

Food Service: Standardized Recipes, Meal Pattern Contributions, CN Labels, and Product Formulation Statements



Child and Adult Care Food Program (CACFP) Summit
Idaho State Department of Education
Child Nutrition Programs
August 21-22, 2014
Boise, ID
Presenter: Kelee Hansen



Welcome to this session on standardized recipes, meal pattern contributions, CN labels and Product Formulation Statements.

My name is (introduce yourself).

[Cover any housekeeping details, set up a parking lot (Post It note poster sheet) for questions that may come up that the trainer does not know the answer, and ask attendees to give their training passport to the trainer so the trainer may stamp it before the end of training and pass back to attendees]

Topics

- Standardized Recipes

- Meal Pattern Contributions

- CN Labels

- Product Formulation Statements



During this session we will cover some of the supporting documentation required to show that reimbursable meals are being served in your Child and Adult Care Food Program.

We will cover all of the components of a standardized recipe.

We will practice how to determine the meal pattern contributions from a standardized recipe.

And we will review the documentation needed for commercially prepared mixed dishes – CN labels and Product Formulation Statements.

What is a Standardized Recipe?

“A recipe that has been tried, adapted, and retried several times for use by a given food service operation and has been proven to produce the same good results and yield every time when the exact procedures are used with the same type of equipment and the same quantity and quality of ingredients.”



A standardized recipe lists:

- total yield
- number of servings
- size of each serving

Child and Adult Care Food Program (CACFP) Summit

Let's start with standardized recipes by defining a standardized recipe:

A standardized recipe is “A recipe that has been tried, adapted and retried several times for use by a given food service operation and has been proven to produce the same good results and yield every time when the exact procedures are used with the same type of equipment and the same quantity and quality of ingredients.”

A standardized recipe lists the total yield, the number of servings and the size of each serving.

Standardized Recipes for CACFP

Resources:

USDA Recipes for Child Care

- www.nfsmi.org

USDA Recipes for Child Care Booklet

- www.fns.usda.gov/tn/resource-library

Recipes for Healthy Kids: Cookbooks for Child Care Centers and Schools

- www.fns.usda.gov/tn/resource-library

The best way to ensure that your recipes are standardized is to use the recipes already created by USDA.

The first link listed on this slide will take you to the National Food Service Management Institute where lots of USDA recipes for child care are available.

The second link takes you to the Team Nutrition resource library where the USDA Recipes for Child Care Booklet is available electronically.

The third link takes you to an electronic cookbook with even more recipes that can be used in child cares. You are encouraged to use these resources – the recipes are already standardized and will also list the meal pattern contribution for one serving.

USDA Recipes For Child Care

www.nfsmi.org

The screenshot shows the National Food Service Management Institute website. The header includes the logo for NFSMI (National Food Service Management Institute) and the University of Mississippi. The main navigation menu includes: ABOUT NFSMI, RESOURCE CENTER, ONLINE COURSES, CHILD NUTRITION ARCHIVES, SCHOOL NUTRITION PROGRAMS, CHILD & ADULT CARE FOOD PROGRAM, CENTER FOR TRAINERS, TRAINING OPPORTUNITIES, and RESEARCH. The page title is "USDA Recipes for Child Care" and "Alphabetical by Recipe Name". The content area contains the following text:

The current USDA Recipes for Child Care were updated to reflect the Food Safety and Inspection Service's (FSIS) recommendations for retail foodservice based on the current FDA Food Code. Further information concerning USDA Recipes for Child Care can be found [here](#).

Also, included are the new Recipes for Healthy Kids (R4HK). The 30 recipes from the R4HK competition are credited to support the whole grain-rich, red/orange, dark green, and beans/peas (legumes) vegetable subgroups for the meal patterns as part of the Nutrition Standards in School Meal Programs. The 30 kid-approved recipes are designated with an "T" at the end of the recipe number. http://healthymeals.nal.usda.gov/terms/R4HK_Cookbook

Funding for this project was provided by USDA/FNS through a cooperative agreement with NFSMI.

PDF Files These files require Adobe Acrobat Reader version 7 or higher software. Click [here](#) to download the free software.
Download [Recipe Template \(Word®\)](#) -- template similar to the format of USDA recipes available for use in standardizing local recipes.

All recipes listed alphabetically | [Go to numerical index](#)

- [Apple Cobbler](#)
- [Apple Crisp](#)
- [Apple-Bread Pudding](#)
- [Applesauce Cake](#)
- [Applesauce Pancakes](#)
- [Aztec Grain Salad \(2013\)](#)
- [Baked Custard](#)
- [Baked Scrambled Eggs](#)
- [Baked Sweet Potatoes and Apples](#) (updated December 2006)
- [Baked Whole Wheat Doughnuts](#)
- [Banana Bread Squares](#) (updated January 2007)
- [Banana Bread Squares Using Master Mix \(A-15\)](#) (updated January 2007)
- [Banana Muffins](#)
- [Banana-Peanut Butter Sandwich](#)
- [Barbeque Sauce](#)
- [Barbecued Beef or Pork on Roll](#)
- [Bean Burrito](#)
- [Bean Dip](#)

Child and Adult Care Food Program (CACFP) Summit

This is a screen shot of the National Food Service Management Institute website where the USDA Recipes for Child Care are listed.

Food Service: Standardized Recipes, Meal Pattern Contributions, CN Labels, and Product Formulation Statements

USDA
Recipes
for Child
Care
Booklet



USDA Recipes for Child Care

Tuesday, November 10, 2009

The recipes from the 1999 publication *Child Care Recipes: Food for Health and Fun for USDA's Child and Adult Care Food Program* have been updated. Quantity Recipes are available **alphabetically or numerically** from the National Food Service Management Institute's website.

File Upload:

- Full Booklet (1.55 MB)
- Booklet: Introduction (pg 1-2) (80.37 KB)
- Booklet: Reimbursable Meal Requirements (pg 3) (92.26 KB)
- Booklet: Working with the Recipes (pg 4-17) (400.85 KB)
- Booklet: Recipe Adjustment (pg 18-29) (209.35 KB)
- Booklet: Nutrient Analysis and Tips (pg 31-66) (578.75 KB)
- Full Supplemental Information (791.5 KB)
- Supplemental Information: Introduction (pg 2) (59.1 KB)
- Supplemental Information: Storage Tips (pg 3-6) (73.92 KB)
- Supplemental Information: Preparation Tips (pg 7-17) (121.87 KB)
- Supplemental Information: Cooking Tips (pg 18-27) (243.35 KB)
- Supplemental Information: How to Use Specific Ingredients (pg 28-31) (111.79 KB)
- Mini-Posters: Thermo Rules! Cooking for Food Service (118.92 KB)
- Mini-Posters: Remember to Wash Hands (216.87 KB)
- Mini-Posters: How to Wash Your Hands (1.41 MB)

Last Modified: 03/06/2014

www.fns.usda.gov/tn/resource-library

Child and Adult Care Food Program (CACFP) Summit

Here is what the USDA Recipes for Child Care booklet resource looks like on the Team Nutrition website.

