

## ST MICHAEL SCHOOL-01450019 - Corrective Action Report (Detail)

Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	ST MICHAEL SCHOOL-01450019	126	03/22/2024	CAP Accepted
Corrective Action History	Corrective Action Plan: Accepted by Genel Cook-Wright 03/13/2024 02:13 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Marilyn Gomez 03/05/2024 10:23 PM				
	For application #112 we contacted household and was provided the missing information. Application was updated to reflect information given. No change in eligibility determination was needed. Moving forward SFA will contact any households that have missing information on application.				
	Flagged by Genel Cook-Wright 02/23/2024 01:11 PM				
	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 and/or SFA-2.) The SFA must indicate the date of correction for all application errors. Do not identify the students’ names when providing the documentation under the SFA comments.				
	On the day of review, the SA identified 2 application errors(missing SSN# and incorrectly denied application). The errors are recorded on the SFA-1 and SFA-2.				
Certification and Benefit Issuance	Certification and Benefit Issuance (On-Site Assessment Tool) (124H)	ST MICHAEL SCHOOL-01450019	131	03/22/2024	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Genel Cook-Wright 03/13/2024 02:12 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Marilyn Gomez 03/05/2024 10:13 PM				
	Moving forward SFA will contact any households that have questionable information on the application.				
	With application #43, Director called the household and was informed of a child who was left off of application. The application was updated and determined Reduced on 2/21/24. The household was notified via phone call same day and determination letter was sent home. All documents have been updated.				
Corrective Action History	Flagged by Genel Cook-Wright 02/23/2024 01:24 PM				
	During the state agency review of selected denied applications, determination errors were found. Errors were recorded on the Other Eligibility Certification and Benefit Issuance Errors Worksheet (SFA-2). The SFA must record the corrective action and date corrected on the SFA-2.				
	On the day of review, the SA viewed application #43, which was denied benefits due to their income. However, the household size was questionable which could have permitted the household to receive benefits. The Determining Official should always contact the household member if information provided on the application is questionable. The SA provided guidance to the SFA on how to address questionable information on meal applications.				
Meal Counting and Claiming - Review Period	<b>Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future. Please provide the date of implementation.</b>				
	Meal Counting and Claiming - Review Period (On-Site Assessment Tool - Site) (322H)	ST MICHAEL SCHOOL-1442	325	03/22/2024	CAP Accepted

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Section	Form Subsection	Sponsor/Site Name	Question #	Due Date	Status
Corrective Action History	Corrective Action Plan: Accepted by Genel Cook-Wright 03/13/2024 02:12 PM				
	CAP Accepted				
	Corrective Action Plan: Submitted by Marilyn Gomez 03/05/2024 09:39 PM				
	SFA corrected and made a revision and certified the month of review claim (January 2024) on 2/21/24. Moving forward the Director will review breakfast and lunch counts to ensure accuracy prior to SFA claim submission.				
	Flagged by Genel Cook-Wright 02/23/2024 01:09 PM				
	Breakfast and lunch counts by category (free, reduced and/or paid) must be correctly used in the claim for reimbursement. Meal counts for each school should be verified prior to submitting and certifying the claim.				
	On the day of review, the SA discovered questionable counts for breakfast and lunch for the free served category for the the month of review (January 2024).) The SFA reported that the breakfast free served counts were accidentally entered in the "lunch free served counts" and that the "lunch free served counts" were entered in the breakfast counts. The month of review was paid 2/21 and the SFA corrected and made a revision and certified the month of review claim(January 2024). No fiscal action needed.				
Explain in detail, how the finding will be corrected and the measures taken to ensure that it will not reoccur in the future.					

**Report Selections**

Flagged, CAP Submitted, CAP Rejected, CAP Accepted, CAP Removed, Problem resolved, Re-Flagged