	52
6-12	9	X	8	72
Adults	5	X	8	40
Total Crackers Needed				192

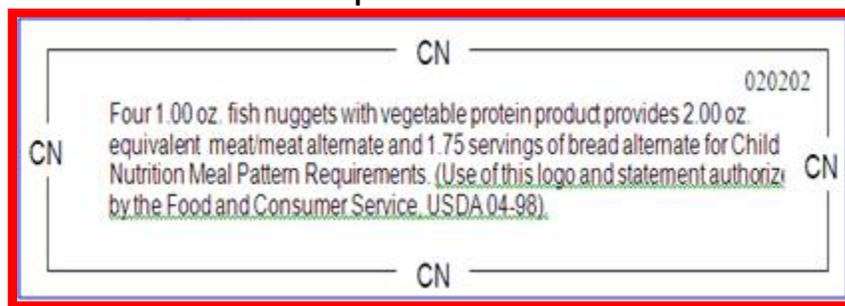
$11 \times 6 = 66 \text{ crackers/box}$ $192 \div 66 = 2.9 \text{ or } \mathbf{3 \text{ boxes}}$
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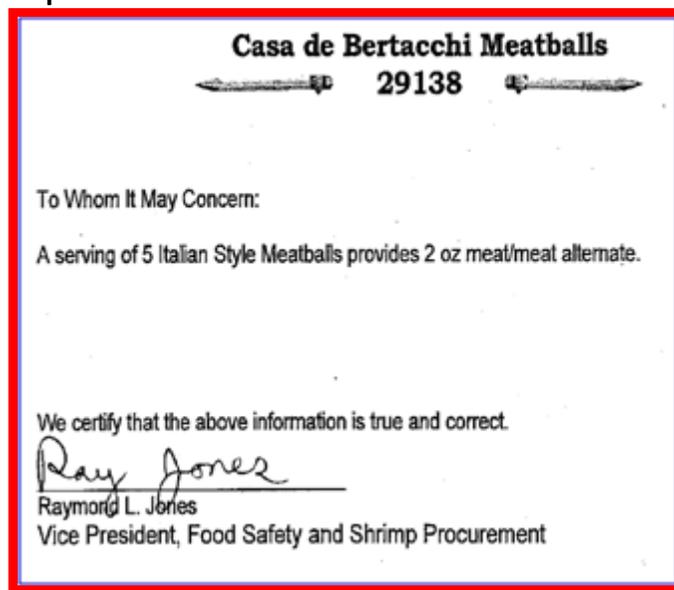
Child Nutrition (CN) Labels

- Commercially prepared, combination food items can only be credited to the CACFP meal pattern when the amount of content (i.e. meat, bread, etc.) is known and documented.
- Must be on file for all combination foods to make them creditable.
 - Examples: chicken nuggets, pizza, fish sticks, ravioli, etc.
- Product formulation statement may be on file in place of the CN label.
- Not all commercially prepared, combination food items will have a CN Label.
- The Nutrition Facts Label found on the package is not sufficient information.
- The CN label does not indicate the product is a healthier choice.
 - Used predominately on processed meat and meat alternate products which are often high in sodium, fat and calories.

Sample CN Label



Sample Product Formulation Statement



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