Recipes for Healthy Kids: Cookbooks for Child Care Centers and Schools

The screenshot shows the USDA Food and Nutrition Service website. The main content area features the title "Recipes for Healthy Kids: Cookbooks for Child Care Centers and Schools" with a "Print" button. Below the title, it states "Friday, January 17, 2014" and "Recipes for 25, 50 and 100 servings". A paragraph describes the recipes, mentioning they are kid-tested and kid-approved. A list of recipe categories is provided: Whole Grain Recipes, Dark Green and Orange Vegetable Recipes, and Dry Beans and Peas Recipes. A note indicates that free print copies will be available starting January 22, 2014, to schools and child care centers participating in Child Nutrition Programs. A "File Upload" section lists several documents: Table of Contents (1.12 MB), Acknowledgement Pages (567.11 KB), Consumer Information (493.04 KB), Nutrition Education Tips (1.04 MB), Introduction (2.03 MB), and CACFP Crediting Chart (37.2 KB). The page was last modified on 04/01/2014.

www.fns.usda.gov/tn/resource-library

Here is where you can find the Recipes for Healthy Kids – again this can be found on the Team Nutrition Website. There are whole grain recipes, dark green and orange vegetable recipes and dry beans and peas recipes.

Standardized Recipes in CACFP are Essential!

- Consistent food quality
- Predictable yield
- Customer satisfaction
- Food cost control
- Inventory control
- Training cost reduction
- Successful completion of state/federal review
- Meal Pattern Contribution
- Efficient purchasing procedures

Why are standardized recipes so important that they are essential and required in CACFP? Standardized recipes impact all of the items noted on this slide. (read each item in slide) In addition, a standardized recipe is necessary to be able to determine the recipe's CACFP meal pattern contribution for a serving.

Slide 8

AM2 Should we have the trainer read off the reasons why? The script barely touches the list...
Angela Miller, 8/5/2014

Components of a Standardized Recipe



- Title
- Recipe Category
- Ingredients
- Weight or Volume for each ingredient
- Instructions (directions)
- Cooking Temperature and time
- Serving Size
- Recipe yield
- Equipment

There are nine components to a good standardized recipe. (read each component on slide). In the next several slides we will look at a recipe that has been standardized. As we go through these components, think about the recipes you use every day in your child care operation – do your recipes have all of these components listed?

Slide 9

AM1 Should the trainer speak through the list in the script?
Angela Miller, 8/4/2014

Components of a Standardized Recipe

Sample Recipe, Standardized

Recipe name: Broccoli, Rice, and Cheese Casserole

Recipe category: Vegetable

Serving size: 1/3 cup (3.7 oz.)

Ingredients	50 Servings	100 Servings	Directions
Rice, long-grained, cooked	2 lb 4 oz	4 lb 8 oz	<ol style="list-style-type: none"> 1. Combine rice, broccoli, undiluted soup, milk, cheese, onion, and salt. 2. Spray vegetable pan spray on steam table pans (12" x 20" x 2 1/4"). 3. Spread 12 lb 4 oz of mixture into each pan. 4. Mix bread crumbs and melted butter. 5. Sprinkle 1 3/4 cups of bread crumb mixture over each steam table pan. 6. Bake at 350°F in convection oven for 1 hour until browned and bubbling to an internal temperature of at least 165°F for 15 seconds. 7. Use a No. 12 scoop/disher to portion.
Broccoli, cuts, frozen, steamed	5 lb	10 lb	
Cream of Mushroom Soup, undiluted	1/2 46-oz can	1 46-oz can	
Milk, reconstituted skim	3 cups	6 cups	
Cheese, American, grated	1 lb 10 oz	3 lb 4 oz	
Onion, dehydrated, minced	1/4 cup	1/2 cup	
Salt	1/2 tsp	1 tsp	
Bread crumbs	1 1/2 cups	3 cups	
Butter, melted	1/4 cup	1/2 cup	

Child and Adult Care Food Program (CACFP) Summit

[Hand out a copy of the Sample Recipe for Broccoli, Rice, and Cheese Casserole.]

Here is a copy of a recipe that has been standardized. Let's review the components....

First is the Recipe Title – The title should be a name that adequately describes the recipe.

Components of a Standardized Recipe

Sample Recipe, Standardized

Recipe name: Broccoli, Rice, and Cheese Casserole

Recipe category: Vegetable

Serving size: 1/3 cup (3.7 oz.)

Ingredients	50 Servings	100 Servings	Directions
Rice, long-grained, cooked	2 lb 4 oz	4 lb 8 oz	<ol style="list-style-type: none"> 1. Combine rice, broccoli, undiluted soup, milk, cheese, onion, and salt. 2. Spray vegetable pan spray on steam table pans (12" x 20" x 2 1/2"). 3. Spread 12 lb 4 oz of mixture into each pan. 4. Mix bread crumbs and melted butter. 5. Sprinkle 1 1/4 cups of bread crumb mixture over each steam table pan. 6. Bake at 350°F in convection oven for 1 hour until browned and bubbling to an internal temperature of at least 165°F for 15 seconds. 7. Use a No. 12 scoop/disher to portion.
Broccoli, cuts, frozen, steamed	5 lb	10 lb	
Cream of Mushroom Soup, undiluted	1/2 46-oz can	1 46-oz can	
Milk, reconstituted skim	3 cups	6 cups	
Cheese, American, grated	1 lb 10 oz	3 lb 4 oz	
Onion, dehydrated, minced	1/4 cup	1/2 cup	
Salt	1/2 tsp	1 tsp	
Bread crumbs	1 1/2 cups	3 cups	
Butter, melted	1/4 cup	1/2 cup	

Child and Adult Care Food Program (CACFP) Summit

Recipe Category – This is a recipe classification based on USDA or operation-defined categories – like main dishes, grains/breads, vegetables or fruits. This recipe is listed in the vegetable category because of the large amount of vegetable in the recipe.

Components of a Standardized Recipe

Sample Recipe, Standardized

Recipe name: Broccoli, Rice, and Cheese Casserole

Recipe category: Vegetable

Serving size: 1/3 cup (3.7 oz.)



Ingredients	50 Servings	100 Servings	Directions
Rice, long-grained, cooked	2 lb 4 oz	4 lb 8 oz	<ol style="list-style-type: none"> 1. Combine rice, broccoli, undiluted soup, milk, cheese, onion, and salt. 2. Spray vegetable pan spray on steam table pans (12" x 20" x 2 1/2"). 3. Spread 12 lb 4 oz of mixture into each pan. 4. Mix bread crumbs and melted butter. 5. Sprinkle 1 1/4 cups of bread cumb mixture over each steam table pan. 6. Bake at 350°F in convection oven for 1 hour until browned and bubbling to an internal temperature of at least 165°F for 15 seconds. 7. Use a No. 12 scoop/disher to portion.
Broccoli, cuts, frozen, steamed	5 lb	10 lb	
Cream of Mushroom Soup, undiluted	1/2 46-oz can	1 46-oz can	
Milk, reconstituted skim	3 cups	6 cups	
Cheese, American, grated	1 lb 10 oz	3 lb 4 oz	
Onion, dehydrated, minced	1/4 cup	1/2 cup	
Salt	1/2 tsp	1 tsp	
Bread crumbs	1 1/2 cups	3 cups	
Butter, melted	1/4 cup	1/2 cup	

Child and Adult Care Food Program (CACFP) Summit

Ingredients - This is a list of the products used in a recipe. They should be listed in the order they are used. Ingredients should be very descriptive, indicating the product type or form (like fresh, frozen, canned and drained, dried, cooked) and indicating any pre-preparation techniques to be applied to the ingredient (like peeled, sliced, chopped, diced, grated, minced).

