

Point Of Service



*Office of School Support Services
School Nutrition Programs
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What is Point of Service (POS)?

- The point in the serving line when you can determine a student has chosen a reimbursable meal.
- If meals are counted at the beginning of the serving line, someone must check to ensure all required components have been taken.



POS Systems

POS systems must ensure that meals counted:

- Meet the meal pattern requirements
 - Are served to eligible students
 - Are counted daily by category




Acceptable POS Counting Systems

- Class roster check list
- School roster check list
- Computerized barcode I.D. cards
- Ticket system
- Cash register code system
- Prepaid list



Acceptable POS Counting Systems – Key Points

- Daily counts must be taken at the point of service
- The counts must be by category (free, reduced, and paid)
- An application or documentation of Directly Certified must be on file for each student claimed as free or reduced
- Never claim more free or reduced than eligible students on file



Unacceptable POS Counting Systems

- Morning classroom counts
- Claims based on attendance records
- Counts based on tickets/tokens sold in advance
- Counts based on number of children eligible
- Counts at beginning of serving line with no verification that required components were taken



Unacceptable POS Counting Systems

- Meal counts based on visual identification
- Tray or plate counts
- Back out systems
- Systems that overtly identify free or reduced students
- Any system that allows students to be counted twice



Acceptable Breakfast POS Counting Systems

- Daily counts must be taken at the point of service regardless of the serving method:
 - Traditional breakfast in the cafeteria
 - In the classroom during school hours
 - Grab n' Go from a central location
 - In the hallway
 - Mid-morning, after 1st period
- Breakfast has the same standards for counting meals as Lunch



Unacceptable Breakfast POS Counting Systems

Universal Breakfast

- counting all students as free
- Counting all students present as having had breakfast



POS Roster

- Benefit Issuance Roster
 - Must be up-to-date
 - Contains all student names that are eligible for free or reduced benefits

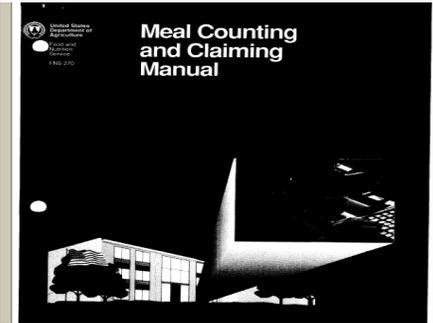


POS Roster

- Rosters must be updated in accordance with Food and Nutrition Service (FNS) regulations and policies when there is any change in eligibility determinations.



Counting and Claiming Manual



Additional Guidance

Go to:

www.michigan.gov/schoolnutrition

Scroll down to Guidance and click on:

“Counting and Claiming”



Questions?



Contact MDE School Nutrition Programs at:

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