

## MEAL COUNT COLLECTION PROCEDURES

Your collection procedure must have a built in accounting system to record the number of meals served each day. This is a very important aspect of the SFSP since it serves as the basis for your claim for reimbursement.

THE FOLLOWING MEAL COUNT METHODS ARE **NOT** ACCEPTABLE!

### COUNTS BASED SOLELY ON LISTS OF:

- ENROLLED CHILDREN
- ATTENDING CHILDREN
- ELIGIBLE CHILDREN
- MEALS RECEIVED

### COUNTS BASED ON THE NUMBER OF:

- PLATES USED
- TRAYS USED

### WHAT **IS** ACCEPTABLE?

A count of children served, taken at the **POINT OF SERVICE**.

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