Components of a Standardized Recipe

Sample Recipe, Standardized

Recipe name: Broccoli, Rice, and Cheese Casserole

Recipe category: Vegetable

Serving size: ½ cup (3.7 oz.)

Ingredients	50 Servings	100 Servings	Directions
Rice, long-grained, cooked	2 lb 4 oz	4 lb 8 oz	<ol style="list-style-type: none"> 1. Combine rice, broccoli, undiluted soup, milk, cheese, onion, and salt. 2. Spray vegetable pan spray on steam table pans (12" x 20" x 2½"). 3. Spread 12 lb 4 oz of mixture into each pan. 4. Mix bread crumbs and melted butter. 5. Sprinkle 1¼ cups of bread cumb mixture over each steam table pan. 6. Bake at 350°F in convection oven for 1 hour until browned and bubbling to an internal temperature of at least 165°F for 15 seconds. 7. Use a No. 12 scoop/disher to portion.
Broccoli, cuts, frozen, steamed	5 lb	10 lb	
Cream of Mushroom Soup, undiluted	½ 46-oz can	1 46-oz can	
Milk, reconstituted skim	3 cups	6 cups	
Cheese, American, grated	1 lb 10 oz	3 lb 4 oz	
Onion, dehydrated, minced	¼ cup	½ cup	
Salt	½ tsp	1 tsp	
Bread crumbs	1½ cups	3 cups	
Butter, melted	¼ cup	½ cup	

Child and Adult Care Food Program (CACFP) Summit

Weight or volume of each ingredient – This is the quantity of each ingredient listed in weight and/or volume. Dry ingredients are usually listed by weight, wet ingredients are usually listed by volume.

Components of a Standardized Recipe

Sample Recipe, Standardized

Recipe name: Broccoli, Rice, and Cheese Casserole

Recipe category: Vegetable

Serving size: 1/3 cup (3.7 oz.)

Ingredients	50 Servings	100 Servings	Directions
Rice, long-grained, cooked	2 lb 4 oz	4 lb 8 oz	<ol style="list-style-type: none"> 1. Combine rice, broccoli, undiluted soup, milk, cheese, onion, and salt. 2. Spray vegetable pan spray on steam table pans (12" x 20" x 2 1/2"). 3. Spread 12 lb 4 oz of mixture into each pan. 4. Mix bread crumbs and melted butter. 5. Sprinkle 1 3/4 cups of bread crumb mixture over each steam table pan. 6. Bake at 350°F in convection oven for 1 hour until browned and bubbling to an internal temperature of at least 165°F for 15 seconds. 7. Use a No. 12 scoop/disher to portion.
Broccoli, cuts, frozen, steamed	5 lb	10 lb	
Cream of Mushroom Soup, undiluted	1/2 46-oz can	1 46-oz can	
Milk, reconstituted skim	3 cups	6 cups	
Cheese, American, grated	1 lb 10 oz	3 lb 4 oz	
Onion, dehydrated, minced	1/4 cup	1/2 cup	
Salt	1/2 tsp	1 tsp	
Bread crumbs	1 1/2 cups	3 cups	
Butter, melted	1/4 cup	1/2 cup	

Child and Adult Care Food Program (CACFP) Summit

Preparation instructions, or directions – This is the list of instructions for how to make the recipe, step by step and in sequential order.

Components of a Standardized Recipe

Sample Recipe, Standardized

Recipe name: Broccoli, Rice, and Cheese Casserole

Recipe category: Vegetable

Serving size: 1/3 cup (3.7 oz.)

Ingredients	50 Servings	100 Servings	Directions
Rice, long-grained, cooked	2 lb 4 oz	4 lb 8 oz	<ol style="list-style-type: none"> 1. Combine rice, broccoli, undiluted soup, milk, cheese, onion, and salt. 2. Spray vegetable pan spray on steam table pans (12" x 20" x 2 1/2"). 3. Spread 12 lb 4 oz of mixture into each pan. 4. Mix bread crumbs and melted butter. 5. Sprinkle 1 1/4 cups of bread cumb mixture over each steam table pan. 6. Bake at 350°F in convection oven for 1 hour until browned and bubbling to an internal temperature of at least 165°F for 15 seconds. 7. Use a No. 12 scoop/disher to portion.
Broccoli, cuts, frozen, steamed	5 lb	10 lb	
Cream of Mushroom Soup, undiluted	1/2 46-oz can	1 46-oz can	
Milk, reconstituted skim	3 cups	6 cups	
Cheese, American, grated	1 lb 10 oz	3 lb 4 oz	
Onion, dehydrated, minced	1/4 cup	1/2 cup	
Salt	1/2 tsp	1 tsp	
Bread crumbs	1 1/2 cups	3 cups	
Butter, melted	1/4 cup	1/2 cup	

Child and Adult Care Food Program (CACFP) Summit

Cooking temperature and time, if needed.

Components of a Standardized Recipe

Sample Recipe, Standardized

Recipe name: Broccoli, Rice, and Cheese Casserole

Recipe category: Vegetable

Serving size: ½ cup (3.7 oz.)

Ingredients	50 Servings	100 Servings	Directions
Rice, long-grained, cooked	2 lb 4 oz	4 lb 8 oz	<ol style="list-style-type: none"> 1. Combine rice, broccoli, undiluted soup, milk, cheese, onion, and salt. 2. Spray vegetable pan spray on steam table pans (12" x 20" x 2½"). 3. Spread 12 lb 4 oz of mixture into each pan. 4. Mix bread crumbs and melted butter. 5. Sprinkle 1¼ cups of bread crumb mixture over each steam table pan. 6. Bake at 350°F in convection oven for 1 hour until browned and bubbling to an internal temperature of at least 165°F for 15 seconds. 7. Use a No. 12 scoop/disher to portion.
Broccoli, cuts, frozen, steamed	5 lb	10 lb	
Cream of Mushroom Soup, undiluted	½ 46-oz can	1 46-oz can	
Milk, reconstituted skim	3 cups	6 cups	
Cheese, American, grated	1 lb 10 oz	3 lb 4 oz	
Onion, dehydrated, minced	¼ cup	½ cup	
Salt	½ tsp	1 tsp	
Bread crumbs	1½ cups	3 cups	
Butter, melted	¼ cup	½ cup	

Child and Adult Care Food Program (CACFP) Summit

Serving size – This is the amount of a single portion in volume (a volume measure like ½ cup or a measurement like a 3 inch by 3 inch square) and/or by weight (how many ounces). There should also be directions given for how to divide the product into individual servings.

Components of a Standardized Recipe

Sample Recipe, Standardized

Recipe name: Broccoli, Rice, and Cheese Casserole

Recipe category: Vegetable

Serving size: ½ cup (3.7 oz.)

