

SITE MONITORING REPORT FOR CACFP

Note: Site monitoring visits should be scheduled with enough time to observe the entire meal service

Site Name & Address: _____	Date of Visit: _____	Regular Visit: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3
	Time Arrived: _____	<input type="checkbox"/> Follow-Up Visit
Site Contact: _____	Time Departed: _____	<input type="checkbox"/> Announced Visit
		<input type="checkbox"/> Unannounced Visit

1. LICENSING, ALTERNATE APPROVAL, OR OTHER FEDERAL, STATE OR LOCAL APPROVAL

Licensed facilities only: Is the license for this facility current? Yes No
 Maximum number _____ Ages in Care _____ Hours care provided: _____
 Is the operation of this facility in compliance with licensing requirements listed above? Yes No

Alternate approval facilities only: Are Sanitation and Fire/Safety Inspections current? Yes No
 (Sanitation Inspection must be done annually. Fire/Safety Inspection must be done every two years)
 Date of last Sanitation Inspection _____ Date of last Fire/Safety Inspection _____

Other Federal, State or Local Approval: Type of approval _____

2. MEAL OBSERVATION Time meal served: _____

Meal Service Style: Restaurant Family Style Combination restaurant/family Cafeteria

Meal Observed: Breakfast AM Snack Lunch PM Snack Supper

Written Menu: _____

Menu Served: _____

Do meals for the current month meet all CACFP requirements (including infant meals)? **Yes** **No**
 Check the following if OK: _____

_____ all required components are offered at each meal
 _____ non-creditable foods are not counted toward the meal pattern
 _____ adequate quantities of all required components are offered
 _____ the meal service style is implemented correctly (adequate supervision, food served appropriately)

3. FOOD SAFETY AND SANITATION **Yes** **No**

Food is obtained from approved sources _____

Potentially hazardous foods are stored/prepared/held/served at the proper temperatures _____

Leftovers are properly cooled _____

Dishwashing facilities are adequate for washing, rinsing and sanitizing _____

Appropriate personal hygiene practices are observed _____

Kitchen food/prep area is sanitary _____

Any other food safety or sanitation issues noted:

4. BUILDING FOR THE FUTURE (Adult Programs exempt) **Yes** **No**

Is the poster "Building for the Future" posted where it can be seen and read by participants, their parents or guardians? _____

