

UNION CO ED SERVICES COMM-03905245 - Corrective Action Report

Form Name	Section	Form subsection	Site Name	Question #	Due Date	Status
On-Site Assessment Tool - Site	On-Site Assessment Tool - Site	SFA/Sponsor On-Site Monitoring	CROSSROADS SCHOOL	901	07/08/2018	CAP Accepted
Corrective Action History			CAP Accepted Katie Hunter 07/06/2018 12:04 PM	CAP Accepted		All SFAs must conduct an on-site accountability review of breakfast prior to February 1st each school year. The SBP On-Site Accountability Review Form (#292) must be used. Accountability reviews must be conducted by an SFA employee. The SFA must request and receive approval from the State Agency in order to extend the February 1 deadline to complete the on-site accountability review. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.
			CAP Submitted MAUREEN WAKEMAN 06/28/2018 11:33 AM			
			Flagged Katie Hunter 06/08/2018 02:57 PM			

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On-Site Assessment Tool	On-Site Assessment Tool	Certification and Benefit Issuance	CAP Accepted Katie Hunter 07/06/2018 12:07 PM CAP Submitted MAUREEN WAKEMAN 06/27/2018 03:11 PM	126	07/08/2018	CAP Accepted
Corrective Action History						
				<p>#231633 [REDACTED] Income changed. Student went from FREE to DENIED. Completed on 5/9/2018</p> <p>#231531 [REDACTED] Income changed Student went from FREE to REDUCED. Completed on 5/9/2018.</p> <p>#231620 [REDACTED] FREE to DENIED. Completed on 5/10/2018</p> <p>#231694 [REDACTED] Income changed, Student went from FREE to DENIED. Completed on 5/9/2018.</p> <p>#231743 [REDACTED] Income changed. Student went from REDUCED to FREE. Completed on 5/10/2018</p> <p>#231724 [REDACTED] Income verified by parent on 5/9/2018</p> <p>#231717 [REDACTED] Spoke with parent on 5/15/18 to verify case # which is C116707</p> <p>#231573 [REDACTED] Spoke with parent on 5/15/2018 to verify case # which is C111630</p> <p>#231659 [REDACTED] Spoke with parent on 5/15/2018 to verify case # which is C107553</p> <p>#231609 [REDACTED] Individual Match found in system. Information attached.</p>		
On-Site Assessment Tool	On-Site Assessment Tool	Food Safety, Storage and Buy American	Flagged Katie Hunter 06/08/2018 02:57 PM	<p>Incomplete and/or incorrectly determined applications were found during the State Agency review of the selected applications. Errors were recorded on the Eligibility Certification and Benefit Issuance Worksheet (SFA-1.) The SFA must indicate the date of correction for all application errors.</p>		
				1400	07/08/2018	CAP Accepted

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Corrective Action History			CAP Accepted Katie Hunter 06/25/2018 12:19 PM	CAP Accepted		
			CAP Submitted KEITH LEDER 06/14/2018 10:03 AM	SFA will update the food safety plan that includes HACCP standard operating procedures at the start of every school year at each individual school. They will not only be updated but monitored on a weekly basis by the on-site manager and corrected at any point in time by the area supervisor. Date of Implementation: 5/14/18 Person Responsible: Keith Leder, Area Supervisor		
			Flagged Katie Hunter 06/08/2018 02:57 PM	The SFA must have a food safety plan in place that includes HACCP standard operating procedures (SOP), as well as monitoring, corrective action, and record keeping procedures. Further guidance on required elements for the HACCP plan can be found in "HACCP Based Standard Operating Procedures" available on the NJDOA website. A copy of the written HACCP food safety plan must be available at each school. Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.		
Off-Site Assessment Tool	Off-Site Assessment Tool	Verification		202	07/08/2018	CAP Accepted
Corrective Action History			CAP Accepted Katie Hunter 07/06/2018 12:07 PM	CAP Accepted		
			CAP Submitted MAUREEN WAKEMAN 06/27/2018 03:17 PM	Maureen Wakeman		
			CAP Rejected Katie Hunter 06/25/2018 12:21 PM	Please supply the Name of SFA/Sponsor's Confirming Official:		
			CAP Submitted MAUREEN WAKEMAN 06/20/2018 11:35 AM	It will be implemented at the start of our Summer School program on July 2, 2018. We will make sure all pages of the application are submitted to the main office from the schools. All applications will be fully proofed and signed by the main office.		
			Flagged Katie Hunter 06/08/2018 02:57 PM	The confirming official must be an individual who did not make the original eligibility determination on the applications. Explain, in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Indicate the date of implementation.		