Ingredients	50 Servings	100 Servings	Directions
Rice, long-grained, cooked	2 lb 4 oz	4 lb 8 oz	<ol style="list-style-type: none"> 1. Combine rice, broccoli, undiluted soup, milk, cheese, onion, and salt. 2. Spray vegetable pan spray on steam table pans (12" x 20" x 2½"). 3. Spread 12 lb 4 oz of mixture into each pan. 4. Mix bread crumbs and melted butter. 5. Sprinkle 1¼ cups of bread crumb mixture over each steam table pan. 6. Bake at 350°F in convection oven for 1 hour until browned and bubbling to an internal temperature of at least 165°F for 15 seconds. 7. Use a No. 12 scoop/disher to portion.
Broccoli, cuts, frozen, steamed	5 lb	10 lb	
Cream of Mushroom Soup, undiluted	½ 46-oz can	1 46-oz can	
Milk, reconstituted skim	3 cups	6 cups	
Cheese, American, grated	1 lb 10 oz	3 lb 4 oz	
Onion, dehydrated, minced	¼ cup	½ cup	
Salt	½ tsp	1 tsp	
Bread crumbs	1½ cups	3 cups	
Butter, melted	¼ cup	½ cup	

Child and Adult Care Food Program (CACFP) Summit

Recipe yield – This is the amount (in weight or volume and number of servings) of the product at the completion of production that is available for service.

Components of a Standardized Recipe

Sample Recipe, Standardized

Recipe name: Broccoli, Rice, and Cheese Casserole

Recipe category: Vegetable

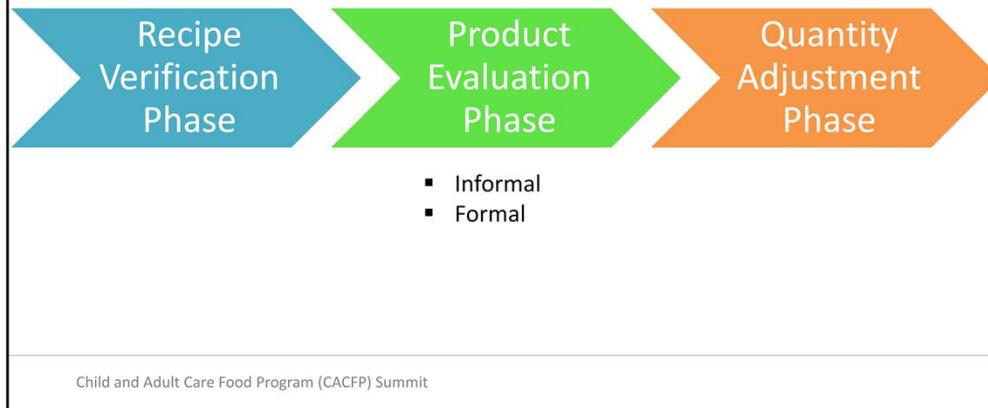
Serving size: ½ cup (3.7 oz.)

Ingredients	50 Servings	100 Servings	Directions
Rice, long-grained, cooked	2 lb 4 oz	4 lb 8 oz	<ol style="list-style-type: none"> 1. Combine rice, broccoli, undiluted soup, milk, cheese, onion, and salt. 2. Spray vegetable pan spray on steam table pans (12" x 20" x 2½"). 3. Spread 12 lb 4 oz of mixture into each pan. 4. Mix bread crumbs and melted butter. 5. Sprinkle ¼ cups of bread cumb mixture over each steam table pan. 6. Bake at 350°F in convection oven for 1 hour until browned and bubbling to an internal temperature of at least 165°F for 15 seconds. 7. Use a No. 12 scoop/disher to portion.
Broccoli, cuts, frozen, steamed	5 lb	10 lb	
Cream of Mushroom Soup, undiluted	½ 46-oz can	1 46-oz can	
Milk, reconstituted skim	3 cups	6 cups	
Cheese, American, grated	1 lb 10 oz	3 lb 4 oz	
Onion, dehydrated, minced	¼ cup	½ cup	
Salt	½ tsp	1 tsp	
Bread crumbs	1½ cups	3 cups	
Butter, melted	¼ cup	½ cup	

Child and Adult Care Food Program (CACFP) Summit

Equipment and utensils to be used – All of the cooking and serving equipment needed to prepare and serve the recipe should be listed. There are steam table pans, a convection oven and a No. 12 scoop/disher being used.

Standardizing A Recipe – The Process



To get to the point where you have a standardized recipe like the one we just reviewed, a lot of work has already gone into the recipe:

All parts of the recipe that we have just looked at have been reviewed – that’s called the recipe verification phase.

Then there is a product evaluation phase that has two parts – first an informal evaluation where the product is prepared for the first time and an assessment is made whether to continue working on standardizing the recipe.

During this informal phase the recipe may be adjusted and go through the verification phase again, then prepared and assessed again.

Once the recipe is determined to be acceptable, a formal evaluation is conducted where food service staff members and children sample the recipe and evaluate it. Based on the results, the recipe could be accepted as is, rejected or changed.

The final phase is quantity adjustment. If the recipe was tested and accepted, but is not in the quantity desired, then the recipe would be adjusted to get to the desired number of servings (or yield).

Are Your Recipes Standardized?

Ask yourself this question:

If the person who usually prepares the recipe were absent, could anyone else on your staff follow the recipe and make it the same way – and have it turn out the same way?



Child and Adult Care Food Program (CACFP) Summit

One way to help assess whether your recipes are standardized is to ask yourself this question:

If the person who usually prepares the recipe were absent, could anyone else on your staff follow the recipe and make it the same way – and have it turn out the same way?

Standardized Recipes are Required

- Standardized recipes are required in CACFP. If your recipes are not standardized, do not use them in CACFP!

- Review your recipes. If they are not standardized and you really want to use them, do the work to standardize them.

- Resource
 - *Measuring Success With Standardized Recipes* www.nfsmi.org

All recipes used in the CACFP are required to be standardized.

Review your recipes and if they are not standardized and you really want to use them, do the work to standardize them. Also, if you are using standardized recipes, but have changed them significantly, you must create a new standardized recipe that reflects the changes.

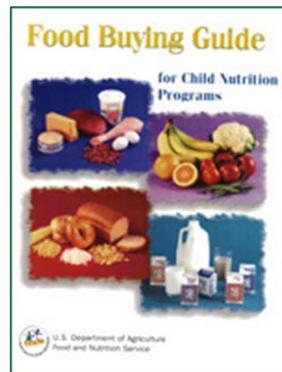
If your recipes are not standardized, do not use them in CACFP!

A great free resource that will walk you through the steps of standardizing recipes is called *Measuring Success with Standardized Recipes* from the National Food Service Management Institute. Here is the link to their site.

Meal Pattern Contributions for Standardized Recipes

Meal pattern contributions can be calculated for a serving from a standardized recipe:

- Use the *Food Buying Guide for Child Nutrition Programs* **AND**
- **Appendix A: Recipe Analysis** of the *Food Buying Guide for Child Nutrition Programs*
- Must use a *standardized* recipe



Child and Adult Care Food Program (CACFP) Summit

Once you have a standardized recipe, you can calculate the meal pattern contribution for one serving of the recipe.

To do this you need a copy of the *Food Buying Guide for Child Nutrition Programs* (**not** the Food Buying Guide for School Meals). Part of the Food Buying Guide is Appendix A. Appendix A provides a step-by-step process for calculating the contributions of ingredients in a recipe toward the meal pattern requirements.

We are going to practice this process so that you will be able to calculate the meal pattern contributions for your standardized recipes.

Remember, in order for this analysis to work, you must start with a standardized recipe. It will not work if you do not have a total yield in weight and/or volume and a serving size in weight and/or volume.

Analyzing a Standardized Recipe for Meal Pattern Contributions

Appendix A:

- Recipe Analysis
- Beef and Spaghetti Casserole completed recipe analysis worksheet (*Page A-9*)



Child and Adult Care Food Program (CACFP) Summit

Refer to page A-9, of your copy of Appendix A. We will talk through the process of calculating the meal pattern contributions for the Beef and Spaghetti casserole. You need to know the yield of the recipe. The Beef and Spaghetti casserole yields 25 servings.

The first step is to list the ingredients in the recipe including specifications such as ground beef with no more than 20% fat.

The second step is to write out the quantity of the ingredient by weight in the recipe and the purchase unit measurement.

The third step is to look up each ingredient in the Food Buying Guide to determine the servings per purchased unit. For example, when you look up ground beef (no more than 20% fat), the Food Buying Guide states that 1 lb. of ground beef equals 11.8 (1 oz.) of cooked lean meat servings. The same is done for the onions, tomato paste, and spaghetti determine the servings per purchased unit. Notice when you look up vegetables/fruits the serving size is $\frac{1}{4}$ c.

The fourth step is to multiply the quantity of ingredients by the servings per purchased unit to determine the total number of meat/meat alternate, vegetables/fruits, and grain contributions per recipe.

The fifth step is to divide the total servings by the recipe yield to determine the contribution for each portion. With vegetables and fruits, you need to divide the total by 4 to convert the total to cups; then, divide by the recipe yield.

The contribution from meat/meat alternate, vegetables/fruits, and grains must be rounded down to the nearest $\frac{1}{4}$ serving. For example, if the vegetables contribute 0.34 cup, it should be rounded down to $\frac{1}{4}$ c. serving.

Food Service: Standardized Recipes, Meal Pattern Contributions, CN Labels, and Product Formulation Statements						
Recipe Name:	Chicken or Turkey and Noodles				Portions Per Recipe:	100
Ingredients	Quantity of Ingredient As Purchased (number of purchase units)	Purchase Unit	Servings per Purchase unit in Food Buying Guide	Meat/Meat Alternates (ounces)	Vegetables/Fruits (1/4 cup)	Grains/Breads (servings)
			Totals		(1/4 cup)	
			Portions per recipe:			
			Calculations	Total divided by # portions	Total divided by 4 (to get units in cups), then divide by # portions	Total divided by # portions
This Recipe provides 100 portions			Each Portion Contributes	oz. meat/meat alternate	Cup(s) Vegetables/fruits	Servings Grains/breads

Child and Adult Care Food Program (CACFP) Summit

Now that we've reviewed the process, let's practice converting a recipe to meal pattern contributions using the recipe analysis worksheet. You will need the Chicken or Turkey and Noodles recipe and the blank copy of the Recipe Analysis worksheet as well as the Food Buying Guide and a calculator.

So, first we need to fill in the name of the recipe and how many portions the recipe makes. This recipe has amounts to make 50 servings or 100 servings. We will use the 100 servings. Fill in your recipe analysis worksheet.

Step one and two is to fill in the ingredients and quantity of ingredients as purchased (or the number of purchase units). What are the ingredients we'll be looking at? They are noodles, onions, carrots and chicken. Go ahead and fill in those ingredients AND the quantity of ingredients for 100 servings on your worksheet.

Food Service: Standardized Recipes, Meal Pattern Contributions, CN Labels, and Product Formulation Statements							
Recipe Name:	Chicken or Turkey and Noodles					Portions Per Recipe:	100
Ingredients	Quantity of Ingredient As Purchased (number of purchase units)	Purchase Unit	Servings per Purchase unit in Food Buying Guide	Meat/Meat Alternates (ounces)	Vegetables/Fruits (1/4 cup)	Grains/Breads (servings)	
Noodles, egg	5 lb.						
Onions, fresh, diced	1.75 lbs. (1 lb. 12 oz.)						
Carrots, fresh, diced	1 lb.						
Chicken, commodity, diced	12.75 lbs. (12 lb. 12 oz.)						
			Totals		(1/4 cup)		
			Portions per recipe:				
			Calculations	Total divided by # portions	Total divided by 4 (to get units in cups), then divide by # portions	Total divided by # portions	
This Recipe provides 100 portions			Each Portion Contributes	oz. meat/meat alternate	Cup(s) Vegetables/fruits	Servings Grains/breads	
Child and Adult Care Food Program (CACFP) Summit							

Does everyone's worksheet look like this? There are 5 pounds of egg noodles, 1.75 pounds of fresh diced onions, 1 pound of fresh diced carrots and 12.75 pounds of diced chicken.

Now we have to determine the purchase unit. How are we purchasing our noodles? By the pound, so our purchasing unit is pound. Our onions, carrots and chicken are also purchased by the pound. So go ahead and fill in the purchase unit for each of the ingredients.

Food Service: Standardized Recipes, Meal Pattern Contributions, CN Labels, and Product Formulation Statements						
Recipe Name:	Chicken or Turkey and Noodles				Portions Per Recipe:	100
Ingredients	Quantity of Ingredient As Purchased (number of purchase units)	Purchase Unit	Servings per Purchase unit in Food Buying Guide	Meat/Meat Alternates (ounces)	Vegetables/Fruits (1/4 cup)	Grains/Breads (servings)
Noodles, egg	5 lb.	lb.				
Onions, fresh, diced	1.75 lbs. (1 lb. 12 oz.)	lb.				
Carrots, fresh, diced	1 lb.	lb.				
Chicken, commodity, diced	12.75 lbs. (12 lb. 12 oz.)	lb.				
Totals					(1/4 cup)	
Portions per recipe:						
Calculations					Total divided by # portions	Total divided by 4 (to get units in cups), then divide by # portions
This Recipe provides 100 portions					oz. meat/meat alternate	Cup(s) Vegetables/fruits
			Each Portion Contributes		Servings	Grains/breads

Child and Adult Care Food Program (CACFP) Summit

Now let's look up each ingredient in the Food Buying Guide to determine the servings per purchase unit.

For egg noodles, turn to page 3-26. For noodles, egg, medium dry, column 3 shows that there are 40.3 servings per purchase unit and column 4 shows that a serving is ¼ cup. However, since a grain serving for pasta or noodles is ½ cup, we will want to divide the 40.3 servings by 2 to get the number of ½ cup servings. When we do that we come up with 20.1 half cup servings per purchase unit. Fill in the number 20.1 in the servings per purchase unit column for noodles on your recipe analysis worksheet.

For onions, turn to page 2-51. Look at the entry for onions, mature, fresh diced, column 3 shows that there are 12.6 servings per purchase unit and column 4 shows that a serving is ¼ cup. Since we are figuring vegetable fruit servings based on ¼ cups, 12.6 is the servings per purchase unit. Fill in the number 12.6 in the servings per purchase unit column for onions on your recipe analysis worksheet.

For carrots, turn to page 2-29. Look at the entry for carrots, fresh, shredded – we will use this information because there is not an entry listed for fresh diced carrots. This is the closest description to our ingredient, so we will use it for this example. Column 3 shows that there are 11.2 servings per purchase unit and column 4 shows that a serving is ¼ cup. Fill in the number 11.2 in the servings per purchase unit column for carrots on your recipe

analysis worksheet.

For chicken, turn to page 1-34. Look at the entry for chicken, cooked, frozen, diced or pulled, included USDA Commodity. Column 3 shows that there are 16 servings per purchase unit and column 4 shows that a serving is 1 ounce of cooked poultry. Fill in the number 16 in the servings per purchase unit column on your recipe analysis worksheet.

Food Service: Standardized Recipes, Meal Pattern Contributions, CN Labels, and Product Formulation Statements						
Recipe Name:	Chicken or Turkey and Noodles				Portions Per Recipe:	100
Ingredients	Quantity of Ingredient As Purchased (number of purchase units)	Purchase Unit	Servings per Purchase unit in Food Buying Guide	Meat/Meat Alternates (ounces)	Vegetables/Fruits (1/4 cup)	Grains/Breads (servings)
Noodles, egg	5 lb.	lb.	20.1 (1/2 cup)			
Onions, fresh, diced	1.75 lbs. (1 lb. 12 oz.)	lb.	12.6 (1/4 cup)			
Carrots, fresh, diced	1 lb.	lb.	11.2 (1/4 cup)			
Chicken, commodity, diced	12.75 lbs. (12 lb. 12 oz.)	lb.	16 (1 oz.)			
			Totals		(1/4 cup)	
			Portions per recipe:			
			Calculations	Total divided by # portions	Total divided by 4 (to get units in cups), then divide by # portions	Total divided by # portions
This Recipe provides 100 portions			Each Portion Contributes	oz. meat/meat alternate	Cup(s) Vegetables/fruits	Servings Grains/breads

Child and Adult Care Food Program (CACFP) Summit

Hopefully your worksheet looks like this.

Now we do the math. For each ingredient we must multiply the quantity of ingredient as purchased (column 2) times the servings per purchase unit (column 4) to get totals.

For egg noodles, multiply 5 times 20.1. What is the answer? 100.5. In the last column (Grains/Breads) write in 100.5.

For onions, multiply 1.75 times 12.6. What is the answer? 22.05. In the column for vegetables and fruits, write in 22.05

For carrots, multiply 1 times 11.2. What is the answer? 11.2. In the column for vegetables and fruits, write in 11.2.

For chicken, multiply 12.75 times 16. What is the answer? 204. In the column for meat/meat alternate, write in 204.

Food Service: Standardized Recipes, Meal Pattern Contributions, CN Labels, and Product Formulation Statements						
Recipe Name:	Chicken or Turkey and Noodles				Portions Per Recipe:	100
Ingredients	Quantity of Ingredient As Purchased (number of purchase units)	Purchase Unit	Servings per Purchase unit in Food Buying Guide	Meat/Meat Alternates (ounces)	Vegetables/Fruits (1/4 cup)	Grains/Breads (servings)
Noodles, egg	5 lb.	lb.	20.1 (1/2 cup)			100.5
Onions, fresh, diced	1.75 lbs. (1 lb. 12 oz.)	lb.	12.6 (1/4 cup)		22.05	
Carrots, fresh, diced	1 lb.	lb.	11.2 (1/4 cup)		11.2	
Chicken, commodity, diced	12.75 lbs. (12 lb. 12 oz.)	lb.	16 (1 oz.)	204		
			Totals		(1/4 cup)	
			Portions per recipe:			
			Calculations	Total divided by # portions	Total divided by 4 (to get units in cups), then divide by # portions	Total divided by # portions
This Recipe provides 100 portions			Each Portion Contributes	oz. meat/meat alternate	Cup(s) Vegetables/fruits	Servings Grains/breads

Child and Adult Care Food Program (CACFP) Summit

Does your worksheet look like this?

The next step is to total up the columns and fill in the portions per recipe.

For the meat/meat alternate, we only had one ingredient – chicken. So the total for that is 204. Write that on your worksheet.

For the Vegetables/fruits, we have two ingredients. Add the numbers in that column to get a total. What is the total? 33.25. Write that on your worksheet.

For the Grains/Breads, we only had one ingredient – noodles. The total for that is 100.5. Write that on your worksheet.

Also fill in the portions per recipe for each column – this recipe is for 100 portions, so fill that number in each column.

Food Service: Standardized Recipes, Meal Pattern Contributions, CN Labels, and Product Formulation Statements						
Recipe Name:	Chicken or Turkey and Noodles				Portions Per Recipe:	100
Ingredients	Quantity of Ingredient As Purchased (number of purchase units)	Purchase Unit	Servings per Purchase unit in Food Buying Guide	Meat/Meat Alternates (ounces)	Vegetables/Fruits (1/4 cup)	Grains/Breads (servings)
Noodles, egg	5 lb.	lb.	20.1 (1/2 cup)			100.5
Onions, fresh, diced	1.75 lbs. (1 lb. 12 oz.)	lb.	12.6 (1/4 cup)		22.05	
Carrots, fresh, diced	1 lb.	lb.	11.2 (1/4 cup)		11.2	
Chicken, commodity, diced	12.75 lbs. (12 lb. 12 oz.)	lb.	16 (1 oz.)	204		
			Totals	204	33.25 (1/4 cup)	100.5
			Portions per recipe:	100	100	100
			Calculations	Total divided by # portions	Total divided by 4 (to get units in cups), then divide by # portions	Total divided by # portions
This Recipe provides 100 portions			Each Portion Contributes	oz. meat/meat alternate	Cup(s) Vegetables/fruits	Servings Grains/breads

Child and Adult Care Food Program (CACFP) Summit

We are now to the calculations.

For the meat/meat alternate you must divide the total by the number of portions. Our total is 204 and our number of portions is 100. Divide 204 by 100. What is the answer? 2.4 – write that in.

For the vegetables/fruit, there are 2 steps. First divide the total (33.25) by 4 (to get units in cups). What is the answer? 8.31. Now divide 8.31 by 100 – the number of portions. What is the answer? .08 Write that in.

For the grains/breads, divide the total by the number of portions. Our total is 100.5 and our number of portions is 100. Divide 100.5 by 100. What is the answer? 1.005 Write that in.

Food Service: Standardized Recipes, Meal Pattern Contributions, CN Labels, and Product Formulation Statements						
Recipe Name:	Chicken or Turkey and Noodles				Portions Per Recipe:	100
Ingredients	Quantity of Ingredient As Purchased (number of purchase units)	Purchase Unit	Servings per Purchase unit in Food Buying Guide	Meat/Meat Alternates (ounces)	Vegetables/Fruits (1/4 cup)	Grains/Breads (servings)
Noodles, egg	5 lb.	lb.	20.1 (1/2 cup)			100.5
Onions, fresh, diced	1.75 lbs. (1 lb. 12 oz.)	lb.	12.6 (1/4 cup)		22.05	
Carrots, fresh, diced	1 lb.	lb.	11.2 (1/4 cup)		11.2	
Chicken, commodity, diced	12.75 lbs. (12 lb. 12 oz.)	lb.	16 (1 oz.)	204		
			Totals	204	33.25 (1/4 cup)	100.5
			Portions per recipe:	100	100	100
			Calculations	Total divided by # portions $204/100=2.04$ (round down)	Total divided by 4 (to get units in cups), then divide by # portions $33.25/4=8.31$ $8.31/100=.08$ (round down)	Total divided by # portions $100.5/100=1.005$ (round down)
This Recipe provides 100 portions			Each Portion Contributes	oz. meat/meat alternate	Cup(s) Vegetables/fruits	Servings Grains/breads

Child and Adult Care Food Program (CACFP) Summit

Here is what your worksheet should look like now.

Finally, for meal pattern contributions, any amounts that are in fractions or decimals must be rounded down. So, for the meat/meat alternate contribution, 2.04 would be rounded down to what? Two. Write that in the column for the portion contribution for meat/meat alternate.

For the vegetables/fruits, what does .08 round down to? Zero. Write that in the column for the portion contribution for vegetable/fruit.

For the grains/breads, what does 1.005 round down to? One. Write that in the column for the portion contribution for grains/breads.

Food Service: Standardized Recipes, Meal Pattern Contributions, CN Labels, and Product Formulation Statements						
Recipe Name:	Chicken or Turkey and Noodles				Portions Per Recipe:	100
Ingredients	Quantity of Ingredient As Purchased (number of purchase units)	Purchase Unit	Servings per Purchase unit in Food Buying Guide	Meat/Meat Alternates (ounces)	Vegetables/Fruits (1/4 cup)	Grains/Breads (servings)
Noodles, egg	5 lb.	lb.	20.1 (1/2 cup)			100.5
Onions, fresh, diced	1.75 lbs. (1 lb. 12 oz.)	lb.	12.6 (1/4 cup)		22.05	
Carrots, fresh, diced	1 lb.	lb.	11.2 (1/4 cup)		11.2	
Chicken, commodity, diced	12.75 lbs. (12 lb. 12 oz.)	lb.	16 (1 oz.)	204		
			Totals	204	33.25 (1/4 cup)	100.5
			Portions per recipe:	100	100	100
			Calculations	Total divided by # portions $204/100=2.04$ (round down)	Total divided by 4 (to get units in cups), then divide by # portions $33.25/4= 8.31$ $8.31/100 = .08$ (round down)	Total divided by # portions $100.5/100=1.005$ (round down)
This Recipe provides 100 portions			Each Portion Contributes	2 oz. Meat/meat alternate	0 Cup(s) Vegetables/fruits	1 Serving(s) Grains/breads

Child and Adult Care Food Program (CACFP) Summit

So, for one portion of your Chicken or Turkey and Noodles recipe, with one portion being 1 cup, the meal pattern contribution is 2 ounces of meat/meat alternate, no vegetable or fruit, and 1 serving of grains/breads.



Let's take a break!

Be back in 5 minutes

Let's take a quick break – only 5 minutes please! We still have much more to cover!

Child Nutrition (CN) Labels and Product Formulation Statements

Commercially prepared main dishes that contribute at least ½ ounce to the meat/meat alternate component of the meal pattern requirements must have a CN Label or Product Formulation Statement.

This documentation is needed to determine the meal pattern contribution for that food.

Now we are going to look at the documentation needed if you have commercially prepared main dishes (like chicken nuggets or pizza) on your menu.

In addition to being able to determine the meal pattern contribution of a recipe, if you use commercially prepared main dishes that contribute at least ½ ounce to the meat/meat alternate component of the meal pattern requirements, you must obtain a Child Nutrition (or CN) Label OR have a Product Formulation Statement to be able to determine the meal pattern contribution for one serving of the commercial product.

CN Labels and Product Formulation Statements

CN labels or Product Formulation Statements for the commercially prepared main dishes you are actually serving are ***required***.

On review, meals will be disallowed if CN labels or Product Formulation Statements for the commercially prepared main dishes *actually being served* are not on file.

CN labels or Product Formulation Statements for the commercially prepared main dishes you are actually serving are ***required***.

On review, meals will be disallowed if CN labels or Product Formulation Statements for the products actually being served are not on file.

Be sure to check that the CN labels and product formulation statements are current and are for the products you are actually serving.

CN Labels

- USDA/FNS federal labeling program for Child Nutrition Programs
- Manufacturer participation is voluntary
- Evaluation of a product's formulation by FNS to determine its contribution toward meal pattern requirements



Child and Adult Care Food Program (CACFP) Summit

The United States Department of Agriculture (USDA) and the Food and Nutrition Service (FNS) operate a federal labeling program for Child Nutrition programs. Food manufacturers voluntarily participate in this program by submitting their product formulations to FNS. FNS will evaluate a product's formulation to determine its contribution toward meal pattern requirements and this information will be available to sponsors in the form of a CN label.

CN Labels

- Maintaining Child Nutrition (CN) labels is *required* for CACFP menu planning

- CN labels identify the contribution toward the meal pattern
 - For processed grain, meat/meat alternate, vegetable, and fruit products

- CN labels protect CACFP sponsors from exaggerated claims about a product

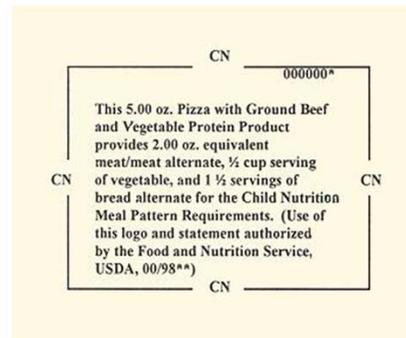
- CN labels simplify comparison of like products

Maintaining CN labels is required for CACFP menu planning. The label identifies the contribution toward the meal pattern requirements for processed grain, meat/meat alternate, vegetable, and fruit products.

The CN label also protects a sponsor from exaggerated claims about a product and simplifies comparison of like products.

CN Labels Always Contain:

- The CN logo (which is a distinct border)
- The meal pattern contribution statement
- A 6-digit product identification number
- USDA/FNS authorization statement
- The month and year of certification (good for 5 years)
- Product name, inspection legend, ingredient statement, manufacturer's name, signature/address line and net weight.



Child and Adult Care Food Program (CACFP) Summit

A CN label will always contain the following:

- The CN logo (which is a distinct border)
- The meal pattern contribution statement
- A unique 6-digit product identification number in the upper right corner
- USDA/FNS authorization statement
- The month and year of the original certification – this date is good for 5 years.
- Product name, inspection legend, ingredient statement, manufacturer's name, signature/address line and net weight.

Obtaining CN Labels

When you receive a CN labeled product, take the **actual CN label** off the box or case and keep it on file with your product information.

Not all products are CN labeled

USDA has a list of approved vendors and products with CN labels
<http://www.fns.usda.gov/cnlabeling/child-nutrition-cn-labeling-program>

CN labels are available from manufacturers, distributors, and wholesale stores.

Child and Adult Care Food Program (CACFP) Summit

Food manufacturers are not required to participate in the USDA/FNS program; therefore, there are a number of foods available on the market, that do not have CN labels.

USDA has published a list of approved vendors and products with CN labels on their website.

CACFP sponsors must purchase processed products with CN labels, and they can obtain CN labels from manufacturers, distributors, and wholesale stores.

When you receive a CN labeled product, take the actual CN label off the box or case and keep it on file with your product information.

A Valid CN Label

For any CN-labeled product to be valid, the purchased product label must have the CN logo on it.

The CN logo must be a part of the printed label on the purchased product.

A printed fact sheet from a website *does not* document that the CN-labeled product was purchased.

Proper documentation of a CN-labeled product is the **actual label** on the purchased product carton.

For any CN-labeled product to be valid, the purchased product label must have the CN logo on it.

A company may have a legitimate CN label approval, but unless the product is produced under inspection following all CN requirements and the CN logo is part of the printed label on the purchased product, it is not a CN-labeled product and is not warranted by USDA.

Printing a fact sheet or manufacturer's statement from a website does not document that the CN-labeled product was purchased.

Proper documentation of a CN-labeled product is the actual label on the purchased product carton.



[Hand out the sample CN label for Italiano's Fine Frozen Pizza.]

Here is a sample CN label created by FNS to show you what a complete CN label looks like.

- It has the name of the product -
- The CN logo with the meal pattern contribution –
- The ingredient listing -
- The manufacturer name and address -
- The inspection legend -
- And the net weight.

All of this information should be on the actual CN label that you take from the product carton.

What if a CN Label is Not Available?

- Don't use the product in your program!
- Ask the vendor for an alternative product with a CN label
- Check with other vendors if necessary
- Consider preparing the menu item from scratch
- Obtain a Product Formulation Statement

You cannot guess or interpret meal pattern contributions from a Nutrition Facts label.

If CN labels are unavailable for a product, don't use the product in your CACFP program! Here are some options to find another product:

- Ask the vendor for an alternative product with a CN label
- Check with other vendors if necessary
- Consider preparing the menu item from scratch
- Obtain a Product Formulation Statement

Remember, you cannot guess or interpret meal pattern contributions from a Nutrition Facts label.

Product Formulation Statements

Contact the manufacturer of the food product and ask for a Product Formulation Statement:

- Must be on company letterhead
- Must demonstrate *how* the processed product contributes to the meal pattern requirements
- Must show *ounces per raw portion of creditable ingredient* of product as purchased
- Must be signed by official representative of the manufacturer

If a CN label is not available for a product, you can contact the manufacturer for a Product Formulation Statement.

A valid Product Formulation Statement must:

- Be on company letterhead
- Demonstrate *how* the processed product contributes to the meal pattern requirements
- Show total ounces per raw portion of creditable ingredient of product as purchased
- Be signed by an official representative of the company



[Hand out the sample Product Formulation Statement for Tangy Chicken by the SA Food Company.]

Here is a sample Product Formulation Statement we created to show you what a complete Product Formulation Statement looks like.

The statement is on company letterhead –

The product name is given as well as the code number –

The manufacturer of the product is listed and the Case/Pack/Count/Portion/Size is listed –

Under the Meat/Meat Alternate section the Description of Creditable Ingredients per Food Buying Guide is listed – here it is Chicken, boneless, fresh or frozen (this description can be found on page 1-31 of the Food Buying Guide –

The Ounces per Raw Portion of Creditable Ingredient is listed – 3.1499 -

And the Food Buying Guide Yield/Servings per unit is .70 (Column 6) –

The math is done (ounces per raw portion times serving per unit) to get the creditable amount, 2.2049

The total weight (per portion) of product as purchased is listed – 3.9 oz.

The total creditable amount of product, per portion is listed – 2.00

There is a certification statement that is filled in and it is signed by a representative of the company and a phone number is provided.

Product Formulation Statement Resources

- Crediting Handbook for CACFP

- TA 07-2010 REVISED
Guidance for Accepting Processed Product
Documentation for Meal Pattern Requirements (MPR)

The Crediting Handbook is a resource you can refer to when working with CN labels and Product Formulation Statements. CN labels are defined in the Definitions and Explanations and Product Formulation Statements are covered in the last section of the handbook.

Another resource on Product Formulation Statements is the technical assistance guidance TA 07-2010 Revised, Guidance for Accepting Processed Product Documentation for Meal Pattern Requirements. We are providing a copy of this guidance to you for your reference.

[Hand out copies of TA 07-2010 REVISED.]

Please note, this guidance states that:

Program operators are ultimately responsible if a menu does not fulfill meal pattern requirements; therefore they must keep records of supporting documentation (original CN product label from the product carton or signed Product Formulation Statements) provided by the manufacturers. It is the program operator's responsibility to request and verify that the supporting documentation is accurate.

This guidance also has links to a Reviewer's Checklist for Evaluating Manufacturer Product Formulation Statements for Meat/Meat Alternate products – an excellent

resource to use when evaluating product formulation statements.

What if a CN Label or Product Formulation Statement is not available?

Do not use the product to meet the CACFP Meal Pattern – you do not have the information necessary to determine the product’s contribution to meal pattern requirements.

If the product does not have a valid CN label or Product Formulation Statement, then the product cannot be used to meet the CACFP Meal Pattern. You do not have the information necessary to determine the product’s contribution to meal pattern requirements.

Also, if a CN labeled product that you normally use is not available and you order a different product, you must obtain a CN Label or Product Formulation Statement for that product before you serve it. For example, if you normally order a certain brand of chicken nuggets that you have a valid CN label for, and that brand is not available and you are looking to order a different brand of chicken nugget, you must get the proper documentation (a valid CN label or product formulation statement) *before* you order it.

Review

- Standardized Recipes

- Meal Pattern Contributions

- CN Labels

- Product Formulation Statements

This concludes our session. To review,

We covered all the components of a standardized recipe.

We practiced how to determine the meal pattern contributions from a standardized recipe

We reviewed the documentation needed for commercially prepared mixed dishes – CN labels and Product Formulation Statements.

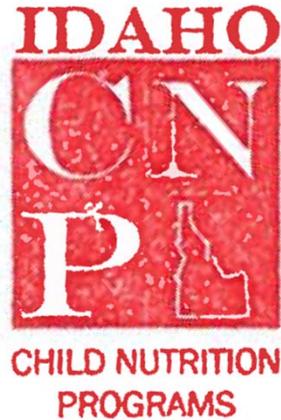
Having standardized recipes with the meal pattern contributions calculated, CN labels and Product Formulation Statements are all supporting documentation required to show that reimbursable meals are being served in your Child and Adult Care Food Program.

Thank you for your attention and participation.

Wrap Up

Get your passport stamped
and fill out the evaluation
before you leave!

Thank you!



I hope you have found this session helpful. Please make sure I have stamped your passport and fill out the evaluation before you leave this session. Also, please leave the calculators and *Food Buying Guides* here. You may take the *Crediting Handbook* with you.

The U.S. Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866)632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202)690-7442 or email at program.intake@usda.gov. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800)877-8339; or (800)845-6136 (Spanish).

USDA is an equal opportunity provider and employer.

USDA Child Nutrition Programs recognize the following protected classes: race, color, national origin, sex, age, and disability.